

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
OCTOBER 6, 2026**

Members Present:

Kristie Bowcutt

Brent Jex

Beau Lewis

Sharri Oyler

Blair Westergard—excused

Bret Rohde, Mayor

Linsey Nessen, City Manager

Cynthia Nelson, City Recorder

TOUR OF COMMUNITY DEVELOPMENT AND FIRE DEPARTMENT

CITY COUNCIL WORKSHOP

Mayor Rohde called the October 6, 2026 City Council Workshop to order at 6:00 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Rohde, Councilmembers Bowcutt, Jex, Lewis, and Oyler, City Manager Nessen, and City Recorder Nelson. Councilmember Westergard was excused. Also in attendance was Zoning Administrator ChrisDean Epling, Planner Jeremy Lance, Community Development Intern Abigail Mattinson, and Public Works Director Carl Mackley.

1. Call to Order and Declaration of Conflict of Interest – There were no conflicts.
2. Council Reports and Updates

Mayor Rohde said we would like to thank the planning and fire departments for giving us tours of their facilities.

Councilmember Jex said for the most part, I really like the dashboard and the direction we are going. I want to make sure our priorities are where they need to be. I have shared some of my concerns as it relates to our employees. We have some outstanding employees, and I am worried we are going to lose them. I think we need to do a better job of supporting them and not just saying we appreciate their service. We need to treat them like the commodity they are. We do kick stuff down the road. I was fairly vocal last time about the benefit hours and forming a committee to go through all this. I get that committees can work, but we are kind of in a crunch. We are setting stuff up to where it is going to be six months down the road. I have talked about the comparison between Costco and Sam's Club. The two companies are largely mirror images of each other, yet Costco retains 96% of their employees while Sam's Club retains 44%. The difference is pay and benefits, but also the value that gets communicated from the top to bottom. Turnover and training costs money. There is value in doing what we can to better that process. We want real value without having to consider tax increases to provide the basic services. If we are going to pause, it should be on the real consequential decisions we

have to make not on something as simple as evening out employee benefit hour carryover. We need to show they are important enough with final decision being made.

Councilmember Bowcutt said residents reached out about safety concerns with crossings at McKinley Elementary. We turned it over to Public Works and their guys went right to work painting crosswalks and the police department got a crossing guard. I appreciate that, as well as what our planning and zoning department are doing.

Councilmember Oyler said they got the siding on the storage shed at the library and it looks much better. That Dolly Parton grant for the library is being looked into. The State does have to get approval. If Box Elder County already has approval, then we could go off them. They got the Quality Library Award again this year from the State. They have had it six years in a row. The Senior Center is having the Chili Cook-Off on October 22 and would like judges from the Council.

3. Presentations:

- a. **Title:** Discussion of Tremonton City Parking Options—Building Inspector Kirk Ward and Code Enforcement Greg Horspool

Inspector Ward said there are two ideas on how to improve our parking. We want to utilize every piece of the lot. Starting on the north end we would paint some stripes and organize ourselves by Mike Norr's building. We want to widen things more since our vehicles are getting bigger. This area between the City building and fire station is really congested. My proposal suggests a five-foot-wide sidewalk and move that to the east 11 feet. That would open up that gap between the buildings. We would add a couple stripes here and there, with a centralized dumpster. There would be an emergency egress right out this door to the parking lot. If we ever had a major emergency, we want a way out and could back an ambulance in there. On the north side of the building, I would suggest moving the parking stalls 10 feet to the south and putting a sidewalk in there. That will open up that entryway when people are pulling in and out. There will be handicapped parking. We have two stalls, but it is a little tight. For drawing number two, everything is the same on the north end. On the south end, we could move parking stalls 24 feet into the grass area to really open things up. There is a low spot where water currently sits. We do not want to put a dip in the driveway and have the water flow that way so we would have to build that up where that sidewalk would be and look into drainage. Decide what you as a Council would like to do. We have not spent any money on engineering yet. If you want to do this, we can get bids. Our asphalt condition is getting poor. We have also discussed signing off some as designated parking for the police and fire departments. Also, between the fire station and garage to the north, we would stripe that as no parking to maintain a fire lane. We want the fire station garage doors to have access. The Council agreed they want bids for both proposals before further discussion.

- b. **Title:** Discussion of approving an On-Premises Bar & Grill License for Pete's Bar and Grill - Kevin Hoesel and Treasurer Michelle Rhodes.

Treasurer Rhodes said Mr. Hoesel wants a liquor license at 105 West Main Street. It will be Pete's Bar and Grill inside the Candy Bomber building. The City has done everything we need to do to prepare. There are some proximity restrictions that have to be 200 feet away in a straight line. There is a church nearby, but it is more than 200 feet. The State will take over after they get a local consent. This will be a nice sit-down place and his plans sound wonderful. This would also increase our sales tax. Mr. Hoesel talked about his years in business and the different locations he has operated. Here is our menu options, we are just trying to get the paperwork done. The Council agreed this would help revitalize Main Street. Mayor Rohde said I think this is awesome and we need it. We will support this, but then it is up to you to get the license with the State. Treasurer Rhodes said this whole thing is just a local consent. I have to sign it if the Council passes it tonight and then he will take it to the State.

c. **Title:** Discussion of RES 26-60 amending the Fees and Fines Schedule

Treasurer Rhodes said on the business licensing end we had one little wordage problem. In our fees and fines schedule, there needs to be an initial administrative business license application fee and take out the renewal. That administration fee is what we charge to process their license. Then we also charge the business license fee itself. Currently, it looks like you would renew the next year instead of incorporating them together. We are asking that you add the administration fee and take out the renewal wordage. They are charged \$35.95 for the administration fee and then \$17.60 for the business license fee. The following year we would just charge the \$17.60 as their yearly fee. I just do not want to get hung up on wordage.

d. **Title:** Discussion of ORD 26-20 amending Title 3-975 Citizens Advisory Committee and appointing Christopher Danvers to serve as chair

Mayor Rohde said this is just an FYI that Mr. Danvers is going to chair this committee. The new ordinance becomes more generic and takes people's names out of it. This ordinance says how the CAC will run and elect officers. It also takes out a lot of the public format. We do not have to have a recorder here, but it will be a meeting where citizens can attend. There will still be public notices and minutes. It is a much tighter code. Mr. Danvers has put the committee together. They will meet this Thursday and we have asked Jed Abbott to be the co-chair. There are seven people on this committee now. They will help the City Council determine how citizens feel about things. We will give them ideas and they will discuss those as a committee. We want to make sure it is not a political venue and not overlapping with the NPI committee's duties. The NPI is for the Planning Commission, and they report to them based on their neighborhoods. The CAC reports to the City Council.

e. **Title:** Discussion of RES 26-61 approving vendor to create General Plan

Planner Jeremy Lance said we are pleased to present the top three firms who could help bring forward the City's first update to the General Plan in 23 years. This is the official comprehensive update to all the City's land use ordinances and brings together all the

subsidiary plans. This document is a comprehensive policy guide for everything regarding land use. The selection process started with sending out a Request for Statement of Qualifications (RFSQ). Each group put together very professional packages and made it incredibly difficult to choose. We might as well be drawing straws at this point. We relied on a ranking system per the ordinance, but any one of these firms would be great. Based on the point system, the first one is JUB (96 points) The firm has a lot of work going on in Garland and has done plans for Smithfield. Landmark Design is a frequent flier in the City and did the 2023 Integrated Land Use Plan. A plan that has been a success in terms of guiding the City's policy decisions. They scored 95 points. Methods scored a total of 94.5 points and have put together the City's transportation Master Plan, which was adopted last year. All firms would be a great choice. Administrator Epling said we went through the pre-interview process, and they all submitted an application. Six firms applied and five made it to the interview process. Through that process these three were selected as the top candidates. We have yet to negotiate and talk price. This was an outline based off the State's recommendation. They recommend the Council pick the candidate and then give staff the ability to negotiate a price. We would start with whatever firm you decide. You can review their proposals and make that decision. Mayor Rohde said it seems that we have three qualified firms and could use any of them, but I think a price needs to come with that before we decide. We cannot just pick someone without a price attached. Administrator Epling said the price would be the budget that has already been set aside for the project and would be what we get from the grant. We would not go above that. This is what the State told me. They wanted the proposal based off of their ability to provide qualifications and then we would negotiate the deliverers we want. If they cannot be within that price point, then we would go to the next firm and negotiate with them. Whatever firm we go with is going to build off of what we already have. All will have access to what we have. All of them have institutional knowledge in one area or another. Director Carl Mackley said this process was designed to identify the best qualifier. It is kind of a statistical tie so we would feel great with any of them. I am with the Mayor that it does have to come down to a dollar amount, but to be fair, they were never asked to put a dollar amount because that is not what we asked for. To be fair, we should go through a process where they say, this is how they are going to meet the budget and follow the guidelines. Administrator Epling said I might propose you not approve this ordinance and have us bring it back with the dollar amount. Mayor Rohde said that would be good because right now it just feels like a coin toss, which is not fair to anyone.

f. **Title:** Discussion of ORD 26-21 Heritage Country Rezone

Abigail Mattinson, Community Development Intern, said this is the only area in Tremonton that has not been zoned and needs to be. In past meetings the Planning Commission and Council have discussed that area, but there was an oversight, and it did not formally get stated as R1-10. This would formalize what had already been discussed for this area in accordance with our plans.

g. **Title:** Discussion of RES 26-62 Personnel Policies & Procedures Section XVI Benefits

Manager Nessen said this is just a formal policy that would create this employee benefits committee to review such things as leave for the entire City, not just certain departments. Inspector Ward is going to be our chairperson. He has experience running one of these committees. It is going to consist of five employees from all of our departments. Since the Senior Center and Library are smaller, they are lumped with Parks and Rec and Community Services. I sent this out to the department heads to review. Police Chief Dustin Cordova had a good thought that we will leave it up to department heads to figure out their own selection process for the committee. They will work in coordination with the HR director. We would like people who are actually benefited through us to be on this committee if they are going to talk about benefits. We have kind of copied Box Elder County's. They have a three-year term. The committee could review benefit proposals brought forth by departments and then bring it to the Council if they think it is a good idea. This just formalizes it and puts it in our benefits policy that we will start this committee and let them start reviewing things. There will also be employee surveys to find out how they feel about changes.

Mayor Rohde said Council here is the dashboard that shows you what we have been working on. It is not finalized because department heads and staff are still going through and validating goals. We will mount this up on the wall so every time we have a meeting you will be able to find it and see how we are doing.

h. **Title:** Discussion on Critical Infrastructure

This item was discussed during the regular meeting.

4. *CLOSED MEETING: No Closed Meeting held at this time.*
- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
 - b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
 - c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
 - d. *Discussions regarding security personnel, devices or systems*

The meeting adjourned at 6:56 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Rohde called the October 6, 2026 City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Rohde, Councilmembers Bowcutt, Jex, Lewis, and Oyler, City Manager Nessen, and City Recorder Nelson. Councilmember Westergard was excused. Also in attendance was Zoning Administrator ChrisDean Epling, Planner Jeremy Lance, Community Development Intern Abigail Mattinson, Public Works Director Carl Mackley, and Fire Chief Jeff Jarrow.

1. Call to Order
2. Roll Call
3. Invocation by: John Call
Pledge led by: Director Mackley
4. Approval of Agenda:

Motion by Councilmember Oyler to approve the agenda of October 6, 2026. Motion seconded by Councilmember Lewis. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - absent. Motion approved.

5. Declaration of Conflict of Interest: None.

The following items were done out of order.

6. Presentations:
 - a. Citizen Recognition for Jim Hess – Fire Department

Fire Chief Jeff Jarow said this award comes from citizens, not directly from the fire department. It was submitted through Tremonton City Connect on our website. The nominator said Mr. Hess saved our neighbor's house from burning down. He saw a small amount of smoke coming out of the home and immediately took action. Had it been anyone else, they may not have even noticed the smoke to stop it before it turned into a fire. She truly believes his dedication to his career as a fireman was instrumental in detecting the smoke. She believes he has great ethics and integrity. We would like to present him this award based off of this awesome story and helping us get to the fire out before it turned into something bigger. We present Jim Hess with the Citizen Award. Mayor Rohde said thank you for all you have done and all you did for the City when you were here. He was one of the first instigators of our emergency preparedness here in the City. He did a wonderful job.

- b. Contribution Recognition to Tremonton City from Box Elder School District – Jamie Kent

School District Director of Public Relations, Jamie Kent, said this year for our school board meetings we are giving five recognitions out for our five C's (Connections, Communication, Collaboration, Contribution and Career). We gave our Contribution Award to the Tremonton City Council. This award is for people who are committed to giving back and recognizing the contributions of others who strengthen our schools and reflect the very best of the Box Elder School District. This can be a community member, student, staff member or business. We just wanted to recognize you for recognizing our students each month for being good citizens. Thanks for bringing them in and providing certificates, a photo and celebration. The City has done this monthly for a few years now

and you are promoting being safe and responsible citizens. We want to thank you for that. We presented the certificate to Councilmember Bowcutt at the School District meeting and have provided you all with a Twisted Sugar mug. We want to thank you for all you do for our students, we really appreciate it. The Council thanked her and said they appreciate the school district.

c. Tremonton City Citizenship Award to Elementary and Intermediate Students

Mayor Rohde said we want to recognize these wonderful children from our district. We think the world of you and appreciate you representing McKinley, North Park, and Alice C. Harris. The Youth were then presented with their awards and given a gift card and took a picture.

7. Citizen Engagement – General Public Comment: None

8. Unfinished Business from Work Session

Director Mackley presented on critical infrastructure with Gordon Walker. Director Mackley said first we have an update on the treatment plant. Two things to remember about the wastewater treatment plant is it is actively failing, which stresses me out. We are currently violating our permit but have been open about it with the State. They understand that it takes time to fix things. The biggest thing we need is money. We are already at capacity and have 1,100 additional units already approved. As those develop over the next few years, that will add another 400,000 gallons per day. We need to not only fix the problems, but we also need to increase capacity. To give you some hope, here are the good things happening. The first is we are fixing the failing air rotors, which is the biggest thing that is actively failing right now. We did take a digester offline to clean it out, which is going to help us with any retrofitting and with Phases 2 and 3. In 40 years, it has never been cleaned out. Our guys have impressed me so much and are doing amazing work. Fixing of those will start mid-month. It has taken a long time to get that going. We are spending half a million dollars on air rotors that had to be fixed and replacing them with a better system, which will help tremendously. I have talked with the State and the biggest thing is the bottlenecking because they only have one person performing a part of the review. We are all just waiting in line. The trick there is to have our ducks in a row so there is no reason for them to reject it. If that happens you go to the bottom of the pile. I would estimate we have a couple of months. Another positive is that we have \$7.2 million saved for this purpose. A lot of work is required and this will allow us to enlarge the footprint of the plant, which saves money and buys us time—critical time that we need before we have to build a new plant.

Director Mackley said the next really good thing is having Mr. Walker help us get funding. He is so knowledgeable in find additional money. The previous amount I was floating around was \$11 million, but it needs to be higher. Costs are a little volatile right now, especially anything fuel related. I have asked our engineers to provide additional cost estimates that would protect us and make sure we can get the funding we need. \$14 million would take care of that. I feel like we need to spend some of that existing \$7.2 million on an additional design to get Phases 2 and 3 started. We have had that \$7.2

million for almost two years and are waiting on the State process. The best thing we can do while we wait is get the engineering going. That does add additional cost, but we will be able to recoup that. We need to get going on designing, which will take six to nine months. It is complex because it is retrofitting a lot of things. It will determine what needs to be new and how we can use what we already have. Mayor Rohde said we have approved a lot of homes and need more capacity now. We cannot keep kicking this can down the road. I think we need to get this plan started and doing what we can to get capacity as quickly as we can. Director Mackley said this really is a recipe for disaster. The fact that the system is actively failing while we need additional capacity is not fun. Councilmember Jex said our can kicking days are over. Councilmember Bowcutt said I have listened to these meetings for several years and the conversation has always been, someday we need to think about this. We are past the someday and need to act. Director Mackley said I appreciate your support. We are doing all we can to avoid disaster. We have already started updating our impact fee analysis and infrastructure plans associated with those. We have contacted Zion's Bank, and they are going to do the analysis part for us. We are putting together a list of prioritized projects.

Mr. Walker said you can get money for planning and other reserve planning grants available on a 50/50 match. That is almost automatic. In this last meeting they funded about 28 projects. The Board funded most, but turned some down because they were not shovel ready. So, when we do our thing, it has to be shovel ready. They hear projects for three months and then in the fourth month they fund. The funding meetings can be done very quickly because they have done all the work. Right now, there is plenty of money if you are willing to take a loan. Everything bad news that Director Mackley mentioned, we are using as our good news to get in. When we first started this, I said we cannot get in until May or June, but because of the work we have done and since things are failing, I think we can get at the end of their agenda as an emergency request. I have never seen the board turn one of those down. We will either be in the January or February meeting. We have a few things remaining to do. I will be back for a public hearing so citizens can deal with the fact that you are intending to borrow \$14 million with a 1% to 3% interest rate.

Director Mackley said also we requested \$4 million as a legislative appropriation at the beginning of this year. That was granted. It took them several months, but they have handed that money off to the State division of water resources to disperse it. I am working with them. They also want a shovel-ready project. We could just contract with the Bear River Water Conservancy District to buy as much additional water from them as we can with the \$4 million. They also made their own request for an appropriation as they try to enlarge their Bothwell water system, which is where we pull water from currently. That \$4 million is nearly ready to be dispersed, but we are having trouble with the conservancy district. The go-between that should be representing Tremonton and a couple surrounding communities is not communicating with us. He attends the meetings, but we never hear anything. I am happy to talk to him, but at this point, it is almost too late. I can work with the conservancy district to iron out the details of how to make that arrangement work. I would like the Council to reach out to County Commissioner Boyd Bingham to help him understand our needs and that we need a representative who is representing us. Mayor Rohde said I did talk to one of the commissioners last night. They

are aware of it now and planning on doing something. Mr. Walker said CIB is the best source of money and is consistent.

Director Mackley also provided the Council with an update on the water contamination scare they had due to rain and mud getting into one of their sources. A boil recommendation was put in place as a safety precaution, but no E. coli was detected in any of the water. Director Mackley said luckily, all the samples came back negative, so the chlorine did its job. I appreciate the help we got from various people and departments. Everyone rallied to get the word out. We learned a few things about how to improve that process. We also invite every resident to sign up for Everbridge, the County emergency response system. It works really well.

9. Consent Agenda - Any Councilmember may request an item be removed for separate discussion – Roll Call Vote
 - a. Approval of minutes City Council - September 15, 2026 & Town Hall - September 24, 2026
 - b. Approval of On-Premises Bar & Grill License for Pete’s Bar & Grill
 - c. Approval of Resolution No. 26-60 Amending Fees & Fines Schedule
 - d. *Approval of Resolution No. 26-61 Approving Vendor to create General Plan—this item was postponed until the next meeting*
 - e. Approval of Resolution No. 26-62 Amending Personnel Policies & Procedures Section XVI—Benefits Committee

Motion by Councilmember Jex to approve the Consent Agenda and postpone Resolution 26-61. Motion seconded by Councilmember Lewis. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - absent. Motion approved.

10. Strategic Business (Ordinances & Policies)
 - a. Discussion and consideration of adopting ORD 26-20 amending Title 3-975 Citizens Advisory Committee

Motion by Councilmember Jex to approve the ordinance. Motion seconded by Councilmember Oyler. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - absent. Motion approved.

- b. Discussion and consideration of adopting ORD 26-21 Heritage Country Rezone

Motion by Councilmember Bowcutt to approve the ordinance. Motion seconded by Councilmember Jex. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - absent. Motion approved.

11. Reports and Calendar
 - a. City Leadership Report
 - b. Upcoming Calendar Items

Mayor Rohde said the Domestic Violence Awareness Walk was wonderful. Citizen Advisory Committee will meet on Thursday at 6 p.m. That is open to the public. Our Fall cleanup is October 15-16. October 17, Bear River High is unveiling the Bear at 3 p.m. October 30, is the Main Street Trick-or-Treat and open house at the Fire Department. November 3 is our General Election, so we will not hold City Council that night. Our Wellness Committee meeting is on November 4, at 6 p.m.

12. *CLOSED MEETING: No Closed Meeting held at this time.*

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

Motion by Councilmember Jex to adjourn the meeting. Motion seconded by Councilmember Bowcutt. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - absent. Motion approved.

The meeting adjourned at 8:00 p.m.

13. Adjournment

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this _____ day of _____, 2026.

Cynthia Nelson, City Recorder