



DELTA CITY CITY COUNCIL REGULAR MEETING

Wednesday, September 03, 2025 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Mayor John Niles
Council Member Betty Jo Western
Council Member Kiley Chase
Council Member Nick Killpack - arrived at 7:05
Council Member KC Bogue

ABSENT

Council Member Kelly Carter

ALSO PRESENT

Sherri Westbrook
Angie Dewsnup
Jessica Anderson
Justin Ashby
Tom Chandler

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 Bogue, Chase, and Western were present. Council Members Carter and Killpack* were absent.

*Council Member Killpack arrived at 7:05 (as indicated later in the minutes).

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: CCPH 2025-08-20

The minutes of the City Council Public Hearing held on 8/20/2025 to present and accept comments on Ordinance 25-318 Adoption of Delta City Transportation Master Plan were presented for approval. Council Member Bogue MOVED to approve the City Council Public Hearing minutes held on 8/20/2025. Council Member Chase 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 Bogue, Seconded by Council Member Chase.

Voting Yea: Council Member Western, Council Member Chase, Council Member Bogue

Council Members Killpack and Carter were absent. Council Member Killpack arrived after this vote.

2. Minutes Approval: RCCM 2025-08-20

The minutes of the Regular City Council Meeting held on 8/20/2025 were presented for approval. Council Member Chase MOVED to approve the Regular City Council Meeting minutes held on 8/20/2025. 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: Council Member Western, Council Member Chase, Council Member Bogue
Council Members Carter and Killpack were absent. Council Member Killpack arrived after this vote.

3. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2025-09-03 \$258,859.13

*Council Member Killpack arrived at 7:05 and was present for remainder of the meeting.

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 9/3/2025 for \$258,859.13.

Council Member Bogue asked about the procedures for receiving grant funds for the airport. City Recorder, Sherri Westbrook, explained that it is done through reimbursement. Accounts Payable receives the invoice and a check is created and held. A copy of the check is sent to the payor and once they have a copy and deposit funds into the City's account, the check is released. Council Member Bogue asked about chlorine purchases and Public Works Director, Justin Ashby, explained the types of chlorine purchased and the vendors that have availability for specific needs.

Council Member Western MOVED to approve the disbursed payments dated 9/3/2025 for \$258,859.13. Council Member Chase SECONDED the motion. Mayor Niles asked if there were any further 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: Council Member Western, Council Member Chase, Council Member Killpack, Council Member Bogue

Council Member Carter was absent.

PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation

Tom Chandler greeted the Mayor and Council and stated that he had a couple of concerns. He commented that about 8 months ago the Council asked then-City Attorney, Todd Anderson, to write up a water contract with Sherwood Shores and requested an update on the status of this project. Council Member Killpack stated that there will need to be a change of current code due to changes that were made on a state-level. With change of attorney, this will need to be revisited with new City Attorney, Jessica Anderson. Chandler requested to know how much longer this would take and wanted a time-frame. Council Member Killpack stated that it will take time to go over those changes to code with water service area. Killpack emphasized that much has been done in ground work for this project, and now needs time to craft the code. This code writing will be done by City Attorney, Council Member Killpack, and a committee. Killpack stated that 3 months would be generous and Chandler commented that he will return in December.

Chandler stated concerns about safety issues at the county Transfer Station. He stated he has witnessed strange automobiles, scavenging, unsafe driving, drug deals, and other illicit happenings. He expressed concern that it has been several months since law enforcement has been seen in the area and would like to see Transfer Station moved. He feels this is a safety issue and a liability issue for the city. Chandler suggested that the council consider at least putting fencing and a gate with a lock from dusk until dawn. Mayor Niles stated that the Transfer Station is operated and maintained by the county. Council Member Bogue added that he has been in contact with county multiple times with his concerns, as well. Chandler would like to see something done and requested it be put as an agenda item and offered to put together a slideshow with pictures of his concerns to

share with the council with his request that the Transfer Station be moved. Council Member Bogue stated that while it is county, Delta City residents are paying fees and it is a problem. Chandler asked about citations that have been given. Attorney Anderson stated that citations have increased, but because they are not city, they go straight to justice court. Council Member Chase stated that the contract with the county should be reviewed and to submit request to County Commissioners with concerns.

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

4. Mayor John Niles; New Employee Hires (Custodial and Public Works)
Action: Discussion Only

Mayor Niles presented new employee hires to the Council. Four individuals were interviewed for the open part-time Custodial position and Whitney Weston was chosen. She started working last Thursday.

Five interviews were held for the open full-time Public Works Operator positions and two individuals were chosen and offered employment, Ty Hodgeson and Kyler Leavitt. Leavitt is a current CDL holder and will receive the incentive discussed at prior meetings. Start date for Leavitt is Monday and Hodgeson will begin September 15.

All three new hires have drug-testing on Friday morning.

5. Mayor John Niles; Public Works Director Pay Increase
Action: Discussion/Consideration for Approval

Mayor Niles shared with the Council that he increased wage for Public Works Director and asked for their approval of back-dating pay to when Ashby took over in May. Council Member Bogue asked about bringing this to council for a vote and approval prior to making the decision. Mayor Niles said that he had decided on the increase and that tonight would be the opportunity to vote for approval. Council Member Bogue expressed concerns over the decision having been made prior to council discussion and official approval. Mayor Niles asked the Council about their position on back-pay.

Council Member Western asked about what current personnel policies state for back-pay and if the duties were already covered as Assistant Public Works Director. Mayor Niles stated that policy says assistant takes over during absence of Public Works Director, but that should be for short-term absences, not several months. Council Member Bogue stated that it is dependent on how you interpret the policy. Council Member Chase stated that he is for the additional pay increase, but due to similar situations in the past with other positions, he does not agree with back-pay. Council Member Killpack stated that the most important part is being fair and because this has not been done prior, he agreed with Chase. Council Member Bogue stated that he was opposed to both based on principle that the Council was not given an opportunity to approve prior to decision being made.

Council Member Killpack MOVED to approve the wage increase for Public Works Director without back-pay. Council Member Chase 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 Killpack, Seconded by Council Member Chase.

Voting Yea: Council Member Western, Council Member Chase, Council Member Killpack

Voting Nay: Council Member Bogue

Council Member Carter was absent

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

Public Works Director Justin Ashby presented the Council with an update regarding the Public Works Department.

Ashby stated that employees have been tree trimming in the park. There have been a couple more sidewalk in-kind cost sharing projects and additional in the works. Two Public Works Employees have had a baby in the past month and have been taking some parental leave. Continuing to work on replacing old meters and dead heads. Currently employees are prepping for asphalt for patching potholes; hoping to have asphalt by tomorrow. Council Member Killpack asked whether road behind Cardwell is on the list for fixes as it is in terrible condition. Council Member Bogue asked about approaching Barney's requesting financial support for the costs of fixing truck parking area; it is a cost to tax-payers.

Ashby stated that Public Works employees have also been painting and organizing shop to get more equipment stored. He shared that the sewer project is wrapping up, electrician getting wiring done on C-Station and top hats are being completed. Ashby and Council Member Killpack will be meeting with developers on housing development project and road plans.

Council Member Bogue asked about a Public Works Employee working on Labor Day; Ashby explained that she is part-time and requested working it to not lose hours.

ADDITIONAL ITEMS

Mayor Niles reminded Council Members of Community Family Night Out on Monday, September 8 at 5:30 pm. Council Members have been asked to help with serving food again this year.

Mayor Niles shared his concerns regarding large 10-axle trucks using roadways that are restricted to 5-axle; he did not have an opportunity to take pictures. Council Member Bogue stated that he has also been watching to catch any of these trucks. It had previously been agreed on to try to get pictures to help with prosecution.

ADJOURNMENT

Council Member Chase MOVED to adjourn meeting at 7:43 pm. Council Member Killpack SECONDED the motion. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

The meeting was adjourned at 7:43 p.m.





John Wesley Niles, Mayor



Sherri Westbrook, Recorder