

# **Cedar Highlands, UT Town Council Meeting October 24, 2019**

Minutes of the Cedar Highlands Town Council meeting which was convened at 6:00 p.m. on October 24, 2019 at the Cedar City Library, 303 N 100 E, Cedar City, Utah.

## **Council Members in Attendance:**

Jim Byler, Mayor  
Beth Gaines, Council Member  
Linda Stetzenbach, Council Member  
Paul Starks, Council Member  
Susan Allman, Council Member

## **Pledge of Allegiance**

**Conflicts of Interest:** None noted.

**Approval of Agenda:** Linda Stetzenbach makes a motion to approve the agenda. Second by Susan Allman. Voting: Beth Gaines, aye; Paul Starks, aye; Susan Allman, aye; Linda Stetzenbach, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.

**Minutes Approval:** Beth Gaines makes a motion to approve the minutes from September 26, 2019. Second by Susan Allman. Voting: Beth Gaines, aye; Susan Allman, aye; Mayor Byler, aye; Paul Starks and Linda Stetzenbach abstain. Motion passed 3 aye, 0 nay.

## **Public Speakers:**

Resident **Jay Hampton** announces that he and his wife Cathy will be leaving in November to spend one year in Fiji. He would appreciate if his neighbors would keep an eye out if there is any unusual activity at his home during their absence. Notify his son Spencer at (435) 375-1564 for any concerns. Susan Allman states there will be a farewell for Jay and Cathy this Sunday at 9:00 a.m. at the ward at the bottom of the hill, and any residents are encouraged to attend.

**Appointment of Council Member:** On October 8, Council Member and Treasurer Beth Gaines submitted her letter of resignation, effective October 24, 2019. A posting was made on the Town's website for any interested residents to apply to fill the remainder of Beth's term. The only application received was from current Town Clerk Jeanne Shelton, thus Mayor Byler feels no need for an interview. The vote to approve Jeanne Shelton as Council Member is as follows: Linda Stetzenbach, aye; Susan Allman, aye; Paul Starks, aye; Mayor Byler, aye. Jeanne Shelton is approved as the new Council

Member, 4 aye, 0 nay, and will also remain as the Town Clerk. The Mayor and Council Members thank Beth Gaines for her service to the Council and the community.

**Short Term Rental Ordinance:** Linda Stetzenbach submitted this ordinance at the request of resident and Planning Commission member Jim Hilton. Mr. Hilton states this ordinance would require any potential short term rental (STR) operator to be licensed by the Town, and that a STR would only be allowed if it does not conflict with any CC&Rs or By-Laws of any homeowner’s association that the property may fall under. Cedar Highlands Homeowner’s Association (CHHOA) board members Rob Shelton and Mike Brask address the steps the CHHOA will be taking to address violators of the CHHOA CC&Rs. Linda Stetzenbach and Susan Allman suggest tabling this ordinance, and revisit if the Town survives a vote to disincorporate. Susan Allman makes a motion to table the proposed Short Term Rental Ordinance. Second by Jeanne Shelton. Voting: Paul Starks, aye; Linda Stetzenbach, aye; Susan Allman, aye; Jeanne Shelton, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.

**Add Email Account for Planning Commission:** This would be one additional email account for all three members of the Planning Commission to access, and will be added on the Town website. Susan Allman makes a motion to add one email account for the Planning Commission. Second by Paul Starks. Voting: Linda Stetzenbach, aye; Jeanne Shelton, aye; Paul Starks, aye; Susan Allman, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.

**Bills to Pay:**

**For Approval:**

Enfusion Technologies	\$ 465.00
Southwest Publishing	28.80
Hilton Hosting	130.38
Pelorus Methods	262.00

**Pre-Approved:**

Dave Nelson (Building Inspector)	1,000.00
CICWCD	62.00

Clerk Jeanne Shelton advises the Council that \$7.87 was charged on the debit card to purchase office supplies. Also, the current balance in the Public Treasurer’s Investment Fund (PTIF) is \$37,032.76, checking account balance is \$10,633.56, and savings account balance is \$5,014.56. The checking account balance after the above bills are approved and paid will be \$8,685.38. The total of all accounts after payment of bills will be \$50,732.70. Linda Stetzenbach makes a motion to pay the bills as noted above. Second by Susan Allman. Voting: Paul Starks, aye; Jeanne Shelton, aye; Linda Stetzenbach, aye; Susan Allman, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.

## **Reports:**

**Financial Report by Beth Gaines:** Beth has nothing further to add, but inquires as to who will be the new treasurer. Susan Allman is already a signer on the checking account, so, with no objection by any council member, she is appointed Treasurer.

**Mayor Byler:** In doing research for the subdivision ordinance, the Planning Commission discovered that effective May 2019, every town in Utah is required to have a General Plan. Planning Commission member Jim Hilton wrote a General Plan for the Town of Cedar Highlands, which will be placed on the agenda for the November Town Council meeting.

Mayor Byler states that he will be out of town for the December 19 meeting, and questions if there will be a need for a meeting around the holidays. The Council will check the ordinance to see if the meeting can be canceled.

Bulloch's Dirt Works has started some additional work on the roads, to include filling potholes on the 17% grade, fixing a safety concern on the upper road, and grading and laying more road base on the lower and upper roads. Resident Larry Miracle has a concern about people camping in tents and RV's along the lower road, and having campfires. He would like to inquire if the Town can have large boulders placed to discourage campers. Linda will check with the BLM about placing no camping and no campfire signs. Bulloch's will have the new sander, which was purchased by the CHHOA with donations from community members, installed on their equipment in preparation for the winter snow. To save money, CHHOA President Mike Brask suggests the Town independently purchase and have delivered the pea gravel for use in the sander. The Mayor proposes placing gravel filled containers throughout the Town for use by residents on slick or icy sections of the road. Resident Tom Wootton has two containers that he will donate to the Town. Linda expresses concern the containers may be stolen, as happened several years ago when the CHHOA tried this. Mike Brask addresses the need for snow fencing in a few areas where snow drifts are a problem. Mayor Byler and Council Member/Clerk Jeanne Shelton will purchase these items with the Town's debit card. Linda Stetzenbach makes a motion to authorize up to \$500.00 to purchase containers and snow fencing. Second by Susan Allman. Voting: Paul Starks, aye; Jeanne Shelton, aye; Linda Stetzenbach, aye; Susan Allman, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.

**Linda Stetzenbach and Susan Allman:** Linda sees a need for more speed limit signs throughout the Town, Susan requests 'No Hunting' signs. Since a large portion of the Town is BLM land, the 'No Hunting' signs would need to be placed at the CHHOA boundaries. Mayor Byler has already researched, and large, reflective 'No Hunting' signs can be purchased online at a reasonable cost. Resident Debby Starks requests a sign be placed at the curve above her driveway that states 'Blind Driveway' or similar. At a resident's request, Susan suggests signs such as 'Private Community'. Linda will research speed limit and other signs. Resident Rob Shelton suggests the Sheriff liaison deputy address the Council about traffic and signage. The Mayor would like for the

Town and the CHHOA to have a joint work meeting during the winter to discuss new entrance signs and beautification projects at the top and bottom entrances. This is already on the CHHOA agenda for their upcoming meeting on October 29.

**Paul Starks:** The chipping has been done. Paul will check with DNR to see if they will be available for more chipping before winter. Paul also advises as to the fire danger with no rain or snow and low humidity. Resident Jim Hilton reminds residents to download the Iron County app to their phones.

**Planning Commission:** Larry Miracle states the Planning Commission's recommendation will be to adopt by reference Title 16, Subdivision Ordinance, of the Iron County Code of Ordinances, with exceptions and additions specific to Cedar Highlands. The Planning Commission will write the exceptions and additions and forward to Council Member Jeanne Shelton to write an ordinance, to be ready to be addressed at the November council meeting.

**The next Town Council meeting is scheduled for November 21, 2019 at 6:00 p.m. at the Cedar City Public Library, 303 N 100 E, Cedar City, Utah.**

**At 7:24 p.m. Linda Stetzenbach makes a motion to adjourn. Second by Susan Allman. Voting: Jeanne Shelton, aye; Paul Starks, aye; Linda Stetzenbach, aye; Susan Allman, aye; Mayor Byler, aye. Motion passed 5 aye, 0 nay.**

Minutes submitted by Town Clerk Jeanne Shelton