

# Town of Cedar Fort

**Town Council Regular Monthly Meeting Thursday,  
December 12, 2019 at 6:00pm**

Town Hall, 50 East Center Street, Cedar Fort



## Agenda

1. Call to Order; Roll Call; Pledge of Allegiance; Prayer/Thought\*
2. Public Comment- Citizen Opportunity to Address Council (5 min.) \*
3. Prior Meeting Minutes
4. Budget Review; Town Bills
5. Report: Police; Fire; Water; Treasurer; Clerk; Sexton; Owner Rep\*
6. Reports from Council Members\*
7. Add Maximum Administration Fee for Culinary Water Connection
8. Revise Dog Kennel License Ordinance Revisions
9. Resolution to adopt road layout
10. Adjourn

\*\*All items in the agenda shall be considered action items unless otherwise noted with an\*.

Agenda item requests may be made (at least 7 days in advance of the meeting) by writing to the Mayor ([mayor@cedarfort.town](mailto:mayor@cedarfort.town)).

**PARTICIPATION IN TOWN COUNCIL MEETINGS IS LIMITED TO COUNCIL MEMBERS AND THOSE WITH  
AGENDA ITEMS. ALL ARE WELCOME TO ATTEND.**

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations for this meeting should notify the TOMI Clerk (Cara Lyon 801-768-2147 or [clerk@cedarfort.town](mailto:clerk@cedarfort.town)) at least 24 hours prior to this meeting.

Posted this\_      day of December 2019 at\_      .AM/PM By: \_\_\_\_\_

**Town of Cedar Fort**

**Town Council Meeting Minutes**

**December 12, 2019 at 6:00 pm**

Town Hall, 50 East Center Street, Cedar Fort

**APPROVED**



**Time:** 6:10p.m.

**Minutes Taken By:** Cara Lyon, Town Clerk

**Town Employees Present:** Cara Lyon, Town Clerk,

**Town Council Present:** Mayor David Gustin, Councilman Wyatt Cook, and Councilwoman Laura Ault

**Town Council Absent:** Councilwoman Christopher Whiting, and Councilwoman Ellen Cibula

**Visitors Present:** There are no citizens in attendance.

**1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE; PRAYER/THOUGHT**

Councilman Cook provided the invocation. All in attendance recited the Pledge of Allegiance.

Mayor Gustin provided a Thought.

**2. PUBLIC COMMENT-Citizen opportunity to Address Council (5min)**

There are no citizens in attendance.

**3. PRIOR MEETING MINUTES:**

No meeting minutes for review.

**4. BUDGET REVIEW; TOWN BILLS**

Councilwoman Ault moved to strike agenda #4.

Councilman Cook seconded motion.

Councilwoman Ault: Yea

Councilman Cook: Yea

Mayor Gustin: Yea

Motion passed.

Motion is carried to strike agenda #4.

## **5. REPORT: Police; Fire; Water; Treasurer; Clerk; Sexton; Owner Rep**

None of the above are in attendance.

Councilwoman Ault moved to strike agenda #5

Councilman Cook seconded.

Councilwoman Ault: Yea  
Councilman Cook: Yea  
Mayor Gustin: Yea  
Motion passed.

Motion is carried to strike agenda #5

## **6. REPORTS FROM COUNCIL MEMBERS**

Councilwoman Ault is working on the fee schedule and rental agreement for the Recreation Center.

Councilman Cook stated he and Mayor Gustin are working on contacting landowners on Pole Line road.

Mayor Gustin stated he has been working on:

- Settling lawsuit with B Bar Ranch.
- Insurance allocated to Fire Department.
- Met with Cody Cook with Longridge Excavating in extending water line to May Family residence.
- Renewal for business licenses.
- New forms for new ordinances and business licenses.

## **7. ADD MAXIMUM ADMINISTRATION FEE FOR CULINARY WATER CONNECTION**

Mayor Gustin purposed a maximum administration fee for Culinary Water connection Culinary Water ordinance of \$1,500. CFO-400-WS-2019b is third revision this year. Administrative fee is 50% of project total. We didn't put a maximum amount and the Administrative fees will cover our costs. In the past that was done without a charge.

Councilwoman Ault motioned to approve CFO-400-WS-2019b to impose a maximum administration fee of \$1,500.00 on culinary connection fee.

Councilman Cook seconded.

Councilwoman Ault: Yea  
Councilman Cook: Yea  
Mayor Gustin: Yea  
Motion passed.

Motion is carried to adopted the maximum administration fee of \$1,500 on CFO-400-WS-2019b.

## **8. REVISE DOG KENNEL LICENSE ORDINANCE REVISIONS**

Mayor Gustin stated that we have a new applicant for a dog kennel in Town. Mr. Whiting is applying for a dog kennel license. Councilwoman Cibula is doing an amazing job and has found that Christopher Whiting has never applied nor has been approved for his dog kennel.

Mayor Gustin stated that a license needs to be renewed and inspected every year. We have a Town Ordinance that allows 3 dogs per acre. He mentioned that the kennel cannot be in applicants house and must be in a separate structure. Councilwoman Cibula suggested an annual renewal and inspection.

Mayor Gustin noted 3 licenses must be obtained:

- Kennel license,
- business license, and
- permitted use permit.

Councilmember Cook moved to approve CFO-240-DK-2019.

Councilwoman Ault seconded.

Councilwoman Ault: Yea  
Councilman Cook: Yea  
Mayor Gustin: Yea  
Motion passed.

Motion is carried to adopt CFO-240-DK-2019.

## **9. RESOLUTION TO ADOPT ROAD LAYOUT**

Mayor Gustin directed the Councilmembers to the design Councilman Cook drafted of the right-of-way layout to present to Rocky Mountain Power to help the May Family. Rocky Mountain Power's response was that they want it to be more formalized. The resolution mentions roads and right-a-ways, utilities, drainage, sidewalks, electrical, culinary and natural gas. All being safe and accessible.

Councilmember Alt moved to approve and adopt CFR-202-RL-2019.

Councilmember Cook seconded.

Councilwoman Ault: Yea  
Councilman Cook: Yea  
Mayor Gustin: Yea  
Motion passed.

Motion is carried to adopt CFR-240-DK-2019.

## **10. ADJOURN**

Councilwoman Ault motioned to adjourn.  
Councilman Cook seconded.

Councilwoman Ault: Yea  
Councilman Cook: Yea  
Mayor Gustin: Yea  
Motion passed.

Meeting adjourned at 6:34 p.m.