



REGULAR CITY COUNCIL MEETING

Tuesday, November 5, 2024, 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, Travis Keel, Lynn Mecham, and Jeff Siddoway.

Councilor Del Rosario was excused from the meeting.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, City Recorder Amalie Ottley, Finance Director Shannon Hoffman, Jim Rowland, Bill Morgan, Jon Haderlie, Bret Harmon, and other members of the public.

PLEDGE OF ALLEGIANCE

Bill Morgan led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Jim Rowland offered an inspirational thought.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

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

CONSENT AGENDA

1. 10-01-2024 City Council Work Session Minutes
2. 10-01-2024 City Council Regular Meeting Minutes
3. 10-15-2024 City Council Work Session Minutes
4. 10-15-2024 City Council Regular Meeting Minutes
5. City Expenditures from 10/12/2024 to 11/01/2024 in the amount of \$1,365,536.49

Councilor Keel made a motion to approve the Consent Agenda items 1 through 5. Councilor Mecham seconded the motion.

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

The motion passed.

PUBLIC FORUM

7. Chamber of Commerce Report

Jim Rowland from the Payson Santaquin Area Chamber of Commerce attended the meeting. He reported on recent and upcoming events in the community. He encouraged members of the community to attend the upcoming Holly Days events in Santaquin. Jim also reported that the chamber recently won a \$92,000 grant that will be used to hold a business conference to support local home business owners. He invited council members to attend upcoming events.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant Manager Bond presented the Building Permit Report. 208 residential units have been issued building permits in the current calendar year. In comparison, 60 single and multi-family residential units have been built in the current fiscal year (July 1, 2024 – June 30, 2025). Two new business licenses have been issued in the last two weeks.

NEW BUSINESS

8. Resolution 11-01-2024 - Morgan Subdivision Infrastructure Deferral Agreement

Assistant City Manager Bond presented the Morgan Subdivision Infrastructure Deferral Agreement. The subdivision is located at approximately 95 E. 200 N. Santaquin City Code requires all street improvements (i.e., curb, gutter, sidewalk, landscaping, etc.) to be installed. The proposed subdivision is in the core area of town. There are no street improvements currently located in the area. The applicant, Bill Morgan, attended the meeting. He encouraged the City to look at the contract used for deferral agreements for future applications.

Councilor Adcock made a motion to approve Resolution 11-01-2024, a resolution approving an infrastructure deferral agreement with William W Morgan & Beverly S Morgan for Morgan Subdivision located at 95 E. 200 N. Santaquin, UT 84655. Councilor Mecham seconded the motion.

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

The motion passed.

9. Resolution 11-02-2024 - Renewal of the Community Services Director Employment Agreement

Manager Beagley presented Resolution 11-02-2024 - Renewal of the Community Services Director Employment Agreement with John Bradley.

Councilor Keel made a motion to approve Resolution 11-02-2024 - a resolution of the Santaquin city council approving an updated employment agreement with John Bradley as the Santaquin city Community Services Director. Councilor Siddoway seconded the motion.

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

Councilor Siddoway Yes

The motion passed.

10. Resolution 11-03-2024 - Approval of the OSA Annual Fraud Risk Assessment

Finance Director Shannon Hoffman presented Resolution 11-03-2024 – Approval of the OSA Annual Fraud Risk Assessment. Santaquin City scored a “very low” risk level on the assessment for the Fiscal Year 2023-2024.

Councilor Mecham made a motion to approve Resolution 11-03-2024 - Approval of the required OSA Annual Fraud Risk Assessment. Councilor Siddoway seconded the motion.

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

The motion passed.

11. Discussion & Possible Action - Acceptance of Larsen & Co. FY2023-2024 Audit Report

Jon Haderlie from Larson & Co. attended the meeting to present the FY 2023-2024 Audit Report to the City Council and Mayor. He reported that there were no findings for the 2023-2024 fiscal year.

Councilor Mecham made a motion to accept the Larsen & Co. FY2023-2024 Audit Report. Councilor Siddoway seconded the motion.

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

The motion passed.

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

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

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

The motion passed.

The CDRA Board Meeting began at 7:36 p.m.

12. Resolution 11-01-2024 CDA - Real Property Purchase Agreement

Board Chair Olson introduced the proposed property purchase agreement between Santaquin City and Bret Harmon who owns Blaze Master Fire Protection, Inc. The applicant did attend the meeting.

Board Member Mecham made a motion to approve Resolution 11-01-2024 CDA. Board Member Siddoway seconded the motion.

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

The motion passed.

Board Member Mecham made a motion to end the CDRA Board meeting and enter back into the Regular City Council meeting. Board Member Keel seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Absent
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 7:41 p.m.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond reported on upcoming items on Development Review Committee and Planning Commission meeting agendas. Assistant Manager Bond invited council members to the Employee Christmas Party on December 10th. It is unknown whether there will be a council meeting on December 3rd. The Planning Commission meeting set for December 10th will be cancelled.

Manager Beagley reported that the City Office building was busy due to today also being Election Day, with a County voting center downstairs. He invited members of the council to attend the Santaquin Summit meeting on November 12th with State and County legislators to discuss issues in the City. Manager Beagley informed council members that the website and emails will be changed from .org to .gov in the coming weeks. Manager Beagley updated council members on the Main Street construction project as it finishes before the winter season.

Councilor Keel reported on the Spooky Night at the Museum’s success.

Councilor Mecham stated that Councilor Adcock will attend the upcoming water board meeting in his stead.

Councilor Siddoway reported on the Spooky Night at the Museum event as well complimenting the museum and Public Work staff for their hard work to make it happen.

Councilor Adcock also complimented the Spooky Night at the Museum event. He inquired about the progress of Les Schwab Tire’s construction progress. Assistant Manager Bond indicated that construction timelines will be up to Les Schwab at this point moving forward. Councilor Adcock asked for information or a report on the CUP pipeline. Manager Beagley indicated that a report will come before the council in January after meetings can be held later this year with CUP and the Mayor. Councilor Adcock also inquired about a possible stop sign on 200 North. Manager Beagley indicated that data will be gathered once the Main Street construction project is complete to better understand traffic on that road. He stated that a HAM radio meeting will be held on November 12th in the EOC room. Lastly, he stated that the American Legion will have a dinner in November as well.

Mayor Olson indicated that negotiations are still continuing for lots in the Santaquin Peaks Industrial Park Subdivision. He reported on the success of the city’s Trunk or Treat event. Mayor Olson discussed further work on the structural issues at the museum building. He encouraged council members to walk up the canyon while the weather is good. Mayor Olson reported on meetings that will be held leading up to the 2025 legislative session.

CLOSED SESSION

Councilor Mecham 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 Keel seconded the motion.

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

The motion passed.

The Closed Session began at 8:13 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, and Council Member Art Adcock.

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

Councilor Adcock	Yes
Councilor Del Rosario	Absent
Councilor Keel	Yes

Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed.

The Closed Session ended at 9:03 p.m.

ADJOURNMENT

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


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

The motion passed.

The meeting was adjourned at 9:03 p.m.

ATTEST:


Daniel M. Olson, Mayor


Amalie R. Ottley, City Recorder