



# DELTA CITY COUNCIL REGULAR MEETING

Wednesday, June 18, 2025 at 7:00 PM

Delta City Municipal Complex Council Chambers\*

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## MINUTES

### PRESENT

Mayor Pro Tempore/Council Member Nick Killpack  
Council Member Betty Jo Western  
Council Member Kiley Chase  
Council Member Kelly Carter  
Council Member KC Bogue

### ABSENT

Mayor John Niles

### ALSO PRESENT

Sherri Westbrook  
Angie Dewsnap  
Justin Ashby  
Jessica Anderson  
Lauri Mathews  
Stetson Henrie  
Ron Larsen

### CALL TO ORDER

Mayor Pro Tempore Nick Killpack 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 Pro Tempore Nick Killpack conducted a roll call. Council Members Western, Chase, Carter, and Bogue were present. Mayor John Niles was absent.

### OPENING REMARKS

Mayor Pro Tempore Nick Killpack offered the opening remarks.

### PLEDGE OF ALLEGIANCE

Mayor Pro Tempore Nick Killpack led those in attendance in the Pledge of Allegiance.

### CONSENT AGENDA

1. Minutes Approval: RCCM 2025-06-04

The Regular City Council Meeting minutes held on 6/4/2025 were presented for approval. Council Member Western asked for name change for Lori Williams on line 22, as it was written as Lisa. Council Member Western MOVED to approve the Regular City Council Meeting minutes held on 6/4/2025 with the name spelling correction on line 22. Council Member Chase SECONDED the motion. Mayor Pro Tempore Nick Killpack 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 Western, Seconded by Council Member Chase.

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

2. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2025-06-18 \$251,161.62

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 6/18/25 for \$251,161.62. Council Member Bogue asked what ESRI was and Assistant Public Works Director, Justin Ashby, stated it was for ArcGIS Mapping annual subscription. Council Member Chase MOVED to approve the disbursed payments dated 6/18/25 for \$251,161.62. Council Member Bogue SECONDED the motion. Mayor Pro Tempore Nick Killpack 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: Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

**PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation**

No public comments.

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

3. Mayor Pro Tempore Nicholas Killpack: Resolution 25-485 Benefits to Part Time Employees  
Action: Discussion/Consideration for approval

The table and language in Employee Policy manual were adjusted by City Attorney, Jessica Anderson, per the prior Council meeting when Resolution was discussed with changes.

Council Member Carter MOVED to approve Resolution 25-485 Benefits to Part Time Employees. Council Member Bogue SECONDED the motion. Mayor Pro Tempore Nick Killpack 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: Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

4. Mayor Pro Tempore Nicholas Killpack: Ordinance 25-317 Adoption of Manual of Standard Specifications  
Action: Discussion/Consideration for approval

Jones & DeMille Engineering have worked on a Standards Specifications Manual from previous Council discussions. Attorney Anderson stated that it can be discussed and reviewed, but no vote could be held because an ordinance requires a Public Hearing for adoption.

Council Member Chase MOVED to table Ordinance 25-317 Adoption of Manual of Standard Specifications for additional time to review and until a public hearing can be held. Council Member Western SECONDED the motion. Mayor Pro Tempore Nick Killpack 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: Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

5. Mayor Pro Tempore Nicholas Killpack: Resolution 25-486 FY 2024-2025 Amended Budget  
Action: Discussion/Consideration for approval

Mayor Pro Tempore Killpack asked if Recorder Westbrook had anything to add; Recorder Westbrook asked that when presenting the Resolution for approval to allow for any slight adjustments between now and the end of the Fiscal Year (6/30/2025).

Council Member Bogue asked about having two different budgets. Mayor Pro Tempore Killpack explained that one is to open and amend this year's budget and the second would be to adopt next fiscal year's budget. Council Member Bogue asked about comparison of this year's sales tax with last that of last year. Recorder Westbrook stated that it has been close to \$2,000,000 for the last few years.

Mayor Pro Tempore Killpack asked about Telecommunications Tax. This was cut in about half, due to the reduction in landline use.

Council Member Chase MOVED to approve Resolution 25-486 FY 2024-2025 Amended Budget with contingency of small adjustments if needed by end of the Fiscal Year on 6/30/2025. Council Member Bogue SECONDED the motion. Mayor Pro Tempore Nick Killpack 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: Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

6. Mayor Pro Tempore Nicholas Killpack: Resolution 25-487 FY 2025-2026 Budget Adoption

Action: Discussion/Consideration for approval

Budget can be amended for additional spraying funds that Public Works Employee, Stetson Henrie, requested.

Health insurance for the City Attorney needs to be removed as agreed upon during a prior meeting. During budget meetings the new City Attorney had not been hired, so this needs to be adjusted with since this hiring has been completed. This can be amended after the budget has been approved.

Mayor Pro Tempore Killpack asked about the budget for library part-time (additional \$7,000); Recorder Westbrook stated that this current fiscal year was a little low and so that would compensate for the new fiscal year's budget. Council Member Western asked about other library budget items, and it was noted that they had been adjusted per budget meeting discussion.

Council Member Bogue asked if the Tax Rate Summary is also included in budget approval. Recorder Westbrook stated that the yearly tax rate must be approved based on the certified tax rate that the county sets. Mayor Pro Tempore Killpack explained that tax rates in Utah are a complicated process; to make any increases with tax rate in Utah, there is a process of Truth in Taxation. Council Member Carter asked if this is something that Delta City needs to do this year. Mayor Pro Tempore Killpack and Recorder Westbrook stated that no, the city's budget is in a healthy place.

Council Member Chase MOVED to approve Resolution 25-487 FY 2025-2026 Budget Adoption and approval of Certified Tax Rate. Council Member Western SECONDED the motion. Mayor Pro Tempore Nick Killpack 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: Council Member Western, Council Member Chase, Council Member Carter, Council Member Bogue

7. Mayor Pro Tempore Nicholas Killpack: Ordinance 25-316 FY 2025-2026 Compensation and Wages

Action: Discussion/Consideration for approval

Council Member Bogue asked if these numbers included all the new compensation amounts that had been discussed during Budget Meeting. Recorder Westbrook stated that they were. Council Member Bogue expressed confusion on the Fire Chief compensation, thinking it looked higher than he thought. Council Member Bogue and Council Member Carter stated that they thought compensation was at \$12,000; Mayor Pro Tempore Killpack noted that Fire Chief compensation this fiscal year was \$17,500 and new year budget raised to \$20,000.

Council Member Western MOVED to approve Ordinance 25-316 FY 2025-2026 Compensation and Wages. Council Member Carter SECONDED the motion. Mayor Pro Tempore Nick Killpack 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 Carter.

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

8. Justin Ashby, Assistant Public Works Director, Public Works Update  
Discussion Only

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

Phaze does not chip seal, but will do grading and rolling for .99 per square foot for a total of \$177,000. Waiting on local contractor for a bid on grading, rolling, and chip seal; request with deadline has been set and surpassed a few times. Council Member Carter stated that Phaze does great work. Ashby agreed. Council Member Western asked about the sewer project being done prior to 4th of July. Assistant Public Works Director Ashby said this should be complete next week.

Assistant Public Works Director Ashby gave a sewer project update; finishing patchwork and will finish carwash road when asphalt is available and have lid to complete the project. Phaze has also fixed some piping from Kousin's Floral.

Mayor Pro Tempore Killpack asked about county payment for \$19,000 and how many more roads needed done. Ashby said around 8-10.

Public Works employees are also working on 4<sup>th</sup> of July preparation. They fixed a water leak at 450 S 400 W; more complicated than most. The sweeper was running, and the airport taxiway was swept.

Ashby is working to get CCR completed (Consumer Confidence Report) on water system; this is required by the state. Patriot Hydrovac has been testing pipes for lead and copper and should be finishing by Wednesday. Ashby stated that no lead pipes have been found at this time. Another well went online that is used for summer only.

Assistant Public Works Director Ashby stated that it was reported to him that storage units by Delta Cache have people living in them. Council Member Bogue asked about water on-site. Council Member Carter stated that there is no water, no sewer, no power. Council Member Chase said to contact the owner that this is against city ordinance.

Another concern brought to Ashby was regarding cattleguard going into the gravel pits. This is on county road and county property. Council Member Bogue expressed concern that cows are getting out and this could be a concern on city property. Ashby shared contact information for Patriot Hydrovac with livestock owner. Council Member Bogue said offer to take care of this if he wants to pay for labor and costs. Council Member Carter suggested to call county and offer to take care of this if the county wants to cover costs.

Ashby shared with the Council that Adam Richins had some questions about adding a new water line and completing the road for Shane Church and McKay Christensen property. Richins was going to

come to council meeting, but was not in attendance. Several Council Members stated that Richins will want to connect with the County Recorder about annexation. Council Member Carter said that property owners would need to petition city for annexation. Mayor Pro Tempore Killpack said that when he was talked to about this, he said that the Council would consider anything that is up to code, expectations, and standards that the city has for infrastructure.

Assistant Public Works Director Ashby stated that Delta City is in need of a new or used Vector truck; trade-in would be about \$35,000 - \$80,000 and Ashby suggested finding a private sale for more than that. Council Member Bogue asked about looking into equipment lease for this and that he could get some names for Ashby.

#### **ADDITIONAL ITEMS**

Public Works Director application period closes Monday, June 23<sup>rd</sup> at 5:00 p.m. A committee will complete the interview process.

#### **ADJOURNMENT**

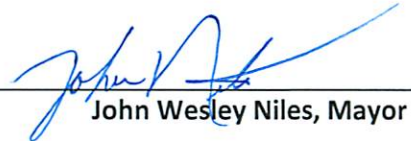
Council Member Chase MOVED to adjourn meeting at 7:54 pm. Council Member Western SECONDED the motion. Mayor Pro Tempore Nick Killpack asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

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

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

The meeting was adjourned at 7:54 p.m.



  
John Wesley Niles, Mayor

  
Sherri Westbrook, Recorder



