

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD OCTOBER 16, 2025 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST MAIN, HYRUM, UTAH.

**CONVENED:** 6:30 P.M.

**CONDUCTING:** Mayor Pro Tempore Paul James

**ROLL CALL:** Councilmembers Steve Adams, Jared Clawson, Paul James, Michael Nelson, and Craig L. Rasmussen.

**EXCUSED:** Mayor Stephanie Miller

**CALL TO ORDER:** There being five members present and five members representing a quorum, Mayor Pro Tempore James called the meeting to order.

**OTHERS PRESENT:** Zoning Administrator Tony Ekins, City Engineer Matt Holmes, City Treasurer Todd Perkins and nine citizens. Deputy Recorder Bethany Sproul recorded the minutes.

**WELCOME:** Mayor Pro Tempore Paul James welcomed everyone in attendance and invited audience participation.

**PLEDGE OF ALLEGIANCE:** Councilmember Michael Nelson

**INVOCATION:** Councilmember Craig Rasmussen

**APPROVAL OF MINUTES:**

The minutes of a special meeting on September 30, 2025 were approved as amended.

**ACTION** Councilmember Adams made a motion to approve the minutes of a special meeting held on September 30, 2025 as amended with submitted corrections. Councilmember Rasmussen seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.

The minutes of a regular meeting on September 18, 2025 were approved as written.

**ACTION** Councilmember Clawson made a motion to approve the minutes of a regular meeting held on September 18, 2025 as amended with submitted corrections. Councilmember

**Rasmussen seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.**

**AGENDA ADOPTION:** A copy of the notice and agenda for this meeting was emailed to The Herald Journal, posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the governing body, and posted at the City Offices more than forty-eight hours before meeting time.

**ACTION**

**Councilmember Clawson made a motion to approve the agenda for October 16, 2025 as amended by striking out agenda item 11. B. Consideration and approval on an Inter-City Sewage Treatment Service Agreement between Hyrum City and Millville City. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.**

8. PUBLIC COMMENT

9. SCHEDULED DELEGATIONS

A. Brian Carver, J.U.B. Engineering - To report on Hyrum City's General Plan Open House and Survey

10. INTRODUCTION AND APPROVAL OF RESOLUTIONS AND ORDINANCES

A. Resolution 25-26 - A resolution setting Commercial Sewer Service Rates with a Lift Station

11. OTHER BUSINESS

A. Discussion on setting a limit on the number of cats allowed per household.

B. ~~Consideration and approval on an Inter-City Sewage Treatment Service Agreement between Hyrum City and Millville City~~

C. Consideration and appointment of Youth Council Advisors.

D. Consideration and approval of amendments to the Inter-City Sewage Treatment Service Agreement with Millville City.

E. Consideration and award of bid for the Elite Hall Addition.

F. Consideration and award of bid for 200 East Sidewalk Project.

G. Consideration and approval of Privacy Policy Statement for Hyrum City's Website.

H. Budget Report.

I. Mayor and City Council Reports.

12. ADJOURNMENT

***PUBLIC COMMENT:***

Mayor Pro Tempore Paul James asked if anyone had questions or comments and to keep it under 3 minutes.

Dale Blad said that he has been a resident of Hyrum for 35 years. He said that his neighborhood has a big problem with cats. Blad shared a KSL article written about Cottonwood Heights. Animal Control entered a home and removed 30 cats. The home was condemned due to the unhealthy living conditions. They are trying to rehome the cats and have set out traps to catch feral cats in the area. Blad said that there is a similar problem in his neighborhood. He said that in unincorporated Cache County, there is a limit to four cats plus two more if they are caged. However, Hyrum City does not have any ordinances limiting the number of cats in a household. There are ordinances regarding nuisance cats. He received permission from Animal Control Officer Kirt Lindley to use his own traps. Blad has caught and disposed of several cats. He thinks that the main problem is his neighbor, who feeds the cats that wander around the area. He speculates that she also has many cats inside her house as well.

Mike Sommers had questions regarding the 200 East block sidewalk project. He asked if the city was going to contact the residents who would be affected by the work. He hoped that the work does not start this fall so it does not get left as a muddy mess throughout the winter. Sommers also had concerns about traffic control on 200 East. The new development brought in more and faster traffic. Sommer said that bikers and runners will not use the sidewalk. There needs to be something on the road for those who use it.

City Engineer Matt Holmes said that the bid states that the contracted company can start working on the project in the fall. He said that the contractors should be coordinating with the residents. Holmes said that there is no guarantee that the work will be completed this fall, however, they are trying to get as far as they can. Provisions can be made to make sure there is not a muddy mess left over the whole winter. He suggested that Sommers talk to the roads department for better answers.

Councilmember Clawson suggested that patrol cars should go and monitor the area.

Mayor Pro Tempore James said that they could post a speed limit

counter.

Councilmember Nelson said that a new speed limit sign was posted a couple weeks ago.

There being no further comment, Mayor Pro Tempore James moved onto the next agenda item.

***SCHEDULED DELEGATIONS:***

**BRIAN CARVER, J.U.B. ENGINEERING - TO REPORT ON HYRUM CITY'S GENERAL PLAN OPEN HOUSE AND SURVEY.**

Brian Carver said that the general plan process started in the spring. There were multiple ways the public was able to get involved. A steering committee was formed which consists of Hyrum residents. An online survey was linked on the Hyrum City website that people could take. There was also an open house that citizens were invited to so they could have the opportunity to voice their opinions on the new General Plan.

They are currently finishing up a review of the existing conditions of the city for water, sewer, roads, and other community needs. Over the next couple of months, they will be creating drafts and scenarios. Another open house will be scheduled early next year to get more public input.

Carver said that there were 391 responses to the online survey. There were 192 people who attended the open house. The demographics of respondents were evenly split of residents who have lived in Hyrum less than 10 years and more than 10 years. Just a bit over half of the respondents were younger families, and the rest were older.

Carver said that strongest preference for new development was large lots with single family homes. Residents were strongly opposed to high density housing. However, there was a lot of concern about affordable housing. High density housing is one of the few tools the city has to accommodate affordable housing.

Councilmember Craig Rasmussen asked how high-density housing was defined in the survey.

Carver said that there was a range of options that could be chosen: townhomes, duplexes, fourplexes, and apartments. There were also different choices of lot sizes for single family homes.

There was a lot of feedback regarding infrastructure and utilities. Many were concerned about water quantity, water pressure, power service reliability, and sewer capacity. Residents would like the quality of utility services to remain high and upgrades to be prioritized before more developments are added.

Carver reported that there was a lot of concern on road congestion, speeding, and road maintenance issues. There is a lot of support for adding in more trails and making Hyrum City a walkable community. There were mixed responses regarding whether sidewalks should be installed in older areas of town.

There was a lot of support for bringing in more small businesses into Hyrum, like restaurants, cafes, and other spaces to socialize. Residents were split between placing new development between 800 East and Main Street. Some respondents thought that adding more commercial and industrial buildings would change the character of Hyrum too much from being a small town.

There was a lot of gratitude expressed in the survey for the parks and open spaces that are already provided in Hyrum. Some improvements suggested were additional bathrooms, more shade, more recreation programs and an indoor recreation center. Residents would like open spaces, farmland, and wetland areas to be preserved. They want to keep a small-town aesthetic.

Carver said that there were multiple map questions on the survey. People were able to put pins in places where they thought certain types of development would be best. Multifamily and single-family homes were popular in similar areas, like south of Mountain Crest High School. Commercial development was most popular along Main Street and 800 East.

The opinions expressed at the Open House were very similar to the ones in the online survey. One of the major things that the citizens would like is working farmland to be preserved. However, that is something the city has little control over.

The residents appreciated the outreach for the general plan. They would like more opportunities to be involved. Carver suggested that surveys should be shorter, but more frequent.

Councilmember Nelson asked when the original survey was published.

City Planner Tony Ekins answered June 5<sup>th</sup>.

Councilmember Nelson asked why the steering committee was not involved in creating the survey.

Carver said that was a misstep on his part. He wanted to get the survey out as fast as possible. The committee took a long time to form. He said that if he was able to do it over again, he would have had the steering committee more involved in creating the survey.

Councilmember Rasmussen said that most other communities that are redoing their general plan had almost the same survey. A survey should not lead the participant to give certain responses back, they should be broad. If there are circumstances specific to Hyrum, the steering committee can try to address those.

City Planner Ekins said that there is a steering committee meeting next week. He said that the idea of shorter surveys more often can be part of the discussion.

Brian Carver said that since a steering committee has been created to be advisors in the process, it is important to have them give feedback. He recognizes that the survey was very standard, and there were ways it could have been customized more to Hyrum City.

The next steps are to create goals and strategies, evaluate pros and cons, find the most appealing plan and recommend it to City Council for it to be applied into city code.

***INTRODUCTION AND APPROVAL OF RESOLUTIONS AND ORDINANCES:***

**RESOLUTION 25-26 - A RESOLUTION SETTING COMMERCIAL SEWER SERVICE RATES WITH A LIFT STATION.**

Mayor Pro Tempore James said that Wastewater Superintendent Angela Pritchett mentioned that there should be a 3% annual increase. He thought that it should be tied to the inflation rate.

Councilmember Rasmussen said the increase should either be done automatically or brought into review every five years.

Mayor Pro Tempore James said that 3% increase should be fair, but reviewing it is a good idea as well.

Councilmember Nelson asked if every house that lives upstream from the lift station will be charged an extra \$4.

Mayor Pro Tempore James said that every house that flows into a lift station will have an additional \$4 fee.

Councilmember Rasmussen said that that fee is already built into their rates. This resolution is specifically for one commercial entity, Cache County. There is currently nothing in the city's resolutions that address extra costs for commercial lift stations. He said that there is very little chance that any residences or businesses will ever feed into this lift station. He questioned whether it should be turned over to Cache County, since they own it and provide the emergency power, and therefore should be responsible for maintaining it.

Mayor Pro Tempore James said that Superintendent Pritchett was concerned as the lift station has not been maintained. The city needs to be able to go in for maintenance. There are many traps in the area that can disrupt the sewage system.

Councilmember Rasmussen said in consideration of that information, he is in support of staff recommendation of maintaining ownership and charge for the maintenance to minimize risk.

Councilmember Adams asked how much Cache County is paying.

Mayor Pro Tempore James answered it is \$280 a month, which covers the labor to inspect the lift station.

**ACTION**

Councilmember Rasmussen made a motion to approve Resolution 25-26 - A resolution setting Commercial Sewer Service Rates with a Lift Station with the addition of the 3% annual increase to be reviewed every five years following July 1<sup>st</sup>, 2026. Councilmember Nelson seconded the motion and Councilmember Adams voted aye, Councilmember Clawson voted aye, Councilmember James voted aye, Councilmember Nelson voted aye, and Councilmember Rasmussen voted aye. The motion passed.

**OTHER BUSINESS:****DISCUSSION ON SETTING A LIMIT ON THE NUMBER OF CATS ALLOWED PER HOUSEHOLD.**

Mayor Pro Tempore James asked how a code limiting the number of cats can be enforced. He is not sure how many people are breaking the law with owning more than two dogs, and the city requires them to be licensed.

Councilmember Clawson said that if they do limit the number of cats to four, then there is more leverage for animal control officers to assist when issues arise.

Mayor Pro Tempore James said that in the situation that Dale Blad had brought up, the health department also bears some responsibility.

Councilmember Rasmussen wondered how often the ordinance would be enforced if one is passed. He does not think that restricting the number of cats to a household identifies if the cats are a nuisance. If someone is letting their cats roam around neighbors' yards and leave fecal matter, it is a nuisance. The nuisance ordinance already allows the city to get involved in that scenario.

Mayor Pro Tempore James suggested that they should look at model ordinances to get ideas on what they can do.

Councilmember Rasmussen said that when the dog ordinance was first created, they were viewed as pets. Now though, animals are seen as part of the family. Another issue Rasmussen brought up regarding limiting the number of cats to a household is if a cat has kittens, there may be an issue of getting rid of kittens if it goes over the legal amount.

Councilmember Nelson said that dogs are licensed to make sure they are vaccinated and that no one is running a kennel. Even just one dog can be a nuisance if it is barking or getting into neighbors' yards. He thinks that the person who has 30 cats endangers both themselves and the cats. He agreed that they should look at other cities' ordinances to get a better idea of what to do.

Mayor Pro Tempore James said that they should do something to help with this issue. He just does not want something that will not get enforced. He asked Dale Blad how the issue of cats in Cottonwood Heights was brought to the city's attention.

Dale Blad said it was probably concerned neighbors who were aware of the living conditions. Blad said that without limitations or licensing laws there can be animosity in a neighborhood. His



neighbor has been very disrespectful and has even trespassed onto his property to release cats that were in his traps.

Mayor Pro Tempore James said that they are unable to pass an ordinance tonight. The first thing they have to do is to check in with the City Attorney to see what is legal for the city to do. Then they will research codes from other cities and counties regarding cats.

**CONSIDERATION AND APPOINTMENT OF YOUTH COUNCIL ADVISORS.**

**ACTION**

Councilmember Nelson made a motion to approve the appointment of Abby Van Wagoner, Stephanie Walden and McKenna Phipps as Youth Council Advisors. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.

**CONSIDERATION AND APPROVAL OF AMENDMENTS TO THE INTER-CITY SEWAGE TREATMENT SERVICE AGREEMENT WITH MILLVILLE CITY.**

Councilmember Rasmussen said that Millville City's Attorney looked through the agreement and reordered some of the paragraphs. Looking through the attorney's comments, it does not impact the functionality of the agreement. Other comments were made by Wastewater Superintendent Angela Pritchett and Hyrum City's Attorney.

Councilmember Nelson asked about the changes made to paragraph 7, regarding rate and fee adjustments.

Councilmember Rasmussen said that Wastewater Superintendent Angela Pritchett was concerned about making sure Hyrum is not subsidizing Millville. Rasmussen discussed the math behind assessing the rate of sewer costs. He said that Hyrum pays \$35 per 10,000 gallons. The actual costs from the past four years for sewer are as follows: 2022 - \$28.33, 2023 - \$33.71, 2024 - \$33.71, 2025 - \$35.67. Pritchett estimated that the separation of costs for the wastewater department would be 75% for treatment and 25% for collections. Taking .75 and multiplying it with the actual revenue and .75 multiplying it with the treatment per 10,000 gallons you get the 75% which is the assumed average for treatment versus collection per 10,000 gallons. Looking at 2025, that is almost identical to the charges that are proposed in the agreement, \$35.45. The actual four-year running average is \$32.88.

Councilmember Rasmussen checked with Logan City since they provide wastewater services to other communities than their own. They have been separating their treatment and collection costs for a while. Their ratios are 65% for treatment and 35% for collections.

Councilmember Nelson said that in Hyrum, residents are currently paying \$10 for infrastructure and \$35 for treatment. Millville assessed their costs cannot match Hyrum's as their total would be \$90 a month. Millville has to base their rates on today's pricing for their infrastructure while our infrastructure was built over 25 years ago. Logan charges other cities with metered rates and gives an additional fee of 5.5%.

Mayor Pro Tempore James says that it is because Logan is charging for the use of their infrastructure.

Councilmember Rasmussen said that Hyrum's sewer system was put in over 25 years ago. Now the city needs to be looking at replacement costs, which will bring up the prices in Hyrum.

Councilmember Nelson said that Hyrum City is going to be shouldering all the liability and risk, so Millville should not be charged the same rate. There should be an additional fee.

Councilmember Rasmussen said Millville is not paying the same rate, they are paying 6.8% more.

Councilmember Clawson said that they will be charged for impact fees for each house that gets hooked onto the sewer system.

Councilmember Rasmussen said that Superintendent Pritchett asked if Hyrum City could ever exceed the 110% of the highest running average.

Mayor Pro Tempore James said that the amendment in paragraph seven says that after a cost of treatment rate study, the rate for Millville can be adjusted outside of the established rates to match the same percentage that Hyrum's rates are adjusted to.

Councilmember Rasmussen asked if Millville's costs will go up the same percentage or dollar fee. He does not think that if Hyrum's cost goes up by \$2 that Millville should be going up \$5. Regarding liability, if someone puts paint down the drain it does not matter which community they were a part of, it still will have to be

fixed.

Mayor Pro Tempore James said that Superintendent Pritchett was concerned about wheeling fees. However, what is going on is a pioneering agreement and buy-in fees. Developers are supposed to take the utilities to the end of the subdivision. If more development is expected, the lines are supposed to be upsized from 6 inches to 8 inches. To increase capacity from Millville, they would either have to run another line or upsize.

Councilmember Rasmussen said that a wheeling fee would be an ongoing fee.

Mayor Pro Tempore James said that an example of a wheeling fee would be one that we pay to Rocky Mountain for power.

Councilmember Rasmussen said that Pritchett had a question about removing debt service costs. The reason for it was while looking at budget year 2020-2021 the actual expenditures were twice the amount than normal years.

Councilmember Clawson asked if that was one of the years they were unable to send the water to the pond. It could be the reason for the discrepancy.

Councilmember Rasmussen agreed that anomalies like that can happen. He said that under new construction section for 2020 and 2021, there is about 2.5 million dollars each which gets rolled into the debt services costs for the next twenty years. If that gets included in the running average the numbers get skewed, and the amount ends up getting charged twice. Debt services expenses should not be included as expenditure and as debt services in upcoming years.

Councilmember Nelson asked if the debt services take interest into consideration.

Councilmember Rasmussen said yes, the principal and interest is included in the cost.

**ACTION**

**Councilmember Adams made a motion to approve amendments to the Inter-City Sewage Treatment Service Agreement with Millville City. Councilmember Rasmussen seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. Councilmember Nelson voted nay. The**

**motion passed.**

**CONSIDERATION AND AWARD OF BID FOR THE ELITE HALL ADDITION.**

Mayor Pro Tempore James said that the RAPZ grant gave \$180,000. He asked where the additional \$500,000 would come from.

Councilmember Rasmussen said that a major donor said they would contribute \$150,000 if the city could match that in donations. The city has budgeted \$200,000 towards this project. That brings the total to \$680,000. This would cover the addition and entryway. All the construction drawings are complete and are ready to be submitted for a building permit.

Mayor Pro Tempore James said he was uncomfortable with committing the city to \$627,000 with only a verbal confirmation of a donation.

Councilmember Rasmussen said that bids are required to be maintained for 60 days. His recommendation to the council is to table the bid for now and then investigate if there are any other funding or sponsorships available.

Mayor Pro Tempore James said they should get a written commitment from the donor.

**ACTION      Councilmember Rasmussen made a motion to table the bid award for the Elite Hall Addition to a future City Council meeting to discuss funding. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.**

**CONSIDERATION AND AWARD BID FOR 200 EAST SIDEWALK PROJECT.**

Councilmember Clawson asked if the city has had much experience with Bowcutt Excavation.

Councilmember Nelson said he had talked with Roads Superintendent Kade Maughan who said that the company has done good work.

Councilmember Adams asked whether it would make sense to select LeGrand Johnson, even though their bid was slightly higher, since they are an established business in Hyrum and pay taxes to the city.

Councilmember Rasmussen said that City and State Procurement requirements state that unless there is cause, which usually must be stated before the bids are opened, the city has to accept the lowest bid. The only other way is if there is a history of the company doing poor or negligent work for other communities or has had lawsuits.

City Engineer Matt Holmes said that State Code prohibits cities from restricting bids to only local companies.

**ACTION** Councilmember Nelson made a motion to award the 200 East Sidewalk Project to Bowcutt Excavation in the amount of \$205,651.30. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.

**CONSIDERATION AND APPROVAL OF PRIVACY POLICY STATEMENT FOR HYRUM CITY'S WEBSITE**

Councilmember Nelson asked if any of the information the city collects or stores is encrypted.

City Treasurer Todd Perkins said that we do have firewalls. Our third-party payment processors are responsible for the information they collect. He said that he can check with Chris Fricke, the city's IT specialist, on specifics regarding storage and encryption.

Mayor Pro Tempore James said that the "contact us" part of the policy should say to talk to the mayor, instead of specifically Mayor Stephanie Miller. That way, the privacy policy does not have to be updated whenever there is a new mayor. There should be a generic email address as well for the mayor.

**ACTION** Councilmember Adams made a motion to approve the Privacy Policy Statement for Hyrum City's Website with the addition that the contact information just says "mayor". Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, Nelson, and Rasmussen voted aye. The motion passed.

**BUDGET REPORT:**

Mayor Pro Tempore James said that the first quarter had just ended. All expenditures and collections are within standards.

**MAYOR AND CITY COUNCIL REPORTS:**

Councilmember Adams said he can attest that cats have certainly become a problem.

Councilmember Rasmussen said that since the sewer agreement with Millville is just about wrapped up, he will be focusing on the Christmas Celebration and funding for the Elite Hall. The historic home tour went well. The museum held their third sponsorship for the Cold War Veteran program, and two more are scheduled. Over the past eight years, over 5,000 Cold War Veterans have been recognized in Utah.

Councilmember Clawson said that the water is now out of the canals. This year, they are going to try to blow the lines out instead of draining them. He asked if 6600 South is going to be fixed before winter.

City Engineer Matt Holmes said that the new developer came to the Special Planning Commission meeting that was held the night before. They had to come back for reapproval since the original permit expired. The developer agreed to fix up the road before snowfall.

Councilmember Nelson said he attended the League of Cities and Towns. One of the presentations was about the fire on the mountain by Plain City. The Emergency Response team went up to the Command Center but had no cell service. What really helped them out was their ham radio operators. They also had movable signs which they can change the word to help with traffic in emergency situations. Nelson believed that these would be good investments for the city in case of emergency.

Another presentation was given on moderate income housing. A developer had a plan for a subdivision of 28 homes and to sell them for a better price. Later, the city had been informed that all the homes had been sold to an investor. Due to this, families and first-time homebuyers would not be able to get into the homes. Nelson said that this situation may happen in Hyrum too.

Councilmember Clawson said that one way to avoid the issue for a time is Neighborhood Housing Solutions, however, once the homeowner moves out, anything goes.

Councilmember Rasmussen said that the Green Meadows HOA only allows

ten rental units in their subdivision. The HOA maintains and enforces that rule. Deed restrictions are another way that can help with housing issues; however, they often have expiration dates. Beyond that, there is little the city can do.

Councilmember Rasmussen said he had attended a workshop that talked about affordable housing. A city started to allow detached dwelling units, however, very few people utilized it.

Councilmember Nelson said that the County and City had a communication exercise. The churches used the GMRS to get information, and the stake center was collecting the information. The County was monitoring it all to make sure none of the channels interfered with each other. The exercise ended up being successful. He contacted Dave Nielsen, who said he could run a cable and install an antenna so the radio can be used in the Sheriff Substation.

Mayor Pro Tempore James said that Recreation Director Robert Stroud has been doing a great job. Flag football just finished for the season. Stroud is starting to work on events for next year's Fourth of July Celebration.

Councilmember Nelson said that he and Stroud had talked to the guy who had been holding frisbee golf tournaments without renting the course with the city. He has had three so far and tried to do a fourth tournament. Nelson also mentioned that there are some holes that need to be moved as they are in the walking path.

**ADJOURNMENT:**

**ACTION**

**There being no further business before the City Council,  
the Council Meeting adjourned at 8:46 p.m.**

ATTEST:

\_\_\_\_\_  
Stephanie Miller  
Mayor

\_\_\_\_\_  
Bethany Sproul  
Deputy Recorder

Approved: \_\_\_\_\_

As Written