

# Mendon City Council Minutes

Convened: May, 8 2025 | 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

Absent Jim Cannon

Attendees:

Amy Garbe Daphne Carlson

Jon Hardman Kirk Taylor

Brian Myers

Bob Jepsen

Ian Nemelka

## 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:** Landis Wenger, Nicole Norris, Millie Smith, Keilani Ludlow, Justin Maughan, Jen Beukers

**Pledge of Allegiance:** Holly Gordon

**Invocation:** Ian Nemelka

**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 April 2025 have been reviewed.

**Motion:** Council Member Nemelka motions to accept April 2025 minutes. Council Member Garbe seconds the motion.

**Action:** All are in favor and April 2025 minutes are accepted.

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

**Motion:** Council Member Garbe motions to accept and pay the bills as submitted. Council Member Nemelka 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)** Mayor Buist invites Council Member Garbe to announce that a CRP grant of \$200,000.00 has been awarded for Legacy Park. This brings the total for Legacy Park to approximately \$330,000.00. Council Member Garbe has not been informed what date the CRP grant must be used by. However, the RAPS grant needs to be used by May 2026. Many express gratitude to Council Member Garbe for all her hard work on applying for and acquiring grants.

Mayor Buist mentions the excitement over the removal of the city square playground and the fracturing going on in the community over it. He believes the public meeting held was beneficial in getting the community involved and healing the fracture for the most part.

Keilani Ludlow expresses the following to mayor and council: 'I just wanted to tell you all thank you very much for the amazing amount of time and effort you put into your jobs, for everything you do for our town, for some of the excessive complaints you take, for the context that is never known and the work that is never seen, and I just wanted to say thank you.' Mayor and council appreciate Ms. Ludlow for that and reiterate thanks to her, not only her work in Planning and Zoning, but other things as well.

**Topic 2- Deep Canyon Trailhead Project Update- Landis Wenger: (6:04 PM)** Mr. Wenger is the Regional Trails and Transportation Coordinator for Cache County.

Cache County is planning on going into the construction phase this month. Just a couple final things before construction begins. The pitfall toilet has to be ordered. They are going with CXT, the state has a contract with them. Also working with the forest service to make sure things are done the right way. There is a 90–120-day delivery.

Council Member Myers asks Mayor Buist if he had a chance to sign off on the permit from the Bear River Health Department for the pitfall toilets. He has not. Council Member Myers just sent the application to

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the city clerk to print, have the mayor sign as soon as possible and email it to Bear River Health Department.

Mr. Wenger continues that they are planning to use some of the dirt excavated from the parking lot area to build up the road. They would like to store the extra dirt on city property that is already being disturbed by the project process. They were thinking just south of where the parking lot is going. Council Member Hardman mentions there is some follow-up with Ryan and Grant Baker, who have fields near the construction, to find out how the construction is affecting their fields and make sure they are getting compensated if necessary. Mr. Wenger asks the city to let him know if there is a problem.

They also need final confirmations from Mendon on the plans. They have contracted with LeGrand Johnson to do the construction. They have a contracted set of plans that the city reviewed a couple months ago now. They need to put out the permit to proceed so they can get to work. They want to make sure they've double-checked everything and are happy to move forward there. LeGrand wants to go in about two weeks or so.

There were questions at the last county meeting about the traffic impact study done a couple years ago that determined the size of the parking lot needed. They looked at existing trailheads throughout the County that are popular, including Murray Farm Trailhead, Key Nature Park, Green Canyon and Providence Canyon, the last two of which are the biggest mountain bike trailheads, so comparable to what is expected at least for the first couple years. They anticipate 130 vehicles an hour during peak hour, including existing traffic. Traffic engineers say that the peak hour is 10% of the total traffic in a day, making the daily number around 1,300 vehicles. They looked at the intersection at the bottom of the Deep Canyon road and the two pinch points at the little drainage creek and the canal. Although the intersection is operating at an acceptable level of service, using both stop and yield control at the same intersection is not recommended. However, with the 1,300 vehicles a day, the intersection would meet the standards to be safe. The signage is just not optimal. The 2 stop signs were installed since the traffic study was initiated. It is anticipated that the road will continue to operate in a safe and efficient manner with 1,300 vehicles, the narrow sections at the canal and spring serving as a form of traffic calming. It is recommended that conditions be monitored when daily volumes approach and if traffic exceeds 2,000 vehicles per day, plans be made to widen the previously discussed crossings and culverts.

Council Member Myers talked with Matt Phillips with roads and understood that the conditions of the road leading up to the trailhead owned by Mendon City, specifically the pinch points, must be improved to acquire the conditional use permit. However, Mr. Wenger states the county cannot require those improvements, only recommend. Mr. Wenger will follow up with the county to find out for sure.

Mr. Wenger states that parts of this project will be completed before others and to be clear, the trailhead or Wayne's Loop will not be open to the public until the entire project is complete. They are hoping to open this fall. Deep Canyon trail is open; however, the public is asked to use caution when hiking up through construction to access the Deep Canyon trail as machinery will be in operation.

Mayor Buist recommends the COG money available this year be used for necessary 300 North and 200 West improvements.

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**Topic 3- Fire Station Discussion- Chief Ray Olsen: (6:26 PM)** Chief Olsen admits he may have been placed on the agenda prematurely as he needs to discuss information about moving forward with the fire station improvements with Eric before addressing the council. Due to cost increase, Chief Olsen needs to discuss funding options with Eric before the budget meeting.

First Government Lease Company, who the fire department has used in the past for loans, has approved the amount with no fees, no deposits, no applications, no escrow at 6.99% interest.

**Topic 4- South Cache Valley Indoor Recreation Survey Results- Justin Maughan: (6:29 PM)** Justin Maughan takes the council through a flow chart of the survey results for the South Cache Valley Indoor Recreation facility. Mendon City had 127 responses to the survey.

Mendon Specific Interests: Improved physical health above other value of recreation. More interest in swimming and aquatic programs both indoor and outdoor. More interest in indoor dedicated walking area and group fitness. Weekly use over daily to be expected. 65% support a \$15 per month per household tax increase to help pay for the facility. Day care. Most are willing to drive 20 minutes to the facility.

**Topic 5- Youth Council- Mayor Mickelsen: (6:47 PM)** Mendon Youth Council 2024-25 have had wonderful service opportunities, fun activities and amazing conferences. They recently attended the UIC Leadership Conference at Utah State in March. This conference was a great experience for many youth. They learned many leadership skills and were able to get to know many youth from other areas of Utah, becoming good friends.

In April, they had their Easter egg prep and celebration. They came together as a youth council and filled Easter eggs one evening, and a couple weeks later, had the Easter egg hunt. The youth council came to the park early, set up the eggs, and afterwards, helped clean up and handed out prizes.

Next week is the MCYC Closing Social. There will be ice-blocking, games and dinner. They are looking forward to announcing next year's leadership team. Mayor Mickelsen expressed love for being mayor of the Mendon City Youth Council. Some of her favorite moments were the Zombie Wars, the Utah State Conference and the Easter Egg Celebration. She has learned to be a better leader and friend to others. She gives a special thank you to the council for support throughout the year, especially Council Member Amy Garbe for working tirelessly to secure grants for the Legacy Park project.

**Topic 6- PUBLIC HEARING- Jon Hardman Annexation Ordinance: (6:50 PM)**

Council Member Jepsen motions to close city council meeting and open the public hearing for Jon Hardman Annexation Ordinance.

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

The Hardman Annexation name on the annexation has been changed by the county to South Hardman Annexation as not to be confused with the Tony Hardman annexation that was just completed.

The parcel to be annexed is three acres south off of 2000 South. This includes the portion of the county road at the intersection coming off of Highway 23 about 227 feet. Both sides of the road will be part of Mendon City halfway down the road, then it will be county on the south, city on the north.

Mayor Buist opens the public hearing to public comment. No public comment.

Council Member Garbe motions to close the public hearing and open city council meeting.

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

Council discussion. No comments from council. Mayor Buist reads the following Ordinance 2025-06.

**ORDINANCE 2025-06**

**ANNEXATION  
ANNEXATION BY SOUTH HARDMAN PROPERTY HOLDINGS LLC**

WHEREAS, the owners of certain real property, described below, desire to annex such real property to the corporate limits of Mendon City, Utah; and

WHEREAS, said real property is located within the area proposed for annexation and covers a majority of the private land area within the area proposed for annexation; and

WHEREAS, said real property is equal in value to at least one-third (1/3) of the value of all private real property within the area proposed for annexation; and

WHEREAS, said real property is a contiguous, unincorporated area contiguous to the boundaries of Mendon City and the annexation thereof will not leave or create an unincorporated island or peninsula; and

WHEREAS, said property is undeveloped and covers an area that is equivalent to less than five percent (5%) of the total land mass of all private real property within Mendon City; and

WHEREAS, said owners have caused a Petition for Annexation to be filed with the city, together with an accurate plat of the real property which was made under the supervision of a competent, licensed surveyor; and

WHEREAS, on August 10<sup>th</sup>, 2024, the Mendon City Council received the required Notice of Certification from the City Recorder certifying that the annexation petition meets the requirements of State law; and

WHEREAS, the City Council published and mailed notice of the Certification, as required by law and no sufficient timely protest has been filed in accordance with the provisions of Section 10-2-407, Utah Code Annotated, 1953, as amended; and

WHEREAS, the City Council held the required public hearing after giving notice as required by law, and has determined the referenced annexation is desirable;

NOW THEREFORE, pursuant to Section 10-2-407, Utah Code Annotated 1953, as amended, the City Council of Mendon City, Utah, hereby adopts, passes, and publishes the following:

AN ORDINANCE AMENDING THE MUNICIPAL ZONING MAP, ANNEXING CERTAIN REAL PROPERTY AND EXTENDING THE CORPORATE LIMITS OF MENDON CITY, UTAH.

BE IT ORDAINED, by the City Council of Mendon City, Cache County, State of Utah, as follows:

1. The real property, more particularly described in Paragraph 2, below, is hereby annexed to Mendon City, Utah, and the corporate limits of the City are hereby extended accordingly.

2. The real property which is the subject of this Ordinance is described as follows:

Cache County Parcel No. 11-038-0010 (3.05 acres)

3. The real property described in Paragraph 2, above, shall be classified as being in the **Agricultural Zone A-10 in provision of Cache County 17.08** in accordance with the provisions of **Section 6.1 of the Mendon City Zoning Ordinance**, and the Zoning Map of Mendon City shall be amended to include the real property described above.

4. A certified copy of this Ordinance and an original plat describing the property so annexed shall be filed with the Cache County Recorder within thirty (30) days after the date this Ordinance is adopted.

5. This ordinance shall be effective upon the posting of three (3) copies in each of three (3) public places within the corporate limits of Mendon City.

ADOPTED AND PASSED by the Mendon City Council this **8th day of May, 2025**.

MENDON CITY

By: [Signature] Mayor

ATTEST:

[Signature]  
City Recorder

POSTING DATE: May 8<sup>th</sup>, 2025



Council Member Jepsen motions to adopt Ordinance 2025-06 South Hardman Annexation.

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

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**Topic 7- PUBLIC HEARING- Landscaping Amendment- Council Member Nemelka: (6:58 PM)**

Council Member Garbe motions to close city council meeting and open the public hearing on landscaping and fencing amendment, amending municipal code 7.06.030.

Council Member Hardman seconds the motion. All in favor.

Council Member Nemelka presents the following amendment for landscaping around fire hydrants and water meters. Fire hydrants, water meters, whether in a public right-of-way or on private property, shall not have access blocked by landscaping for a radius of four feet. Access shall be totally open and unrestricted. Note: the state requires three feet.

Mayor Buist opens the public hearing to public comment. Kirk Taylor, Public Works Director, explains the need for clarity in code 7.06.030. This gives workers access to water meters and hydrants without the restriction of fences or landscaping.

Council Member Nemelka motions to close the public hearing and open city council meeting.

Council Member Myers seconds the motion. All in favor.

No council discussion.

Mayor Buist reads the following amendment. 7.06.030 (a) Fire hydrants and water meters, whether in a public right-of-way or on private property, shall not have access blocked by landscaping for a radius of four feet. Access shall be totally open and unrestricted.

Council Member Nemelka motions to amend resolution 2025-07 Landscaping and Fencing 7.06.030

Council Member Jepsen seconds the motion. All in favor.

**Topic 8- Law Enforcement Liaison- Deputy Spence: (7:04 PM) Excused**

**Topic 9- City Engineer- Eric Dursteler: (7:04 PM)** Eric Dursteler does not recall in any conversation with Matt Phillips the aforementioned city road needing to be improved before a conditional use permit is awarded. He will follow up on this.

Mr. Dursteler will bring the clearance permit and the building permit for both the shop and the fire station addition. In the event we want them signed, he will give them to Daphne Carlson, city treasurer.

Mr. Dursteler ran some numbers on Legacy Park. Paved parking lot: \$106,900K, curb and gutter: \$34,500K, concrete sidewalk: \$54,280K, roughly totaling \$200K.

Pickleball courts approximately \$90K apiece, so approximately \$290K with one pickleball court.



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A gravel parking lot: \$66,500K. The budget would allow for two courts if we chose the gravel parking lot. The sidewalk would keep cars in the gravel parking lot. Just some options to consider. Note: we are not limited to a gravel parking lot; it can be paved at a later date.

**Topic 10: Public Works Director- Kirk Taylor: (7:08 PM)** Kirk Taylor met with the electrician about the scoreboard last week and is waiting to hear back from him. He is hoping to get it installed this week, depending on the weather.

Mr. Taylor is working on the cemetery clean-up for Mother's Day.

**Topic 11: Volleyball League Summer/Fall- Jen Beukers: (7:11 PM)** Council Member Jepsen has asked Jen Beukers to come to city council to propose the following. She is a Petersboro resident, asking permission to use the town square for recreational volleyball. She would like to use the grass on the west soccer field, west of the ballfield, east of the parking lot in the morning for about an hour. Other possible areas would be north of the volleyball pit or behind the trees north of the ballpark. She will provide the equipment. She is not looking to make money, however, wonders if there is money available in a Parks and Rec account to help cover T-shirts. Ms. Beukers would like to get children in the Petersboro community more involved with Mendon City community kids by offering recreational volleyball for elementary-aged children.

Council Member Jepsen motions to approve recreational volleyball as explained on Mendon City Square.

Council Member Nemelka seconds the motion. All in favor.

Council discussion. Mayor Buist directs Ms. Beukers to run all financial handlings through Daphne Carlson and advertising through the city through Holly Gordon, city clerk. She is made aware of the liability involved using the city square and is asked that at least two responsible adults watch the children at all times. To be clear, parents will be responsible if a child is injured during play. The city is only liable if city owned property is faulty and causes an accident, which in this case would be extremely unlikely.

**Topic 12: Preliminary Budget/Report and Mayor's Report- Mayor Buist: (7:19 PM)** Mayor Buist reads through the following preliminary budget:

MENDON CITY BUDGET

	2021-22	2022-23	2023-24	2024-25	2025-26
Administration	\$ 83,000	\$ 74,000	\$ 72,000	\$ 90,000	\$ 90,000
Buildings	\$ 12,000	\$ 15,000	\$ 20,700	\$ 25,000	\$ 27,000
Mendon Station	\$ 12,000	\$ 15,000	\$ 11,300	\$ 15,000	\$ 20,000
Cemetery	\$ 12,500	\$ 15,000	\$ 17,000	\$ 30,000	\$ 30,000
Cemetery Expansion	\$ 15,000	\$ 15,000	\$ 50,000	\$ 30,000	\$ 160,000
Parks	\$ 27,500	\$ 30,000	\$ 27,000	\$ 32,000	\$ 60,000
Parks (Legacy 2024)		\$ 40,000	\$ 50,000	\$ 130,000	\$ 130,000
Streets	\$ 200,000	\$ 262,000	\$ 133,000	\$ 200,000	\$ 200,000
CCCOG Project		\$ 170,000	\$ 251,000		\$ 167,000
Fire Dept.	\$ 77,000	\$ 110,000	\$ 123,000	\$ 123,000	\$ 123,000
EMS/911	\$ 21,750	\$ 23,075	\$ 23,200	\$ 23,325	\$ 40,000
Sheriff	\$ 9,737	\$ 11,202	\$ 12,302	\$ 14,134	\$ 15,120
Animal Control	\$ 4,200	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
City Building Addition					\$ 510,000
Surface Water	\$ 5,000	\$ 10,000	\$ 5,000	\$ 20,000	\$ 20,000
Library	\$ 20,000	\$ 41,546	\$ 44,105	\$ 52,000	\$ 47,878
Court System	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
Softball Leagues	\$ 7,000	\$ 5,000	\$ 5,000	\$ 10,000	\$ 10,000
Youth Council	\$ 1,200	\$ 5,100	\$ 5,100	\$ 5,100	\$ 7,500
Sanitation/911	\$ 115,000	\$ 124,000	\$ 130,000	\$ 140,000	\$ 120,000
Misc. Celebration Costs			\$ 4,000	\$ 2,500	\$ 2,500
May Day	\$ 4,000	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
Easter Egg Hunt	\$ 400	\$ 500	\$ 500	\$ 500	\$ 500
Pioneer Day	\$ 12,000	\$ 12,100	\$ 13,000	\$ 16,000	\$ 16,000
City IT, Municode, CVSEO	\$ 4,200	\$ 2,400	\$ 6,000	\$ 30,000	\$ 30,000
P & Z	\$ 7,000	\$ 7,000	\$ 10,000	\$ 2,000	\$ 10,000
Mendon Land Use Authority				\$ 25,000	\$ 20,000
Building Permits	\$ 25,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 40,000
Public Works Building				\$ 350,000	\$ 250,000
Fire Hall Payments	\$ 12,726	\$ 12,726	\$ 12,726	\$ 12,726	\$ 12,726
Water Conservation Dist.	\$ 8,815	\$ 8,815	\$ 9,400	\$ 9,800	\$ 15,300
Mendon North/Central Irrigation		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Engineering Fees	\$ 11,000	\$ 11,000	\$ 15,000	\$ 18,000	\$ 20,000
Attorney Fees	\$ 7,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 4,000
Backhoe	\$ 6,408	\$ 6,408	\$ 63,000		
Truck's Lease		\$ 17,000	\$ 23,000	\$ 23,000	\$ 22,000
<b>TOTAL</b>	<b>\$ 726,236</b>	<b>\$ 997,872</b>	<b>\$ 1,184,333</b>	<b>\$ 1,477,085</b>	<b>\$ 2,236,024</b>
WATER FUND	\$ 550,000	\$ 550,000	\$ 550,000	\$ 400,000	\$ 400,000
CAPITAL PROJECTS	\$ 25,000			\$ 50,000	\$ 75,000
<b>Total + Capital Projects</b>	<b>\$ 751,236</b>	<b>\$ 997,872</b>	<b>\$ 1,184,333</b>	<b>\$ 1,527,085</b>	<b>\$ 2,311,024</b>

Mayor Buist reminds the public and council that this is only preliminary and is subject to change.

Council Member Myers makes a suggestion to budget concerning the Mendon Station, possibly updating the sound system to Bluetooth. Mayor Buist says to get in touch with Ben Walbridge about numbers and get back to him.

Council Member Myers also has numbers for finishing the floor and painting the Mendon Station. If the finish is compatible: \$5,300.23. If the finish is not compatible: \$11,741K. Paint for the inside and outside: \$27K.

Firework donations are expected to be low this year. Cooks Underground is looking into selling commemorative cups to help fund the fireworks.

Mayor Buist will finish with his report that is usually at the end of the meeting. He is meeting with Eric Dursteler, Val Sorensen and Paul Willie tomorrow to go over the final details of the city hall addition with a good chance of signing the contract.



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**Councilmembers Reports:**

**Brian Myers- (7:55 PM)** He hasn't heard for certain, but Council Member Myers believes the electrical upgrades at the food stand have been completed. There was a last-minute purchase of a freezer as they found out the freezers were not owned by the city.

He has asked the May Day committee to get their receipts handed in.

**Amy Garbe- (7:57 PM)** Margie and Landis had been helping Council Member Garbe work on the ORPA grant that was due yesterday. Due to the upheaval over the playground, she decided that if we came up with something besides Legacy or the playground, they would have their heads. So she decided not to put in for that grant. She will look into applying next year. To be clear, this grant would have paid for plans to connect the trails up at Wayne's Loop. Not to actually build the trails but design them.

**Ian Nemelka- (7:59 PM)** Council Member Nemelka expresses gratitude to the mayor and council for their time and help with the many changes to ordinances over the past few months. There are bound to be more in the coming months as Planning and Zoning continues to update the codes. He also publicly thanks Keilani Ludlow and the Planning and Zoning committee for all their hard work.

Letters will be sent to residents through our deputy concerning junk cars.

**Jon Hardman- (8:00 PM)** The canal should open on May 15.

The Hyrum Dam road over the spillway will be closed for the next four years to construct a new spillway. This is one of the reasons the water assessments are going up on the canal and Mendon City is responsible for 15% of the cost. The anticipated estimate for the construction is \$185M which far exceeds what the dam actually costs.

The Youth Council will be participating in removing dyers woad possibly on May 17.

The new water meter reading program will be phased in as the meters have a 20-year lifespan on the battery and our concern is that if it's done all at once, then in 20 years we will be stuck with a large bill to replace the batteries. Looking to start on Cobblestone. Looking to do about 60 meters to start with. For \$20K, they could take over billing but Mendon City would retain customer service. Council Member Hardman expresses concern that the cost is too high. The gentleman Council Member Hardman spoke to agrees that it will be much easier to take these changes in steps.

All federal funding is being reviewed, including PL 566 projects of which Utah has the most of. There will be a major teleconference next Wednesday at 2:00 concerning projects in Cache Valley and others within the state and a discussion with NRCS as to whether or not projects are ready or can move forward. This could potentially delay things for the foreseeable future.

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Council Member Hardman was approached by Claudia Harmon for a letter from Mendon City that Mendon City is not interested in providing water out to the newly annexed land belonging to Tony Hardman. Council Member Hardman doesn't see Mendon City piping water that far and with the councils permission will issue that letter.

Council Member Jepsen asks about the criteria concerning cold water spring getting developed. Council Member Hardman answers there was an extension filed for 2032. There could be future development bringing the spring down into a tank, but the flow isn't great and we would need permission from the county to take it down a county road to city property.

Eric Dursteler lets the council know the Utah has a consortium of funding agencies that combined division of drinking water, division of primary quality and division of wastewater into one consortium of funding agency. His question is would we want to put a tank there? Just to throw the idea out there. Council Member Hardman answers every little bit of spring water would help provide better tasting water. Eric Dursteler states this is a consistent idea.

**Bob Jepsen- (8:12 PM)** The south side of the cemetery is being prepped for hydroseeding. Waiting for the weather to cooperate. Hopefully by June 1<sup>st</sup>.

The cemetery needs to expand again. They are thinking to the north of the latest expansion. It will be less than 100 plots. We could go to the west and get more plots. There is still a decision to be made. Would like to replace the two benches in the old part of the cemetery. There are donation opportunities to help with funding cemetery upkeep.

Waiting to hear back from RAPS about the city square. Put in for approximately \$50K.

Mayor Buist entertains a motion to adjourn.

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

**Council Member Nemelka seconds the motion.**

**Adjourned (8:18 PM)**