Municipal Building Authority / City Council Meeting

Minutes

Tuesday, September 8, 2026 at 7:00 pm

Attendees: Mayor Kevin Dunn, Councilmember Kirk Crowley, Councilmember Ron Skinner, Councilmember Nathan Chamberlain, Councilmember Shane Brewer (Excused), Councilmember Todd Westcott, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder Melissa Gill

Meeting Location: Hideout Community Center 648 S Hideout Way

Monticello City Council Meeting

1. **Call to Order**

   Minutes:
   Mayor Dunn called the Monticello City Council meeting to order at 7:02 pm. There were no visitors present.

2. **Invocation/Opening Remarks/Pledge of Allegiance**

   Minutes:
   Mayor Dunn invited any members of the audience or Councilmembers to offer an invocation. An invocation was given by Councilmember Crowley. Mayor Dunn led all present in the Pledge of Allegiance.

3. **Consider Minutes Review / Approval (action)**

   Minutes:
   MOTION to approve the minutes of August 11, 2026, and August 25, 2026, was made by Councilmember Crowley and seconded by Councilmember Chamberlain. The motion passed unanimously.

   Vote results:
   Ayes: 4 / Nays: 0 / Abstains: 0

4. **Consider Payment of Bills (action)**

   Minutes:
   Clarifying questions regarding bills paid was made by Councilmembers. MOTION to approve the bills as paid was made by Councilmember Chamberlain and seconded by Councilmember Crowley. The motion passed unanimously.

   Vote results:
   Ayes: 4 / Nays: 0 / Abstains: 0

5. **Public Comment (discussion)**

Minutes:
There was no public comment.

6. **Councilmember General Comment/Declaration of Conflict of Interest**

Minutes:
Councilmembers Skinner, Chamberlain, Crowley, and Westcott each declared no comments or conflicts of interest regarding items on the agenda.

7. **Consider for Approval: Cancel October 27, 2026 City Council Meeting (discussion/ action)**

Minutes:
MOTION to cancel the October 27, 2026, meeting was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

8. **Landfill Discussion**

Minutes:
Safety and liability policies regarding scavenging at the landfill were considered. The Council directed staff to draft updated policy language and place signage indicating that individuals enter and shop in designated areas at their own risk.

9. **Boards/Committees/Commission ByLaws (discussion/action)**

Minutes:
City Manager Kulow submitted revisions to Monticello City advisory boards and asked for guidance from the Council. The Council directed staff to implement the following adjustments: - Solicit letters of interest in October 2026 for Planning Commission positions. - Require Planning Commission members to be residents of the community. - Set residency requirements for the Parks and Beautification Committee to 3 out of 5 members residing within city limits. - Standardize term lengths for committee members to 3 years across committees. - Eliminate the dedicated committee secretary role across advisory boards, reassigning duties to a Chair, Vice Chair, and Administrative Representative.

10. **Building Inspection Agreement with the Town of Bluff (discussion)**

Minutes:
Kulow presented a draft for an Interlocal Agreement with the Town of Bluff for building inspection services. Terms were discussed and will be brought back to Council for Resolution approval once all terms are set by both parties.

11. **Monticello City Vision/Mission Statement (discussion/action)**

Minutes:
Draft mission and vision statements required for the Monticello City General Plan revision were introduced. The draft was placed on record for Council consideration.

12. **Follow Up Items**

Minutes:
Updates were presented on streetlights and crosswalk safety markings on Main and Center Streets (in coordination with UDOT), expansion of the stormwater study across Clay Hill, and completion of paving and culverts on the Lloyds Lake trail.

13. **Governing Body / Administrative Communications**

Minutes:
The following communications and scheduling items were noted: Resolution of utility meter reader syncing issues and re-initiation of auto-payments on September 10, 2026. Emergency Medical Services Town Hall scheduled for September 14, 2026, at 6:00 PM at Hideout Community Center. Meeting with the State Auditor and Treasurer scheduled for September 18, 2026, at 1:30 PM at Hideout Community Center. Hospital tour scheduled for September 22, 2026, at 5:00 PM prior to the regular City Council meeting Citywide Day of Service scheduled for September 9, 2026, at 6:00 PM.

14. **Upcoming Agenda Items**

Minutes:
Spring Creek Update – Interlocal Agreement with Bluff for Building Inspector Services – Committee By-Laws – Mission/Vision Statement – Fire Restriction Discussion

15. **Adjournment (action)**

Minutes:
MOTION to adjourn was made by Councilmember Crowley and seconded by Councilmember Skinner. The motion passed unanimously and Mayor Dunn adjourned the Monticello City Council meeting at 8:30 pm.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

Municipal Building Authority Meeting

16. **Call to Order**

Minutes:
Mayor Dunn called the Monticello City MBA meeting to order at 8:30 pm. There were no visitors present.

17. **Consider MBA Minutes Review / Approval (action)**

Minutes:
MOTION to approve the minutes of August 11, 2026, was made by Councilmember Chamberlain and seconded by Councilmember Westcott. The motion passed unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

18. **Consider Payment of MBA Bills (action)**

Minutes:
MOTION to approve the bills as paid was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

19. **Adjourn and Move Into Executive Session for the Purpose of Discussing the Character, Professional Competence, or Physical or Mental Health of an Individual UCA 52-4-205 (1)(a)(action)**
Roll Call Vote

Minutes:
MOTION to adjourn the Monticello City MBA meeting and move into executive session for the purpose of discussing the character, professional competence, or physical or mental health of an individual was made by Councilmember Crowley and seconded by Councilmember Skinner.
Roll Call Vote: Councilmember Brewer, Absent/Excused Councilmember Westcott, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously and Mayor Dunn adjourned the MBA meeting at 8:33 pm and announced the Council would move into executive session.

Notice of Special Accommodations

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5. The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

Audio File

https://soundcloud.com/user-250815044/2026-09-08-city-council

Contact: Melissa Gill, Recorder (melissa@monticelloutah.gov 435-587-2271) | Minutes published on 10/14/2026, adopted on 10/13/2026