Beaver City Council Meeting Minutes

October 13, 2026 – 5:00 PM
Beaver City Council Chambers
30 West 300 North, Beaver, Ut 84713

Elected Officials Present: Mayor Matt Robinson; Council Members Hunter Holt; Lance Cox; Tyler Schena; David Albrecht; Randy Hunter

Council Excused:

City Staff Present: City Manager Monte Hawkins; City Attorney Justin Wayment; City Recorder Meranda Martin; Executive assistant Taylor Gillins; Treasure Patty Simard

Others Present: Ranae Davidson, George Low, Michael Simon, Jackie and Mark Whittlesey.

City Manager Monte Hawkins offered the opening prayer, pledge and thought.

Conflict of Interest Statement:

No other conflicts of interest were voiced at this time.

Public Comment:

Ranae Davidson with the festival of trees thanked the council for their previous donation. Mrs. Davidson explained the reason she here is that this year they need a sound system for the festival of trees program. In the past the city has made a monetary donation, she asked that the city donate the use of the sound system, noting that the rental and setup cost is close to the usual donation amount. Council agreed to allow the festival of trees to use the sound system. Manager Hawkins asked them to reach out to Linden Simard to get the city's sound system set up. Motion to approve the use of the sound system instead of a donation was made by Council Member Tyler Schena, Second by Council Member Lance Cox. The motion passed unanimously.

Bearded Beaver Charity Raffle:

Michael Simon who helps the Bearded Beaver with their annual charity pool tournament and raffle. In the past they have donated to the Sheriff's Office to shop with a cop. He asked the Council to continue the city's donation of couples passes for 18 holes at the Canyon Breeze golf course. Council commended the event and agreed to provide three sets of passes.

Motion to approve 3-18-hole Couple passes with a cart was made by Council Member Lance Cox, Second by Council Member Tyler Schena. The motion passed unanimously.

4-H livestock:

PI Disconnect/ Reconnect fee Public Hearing:

Motion to move to enter public hearing to discuss PI disconnect/ reconnect fee was made by Council Member Tyler Schena, Second by Council Member Hunter Holt. The motion passed unanimously by roll call vote. Start time 5:17

Manager Hawkins gave a brief explanation on the PI disconnect/ reconnect fee. It's to establish the fee for those who wish to disconnect their PI system and a fee for them to reconnect once the PI system gets more stable. Mayor Robinson expressed his understanding of the public's frustration as well as the staff's frustration. He added that the City has put more work into maintaining the PE system this year than in any year he could recall, and that it has been the most expensive year for the system. No public comment was offered, and the council moved out of the public hearing.

City Council Minutes Approved:

Minutes of the previous **regular council meeting** were presented. Council Member David Albrecht motioned, and Council Member Tyler Schena seconded to approve the minutes from **September 22, 2026.** The motion passed unanimously.

Bills Approval:

Bills were presented and reviewed by the City Council Members Hunter Holt and David Albrecht. Council Member Holt noted some of the larger bills. Council Member Hunter Holt motioned, and Council Member David Albrecht seconded to approve the proposed bills for **September 22 to October 12, 2026,** as presented. The motion passed unanimously.

PI Disconnect/ Reconnect Fee Approval:

Motion to approve Ordinance was made by Council Member Lance Cox, Second by Council Member Hunter Holt. The motion passed unanimously by roll call vote.

Disaster Recovery Specialist Position:

Manager Hawkins presented to the council a proposed disaster recovery specialist position. The position would help with damage assessments, grant administration, project tracking, documentation, reimbursement requests, and infrastructure restoration. The position would be housed in and primarily managed by Beaver City but would have a memorandum of understanding between Beaver County and Beaver City. Since most of the public infrastructure damaged to the city, county work would be handled on a contract basis.
Council members asked about the demanding qualifications and the long-term outlook. Manager Hawkins noted that recovery is expected to last at least five years. After that, the right person could specialize in pursuing grants and pay for the position through additional funding. It was also noted that the candidates would have up to two years to obtain certain certifications.

FEMA Update:

Manager Hawkins Presented and update to the Council about our status with FEMA. On October 8th President Trump made the official declaration. Right now, staff are waiting for the declaration to be uploaded so we can access the FEMA portal. Once access is granted, the city will upload its request for public assistance.
Manager Hawkins also noted that FEMA is expected to cover about 75 percent of qualified projects, leaving the City responsible for 25 percent. This could be met through in-kind work, grants, and state assistance. This was another reason the new recovery position would be valuable.

Purchasing Policy:

Manager Hawkins reported that the current purchasing policy was adopted in 2014. In 2019, the council approved raising a capital improvement project threshold to $10,000 at the request of then- City Manager Brown. That change does not appear in the current policy document. He proposed a comprehensive update incorporating FEMA and state procurement guidelines, and he increased several thresholds to account for inflation since 2014. Under the draft, three bids would be required for purchases over $15,000. This matches the general federal baseline of $15,000 for competitive quotations. He noted that FEMA will ask to review the City's procurement policy and that the engineering services contract with Jones & DeMille was extended for five years in 2023.
Mayor Robinson recommended that each council member review the draft and that legal counsel Justin review it. It would then be placed on the next council agenda for adoption by resolution.

Closed Session:

Council Member Tyler Schena motioned, and Council Member Lance Cox seconded to move into closed session to discuss pending or imminent litigation. Council Members Holt, Cox, Schena, Albrecht and Hunter voted yea by roll call vote. Motion passed with a unanimous vote. The Council moved into closed session at 5:57 p.m.

Present in the above closed session: Mayor Matt Robinson, Council Members Hunter Holt, Lance Cox, Tyler Schena, David Albrecht, Randy Hunter, and City Manager Monte Hawkins, City Recorder Meranda Martin, Executive Assistant Taylor Gillins and City Attorney Justin Wayment.

Action:
No actions resulting from the closed session discussions.

Adjournment:
Council Member Tyler Schena motioned, and Council Member Lance Cox seconded to adjourn the meeting. All voted in favor. None opposed.

The Council Meeting was adjourned at 7:11 p.m. The next scheduled regular Council meeting will be held October 26, 2026 at 4:00 p.m.

APPROVED: _____ **ATTEST:** _____

MATTHEW ROBINSON
MAYOR

MERANDA MARTIN
CITY RECORDER