



DELTA CITY COUNCIL REGULAR MEETING

Wednesday, May 07, 2025 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

CALL TO ORDER

PRESENT

Mayor John Niles
Council Member Betty Jo Western
Council Member Kiley Chase
Council Member Kelly Carter
Council Member KC Bogue

ABSENT

Council Member Nick Killpack

ALSO PRESENT

Stetson Henrie	Katie Grimshaw	Kristen Chase
Justin Ashby	Carly Nielson	Kate Chase
Derek Nielson	Jane Rusby	Chase McCain
Michelle Lovejoy	Jessica Anderson	Ron Larsen
Sherri Westbrook	Tom Chandler	Connor Butterfield
Angie Dewsnup	Evelyn Warnick	Rebecca Peterson
Oscar Rodriguez	Matt Ward	Zach Harris

CALL TO ORDER

Mayor Niles called the meeting to order at 7:00 p.m. He stated that notice of the time, place, and agenda of the meeting had been posted at the Delta City Complex, on the Delta City website, and on the Utah Public Notice website and had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council at least 24 hours before the meeting. Mayor Niles conducted a roll call. Council Members Western, Chase, Carter, and Bogue were present. Council Member Killpack was absent.

OPENING REMARKS

Council Member Western offered the opening remarks.

PLEDGE OF ALLEGIANCE

Mayor Niles led those in attendance in the Pledge of Allegiance.

CONSENT AGENDA

1. Minutes Approval: RCCM 2025-04-16

The Regular City Council Meeting minutes held on 4/16/25 were presented for approval. Council Member Chase MOVED to approve the Regular City Council Meeting minutes held on 4/16/25. Council

Member Western SECONDED the motion. Mayor Niles asked if there were any other questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

Council Member Killpack was absent

2. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2025-05-07 \$1,460,837.98

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 5/7/25 for \$1,460,837.98. Council Member Chase MOVED to approve the disbursed payments dated 5/7/25 for \$1,460,837.98. Council Member Bogue SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Bogue.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

Council Member Killpack was absent

PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation

Tom Chandler expressed concerns that over a 3-month period he has reported four times that there is a loose manhole cover on 350 East and would like to know why nothing has been done about that. Justin Ashby, Assistant Public Works Director, explained that the city is waiting on asphalt. Council Member Carter asked if there was something that could be done in the interim. Ashby said it will need to be dug up and the asphalt replaced; but he could put a construction cone for now. Council Member Bogue added that it is raised by 6-8 inches. Council Member Carter inquired if road-base could be put in right now. Mayor Niles stated that a metal plate could be put over it and something would be done tomorrow.

Derek Nielson, Public Works Department Employee, would like to know the direction and future plan for the Public Works Department for Delta City. Mayor Niles stated that it is being working on. Council Member Carter added that this is an agenda item that will be discussed in this meeting.

BUSINESS – Any such business as may come before the Council.

3. Mayor Niles; Appropriation of Public Funds

Action: Discussion/Consideration for approval

Council Member Carter thanked Attorney Anderson for the clarification she made about sponsorships and donations during the Public Hearing prior to this meeting. He stated that he has struggled with donations in the past and doesn't like sponsorship of certain things. Council Member Carter would rather channel business donations through the Chamber of Commerce as it is their purpose to promote business, tourism, travel, and events. He then said that he does like providing funding to youth programs. Council Member Carter reiterated that he does not like the radio ad. Council Member Chase would like to see the Chamber of Commerce more involved, as well. He disagrees with Council Member Carter about the radio ad as it is not necessarily for recognition as a city, but for supporting businesses in Delta and Millard County tourism. Council Member Carter and Council Member Bogue asked Recorder Westbrook where the budget line item currently is in regards to the \$20,000 budget. Recorder Westbrook stated that just over \$10,000 has been spent; most going to Community First. Council Member Western said anytime you can help kids, it is important and that

the Rodeo benefits Delta. Council Member Carter restated that the Chamber of Commerce is not being utilized by Delta City. Council Member Chase agreed and said that there would need to be stipulations about what the Chamber does with any monies and which entity would be the sponsor. Council Member Bogue said someone needs to meet with the Chamber. Council Member Western MOVED to table this item until contact with the Chamber of Commerce President, Pat Stefanoff, could be made. Council Member Chase SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Western, Seconded by Council Member Chase.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue
Council Member Killpack was absent

4. Kate Chase; Sponsorship for Governor's Honor Academy
Action: Discussion/Consideration for approval

Council Member Chase recused himself.

Kate Chase addressed the Council requesting a donation to support herself and Rhett Crapo with half-tuition for Governor's Honors Academy at Southern Utah University this summer; \$650 per person. She told the Council that this is an opportunity to further develop governing and leadership skills. Mayor Niles stated that Delta city has paid for half-tuition in the past. Council Member Western expressed that this is an elite opportunity. Attorney Anderson asked that the Council be sure to identify how this sponsorship or donation would be appropriated.

Council Member Bogue MOVED to approve the request of \$650 each (total of \$1300) for the prosperity and moral well-being of the community. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Bogue, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Carter, Council Member Bogue
Voting Abstaining: Council Member Chase
Council Member Killpack was absent

5. Carly Nielson; Request for Farmers Market Stand & Sign
Action: Discussion/Consideration for approval

Carly Nielson, owner of The Mix Ice Cream Truck, addressed the Council. Nielson was over the Food Truck Round-Up last summer and has received great feedback from vendors and the community. She asked the Council to consider allowing her to expand her contract with the City this year to include a farmer's market that would be sheltered under Delta City's insurance policy. Nielson has been working with Jacqueline Thorn who created Nephi City's current Farmer's Market. She stated she wants it to be artisanal, homemade, homegrown products that are local to this area. Nielson's husband will donate his website building skills for information and vendor sign-ups. There will also be a DJ who will volunteer time. Nielson shared information with the Council on the benefits of Farmer's Markets for the local community and went through a handout with the Council. Nielson added that each vendor must submit their permits in order for approval to participate. Council Member Bogue asked to clarify if this would be weekly on Monday nights and who would enforce screening of vendors. Council Member Carter asked if there would be a committee. Nielson stated that she loves

the idea of a committee and that she or the committee would approve the vendors. Council Member Carter and Mayor Niles both commended last year's food truck event. Attorney Anderson stated that she will need to look into Delta City's insurance policy and connect with Nielson afterwards.

Nielson also requested that Delta City donate a sign for the Food Truck Round-up event that would stay up the entirety of the season. If approved for the Farmer's Market, the sign would include that information, as well as the Food Truck Round-up. Monday, May 19th is the first Food Truck night. Council Member Carter suggested that the Delta City Website have a link directly to the Farmer's Market Website so that there isn't an increased load on Delta City employees. Council Member Chase needs to see what legal counsel finds in policy prior to making any decision. Council Member Carter also confirmed that sign would hang on the pavilion cage and out of the way of groundskeeping.

Council Member Chase MOVED to table this item pending legal counsel. Council Member Bogue SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Bogue.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

Council Member Killpack was absent

6. Connor Butterfield; Scope of Work - Airport
Action: Discussion/Consideration for approval

Connor Butterfield introduced himself to the Council as a consulting engineer with Lochner for proposed construction work at the Airport. Butterfield walked Council through the Scope of Work for rehabilitation of the entrance road and a taxilane at the airport. Projected estimate is around \$820,000. The Federal government will provide 95% with 2.5% from state and 2.5% from local government; Delta City would be responsible for approximately \$20,000. Butterfield is hopeful that construction will begin after July 4th and that the project will take about 35 days. Mayor Niles confirmed that this would be taken out of Municipal Airport fund in the budget. Butterfield added, for budgeting, that a runway seal coat that resurfaces and extends life of the taxilane and repainting has already been approved. For that project, Delta City will pay 10%. Council Member Bogue asked about notifying local pilots; Mayor Niles stated that ads/notices would be put out once dates are determined.

Council Member Carter MOVED to approve the Scope of Work for the Airport as presented. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Carter, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

Council Member Killpack was absent

7. Council Member Kelly Carter; Miss Delta Scholarship Budget
Action: Discussion/Consideration for approval

Council Member Carter clarified how Miss Delta Scholarship funds are held if a recipient is still years from graduating. Funds are held by the school district until the student graduates and is enrolled in a postsecondary institution. Recorder Westbrook will contact Corey Holyoak at the Millard County

School District to facilitate.

Council Member Carter MOVED to approve the facilitation of Miss Delta Scholarship funds by Recorder Westbrook to the Millard County School District. Council Member Bogue SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Carter, Seconded by Council Member Bogue.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue
Council Member Killpack was absent

8. Mayor Niles; Budget Meeting

Action: Discussion/Consideration for approval

Dates discussed for Budget Meeting. Meeting will be held Monday, May 19th at 3:30 pm in Council Chambers.

Council Member Chase MOVED to approve scheduling the Delta City Budget Meeting on Monday, May 19th at 3:30 pm. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue
Council Member Killpack was absent

9. Mayor Niles; Process of Delta City Attorney selection from RFP's

Action: Discussion/Consideration for approval

Council Member Western went over the evaluation and selection process for Delta City Attorney. Each candidate will be screened and evaluated along with an interview with Council Members and others. Council Member Western addressed scoring sheets; Council Member Chase mentioned concerns with giving just a score sheet and how personal feelings could skew results with number-based scoring. Council Member Western stated that there will also be questions as candidates are interviewed by the City Council. Attorney Anderson suggested a system where highest and lowest scores would be thrown out. Council Member Western will put together questions and share with Council. Tom Chandler asked if there was a transcript of applicants' law school grades. Council Member Western stated that these were not asked for, she also shared that consultation was made in putting together application criteria. Council Member Chase suggested that only one person moderate and ask the questions to the candidates during City Council. It was decided that 20-minute interviews will be held during next Council Meeting on Wednesday, May 21st. No public comment will be allowed during this agenda item. Mayor Niles will not score candidates; but will break a tie. Decision will be made during this same meeting.

Council Member Chase MOVED to hold Attorney interviews during next City Council Meeting as stated. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter,

Council Member Bogue
Council Member Killpack was absent

10. Mayor Niles; Public Works Department Staffing
Action: Discussion only

Mayor Niles stated that an ad will be put in the paper for a Public Works worker so that the department is not short by one. Mayor Niles expressed that he wants to move Assistant Public Works Director, Justin Ashby, to Public Works Director position. He then said at least until after the sewer project is over and then this could be revisited. Council Member Bogue questioned putting ad out for Public Works Director as Sunrise Engineering oversees the sewer project and is involved, as well. Council Member Carter stated that everyone who works for the public works department is qualified to help with the project and that Delta City's #1 priority is hiring an attorney. He compared Public Works Director and Assistant Public Works Director job descriptions and found that they are basically mirrored. Council Member Carter would like to see a separation of Code Enforcement and Building Development/Code from that of the Public Works Director. Council Member Western pointed out that Fire Chief was advertised internal and external, along with Treasurer and others, and should be consistent. Mayor Niles would like to use current policy and promote Justin Ashby, as the mayor is in charge of hiring and firing. Council Member Bogue disagreed. Council Member Chase stated that code includes Mayor can recommend, but it has to be at the consideration and advisement of the City Council.

As item was discussion only, it will be brought back to next council meeting for a vote. Council Member Chase added that perhaps there could be a title of Interim Director.

11. Sherri Westbrook, City Recorder: Health Benefits Update
Action: Discussion/Consideration for approval

Recorder Westbrook explained to the Council that Delta City utilizes HUB to help manage benefits. After comparing PEHP to other available health insurance and benefits companies, HUB reported back that PEHP benefits increased in cost by 4.8%, compared to the average 10-13% by other insurance companies. Dental benefits increased by .6%; vision by .8%. Westbrook explained that Council approval is needed in order for her to renew with PEHP and coordinate Delta City's Open Enrollment.

Council Member Chase MOVED to renew insurance with PEHP at renewal rate as stated. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter,
Council Member Bogue
Council Member Killpack was absent

12. Justin Ashby, Assistant Public Works Director, Public Works Update
Action: Discussion Only

Assistant Public Works Director Ashby presented the Council with an update regarding Public Works Department. Workers have really stepped up to help and support. Assistant Public Works Director

Ashby attended R6 Summit and felt like there was great information and encouraged Council Members to attend in the future. City Spring Clean-up was completed all in one day. Have been pulling cost-sharing sidewalks for repair, preparing for spring planting, working on some small engine repair and maintenance, and cleaning storm drains. Ashby said he will get a plate put on the loose manhole cover that Tom Chandler asked about and will call blue stakes to get this pulled out and fixed.

ADDITIONAL ITEMS

Recorder Westbrook introduced Angie Dewsnup as Delta City Deputy Recorder

ADJOURNMENT

Council Member Chase MOVED to adjourn meeting at 8:43 pm. Council Member Western SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Chase, Seconded by Council Member Western.

Voting Yea: Mayor Niles, Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

Council Member Killpack was absent

The meeting was adjourned at 8:43 p.m.



John Wesley Niles, Mayor

Sherri Westbrook, Recorder