

# Mendon City Council Minutes

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*Convened: August 8, 2024 | Meeting location 15 North Main Street, Mendon City Office*

Meeting called by Mayor Ed Buist

Type of meeting City Council  
Public Hearing

Note taker Holly Gordon

**Attendees:**

Amy Garbe Daphne Carlson

Jon Hardman Jim Cannon

Brian Myers Kirk Taylor

Bob Jepsen

Ian Nemelka joins via Zoom.

## TIME: 6:00 PM

**Call to Order:** There being five members present and five members representing a quorum, Mayor Buist called the meeting to order.

**Others Present:** Isaac Riches, Paul Peterson, Maria Bingham, Kirk Taylor, Eric Dursteler, Keilani Ludlow, Emily Fletcher, Landis Wenger, Mike Black, Elissa Edlund, RoseAnn Brandley

**Pledge of Allegiance:** Bob Jepsen

**Invocation:** Jon Hardman

**Welcome:** Mayor Buist welcomes everyone.

## Agenda

Agenda Adoption: A copy of the notice and the agenda for this meeting was posted on the Utah Public Notice Website, Mendon City's Website, posted at the City Office, the Post Office. It was also provided to each member of the governing body. All provided more than forty-eight hours before meeting time.

**Approval of Minutes:** Minutes for July 11, 2024 have been reviewed. Council Member Garbe suggests we add Mendon City Administrative Land Use Authority in accordance with Mike Morgan's name in the questionnaire portion of the Subdivision Ordinance Update presentation. City Clerk, Holly Gordon, will add the correction.

**Motion:** Council Member Garbe motions to accept July 11, 2024 minutes. Council Member Hardman seconds the motion.

**Action:** All are in favor with Council Member Jepsen abstaining and July 2024 minutes are accepted.

**Approval of Bills:** Bills have been reviewed by all council members present.

**Motion:** Council Member Jepsen motions to accept and pay the bills as submitted. Council Member Myers seconds the motion.

**Action:** All are in favor and bills are submitted.

## Minutes:

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### **Topic 1- Citizen Participation/Comment (6:03 PM) None**

**Topic 2- RoseAnn Brandley- Security Classes for Mendon: (6:04 PM)** Titled her plan What, Why and How Emergency Plan for the Greater Mendon Area. Mission statement is to build a strong, resilient Mendon community through cooperative emergency planning by providing preparedness education and supplies in the form of alerts, classes, drills printed and online information, and group buys. What do you need the citizens to do when there's an emergency? Why should they do this action, and how do you want it to be done safely?

Introduces Michael Black. Nine-year national guard. Worked with the Great Shake Out and emergency preparedness throughout the state. A logistics expert by profession. Four basic principles of logistics: Communication. What does your community need and how do they communicate that information to you efficiently? Transportation. How do you get the goods from one place to another? Storage. How do you store goods that aren't currently being used? Distribution. How do you plan distribution of goods?

One of the biggest issues that we saw in Hurricane Katrina, we had pallets of water sitting blocked from the Superdome. And nobody knew where to put it. Because nobody had any organizational logistics. Getting a plan of action together from the community leadership can help. Then aid organizations prioritize those people that already have that information ready to go.

The result of putting some plans in place is a friendly, close-knit, prepared community ready to assist one another in any emergency, which Mendon already does. But putting more plans in place could solidify our

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community. It's noted that Mayor Buist is over safety. Mayor Buist is willing to meet with RoseAnn and others over emergency preparedness to establish some of what RoseAnn has presented. RoseAnn is assured that she will have a place to meet for future meetings, whether it be in the library or at Mendon Station.

**Topic 3- Maria Bingham- Mingo's (6:20 PM)** The Ashby's are selling Mingo's soda shack and Maria Bingham is proposing the shack be moved to Mendon City Square. Power and water would have to be accessible. The shack/trailer is 8' wide, 16' long and 8' tall. There is discussion about location. Discussion about liability when it comes to hooking up to power. The mayor would like the power connection to be done legally and correctly. There is discussion about the city being compensated for the use of city property. It is mentioned that the city gets small compensations from Shonee's Sno Shack as well as from the food stand. Access to a restroom is mentioned. The public restrooms west of the ball field are accessible April-October. A suggestion is made that north of Mendon Station might be a good spot. Neighbors would need to be notified. It is made clear to Maria that she will be responsible for any power and water hookup costs. Mingo's employees and customers would not be able to use facilities at Mendon Station. The mayor suggests Maria talk with Kirk Taylor and keep looking for possible options, the north of Mendon Station possibly being the best option.

**Topic 4- Deep Canyon Trailhead Preliminary Concept Presentation: (6:35 PM)** Landis with Cache County is the regional trails and transportation coordinator. Wall Consulting Group has been selected to help get the concept engineered. There is a timeline where the grant money we have expires if we don't get everything contracted to a contractor to do construction. That contract must be done by the end of December. Isaac Riches from Wall Consulting Group is introduced as the design engineer. Paul Peterson is with him as the project manager. A few adjustments have been made to the concept by the county. 41 stalls. Some ADA stalls are included in that number. 6 stalls for truck and horse trailer located on the east side. New pit vault restroom facility is intended to be on the southwest corner of the parking lot. Material of site will be asphalt. Picnic tables and trail-type lounging will be in the middle pocket of land. Road base and gravel base will be in the truck-trailer area. It is confirmed that this concept plan is located at the top of the trailhead. This plan is for A: to qualify for a conditional use permit, B: make it easier to access Wayne's Loop and Deep Canyon, C: a positive place for neighbors and visitors.

Brian Myers asks about vegetation plans and possibly using existing trees to the west of the toilets for picnic areas. A landscape architect is working on a plan and will incorporate the appropriate trees and vegetation for the area. This is not something shown on the conceptual layout but will be included as the design process proceeds. It is agreed that no fire rings will be allowed. There is some discussion about posting signs with hours and restrictions.

The next step will be working on the grades, elevations and details. Working with the county to get these things approved through all the proper channels. Will be pursuing the permit from the county next week. Before making a motion to approve and sign the conceptual plan, Jon Hardman makes it clear that this is not a final plan, that there will be minor adjustments as the process progresses.

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Eric Dursteler expresses concern about the size of the parking spaces and suggests they be widened and lengthened to accommodate larger vehicles. We may need to expand to the east to accommodate for wider parking. There will be some constraints on how big this can get due to funding. It is agreed that if it needs to grow in the future, that is an option.

Council Member Hardman motions to accept the Deep Canyon Trailhead concept with the understanding that there may be some adjustments and might also be phased at a later time, all in preparation for a conditional use permit.

Council Member Jepsen seconds the motion. All in favor.

**Topic 5- PUBLIC HEARING: Jon Hardman Annexation Petition: (6:53 PM)**

Council Member Garbe motions to close City Council meeting and open the Public Hearing for Jon Hardman Annexation Petition.

Council Member Jepsen seconds the motion. All in favor.

<C:\Users\thillyard\Mendon City\Mendon City Council - Documents\City Council\2024 City Council\08 August\ANNEXATION PLAT Jon Hardman.pdf>

Property is located at approximately 600 (or 2000 county) South Hwy 23 and is 3.07 acres. The intent is to annex the 3.07 acres and take ¾ acre by lot split to build a home on. The rest of the acreage will be farmed. Access to the home would be off the highway. The access road may be shared by future homes, but driveways would be separate. No public comment.

Council Member Jepsen motions to close Public Hearing and open City Council meeting.

Council Member Myers seconds the motion. All in favor.

Council Member Jepsen motions to accept the Jon Hardman Annexation Petition.

Council Member Garbe seconds the motion. All in favor with Council Member Hardman abstaining.

**Topic 6- PUBLIC HEARING: COG Application: (7:00 PM)**

Council Member Hardman motions to close City Council meeting and open the Public Hearing for COG Funding.

Council Member Garbe seconds the motion. All in favor.

Eric Dursteler approaches the microphone. Clarification given that COG is a county approved percentage of 1% tax to go toward road improvements for Cache communities. Mendon City must apply for COG help when needed. The intent for applying is to get main street chip sealed from about 480 North to 300 South; to take out the old white post base on south main and fill in the hole; patching the shoulders of the street;

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add radiuses on the intersections to get more turn room. The project estimate cost is approximately \$181,000. The public hearing statement is signed by City Clerk, Holly Gordon. No public comment.

Council Member Hardman motions to close the Public Hearing and open City Council meeting.

Council Member Jepsen seconds the motion. All in favor.

Council Member Jepsen motions to approve the COG Application for Main Street.

Council Member Hardman seconds the motion. All in favor.

**Topic 7- PUBLIC HEARING: Cemetery Plot Increase: (7:06 PM)**

Council Member Myers motions to close City Council meeting and open the Public Hearing for the Cemetery Plot Increase.

Council Member Hardman seconds the motion. All in favor.

It has been noticed that Mendon City cemetery rates are considerably lower than surrounding communities. Our cemetery is growing and with growth the labor increases for the upkeep of the cemetery. A maintenance building will be placed on the property that will house the grounds care equipment. These are a few of the reasons that factor into a cemetery rate increase. It is stated that this increase is to cover the costs of growth and upkeep.

Council Member Jepsen proposes the increased cemetery rates as follows:

Burial Plots

Mendon City Resident: from \$350 to \$600

Non-resident: from \$700 to \$1200

Opening and Closing

Mendon City Resident: \$600

Non-resident: \$1000

Cremation

Mendon City Resident: \$250

Non-resident: \$350

No public comment.

Council Member Hardman motions to close the Public Hearing and open City Council.

Council Member Garbe seconds the motion. All in favor.

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A discussion on the necessary rate changes and growth of the cemetery.

Council Member Jepsen motions to accept the Cemetery Plot Increase as stated above with an effect date of September 1, 2024.

Council Member Garbe seconds the motion. All in favor.

Mayor Buist suggests Council Member Jepsen get a pamphlet made up that Eric Bowen, the Mendon City sexton, can hand out with the new changes.

**Topic 8- PUBLIC HEARING: Mendon Station Rate Increase: (7:26 PM)**

Council Member Hardman motions to close City Council meeting and open the Public Hearing of Mendon Station Rate Increase.

Council Member Myers seconds the motion. All in favor.

Council Member Myers has noticed that Mendon Station needs some repairs and maintenance work. Cost of maintenance, paint, refinishing the floor as with other expenses have doubled and tripled in cost. He would like to see a raise in rates, specifically weddings for non-residents, as non-resident weddings make up a big percentage of the reservations made at Mendon Station. It is proposed that non-resident wedding rates increase from \$700 per day to \$1,000 per day with a refundable deposit of \$1,000. Resident rates will remain the same at \$350 per day with a \$700 refundable deposit. Events exceeding 8 hours will default to the wedding rate for both residents and non-residents.

Mayor Buist would like to see a clause in the rental agreement or policy that all weekend station business be conducted by Friday afternoon as the city phone is not monitored closely over the weekend. Calls should only be made to the city in case of real emergency over the weekend.

Mayor Buist opens microphone to the public regarding the new rate increase. RoseAnn Brandley comments that she feels like she belongs to Mendon even though she has a county address. She clarifies that the non-resident rates apply to her. Mayor Buist confirms that is correct. The line the city decided to draw is tax base.

Council Member Hardman motions to close the Public Hearing and open City Council meeting.

Council Member Garbe seconds the motion. All in favor.

Mayor Buist believes there was a legal clause voted on a year or so ago concerning abuse to city staff; that the city has the right to suspend or revoke rights to further use of the station. Holly Gordon will look through archived minutes for mention of such clause.

Council Member Myers motions to accept the Mendon Station Rate Increase.

Council Member Hardman seconds the motion. All in favor.

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Council Member Hardman amends the motion of the Mendon Station Rate Increase to go in effect September 1<sup>st</sup>.

Council Member Myers seconds the amended motion. All in favor.

Council Member Myers re-amends the motion of the Mendon Station Rate Increase to go in effect September 1, 2024.

Council Member Hardman seconds the re-amended motion. All in favor.

**Topic 9- Deputy Wursten: (7:45 PM)** Excused. Deputy Wursten has been reassigned. Mendon City will be getting a new deputy.

**Topic 10: Library- Jessie Eiman: (7:46 PM)** New Wi-Fi was installed in the library. New firewalls and a deep freeze system that clears the patron computers every night to keep them functioning properly. All provided by a grant from the Utah Education Network. Hope to replace computers later in the year with another grant. Ariel Bailey won the reading contest and was able to ride the fire engine during the 24<sup>th</sup> celebration parade. The fire department would like to make it a yearly tradition. Made quite a bit of money on the book sale. Daily attendance has doubled from last summer for the activities offered. The library is growing. Library social on August 10 on the lawn from 2-4 PM.

**Topic 11: City Engineer- Eric Dursteler: (7:49 PM)** Cemetery water tank in design process.

**Topic 12: Public Works Director: Kirk Taylor: (7:50 PM)** Chip and seal is completed in the Pheasant Hollow subdivision. Making progress on the cemetery tanks.

### **Councilmembers Reports:**

**Brian Myers- (7:52 PM)** Time to get maintenance done on Mendon Station. Received a bid on painting the interior: \$3,240. Interior ceiling: \$1,460. Exterior windows, doors, soffit, fascia, patio ceiling and barn door: \$9,750. The pavilion: \$1,230. Prices include prep and repair work. It would take about a week for the interior and about 2 weeks for the exterior. Station could still be used in the evenings. After council discussion, Council Member Myers is given the ok to move forward provided he has the budget for it.

West Nile Virus has been detected in the valley.

**Amy Garbe- (7:58 PM)** Youth council potato sales are coming up. Opening social is next week.

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**Ian Nemelka- (7:59 PM)** Drafted a noise ordinance as requested as well as an ordinance for the city lighting. Will be handing them off to Planning and Zoning. Will include Seth Tate in the final ordinance draft. Mayor Buist would like Council Member Nemelka to follow up with the lawyers that met with us concerning the Administrative Land Use Authority and Planning and Zoning.

**Jon Hardman- (8:02 PM)** Meeting held with the county road department concerning the widening of the road leading up to Deep Canyon Trailhead to provide adequate drainage. It will affect the upper portion that is shown as the parking lot so the preliminary plan may need to show the parking lot moved down a bit. Road work starting next week and should have a gravel road by fall. Will not asphalt at this time, but will be wider. Going to lay back the slopes and hydro-seed. Stacey's have allowed them to do what they need to do on the north side. The city will allow them to do what they need to on the south side. Drainage has been a big issue. Settled on putting a berm across the bottom of the city property so it will never flow down into the neighbors. Questions whether a drain is shown in between the two parking lots. It does. There will be a gate closing off access to the trailhead during the winter. Winter dates will be decided. The county is praised for the work that has been done.

There has been difficulty getting the de-mossing chemical for the main canal. The canal will run through September 30. Canal cleaning is due to happen this year. Cleaning every 3 years helps.

They have received money, both from the Bureau of Reclamation, the Water Smart Program, and through the Ag Optimization Program for the state of Utah to pipe the upper canal. There is still some engineering to get done. Hopefully by next spring there will be progress made on the project.

**Bob Jepsen- (8:07 PM)** Some things have been added to the Fire Department building addition plans that need to be looked at.

**Mayor Buist- (8:08 PM)** There have been issues with the lease on Kirk Taylor's city truck (Tundra). Daphne Carlson has been working on that. Will have more information next month. Looking to get a variance on the interest. A work meeting will be scheduled.

Addresses Jim Cannon. August 29 is the Truth and Taxation Hearing at 7:00 PM. Meeting will start at 6:45 PM for Gary Saxton Top of Utah race that can't wait for September's meeting. Would like the same tax presentation as last year.

Blueberry Springs has decided to go forward with the entire subdivision instead of phasing. That was passed by city council. Documents need to be signed by Keilani Ludlow and Jim Cannon.

Pricing of the new public works building: Budget is \$350,000. For a basic building with roof insulation: \$221,000. Building with everything: \$410,000. Asphalt surface: \$128,000 including \$12,000 for contingency. Gas main: approximately 500 feet at \$20 per foot: \$10,000-\$12,000. Maybe another \$10,000 for power. Water to be determined. The purpose of this building is to serve Mendon City for years to come as we grow. The council has a responsibility to determine what we need to do for the facility to have value to the



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city. A discussion on whether to get a loan or pay what we can on the building with the budget set each year.

Mayor Buist entertains a motion to adjourn.

**Council Member Hardman motions to close city council meeting.**

**Council Member Myers seconds the motion.**

**Adjourned (8:24 PM)**