PAROWAN CITY COUNCIL MEETING MINUTES
OCTOBER 8, 2026 – 5:30 P.M.
PAROWAN CITY COUNCIL CHAMBERS
35 E. 100 N., PAROWAN, UT 84761

Elected Officials Present: Mayor Mollie Halterman, Councilmembers Lyle Barton, David Burton, John Dean, and David Harris

Excused: Council Member Rochell Topham

City Staff Present: Dan Jessen, City Manager; City Attorney Scott Burns; Jeremy Franklin, Power Director; Callie Bassett, City Recorder.

Public Present: Please see attached sign in sheet.

1. Welcome and Call to Order: Mayor Halterman

Mayor Halterman called the Parowan City Council meeting to order at 5:30 PM.

2. Opening Ceremonies: By Invitation
David Burton offered the invocation and led the Pledge of Allegiance.

3. Declaration of Conflicts with or Personal Interest in any Agenda Items: City Councilmembers
No conflicts or personal interests were declared.

4. Public Comments (3 minutes each)
No members of the public came forward to comment.

CONSENT AGENDA
5. Meeting Minutes from City Council Meeting from September 24, 2026
6. Warrant Register for October 8, 2026
7. Financial Report for September 2026
David Burton noted that the minutes of the last meeting contained errors, and Callie Bassett apologized, saying she had not had time to review them before the sending them out. The September 24, 2026 minutes were pulled from the consent agenda. Corrections will be made and the minutes brought back at the next meeting. The remaining consent items were approved by the following motion.

Motion to approve the consent agenda, with the exception of the meeting minutes, which will be corrected and presented at the next meeting, was made by Lyle Barton and seconded by David Burton. The motion carried unanimously by voice vote.

MEETING AND BUSINESS OF THE PAROWAN LOCAL BUILDING AUTHORITY

8. Motion to Close the Parowan City Council Meeting and Open the Local Building Authority Meeting

Motion to close the Parowan City Council meeting and open the Local Building Authority meeting was made by Lyle Barton and seconded by John Dean. The motion carried unanimously by voice vote.

9. A RESOLUTION OF THE LOCAL BUILDING AUTHOIRTY OF PAROWAN CITY, UTAH, CALLING A PUBLIC HEARING AND AUTHOIRZING NOTICE OF INTENTION TO ISSUE NOT MORE THAN $500,000 OF LEASE REVENUE BONDS FOR THE CONSTRUCTION OF LIBRARY FACILITIES, AND RELATED IMPROVEMENTS, FIXING THE MAXIMUM INTEREST RATE, MATURITY AND DISCOUNT OF THE BONDS, AND RELATED MATTERS – Resolution LBA 2026-10-08

Marcus Keller guided the Authority through the item and congratulated the city on the results of its recent appearance before the Community Impact Board (CIB). The Mayor, Cori Adams, and Jerry Ross attended the CIB meeting to advocate for library project funding. The city received a $142,000 grant and a $333,000 loan at 1.5 percent interest for 30 years. Marcus estimated the below-market rate will save taxpayers well over $100,000 in interest over the loan term, compared with market rates of roughly 5.5 percent, and said this was not counting the grant.

Marcus explained that the loan will be accessed through a lease revenue bond issued by the Local Building Authority. The bond will be secured by a ground leasehold deed of trust on the project area, which will be leased back to the city for one dollar per year. This structure preserves the city's stronger credit sources, such as general obligation, sales tax, and utility revenue pledges, for future borrowing. It also does not affect the CIB's interest rate. The parameters resolution sets limits of not more than $500,000, a term of not more than 32 years, and an interest rate of not more than 3 percent. The plan remains to issue $333,000 at 1.5 percent for 30 years, and the limits give flexibility if bids or amounts change slightly without repeating the process. A public hearing is planned for November 12, a second city council resolution will follow, and closing is anticipated in December, with proceeds placed in escrow for the city's use.

Marcus and the Mayor described the CIB meeting as unusually difficult. Several quarterly meetings were combined into one agenda of 27 items that lasted nearly eight hours, and several items were denied outright because of limited funds. Many entities did not receive grant money. The Mayor said she had not expected to receive any grant funding, and Mr. Keller noted that Parowan was fortunate as a non-producing city.

Callie Bassett clarified that the Authority was to vote on its resolution first and that the city council resolution would follow. Marcus advised that the motion could simply refer to the resolution as described.

Motion to approve the resolution of the Local Building Authority as described (Resolution LBA 2026-10-08) was made by Lyle Barton and seconded by John Dean. The motion carried 4-0 by roll call: David Harris, aye; Lyle Barton, aye; John Dean, aye; David Burton, aye. Rochell Topham was absent.

10. Motion to Close the Parowan Local Building Authority Meeting and Re-Convene the Parowan City Council Meeting

Motion to close the Local Building Authority meeting and reconvene the city council meeting was made by Lyle Barton and seconded by John Dean. The motion carried unanimously by voice vote.

ACTION MEETING

11. A RESOLUTION OF PAROWAN CITY APPROVING THE ADOPTION BY THE AUTHORITY OF A PARAMETERS RESOLUTION AUTHOIRZING NOT MORE THAN $500,000 LEASE REVENUE BONDS FOR THE CONSTRUCTION OF LIBRARY FACILITIES AND RELATED MATTERS – Resolution 2026-10-08A

Motion to approve Resolution 2026-10-08A, a resolution of Parowan City approving the adoption by the Authority of a parameters resolution authorizing not more than $500,000 of lease revenue bonds for the construction of library facilities and related matters, was made by Lyle Burton and seconded by John Dean. The motion carried 4-0 by roll call: David Harris, aye; Lyle Barton, aye; John Dean, aye; David Burton, aye. Rochell Topham was absent.

12. Set Public Hearing Date for CIB - November 12th, 2026

Marcus Keller indicated that a separate motion might not be required because the date was included in the parameters resolution. He recommended one as an abundance of caution, and noted the date could change if needed. The Mayor agreed to proceed.

Motion to set the public hearing date for November 12, 2026 was made by Lyle Barton and seconded John Dean. The motion carried unanimously by voice vote.

13. Presentation of Pickle ball Lighting Grant – Vickie Hicks, and Consideration of Matching Power & Water Company Connections for Lights and Building

Julie White of "Pickle ball for Parowan presented on behalf of the group. The nonprofit has obtained two bids for court lighting and has raised $30,000 toward the installation. Julie said the group was about $10,000 short because grant terms changed at the last minute after a six-month update.

The Mayor outlined the city's potential contribution, which was to install a transformer and meter base as part of related site development work. Jeremy Franklin explained that the electricians' bids typically include the meter base, while the city would normally install the transformer, wire, and trenching to the north. Dan Jessen observed that the bids were not comparable: one included a meter box and panel box and the other did not, and one included trenching, concrete removal, and base digging, while the other listed items as "not included" without a price. When the agenda was written, staff had expected that waiving the connection

fee and having the city provide the transformer and wire would leave the project fully funded. Dan proposed reviewing the bids to make them "apples to apples" and to explore whether in-kind work by city crews could reduce the low bid and close the gap. The Mayor agreed to emphasize the low bid if the bids prove comparable. Dan and Jeremy also confirmed that conduit had been run for eight poles, not four, with two runs between the center courts and runs on the outside. Jeremy said he wanted to confirm the lights would be commercial quality.

Vickie Hicks, president of the pickle ball group, thanked the council for its support. She reported that the community grew significantly over the past year and that the summer tournament was well attended and profitable. The group plans two tournaments per year, is continuing to pursue grants, and is committed to helping with future needs such as restrooms and landscaping. She explained that the original bid had expired and that the revised bid reflected a change from four poles to eight. The Mayor thanked the group and spoke of the community benefits of the courts, including the state's focus on reducing isolation and the city's Get Healthy Utah certification.

David Burton relayed that Rochell Topham had telephoned him with concerns about the item and asked that it be tabled. Dan agreed that the next meeting would allow enough time to firm up the bids.

Motion to table the item until the next council meeting was made by David Burton and seconded by John Dean. The motion carried with no opposition noted.

Dan stated that at the next meeting, scheduled for October 22, staff would provide an update on the site layout and the planned building. The building will include restrooms, concessions, and a concrete pad for a future pavilion.

14. Consider Eagle Rock Commercial Subdivision Amendment

Dan Jessen reported that he did not expect action that evening. He explained that the property owner, who is building a trailer sales business, had purchased all lots in the commercial portion of the Eagle Rock subdivision except Lot 1. The subdivision had a road shown on paper only. Although staff recommended amending the subdivision and relocating the road, the owner proceeded with a building permit and a private drive. A fire hydrant required at the building necessitated an 8-inch main. Because the city cannot own infrastructure under a private drive, city engineering standards require a vault and combination meter at the ownership transition, which the owner found costly. The owner then asked to amend the subdivision and dedicate a public road, which led to a request to waive the full road standard of a 60-foot right-of-way with 42 feet of asphalt, curb, gutter, and sidewalk. Dan said the city had known of the change in direction for only about three weeks.

The Planning Commission considered the request the previous evening. Based on advice from legal counsel that only waiver of curb, gutter, and sidewalk was before it, the commission would approve only a 42-foot asphalt road, with or without curb, gutter, and sidewalk. Dan said narrower widths of 30, 32, and 36 feet were discussed but could not be considered. He clarified that the city would not build the road, that development would be responsible for it, and that

the city would not accept a road dedication until it is built to standard. He also stated that the city was not promoting a narrow road and that amending the plat would benefit the city by cleaning up the subdivision. He asked the surveyor to remove the 22-foot road from the plat, though the latest file he received still showed it. If the owner keeps a private drive, an easement over Lots 2 and 3 must be recorded before a certificate of occupancy is issued. The owner may still proceed under the original building permit, and asphalt might be placed the next day and later cut to install the vault.

David Burton asked about the lift station, and Dan replied that an easement for Eagle Rock Residential to access and operate its lift station would be recorded as part of any amendment. The commercial development will tie directly into the city sewer. John Dean asked whether the applicant had offered any alternative to the 42-foot width, and Dan said none had been offered.

Motion to table the Eagle Rock Commercial Subdivision Amendment was made by Lyle Barton and seconded by David Burton. The motion carried 4-0.

15. Reports, Updates, Old Business Follow Up: Elected Officials and Staff
David Burton confirmed that the pressurized irrigation system had been shut off the previous day.

Lyle Barton reported on the diversion project, saying that the gates were installed and the structure was functioning as a dam. The project was awaiting gate actuators, electrical work, and additional cleanup, and the contractor, JP, hoped to finish at the start of the following week. Electrical work was delayed by transformers. Jeremy Franklin said the city had ordered them and that they would not arrive until mid-November or December. The contractor used leftover material to build a berm above the structure, and there was discussion of the grizzly screen design, possible future screen upgrades, and reuse of the existing fine screens. Dan Jessen proposed a ribbon cutting once a completion date is known.

Lyle Barton also reported on the Shade Tree Committee. Vern Fridley was elected chair, replacing Heidi Toia. The committee discussed an "Arbor Week" next spring focused on caring for existing trees, which would include a cleanup event. Jeremy Franklin gave an update on the power department's plans for tree limbs near power lines. The Mayor said the ideas had been well received.

David Harris had no meetings to report on.

Dan Jessen reported that the gas company had held its kickoff meeting for the bridge project and expected to finish utility work around November 1, after which the contractor can resume work. Regular project meetings will resume with an updated schedule. Any funding impacts would depend on whether the contractor requests a change from UDOT, which had not yet happened, though the city has some buffer. Public works crews had been preparing the 200 South project area, including re-grading the property purchased for staging and relocating a

fence and shed. The Mayor commended public works and the power department for their recent work.

The Mayor also reported on a meeting with the BLM regarding trail connections from Heritage Park into the foothills, noting a state grant for trail segments and the alignment of city and BLM goals. The Valentine Peak trail is expected to remain hiking-only. She also attended a creative housing solutions meeting in Cedar City.

Dan Jessen added that the county recorder informed him that the city will need to pass an ordinance amending the recently adopted road vacation ordinance to address a 7.5-foot strip of land and related legal description issues. This will be placed on a future agenda.

Scott Burns, Jeremy Franklin and Callie Bassett had no additional updates.

16. Closed Session: A closed session was not held.

17. Adjournment

Motion to adjourn was made by David Burton and seconded by Lyle Barton. The motion carried by voice vote with no opposition. The meeting was adjourned at 6:34 p.m.

Mollie Halterman, Mayor

Callie Bassett, CMC, City Recorder

Date Approved: 10/22/2026