Town of Cedar Fort
Town Council Meeting Minutes

Date: September 15, 2026
Time: 7:00 PM
Location: Town Hall, 50 East Center Street, Cedar Fort

CALL TO ORDER

Mayor Wyatt Cook called the meeting to order at **7:02 p.m.**

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1. Roll Call

Present:

- Mayor Wyatt Cook
- Councilman Alex Carter
- Councilman Travis Giles
- Councilman Jed Berry (arrived at 7:07 p.m.)

Staff Present:

- Clerk/Recorder - Kandice Johnson
- Treasurer - Andrea Ashley

A quorum was present. See attached sign in sheet.

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2. Prayer/Thought

A prayer was offered by Travis Giles.

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3. Pledge of Allegiance

The Pledge of Allegiance was recited.

REPORTS

1. Mayor Report – Mayor Wyatt Cook

Mayor Cook reported that the week of September 15 was Constitution Week, with Constitution Day observed on September 17. He noted that Constitution-related readings and activities would be taking place throughout the state.

Mayor Cook discussed concerns received from residents of White Hills regarding gravel pit operations. Residents reported that the pit had been operating during early morning and late evening hours, with some reports of activity continuing until approximately 10:00 or 11:00 p.m. The Mayor stated that increased gravel demand associated with data center construction in Eagle Mountain appeared to be contributing to the activity. He indicated that he would continue working with the operators and reviewing possible options to address residents' concerns.

Mayor Cook provided an update on the Town's planning grant. The project includes preparation of a master plan and review and updates to Town codes. A meeting was scheduled for Friday at 2:00 p.m. to review the traffic study conducted by the consultant. Traffic counters had previously been placed throughout Town, and the consultant identified several locations for further review, including West Canyon Road, 100 North, Center Street at SR-73, 100 East, and 200 South.

Mayor Cook also reported that he had been contacted regarding the possibility of Rocky Mountain Power purchasing power lines currently owned by the Town near Rio Grande. He explained that the lines had originally been donated to the Town and expressed concern that transferring ownership could complicate future efforts to relocate power lines underground. He planned to meet with the interested parties to obtain additional information.

The Mayor stated that updates to the Town website were ongoing.

Mayor Cook discussed continued concerns regarding gravel truck traffic on the roadway serving the gravel pit. Residents had expressed a desire to eliminate heavy truck traffic from the residential roadway. He explained that discussions had occurred regarding potential improvements to the intersection and roadway, possibly involving the State, County, gravel pit operator, and Town. The extent of any financial participation by the Town had not been determined.

Mayor Cook also provided an update regarding the pending annexation involving the gravel pit property. The annexation had been protested, and the Town was awaiting a determination from the Utah County Boundary Commission. He explained that approval of the annexation could provide the Town with additional authority over operations within the annexed area.

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2. City Council Reports

Council member Carter discussed ongoing concerns regarding gravel truck traffic and its impact on nearby residents. One council member reported having contacted residents individually to discuss whether roadway improvements would be acceptable if truck traffic continued. The residents contacted indicated that their preference was to remove the truck traffic rather than accommodate it through roadway improvements.

Additional complaints regarding overnight gravel pit operations were discussed. It was noted that the Town's enforcement authority was limited where operations were occurring outside Town boundaries.

Council member Carter reported that a previously discussed event involving coordination with Eagle Mountain and the Sheriff's Office had been postponed because additional planning and logistical arrangements were needed. April 10 was identified as a potential rescheduled date.

The Council discussed improvements in the Town's accounts receivable aging report. Progress had been made in collecting overdue balances, and additional payments were anticipated. It was also noted that billing deadlines would be adjusted during the upcoming month due to staff scheduling.

The Council discussed the proposed emergency services impact fee study. It was explained that the project would require both a capital facilities plan and an impact fee analysis to establish legally supportable impact fees for future development. The additional planning work was estimated to cost approximately $11,000, increasing the overall project cost.

Council member Carter discussed whether existing fire-related fees could be modified or expanded to address the impacts of new development. Questions were raised regarding fees currently applicable to properties served by private wells and whether a broader emergency services impact fee could be established.

It was agreed that additional clarification would be sought regarding the existing fee structure and that the matter should be placed on a future Council agenda for further discussion and possible action.

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3. Department Reports

Police Chief reported:

The Sheriff's Office provided its report for August 2026. Reported incidents included abandoned 911 calls, motorist assistance, incident reports, an extra patrol, a juvenile-related incident, a medical incident, property damage, and traffic offenses.

The representative also discussed gravel truck traffic and roadway safety. He reported having spoken with truck drivers, reviewed driving information, and contacted the Utah Highway Patrol regarding enforcement concerns.

Particular concern was expressed regarding children walking along the roadway while heavy trucks were operating. The roadway does not have a designated pedestrian walkway, and children were observed walking close to moving truck traffic.

The Council and Sheriff's Office discussed the possibility of providing a pedestrian pathway or additional safety improvements. However, the existing roadway and right-of-way limitations could require cooperation from adjacent property owners.

A traffic study had been conducted to evaluate appropriate speed limits, and additional signage was anticipated once the study results were finalized.

Fire Chief Kale Black reported:

The Cedar Valley Fire Department reported 11 calls during August 2026, consisting of one medical call, seven fire calls, and three vehicle accidents.

The department reported having 29 members, including several volunteers from Cedar Fort.

The rescue apparatus was temporarily out of service due to needed repairs. The department was reviewing options for completing the work.

The department also reported the addition of a volunteer qualified to perform inspections, which would assist with future business and residential inspections.

Water Department

Mayor Cook reported that a kickoff meeting had been held with Sunrise Engineering regarding the Town's water infrastructure project.

The environmental study had been completed, and the project was moving into the planning phase. Upcoming work would include determining the proposed water tank's size and location, property acquisition needs, and geotechnical evaluations.

The project scope also included possible waterline replacements and other water system improvements. The new water tank was identified as the highest priority, with other improvements to be completed as funding allows.

Treasurer / Budget

No reports were given.

Clerk

The Town's ongoing annexation process was discussed. The Town was awaiting a determination from the Utah County Boundary Commission regarding protests filed against the annexation.

Building Department

An update was provided regarding building permit activity. A permit for an accessory building and a solar installation were discussed, along with an application for an accessory barn that would require additional land use review.

Cemetery / Sexton

The upcoming cemetery cleanup project was discussed. The Committee was coordinating with local youth groups to assist with cleanup and cemetery maintenance. The anticipated starting time was approximately 5:00 p.m.

Planning Commission

No reports were given.

Public Information Officer

No reports were given.

PUBLIC COMMENT

Mayor Cook opened the public comment period and reminded those present to state their name and limit comments to approximately three minutes.

No members of the public came forward to provide comments.

The public comment period was closed.

CONSENT ITEMS

1. Approval of Minutes – August 18, 2026

The Town Council reviewed the meeting minutes from August 18, 2026. A motion was made to approve the minutes, and the motion was seconded.

Motion: “I make a motion to approve the August 18, 2026 Town Council Meeting Minutes.”

Motion: Councilman Carter
Second: Councilman Berry

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

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2. Approval of Budget / Town Bills

The Council reviewed the Town's bills and financial information. Discussion included an annual trustee fee and the Town's outstanding accounts receivable.

Staff reported continued progress in reducing overdue account balances. Several accounts had received payments, although some balances remained outstanding. The Council discussed the aging report, including the dates of previous payments and collection efforts.

Motion:
“I make a motion to approve the budget and town bills for August 2026.”

Motion: Mayor Cook
Second: Councilman Giles

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

BUSINESS ITEMS

1. Recycle Bin Lids

Council Member Alex Carter reported that he had contacted ACE Recycling regarding the possibility of installing locking lids on the Town's two recycling dumpsters. He explained that the dumpsters are frequently overfilled because cardboard boxes are not being broken down before

disposal. As a result, recyclable materials are often blown out of the dumpsters by the wind and scattered throughout the community.

Council Member Carter explained that the locking lids would help prevent overfilling by requiring residents to break down cardboard boxes to fit them through the openings. ACE Recycling quoted an additional charge of $15 per dumpster, for a total increase of $30. The Council discussed the additional expense and determined that the current recycling fees collected from residents would be sufficient to cover the increase without adjusting resident fees.

Following the discussion, a motion was made to approve the additional expense.

Motion:
“I make a motion that we approve the additional cost of $15 per dumpster for the recycle bins.”

Motion: Councilman Carter
Second: Councilman Giles

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

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2. Action Auto

The Town Council reviewed the plans for Phase 1 of the Action Auto project. It was noted that the project had previously received approval from the Planning Commission and was now before the Council for review and approval of Phase 1.

The Council discussed the project's access requirements and improvements. It was reported that the Utah Department of Transportation (UDOT) had reviewed and approved the proposed access plans. UDOT determined that a turning lane would not be required; however, the project was required to provide two access points.

Representatives of Action Auto expressed their desire to begin asphalt installation as soon as possible, before temperatures dropped and weather conditions became unfavorable for paving.

The Council reviewed the submitted plans and discussed the proposed improvements. A contractor participating remotely asked whether any additional Town permits, applications, or documentation would be required before beginning construction. The contractor explained that they were in the process of completing the Stormwater Pollution Prevention Plan (SWPPP) and Notice of Intent (NOI). It was clarified that the required Town submissions were included in the

existing approval process and that no additional Town applications would be necessary following approval.

Following the discussion, a motion was made to approve the project.

Motion:
“I Mayor Cook move to approve Action Auto’s permit.”

Motion: Mayor Cook
Second: Councilman Berry

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

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3. Street Signs

The Council discussed the installation of street signposts at locations where installation had previously been delayed due to existing asphalt and concrete.

It was explained that one location would require cutting through asphalt, while another location near the park would require cutting or removing concrete to accommodate the signpost.

The proposed installation included sleeves placed in the ground to allow damaged posts to be removed and replaced more easily.

The Council reviewed the installation quote and discussed proceeding with the work.

Motion:
“I Mayor Cook move to approve the street sign post installation not to exceed $1,100.”

Motion: Mayor Cook
Second: Councilman Carter

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

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4. Open Council Seat

Mayor Cook reported that three individuals had submitted applications for the vacant Town Council position.

The applicants identified in the recording included Halie Berry, Jacob Gibson, and Zach Gordon.

Halie Berry was unable to attend the meeting. Her written application was read aloud. Her application described her background as a sixth-generation resident of Cedar Fort, her Bachelor of Science degree in Communication from the University of Utah, and her interest in supporting responsible growth while preserving the Town's character and history.

The applicants in attendance were given an opportunity to introduce themselves and explain their interest in serving on the Council.

Jacob Gibson discussed moving to Cedar Fort approximately a year and a half earlier and expressed appreciation for the Town's rural atmosphere, community relationships, and history. He stated that he wanted to help preserve the Town's character while allowing for appropriate growth.

Zach Gordon discussed his experience living in the community and expressed a willingness to contribute his time and practical skills to Town projects.

Council members asked about the applicants' availability and ability to meet the responsibilities of the position. The Council discussed the time commitment involved in serving, including attendance at meetings, responding to residents, reviewing Town business, and participating in projects outside regular meeting hours.

Council members expressed appreciation to all applicants and encouraged those not selected to remain involved in Town activities and other volunteer opportunities.

Following the discussion, a nomination was made to fill the vacant Council position.

Motion:
“Everyone has good qualities. The thing I like about Halie Berry is that she has a bachelors in communication. The position to be filled would be over grants. That would be my nomination for the position would be Halie Berry.”

Motion: Councilman Giles
Second: Councilman Berry

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed.

CLOSED MEETING

No motion to enter a closed meeting was made during this session.

ADJOURNMENT

Motion:
“I make a motion to adjourn”

Motion: Mayor Cook
Second: Councilman Giles

Vote:

- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Giles – Yes
- Councilman Berry – Yes

Motion passed unanimously.

The meeting adjourned at **8:13 p.m.**

Minutes approved by the Cedar Fort Town Council on:

10/20/2026 Kandice Johnson

Date Kandice Johnson, Town Recorder

Date: 09/15/2026

Town of Cedar Fort

Town Council Meeting Sign-In Sheet

50 E Center Street, Cedar Fort, UT 84013

Full Name	Address/City (Optional)	Signature	Representing (e.g. Staff/Resident/Guest)
Kale Black	Cedar Fort		Fire
Zach Gordon	Cedar Fort		Guest
Heather Gibson	Cedar Fort		Guest
Jacob Gibson	Cedar Fort		Resident
JEFF TAYLOR	CEDAR FORT		RESIDENT
GARRETT DOBSON			Sheriff's Office
Jason Berry	Cedar Fort		Action Auto
Gonzalo Lasta	Cedar Fort		Resident.
Tania Rueda	Cedar Fort		Resident.