Mayfield Town Council Regular Meeting Minutes
September 9, 2026 7:00 PM
Mayfield Town Hall

Council Members Attending	Mayor Travis Good, Jack Wilber, Mitzi Fuller, Catherine Medler
Council Members Excused	Keston Christiansen
Administration Attending	Amanda Bennett, Krista Dutton, Jake Nielson,
Others Attending	John Glauser, Robert Brown
Conducting	Mayor Travis Good

Agenda	Discussion	Vote
1. Public Comments a. Invitation to public present for matters to be brought before Council	**Bridge Maintenance:** John addressed the Council regarding the bridge near the north end of Town, noting that it is in need of painting and general cleanup. He volunteered to complete the work and indicated that he has waterproof paint available, which would minimize the expense to the Town. He also offered to trim back the bushes around the bridge. Town staff and others offered assistance with water and pressure washing if needed. The Council thanked John for volunteering his time and materials for the project. **Community Baseball Game:** Robert asked about the community baseball game that had been planned with Ferron. It was reported that approximately 30–40 Mayfield residents attended; however, Ferron residents did not attend as anticipated. Mayor Good stated that he had contacted the Ferron Mayor and was told there had been a scheduling/communication issue and that the event had not been advertised well on their end. Ferron expressed interest in trying the event again in the future. Travis Dyreng volunteered to help coordinate a future game, with the first Saturday in August discussed as a possible annual date. The Council expressed appreciation to those who participated and discussed the possibility of a traveling trophy for future games. **No additional public comments were made.**	
2. Council Discussion & Action Items a. Presentation and possible approval of subscription to TextMyGov	Clerk Bennett reviewed TextMyGov as a possible tool for improving communication with residents. The service could be used for community-event reminders, utility notices, service interruptions, emergency notifications, and other Town information. Residents would be required to opt in to receive messages. The Council also discussed the ability to target messages to particular areas of Town. The proposed TextMyGov service would require approximately $3,000 to begin, with a three-year commitment and approximately $2,000 annually thereafter. Clerk Bennett reported that Monroe City had experienced residents unintentionally opting out and was not planning to renew its service. She also discussed Easy Texting, a pay-as-you-go option used by Centerfield	

	City. Mayor Good reported researching Constant Contact as another possible pay-per-text option. Councilmembers expressed support for establishing some type of text communication system but were hesitant to enter into a three-year contract before determining how many residents would participate. The Council directed staff to research additional options, including what neighboring communities are using, and bring the information back for further consideration. No action was taken on the TextMyGov subscription.	
b. Discussion and possible approval of expending surplus funds from auction items	Clerk Bennett noted that proceeds had been received from the Town's recently auctioned surplus property and suggested that the funds could potentially be used toward a resident communication/texting system if the Council chose to pursue one. Because the Council decided to research communication options further before selecting a service, **no action was taken regarding expenditure of the surplus funds.**	
c. Discussion and possible approval of expending park impact fees for the common area	Mayor Good provided an update on development of the Town-owned common area on the north end of Mayfield. He reported that Town representatives and area residents/developers had met several times and that Blue Line had been hired to prepare a preliminary design and associated cost estimate. The Council emphasized that the property is intended to serve as a **community common area for all Mayfield residents**, rather than solely residents of the surrounding development. Preliminary concepts discussed included low-maintenance landscaping, open green space, off-street gravel parking, a walking/bicycle path, and a gathering area that could accommodate receptions, family gatherings, and other community uses. The Council discussed avoiding improvements that would create significant maintenance expenses and agreed that community input should help guide the final design. Clerk Bennett provided information regarding available park impact fee funds and advised that the funds may be used toward the common area and must be expended by Fiscal Year 2030. The Council also discussed forming a community committee with representation from different areas of Town to assist with planning and fundraising. A community survey prepared with assistance from Cade Penney was reviewed. The survey is intended to gather resident input regarding anticipated use of the common area, preferred amenities, project priorities, phased development, and willingness to contribute toward ongoing maintenance. The survey will be distributed as broadly as possible throughout the Town. **No formal motion to expend the park impact fees was made during this discussion.** The Council will continue developing the project, gather community input, form a committee, and obtain preliminary design and cost information before proceeding further.	
3. Council Business a. Approval of claims from the invoice	The Council reviewed the invoice register. A question was raised regarding the Gunnison Valley Police Department invoice for the School Resource Officer, noting that the amount was	

register dated 08-13-2026 thru 09-09-2026	approximately $1,000 higher than the previous year. The current information indicated 119 Mayfield students and a cost of approximately $43.27 per student, which did not appear to correspond with the amount invoiced to the Town. The Council discussed the allocation formula and agreed that additional clarification should be obtained before that invoice is paid. Clerk Bennett will follow up with Gunnison regarding the calculation and revised budget information. A motion to approve the invoice register dated August 13, 2026 through September 9, 2026, **with the Gunnison Valley Police Department School Resource Officer invoice held pending clarification**. Clerk Bennett also reported that Treasurer Krista Dutton had received a scholarship for upcoming treasurer training, resulting in approximately $400 in savings to the Town.	Motion: Mitzi Second: Wilber Vote: Roll Call Unanimous 'Aye'
b. Approval of minutes from meetings on August 12, 2026	A motion to approve the minutes of the August 12, 2026 Town Council meeting. Mayor Good noted that he had not attended the August 12 meeting and therefore abstained from approval of the minutes.	Motion: Jack Second: Cat Vote: Unanimous 'Aye'
c. Annual Open and Public Meeting Training	Clerk Bennett provided Councilmembers with an Open and Public Meetings Act quick-reference guide and reviewed several important requirements, including remaining within the posted agenda, clearly stating motions and votes, conducting Council deliberations in an open meeting, and following the statutory requirements for entering a closed session. Councilmembers were reminded that final action may not be taken during a closed session and that quorum deliberations should not be conducted through group texts or emails. The Council then viewed the required annual Open and Public Meetings Act training video. Topics included meeting and notice requirements, electronic and emergency meetings, permissible reasons and voting requirements for closed meetings, meeting records and recordings, and requirements for preparing and posting pending and approved minutes. Upon completion of the video, Councilmembers had fulfilled their annual OPMA training requirement.	
d. Annual Fraud Risk Assessment	Clerk Bennett reviewed the Town's annual Fraud Risk Assessment and reported that Mayfield scored **325 points**, placing the Town in the **low-risk category**. The Council was also provided information regarding the Town's separation of duties. Clerk Bennett advised that the Town could improve its score if Councilmembers complete the State Auditor's fraud training and provide their certificates. She will send the training link to the Council. The assessment will be signed by Mayor Good and submitted to the Office of the State Auditor.	
4. Department Reports a. Mayor Good b. Jack Wilber c. Catherine Medler d. Mitzi Fuller	**a. Mayor Good** Mayor Good reported that his updates regarding the Town marquee and the proposed common area had been provided earlier in the meeting. **b. Councilmember Jack Wilber**	

e. Keston Christiansen f. Upcoming Calendar Items i. Annual Audit- September 10 ii. CDBG Workshop- September 28 iii. UMCA Conference - Sept 29-Oct 2 iv. R6 Regional Growth Summit - October 22 v. ULCT- October 27-28	Councilmember Wilber reported that repairs to the culinary water system had not yet been scheduled. Because the needed repairs are not currently affecting system performance, the work will be completed when temperatures and water demand are lower. The Council also discussed maintenance at the cemetery. A dead tree will be removed, and seven Colorado spruce trees have been planted on the north and west sides of the cemetery. The Council briefly discussed purchasing additional trees while prices are lower. **c. Councilmember Catherine Medler** Councilmember Medler reported that the Recreation Board canceled its previous meeting because there were no items requiring discussion. She will follow up regarding preparation of the baseball field for the next season, including storing the bases and obtaining the new bases that were previously discussed. **d. Councilmember Mitzi Fuller** Councilmember Fuller reported that she had not received any additional updates concerning the park. She also asked about replacing trees that have fallen or been removed from the cemetery. **e. Councilmember Keston Christiansen** No separate department report was provided. **f. Upcoming Calendar Items** The Council reviewed the following upcoming events: • Annual Audit – September 10, 2026 • CDBG Workshop – September 28, 2026 • UMCA Conference – September 29 through October 2, 2026 • Region Six Regional Growth Summit – October 22, 2026 • Utah League of Cities and Towns Conference – October 27–28, 2026 Clerk Bennett reported that she and Treasurer Dutton would both attend the UMCA Conference, leaving the Town office without regular staff coverage during portions of September 30 and October 1. The Council discussed establishing shortened office hours and having Councilmembers assist with coverage. A notice will be posted identifying the available hours and providing contact information. Clerk Bennett also stated that she plans to attend the CDBG Workshop because attendance by a Town representative is required for Mayfield to apply for CDBG funding. The Council was encouraged to attend the Regional Growth Summit and ULCT Conference as their schedules permit.	
5. Unfinished Business Closed session- Strategy session to discuss the purchase, exchange, or lease of real property pursuant to	A motion was made to enter a closed session to discuss the purchase, exchange, or lease of real property pursuant to Utah Code §§ 52-4-204 and 52-4-205. The Council entered the closed session at the Mayfield Town Hall. The regular meeting resumed in open session at **8:21 p.m.**	Motion: Cat Second: Mitzi Vote: Unanimous 'Aye'

Utah Code § 52-4-204 and §52-4-205	Following the closed session, A motion was made to hire an appraiser to determine the value of property the Town is considering purchasing near the park. **Additional Unfinished Business** Clerk Bennett reported that the Town's water-rate study had been completed. Janelle with Rural Water will meet with Town representatives on September 22, 2026, at 10:00 a.m. to review the study. Councilmember Wilber raised safety concerns regarding the location where the new safe pathway crosses the state highway. The Council discussed the need for a marked crosswalk, signage, and pedestrian flags. Clerk Bennett reported that the Town has obtained the flags but must complete an agreement with UDOT and ensure the flag holders meet traffic-safety requirements before installation. Mayor Good will follow up with UDOT regarding the crossing study, signage, and the possible relocation of the speed-limit signs farther north. Councilmember Wilver also expressed concern that many homes do not have clearly visible address numbers, making it difficult for emergency responders to locate properties. The Council discussed encouraging residents to install contrasting, visible address numbers on their homes, fences, or other appropriate locations. Information and examples will be included in a future Town newsletter. No formal action was taken on these additional matters.	Motion: Jack Second: Mitzi Vote: Unanimous 'Aye'
6. Adjourn	A motion was made and seconded to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at **8:30 p.m.**	Motion: Cat Second: Mitzi Vote: Unanimous 'Aye'

Minutes Approval Date: 10-14-2026

By: _____, Mayor Attest: _____, Recorder

TOWN OF MAYFIELD SEAL Sanpete Co. UTAH