

**Newton Town Council Meeting**  
**February 2, 2023, 7:00 P.M.**  
**Newton Town Hall, 51 South Center, Newton UT**  
**Minutes**

Agenda

1. Roll Call
2. Opening Ceremony – Jake Christiansen
3. Approval of January 5, 2023, Minutes
4. Youth Council Update
5. Test well update by Town Engineer, Eric Dursteler
6. Reservation rental fees and policy
7. Discussion on consideration of property tax increase and public hearing
8. Loosle-Buttars Spring Farm Ground Lease Agreement Terms and Conditions
9. Building Improvements, a) Storage cabinets, b) Security cameras
10. Newton code review, a) draft water exaction review, b) changes required by Utah State code for misdemeanor to infraction.
11. Municipal Election, a) ranked choice voting, b) agreement with Cache County for administration of election.
12. Report on Mayor/Council Member Assignments

**1. Call to Order and Roll Call of Members present.**

Members present: Mayor Mike Benson, Jake Christiansen, Kent Fabricius, and Brett Petersen.

Karla Ferguson (Recorder) and Kathryn Rigby (Treasurer) Absent: Jed Woodward

Others present: Sarah Rigby, Dave Jenkins, Terrie Jenkins, Gaylen Maughan, Eric Dursteler, Carrie Milligan, Marinda Taylor, Travis Wilhelm, and Carson Maughan

**2. Opening ceremony** conducted by Jake Christiansen

**3. The Newton Town Council meeting minutes for January 5, 2023, were approved.**

**4. Youth Council Update** – Marinda Taylor reviewed plans for a youth skate night February 3 and a youth leadership conference on March 9 thru 11.

**5. Test well update by Town Engineer, Eric Dursteler** – Eric Dursteler reviewed that a surveyor has marked the test well site and they have plowed the area. They plan to begin drilling on Monday, February 7, weather permitting. Eric reviewed permitting and drilling procedures.

**6. Reservation rental fees and policy** – The Newton Town Council discussed current rental fees. Other communities' rental fees were reviewed. Rental policy, service fees, impact on equipment, setup, unlocking, and blocks of time were discussed. **Brett Petersen made a motion to add to and change the reservation fees for the pavilion or town hall classroom to the following:**

Reservations are for **2 hours**; additional hours require an additional fee.

	<b>FEE</b>	<b>DEPOSIT</b>	<b>Each Additional Hour Fee</b>
Newton Town Resident	\$15	\$35	\$5
Non-resident	\$25	\$50	\$5
Groups over 250 to 500	\$50	\$50	\$15
Large Groups over 500	\$150	\$500	\$15
Pavilion kitchen additional fee	\$15		
Audio/Visual Equipment Rental	\$15		
Service Fee to unlock/lock building after hours	\$10		

**Jake Christiansen seconded the motion and all approved. The Newton Town fee schedule will be updated and effective February 3, 2023.**

**7. Discussion on consideration of property tax increase and public hearing** – Mayor Benson explained current property tax percentage and how it decreases. Kathryn Rigby reviewed current income from property tax, procedure for increasing property tax, and the last tax increase. Newton Town Council discussed that they would not consider an increase this year but will consider it next year when it will be 5 years since the last increase.

**8. Loosle-Buttars Spring Farm Ground Lease Agreement Terms and Conditions** – Kent Fabricius reviewed the proposed lease agreement. It was discussed that source protection should also be included in the lease along with payment per acre. Jed Woodward was called on the phone and he suggested that we have a minimum of \$32 an acre for the lease and the lease should be for 5 years with an option to extend. Current farmland lease rates were discussed. Eric Dursteler discussed the impact area for the test well is a 40' x 40' area with an access road and depending on findings the source protection area might increase. Kent Fabricius will wait to see what the impact of the test well will be on the land and will begin talks with Ann Godfrey for a lease of about \$40 a farmable acre. Kent will have the town attorney draw up the lease agreement and then hold a public hearing to receive comments.

**9. Building Improvements, a) Storage cabinets**, - Kent Fabricius discussed that the pavilion needs locking cabinets to secure town owned supplies. Kent reviewed cabinet options. Kent plans to use donation and fundraising money from the town celebration to purchase cabinets. All town council members approved the purchase of two cabinets at about \$568.

**b) Security cameras** – Kent Fabricius arranged for two companies to walk through the town hall building and give quotes for security camera installation with video storage. Kent also looked at camera packages from Home Depot and Lowe's. Location of potential cameras, storage of video and camera suggestions by the companies was reviewed. Kent Fabricius reviewed the building improvement budget. Kent plans to gather more information and report findings at the next town council meeting.

**10. Newton code review, a) draft water exaction review** – Brett Petersen said the Planning Commission is still working on new information about water exaction and they don't have anything to present yet.

**b) changes required by Utah State code for misdemeanor to infraction** – The Utah code change was reviewed. Carson Maughan suggested that the code says you can keep nuisance violations a misdemeanor and Newton does not need to change those to infractions. Mike Benson will call the town attorney to determine what steps we need to take to update our code to comply with state code.

**11. Municipal Election, a) ranked choice voting** – Cache County has informed Newton that they will not administer a ranked choice election. Our election code will need to be reviewed and Newton Town should consider a resolution next month for standard election procedure.

**b) agreement with Cache County for administration of election** – It was decided to review and sign agreement with Cache County for election administration next month.

## **12. Report on Mayor/Council Member Assignments**

- Mayor Benson – Animal Control/Administration/Nuisance/Parks
- Jake Christiansen – Library/Special Events/Youth Council
- Kent Fabricius – Buildings/Land Management
- Brett Petersen – Planning/Fire Dept./EMS

- Absent - Jed Woodward – Water/Streets

Jake Christiansen reported that the Newton library plans to hold a fundraising luau this summer. Jake is currently looking for co-chairs to be on the town celebration committee. Brett Petersen reported that he would like to explore options for the fire department to hang their turn out gear for faster response time. Options for cleaning out the fire bay were discussed. Issues with the current town hall building, such as crumbling adobe brick, were discussed. Options for a new fire station were also discussed. Brett Petersen discussed that the fire chief, Greg Jorgensen, would like to use the building at 17 West Main Street as a Fire/EMS office and add a metal building to the back of it for equipment storage. Brett plans to work with the Fire Department for options for a new fire station.

Meeting adjourned.

Minutes prepared by: \_\_\_\_\_  
Karla R. Ferguson, Newton Town Clerk \_\_\_\_\_ Approval Date \_\_\_\_\_