MINUTES OF A REGULAR CITY COUNCIL MEETING HELD OCTOBER 1, 2026 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST MAIN, HYRUM, UTAH.

CONVENED: 6:30 P.M.

CONDUCTING: Mayor Steve Miller

ROLL CALL: Councilmembers Rebecca Foulger, Michael Nelson, NaLyn Nelson, Craig L. Rasmussen, Mont Wright.

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

OTHERS PRESENT: City Administrator Dan Ferris, City Engineer Kamilla Schultz, City Planner Tony Ekins, City Treasurer Todd Perkins, Fire Inspector Trevor Coleman, Power Superintendent Larry Coleman and five citizens. Deputy Recorder Bethany Sproul recorded the minutes.

WELCOME: Mayor Miller welcomed everyone in attendance and invited audience participation.

PLEDGE OF ALLEGIANCE: Councilmember Mont Wright

INVOCATION: Planning Commissioner Scott Casas

APPROVAL OF MINUTES:

The minutes of a regular meeting and a special meeting on September 17, 2026 were approved as written.

ACTION **Councilmember Michael Nelson made a motion to approve the minutes of a regular meeting and special meeting held on September 17, 2026 as written. Councilmember Wright seconded the motion and Councilmembers Foulger, NaLyn Nelson, Michael Nelson, Rasmussen, and Wright 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 Rasmussen made a motion to approve the**

agenda for October 1, 2026 with the removal of agenda item 9.A. Councilmember Foulger seconded the motion and Councilmembers Foulger, NaLyn Nelson, Michael Nelson, Rasmussen, and Wright voted aye. The motion passed.

8. PUBLIC COMMENT
9. INTRODUCTION AND APPROVAL OF RESOLUTIONS AND ORDINANCES
   A. ~~Ordinance 26-17 – An ordinance amending the zoning map of Hyrum City, Utah by rezoning property from Residential Agricultural Zone RA to Residential Zone R-2 located on property parcels #01-007-0011 and #01-007-0012 at approximately 400 East 300 North.~~
   B. Ordinance 26-21 – An ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.63 Accessory Dwelling Units.
10. OTHER BUSINESS
   A. Consideration and award of bid for West Point Substation Switchgear Building.
   B. Consideration and approval of an Electrical Connection outside Hyrum City Limits at 6520 South 1800 West Parcel #01-061-0044.
   C. Consideration and award of bid for Park Roadway Improvement Project and Canyon Park Parking Lot.
   D. Mayor and City Council Reports.
11. ADJOURNMENT

PUBLIC COMMENT:

Mayor Steve Miller asked if anyone had questions or comments to keep it under 3 minutes.

Scott Casas, who lives at 160 East 100 North, said that he was concerned about Ordinance 26-21, regarding accessory dwelling units. It is very expensive to require separate water, sewer, and electric services for an ADU. He was also concerned about the requirement that the ADU must be located within 50 feet of the main building. There are many properties that are very deep and the ADU could be placed further back and not be a problem.

Fire Inspector Trevor Coleman said that there must be a fire apparatus access road to reach the ADU. The road must be 20 feet wide and withstand 75,000 lbs. The roadway must also be maintained all winter long.
Councilmember Michael Nelson said that if the needs of the fire

department are met, then it should be ok to allow an ADU further back on a property. He said that if internal ADUs do not require a secondary connection for utilities, then the detached ADUs should not be required to have them as well.

ORDINANCE 26-21 – AN ORDINANCE AMENDING TITLE 17 ZONING OF THE HYRUM CITY MUNICIPAL CODE TO CREATE CHAPTER 17.63 ACCESSORY DWELLING UNITS.

City Planner Tony Ekins said that today is the deadline the State gave municipalities to have a code regarding detached ADUs. Since there has been significant progress with this code, the city should remain in good standing. This is the fourth draft. Ekins said that the purpose and intent of DADUs and ADUs are to provide affordable housing options for smaller households, in any stage of life with reasonable limitations to minimize impact to neighboring properties.

Ekins said he clarified that the temporary absence of the property owner would include military service, medical treatment, religious or employment assignment as long as supporting documentation is provided to city staff.

Councilmember Rasmussen asked if a second story ADU must be above a garage.

City Planner Ekins clarified that a second story ADU can be placed over a garage, but it is not required. A second story is allowed as long as the two levels do not exceed 1,000 square feet.

Councilmember Rasmussen recommended that the wording for 2.B under Size, Height and Other Regulations should say including but not limited to, instead of just "i.e." He said that there should be setback standards that clearly define when a two story ADU would be allowed.

City Planner Ekins said the DADU should not exceed the front yard setback of 50 feet from the rear exterior wall of the main building for innerblock areas. He added clarification to the code if the DADU is on a corner lot. He said that they are trying to minimize impacts and maintain the original vision the forefathers had for those areas.

Councilmember Michael Nelson said that he understood the point Casas made that a DADU could be placed further back into the

backyard. And as Fire Inspector Coleman said, as long as there are adequate accommodations for fire services, there should not be an issue of placing DADUs further on the property.

Mayor Miller said that they should not minimize the need for emergency service access.

City Planner Ekins said that if the hydrant is required, it will add a significant cost to the applicant to install and connect it to the water line.

Fire Inspector Trevor Coleman said that the new International Fire Code requires the frontage of any new buildings to be within 250 feet from a fire hydrant.

Councilmember Rasmussen asked if the code applies to sheds, or if it just applies to dwelling structures.

Fire Inspector Coleman said that it applies to all new structures. If the structure requires a building permit, then it needs to meet fire code.

Councilmember Rasmussen said that there are provisions in the fire code that allow fire officials to adjust requirements. Residents should not have to be required to install a new hydrant. A DADU is supposed to be a more affordable housing option, but adding a hydrant would add at least $8,000 to the cost. He stated the homes built in the county do not have fire hydrants within 250 feet of the structure.

Fire Inspector Coleman said that the reason homes in the county do not require fire hydrants as there is no water infrastructure available. Those homes are required to have sprinklers.

Councilmember Michael Nelson asked if all fire code provisions could be met, if they could allow the DADU to get pushed out to the back of the property.

City Planner Ekins said it is allowed, just not inside of innerblock development areas.

Councilmember Rasmussen said that innerblock development has been a hot topic over the past twenty years. Many people who oppose it are often not even in the affected area or are newer to the community. They say it will take away from the country feel.

Councilmember Foulger said that they should protect innerblock areas. A line must be drawn somewhere, as the city should not pick and choose on an individual basis.

Councilmember Rasmussen suggested that in 3.C. the word “front” is added in front of “exterior wall of the DADU may be emplaced”. To clarify that the 50 feet will not get measured to the back of the DADU.

City Planner Ekins said that the internal requirements were changed by the state of Utah, so section J.1. E through F have been stricken out. Ekins said that the section regarding driveway access stated that unless the property is on a corner lot, the access must remain at the front of the house.

City Planner Ekins said that there has been a lot of discussion on the water and sewer meters. There has been lots of back and forth between requiring separate connections or not. In the most recent meeting, they decided on requiring separate connections, and connection and impact fees will be required. The city is currently working on updating impact and connection fees. There is the possibility of adjusting fees to fit the needs of ADUs.

City Engineer Kamilla Schultz stated that both installing a new connection and connecting service from the main house have been provided as options. If the applicant can prove they are able to provide for the additional capacity and meet city standards, then they can either y or manifold off the main service. If not, a new connection must be provided.

City Engineer Schultz said that they are reassessing impact fees, and reduced impact fees can be assessed for ADUs. There should be some type of fee as there is still going to be an impact on the systems, even if it is smaller than a typical single-family home. A mechanism should be installed to track the additional impact as well. If a separate meter is not installed, something else should be tracking it.

Councilmember NaLyn Nelson asked what the other options were to track the impact, besides the additional meters.

City Engineer Schultz said that there could be a licensing requirement or change the category of the affected utility account.

Councilmember Rasmussen stated that whatever they end up charging for the impact fees for an ADU, it must be a defensible amount. It would be hard to defend a full impact fee for a 300 to 1,000 square foot ADU. People would be less likely to build an ADU with the high cost.

City Engineer Schultz suggested that there could be multiple categories under a residential build that changes the impact fees based upon structure size.

Councilmember Rasmussen said that the first exception in Section P should be reworked as impact fees are based upon meter size, not service line size.

Councilmember Michael Nelson said that they have not been charging people impact fees or new connections for IADUs. He asked why they should charge it for DADUs.

City Engineer Schultz said that they should be charged as it will add load to the utilities systems.

Councilmember Rasmussen said that tracking will occur through the usage on the meters, and by licensing requirements. The city will also require the property owners to go to the county so the ADU is registered on the title. There does not have to be a second meter.

Rasmussen said that the exceptions that had been stricken out should be brought back in but change the amount of how much should be paid for an impact fee.

Councilmember Michael Nelson suggested that the impact fees should be brought down 50%.

Power Superintendent Larry Coleman said that electric impact fees are based upon the meter base capacity. If the applicant installs a 125-amp service, it will be 75% of a 200-amp service. If they choose to stick with a 200-amp service, they must pay the full impact fee. The main reason they want a second electric meter for an ADU is because the original meter base will not be able to support the capacity of both buildings. Another reason is in case the primary homeowner does not pay their bill. The electricity shut off would affect both households. Two meters would allow it so only the one account would be shut off.

Coleman said that applicants must provide a load data sheet with

their application so the power department would know the anticipated load for the structure.

City Planner Ekins said that the State provided the code about a violation must be cured within 14 days of notice. If the offender makes contact with the city within the 14 days to discuss the violation and work to improve it, the city can work with them.

Councilmember Rasmussen suggested researching how other municipalities have addressed any structure must be 250 feet from a fire hydrant on already existing lots.

City Planner Ekins suggested they stick with fire code, to keep things safe as possible.

City Engineer Schultz said the city could look into doing a city-wide update and install more fire hydrants.

Councilmember Michael Nelson asked why an IADU must be recorded with the county. The square footage would have already been reported. All this would accomplish is raising the property taxes.

City Planner Ekins said that it will be reported to the property records. It will give the buyer the information that there may potentially be another family on this property. The buyer will then be responsible to either update the license for the ADU or give notice to the occupants for them to leave.

Councilmember Rasmussen said that DADUs will be recorded anyways as it will be part of the building permit. People often add onto the house for an IADU. Even if the house's footprint does not change, it is important, so the property is known for the potential to have an ADU.

OTHER BUSINESS:

CONSIDERATION AND AWARD OF BID FOR WEST POINT SUBSTATION SWITCHGEAR BUILDING.

Power Superintendent Larry Coleman said that the West Point substation consists of a two-bay setup. One already has a switch gear. The other one has a transformer but needs the switch gear building to be utilized. It will add more capacity to the substation. It will also protect the transformer and circuits. With West Point Dairy's growth, it is critical for the city to

build the switchgear building to grow and maintain the power system.

Power Superintendent Coleman said that the city received three bids for the West Point Substation Switchgear Building:

Myers	$1,860,883.00
Powercon	$1,496,664.00
ICC	$1,532,854.00

Coleman recommended awarding the bid to ICC in the amount of $1,532,854.00. He visited sites where each of the companies have done work in the past. He was impressed with the work done by ICC. WSP was the engineering firm that assisted during the bid process. They were concerned with the plans that Powercon submitted as the building was larger than requested, which would compromise the preexisting concrete foundation.

ACTION **Councilmember Rasmussen made a motion to award the bid for West Point Substation Switchgear Building to ICC in the amount of $1,532,854.00 due to the reasons stated in both the engineer recommendation and city staff reports. Councilmember NaLyn Nelson seconded the motion and Councilmember Foulger voted aye, Councilmember NaLyn Nelson voted aye, Councilmember Michael Nelson voted aye, Councilmember Rasmussen voted aye, and Councilmember Wright voted aye. The motion passed.**

CONSIDERATION AND APPROVAL OF AN ELECTRICAL CONNECTION OUTSIDE HYRUM CITY LIMITS AT 6520 SOUTH 1800 WEST PARCEL #01-061-0044.

Power Superintendent Larry Coleman said that an application was received for this property to receive electricity from Hyrum City Power. Both he and City Administrator Dan Ferris have reviewed the application and found that the application met all the requirements. He is currently waiting for the City Attorney to provide the annexation agreement for the property owners to sign. The applicant's building permit was approved by Cache County. All costs will be covered by the applicant.

Councilmember Rasmussen asked if they had submitted the request to provide power to Rocky Mountain Power and the Public Service Commission.

Power Superintendent Coleman said that it was submitted. They have

not heard back from either agency yet.

Councilmember Rasmussen went through the conditions the ordinance says must be met to provide a location outside of Hyrum City limits power services. He said that the house is in close proximity to the city. The city does have adequate capacity to serve the home. The address is listed in a probable annexation area to Hyrum City, however, he thought that it was unlikely that it would be annexed into the city. Rasmussen suggested that the City Attorney also provides a waiver of liability except on negligence of the city.

ACTION **Councilmember Foulger made a motion to approve of an Electrical Connection outside Hyrum City Limits at 6520 South 1800 West Parcel #01-061-0044 with the conditions that a waiver of liability is provided by the City Attorney, and the approval from Rocky Mountain Power and the Public Service Commission is given, the annexation agreement is signed, and all fees are paid by the applicant. Councilmember NaLyn Nelson seconded the motion and Councilmembers Foulger, NaLyn Nelson, Michael Nelson, Rasmussen, and Wright voted aye. The motion passed.**

CONSIDERATION AND AWARD OF BID FOR PARK ROADWAY IMPROVEMENT PROJECT AND CANYON PARK PARKING LOT.

City Treasurer Todd Perkins said that the city received five bids for the Park Roadway Improvement and Canyon Park Parking Lot:

Staker Parson	$198,781.00
LeGrand Johnson	$213,024.92
Birch Creek Excavation	$232,090.00
Post Asphalt	$238,625.00
Juniper Earthworks	$275,758.17

Treasurer Perkins said that JUB Engineers looked over the bids and checked for all bonding requirements. City Staff recommended awarding the bid to Staker Parson for $198,781.00.

Perkins stated that RAPZ funding will help pay for the parking lot and new playground equipment.

ACTION **Councilmember NaLyn Nelson made a motion to award the bid for Park Roadway Improvement Project and Canyon Park Parking Lot to Staker Parson in the amount of**

$198,781.00. Councilmember Rasmussen seconded the motion and Councilmember Foulger voted aye, Councilmember NaLyn Nelson voted aye, Councilmember Michael Nelson voted aye, Councilmember Rasmussen voted aye, and Councilmember Wright voted aye. The motion passed.

MAYOR AND CITY COUNCIL REPORTS.

Councilmember Rasmussen said that the Christmas Celebration planning has started. He said the past couple years they have struggled to get participants for the Christmas tree and gingerbread house competitions. He suggested adjusting the entry fee as a $40 waiver on the utility bill. He also suggested that a credit could be put towards recreation fees. This could help motivate the kids to assist with entries.

Rasmussen said that museum staff attended the Museum Association Conference and came back with positive reports.

Mayor Miller suggested checking with Recreation Director Stroud regarding the credit going towards recreation fees. He also stated that advertising for the Christmas Celebration is critical.

Councilmember NaLyn Nelson said that the new assistant at the Senior Center has started working and has been doing well. Applications are now being accepted for next year's Youth Council.

Councilmember Michael Nelson said that the next CERT class will be October 7th, in the City Council Chambers.

Councilmember Foulger stated that there were 721 families that signed up for the Summer Reading program. The number of participants by age group are as follows: 0-5 years - 498, 6-11 years - 911, 12-17 - 439, and 18 and older - 764. The total of hours read by age group are as follows: children - 19,110 hours, teenagers - 6,360 hours, and adults - 4,042 hours.

Foulger said that the library is in the middle of updating their system software. It will go live on December 9th. There are two new members on the library board, Jan Leishman and Brenda Bilodeau.

Foulger said that Nolan Allen donated 9,200 easter eggs for next year's easter egg hunts.

Foulger said that they have started meetings for next year's Fourth

of July events. The committee should be assembled by January.

Foulger stated that there were boundary changes for elementary schools in Hyrum, and sixth grade was moved back into middle school. She said that it has been a smooth transition.

Mayor Miller asked about the traffic situation at Canyon Elementary.

Councilmember Foulger said that kids no longer get bused to the school. The main issue now is driving. Additional signs have been posted for crosswalks. The issue will have to be further discussed with the school district. Foulger said she has also been trying to work with the school district regarding a bus stop on 800 East that is in front of an equipment business. There have been a lot of near misses that have occurred. The equipment company has tried to reach out to the school district to move the bus stop, but nothing has changed at this time.

Mayor Miller suggested asking the City Attorney to write a letter to the school district and see if that would help find a resolution to the issues.

Councilmember Rasmussen suggested that they start with having either the City Administrator or City Engineer to talk with the transportation director for the school district.

Mayor Miller said he sent letters to the prosecuting attorney, judge and court clerk regarding the vandalism case that occurred in February. Initially, the young men were going to be fined $500 each, however, $1,000 would not cover the $5,000 done in damages. He suggested to the courts that they should be given community service. Mayor Miller said that he will be attending both court hearings.

ADJOURNMENT:

ACTION **There being no further business before the City Council, the Council Meeting adjourned at 9:06 p.m.**

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Steve Miller
Mayor

ATTEST:

_____
Bethany Sproul
Deputy Recorder

Approved: October 15, 2026
As Written