



REGULAR CITY COUNCIL MEETING

Tuesday, February 4th, 2025, at 7:00 p.m.
Council Chambers at City Hall and Online

MINUTES

Mayor Olson called the meeting to order at 7:00 p.m.

ROLL CALL

Councilors present included Art Adcock, Brian Del Rosario, Travis Keel, Lynn Mecham, and Jeff Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, City Recorder Amalie Ottley, City Engineer Jon Lundell, Fred C. Openshaw, Fred A. Openshaw, Jim Rowland, Jenny Staheli, and other members of the public.

PLEDGE OF ALLEGIANCE

Fred C. Openshaw led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Adcock offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA

- 1. 01-21-2025 City Council Work Session Minutes
- 2. 01-21-2025 City Council Regular Meeting Minutes
- 3. City Expenditures from 01-18-25 to 1-30-25 in the amount of \$561,475.16.
- 4. Resolution 02-01-2025 - Surplus Property

Councilor Del Rosario made a motion to approve the Consent Agenda items 1 through 4. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

RECOGNITIONS

- 5. Chamber of Commerce Report

Jim Rowland from the Payson Santaquin Area Chamber of Commerce attended the meeting to report on upcoming activities in the community. He also recognized teacher Jenny Staheli as the 2024 Community Service Award recipient for her efforts to “Bring Bacon to Payson.” She expressed her gratitude and enthusiasm in working with Payson High School kids to accomplish the goal of having the actor Kevin Bacon come to the school for a fund-raising event.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant Manager Bond presented the Building Permit Report. 27 residential units have been issued building permits in the current calendar year. In comparison, 147 single and multi-family residential units have been built in the current fiscal year (July 1, 2024 – June 30, 2025). 4 new business licenses have been issued in the last two weeks.

NEW BUSINESS

6. Discussion & Possible Action - Fred Openshaw Annexation Petition

The applicant Fred C. Openshaw attended the meeting to answer any questions from the City Council and Mayor. His application indicates that he proposes to annex just over 8 acres of his land on the northwest side of Santaquin City. He hopes that by annexing, he can create building lots for himself and family members to build homes and continue to farm his land. (See attached.) City staff clarified that acceptance of the annexation petition application does not automatically approve the annexation but means the city is willing to move forward in consideration of the applicant to discuss the proposed annexation. Councilor Adcock inquired about the reality of a crossing over the railroad and a second access to the property. The applicant indicated that he is in the process of working with the railroad company to obtain a crossing over the railroad. Mayor Olson discussed the difficulties of City services being provided to the property such as public street access and water, etc. The applicant expressed his desire to continue working with the city and to move forward with the annexation.

Councilor Del Rosario made a motion to accept the Fred Openshaw Annexation Petition. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

7. Discussion & Possible Action - Award of Architectural Design Contract with WPA Architects Resolutions

Manager Beagley presented the proposed bids for architectural services for the design of two buildings. The first is a new recreation building adjacent to the existing recreation activities building at 200 South and 400 West. The completed building will add additional programming areas for Community Services. The building is planned to be a 6,000 square feet (100 feet x 60 feet) pole style building and the plans will include complete designs for HVAC, electrical, mechanical and site improvements, such as parking, fencing, etc.

The second is for a new cemetery equipment building located at 260 South 100 East. The completed building is planned to be a 3,600 square feet (60 feet x 60 feet) pole style building. The building plans will include complete designs for HVAC, electrical, mechanical, and site improvements, such as storage bins, surfaces, drainage, fencing, etc. Councilor Adcock inquired about the bids received by the city. Engineer Lundell indicated that the rubric scoring was an average of all the proposal ratings that the city received. Councilor Adcock also inquired about the possible depletion of park impact fees to cover the cost of the contract. Manager Beagley indicated that the city is within budget for the project, adding that fees may be allocated for these services and amended accordingly.

Councilor Keel made a motion to approve the award of an architectural design contract with WPA Architects for an amount not to exceed \$115,000. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

8. Resolution 02-02-2025 - Update to Employee Policy & Procedure Handbook Pertaining to Overtime for Fire Department Employees

Assistant Manager Bond introduced a proposed update to the Employee Policy & Procedure Handbook pertaining to overtime and holiday pay for Fire Department employees. Councilor Adcock mentioned that after conferring with Chief Lind on the matter that Chief Lind is in favor of the resolution.

Councilor Adcock made a motion to approve Resolution 02-02-2025 - Update to Employee Policy & Procedure Handbook Pertaining to Overtime for Fire Department Employees. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

9. Ordinance 02-01-2025 - Water Dedication Policy Update

City Engineer Lundell introduced Ordinance 02-01-2025 - Water Dedication Policy Update. To ensure that Santaquin City remains in a favorable position with the amount of water rights that the city is holding now and as needed for the future, city staff proposed to modify the current water dedication policy by removing the option of allowing for a payment of 100% of money-in-lieu of water dedication to allowing a maximum of 50% money-in-lieu of water payment and then requiring a minimum of 50% water dedication. Councilor Del Rosario inquired if the money-in-lieu of dollar amount will change with the proposed ordinance. Manager Beagley indicated that the dollar amount for water right dedication may change with periodic fee schedule updates.

Councilor Mecham made a motion to approve Ordinance 02-01-2025 - Water Dedication Policy Update. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

10. Ordinance 02-02-2025 - Setback Tables & Figures Code Amendment

Assistant Manager Bond introduced Ordinance 02-02-2025 - Setback Tables & Figures Code Amendment. It was proposed that the City Council consider amending the landscape setback table in Title 10 Chapter 52 Section 30 as well as adopting setback tables and updating setback figures in Title 10 Chapter 20 of Santaquin City code. The proposed code amendment reorganizes how setback requirements are communicated. The Santaquin City Planning Commission forwarded a unanimous positive recommendation for the ordinance on January 28, 2025.

Councilor Keel made a motion to approve Ordinance 02-02-2025 - Setback Tables & Figures Code Amendment. Councilor Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

11. Ordinance 02-03-2025 - General Plan Amendment to Moderate Incoming Housing

Assistant Manager Bond introduced Ordinance 02-03-2025 - General Plan Amendment to Moderate Incoming Housing. The Santaquin City Planning Commission forwarded a unanimous positive recommendation for the ordinance on January 28, 2025, to include the following strategies:

- 1) Strategy 1: Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones.**
Option 1: Santaquin City will consider modifying zoning regulations to expand the area where detached accessory dwelling units are permitted. Considerations to permit detached accessory dwelling units in the R-15 Zone will be reviewed by the Planning Commission and City Council.
- 2) Strategy 2: Reduce, waive, or eliminate impact fees related to moderate income housing.**
Santaquin City will work with third-party financial, engineering, and planning firms as each Santaquin City master plan is updated over the next five years to study utility efficiencies from accessory dwelling units which could proportionately reduce impact fees for accessory dwelling units. The City will start asking for this data in their request for proposals (RFP) and consider modifications to impact fees upon completion of each

master plan update, accordingly.

- 3) **Strategy 3: Demonstrate implementation of any other program or strategy to address the housing needs of residents of the municipality who earn less than 80% of the area median income, including the dedication of a local funding source to moderate income housing or the adoption of a land use ordinance that requires 10% or more of new residential development in a residential zone be dedicated to moderate income housing.**

Santaquin City will consider modifying zoning regulations to reduce the minimum square footage requirements for various residential unit sizes in the Main Street Commercial (MSC) Area in the Main Street Business Districts (MSBD) zone.

- 4) **Strategy 4: Demonstrate investment in the rehabilitation or expansion of infrastructure that facilitates the construction of moderate income housing.**

Santaquin City will start work on expanding the City's Water Reclamation Facility (WRF). This work will allow for the City to maintain relatively lower sewer fees that are charged to all residents, including those who live in or desire to live in moderate income housing. Santaquin City will vote on approving the construction cost to upgrade the WRF before August 1, 2025 and construction will start before December 31, 2025.

- 5) **Strategy 5: Implement zoning incentives for moderate income units in new developments.**

Santaquin City will consider modifying zoning regulations to allow an increase in density within a PUD by six percent (6%) if ten percent (10%) of the units are built to the minimum unit size.

Councilor Siddoway inquired if they passed the resolutions in that meeting if the council had to wait for approval from the State of Utah to go forward with allowing detached ADUs in the R-15 zone. Assistant Manager Bond indicated that the time frame for reporting the moderate income strategies to the State is not dependent upon actually passing and applying changes to the city code.

Councilor Del Rosario made a motion to approve Ordinance 02-03-2025 - General Plan Amendment to Moderate Incoming Housing to include the approval of Strategies 1 through 5, as well as option #1 included in Strategy 1. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Councilor Mecham made a motion to enter into a Community Development and Renewal Agency (CDRA) Board Meeting. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes

Councilor Siddoway Yes

The motion passed.

The CDRA Board Meeting began at 8:15 p.m.

12. Discussion & Possible Action - Approval of Enbridge Agreement for Natural Gas within Santaquin Peaks Subdivision

City Engineer Lundell reported the need to approve the Enbridge Agreement for natural gas within the Santaquin Peaks subdivision as the cost is above CDRA Board Chair Olson’s spending authority.

Board Member Adcock made a motion to approve the Enbridge Agreement for Natural Gas within Santaquin Peaks Subdivision. Board Member Del Rosario seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed.

Board Member Siddoway made a motion to end the CDRA Board Meeting and reconvene the Regular City Council Meeting. Board Member Keel seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed.

The CDRA Board Meeting ended, and the Regular City Council Meeting reconvened at 8:18 p.m.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond went over items on upcoming DRC and Planning Commission agendas.

Manager Beagley reported that the PRCA Rodeo Event application was rescinded by the applicant and that the event will not take place in Santaquin this year. He encouraged council and community members to attend an upcoming fundraiser to support Santaquin police officers going to Washington D.C. during police week at which time Sergeant Bill Hooser’s name will be added to the memorial. Manager Beagley reminded council members of the upcoming Budget Planning Sessions. He reported on the status of the Main Street reconstruction project indicating that street lighting and dry utilities are still being installed. Manager Beagley thanked the individuals from the Central Utah Water Conservancy District (CUWCD) for their presentation during the work session meeting and update on the Central Utah Project pipeline.

Councilor Keel reported on the Library's Valentine Fundraiser and the activities of the Youth City Council. He thanked Director John Bradley for his help taking the Youth City Council to the Legislative Day at the capital. Councilor Keel inquired about a memorial for Sergeant Hooser in the city.

Councilor Mecham also expressed his appreciation for the CUWCD presentation and their future plans for the area. He indicated that Councilor Adcock will attend the next water meeting in his stead.

Councilor Siddoway reported on the current legislative session. He encouraged council and community members to follow the bills and legislation being proposed this year. He confirmed with Manager Beagley that the upcoming budget meetings are open public meetings.

Councilor Adcock inquired about lot sizes in the Amsource Commercial property site plan. Assistant Manager Bond indicated that redlines will address lot sizes in that site plan (subdivision application). He also inquired about the purchase of woodchips for existing city parks, asking if the city planned to move toward a rubberized base for playgrounds. Manager Beagley indicated that existing parks with wood chips will continue to be furnished with wood chips but as the city builds new parks and amenities, those sites will be furnished with rubber ground cover. Councilor Adcock reminded council and community members about an upcoming HAM emergency radio meeting. He also indicated that a resident approached him regarding a possible indoor gym business in the Santaquin Peaks industrial subdivision. Mayor Olson stated that residents interested in opening businesses in the industrial area may set appointments with him. Councilor Adcock also indicated that he helped the Public Works department distribute late notices to residents in town who have failed to pay their water bills. He expressed his disappointment that there were so many notices that had to be hand delivered each month and appreciates the Public Works and Utility Office employees for their hard work and dedication to notify community members of their bills.

Councilor Del Rosario reported that he took his young family to the Chieftain Museum Heart Hunt event. He expressed concerns on how hours are displayed for the museum and other city offices on Google and other locations. He expressed the need for residents to be able to find correct information. He encouraged council members and local businesses to attend the upcoming Payson Santaquin Chamber of Commerce Gala

Mayor Olson reported on meetings that he has had with local and state legislators to seek funding for the library. He also spoke of the opportunity to speak with the senate appropriations committee. Mayor Olson also discussed possible ideas to recognize Sergeant Hooser in Santaquin. Councilor Del Rosario inquired about the canyon reopening. Mayor Olson indicated that the canyon is now on a national schedule and will hopefully reopen this coming spring or early summer.

CLOSED SESSION

Councilor Del Rosario made a motion to enter into a Closed Session to discuss pending or reasonably imminent litigation; collective bargaining; and/or the purchase, exchange, or lease of real property, a proposed development agreement, a project proposal, or a financing proposal related to the development of land owned by the State. Councilor Mecham seconded the motion.

Councilor Adcock Yes

Councilor Del Rosario Yes
Councilor Keel Yes
Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed.

The Closed Session began at 8:47 p.m.

Present at the Closed Session included Mayor Dan Olson, City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Council Member Travis Keel, Council Member Lynn Mecham, Council Member Jeff Siddoway, Council Member Brian Del Rosario, and Council Member Art Adcock.

Councilor Mecham made a motion to end the Closed Session and return to the Regular City Council meeting. Councilor Siddoway seconded the motion.

Councilor Adcock Yes
Councilor Del Rosario Yes
Councilor Keel Yes
Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed.

The Closed Session ended at 9:08 p.m.

ADJOURNMENT

Councilor Mecham made a motion to adjourn the meeting. Councilor Siddoway seconded the motion.


Councilor Adcock Yes
Councilor Del Rosario Yes
Councilor Keel Yes
Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed.

The meeting was adjourned at 9:09 p.m.


Daniel M. Olson, Mayor

ATTEST:


Amalie R. Ottley, City Recorder

Santaquin City Council
February 4, 2025

Annexation of Fred C. Openshaw and Carlotte Openshaw property

Property ID 29:037:0052
Property location



Proposed use: Multi-generational farm family housing

