

Mendon City Council Minutes

*Convened: October 9, 2025 | Meeting location 15 North Main Street,
Mendon City Meeting Room*

Meeting called by Mayor Ed Buist

Type of meeting City Council

Note taker Holly Gordon

Absent Brian Myers

Attendees:

Amy Garbe	Daphne Carlson
Jon Hardman	Marilyn Atkinson
Bob Jepsen	Kirk Taylor
Ian Nemelka	

TIME: 6:00 PM

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

Others Present: Art Heers, Jessie Eiman, Nicole Norris, Allie Norris, Mary Heers, Ben Watkins

Pledge of Allegiance: Ian Nemelka

Invocation: Holly Gordon

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 September 11, 2025 have been reviewed.

Council Member Garbe asks that the word RAPS be changed to RAPZ at the top of page 10. Council Member Jepsen asks that his name be removed from the segment about the trails meeting in Council Member Myers report as he was not present at that meeting. The aforementioned changes are noted by the city clerk.

Motion: Council Member Garbe motions to accept September 2025 minutes. Council Member Hardman seconds the motion.

Action: All are in favor with Council Member Nemelka abstaining and September 2025 minutes are accepted.

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

Motion: Council Member Nemelka motions to accept and pay the bills as submitted. Council Member Hardman seconds the motion.

Action: All are in favor and bills are submitted.

Minutes:

Topic 1- Citizen Participation/Comment (6:03 PM) Jessie Eiman comments on how much she enjoys the lights at City Square and to tell Cameron thank you for his hard work. She also expresses gratitude to all involved.

Before moving on the Topic 2, Mayor Buist recognizes future council members, Art Heers and Ben Watkins, in attendance as citizens.

Topic 2- Legacy Park Budget – Amy Garbe: (6:04 PM) Council Member Garbe refers to the following bid schedule:

Legacy Park - Phase 1 Improvement Project

NOTE: Bidder agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices. Bid prices shall include sales tax and all other applicable taxes and fees.

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
1	Mobilization	LS	1	\$53,000.50	\$53,000.50
2	Traffic Control	LS	1	\$1,310.00	\$1,310.00

3	Excavation, Grading, and Site Preparation	LS	I	\$14,085.00	\$14,085.00
4	Parking Lot Driveway Approach & Apron	EA	2	\$3,870.00	\$7,740.00
5	Remove and Replace Existing Sidewalk at Approaches (to 5" thick)	SF	390	\$12.00	\$4,680.00
6	Parking Lot - Tensar 160 GeoGrid	SY	2600	\$6.10	\$15,860.00
7	Parking Lot - Structural Backfill Material (10 inches thick)	CY	700	\$39.25	\$27,475.00
8	Parking Lot - Untreated Base Course Material (4 inches thick)	CY	350	\$54.00	\$18,900.00
9	Curb and Gutter - Type A	LF	190	\$28.35	\$5,386.5
10	Curb and Gutter - Spill	LF	780	\$28.35	\$22,113.00
11	Hot Mix Asphalt (HMA) Pavement (3 inches thick)	SY	2250	\$17.10	\$38,475.00
12	Parking Lot - Pavement Markings (Paint)	LS	I	\$1,300.00	\$1,300.00
13	12' x 10' Dumpster Pad (8 inches thick)	LS	I	\$2,065.00	\$2,065.00
14	Sidewalk Concrete Pavement (4 inches thick)	SF	4800	\$6.05	\$29,040.00
15	Stormwater Management Basin & System	LS	I	\$6,415.00	\$6,415.00
16	Post-Tensioned Concrete Pickleball Court and Appurtenant Materials and Assemblies	EA	2	\$62,100.00	\$124,200.00
17	Signage, Site Restoration & Cleanup	LS	I	\$735.00	\$735.00
Total of Base Bid:					\$372,780.00

Legacy Park- Phase 1 Improvement Project

Additional Bid Items

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
IA	Meter/main breaker panel and pedestal; 3" conduit; RV/Concessions power pedestals (three total) and 2" electrical conduit to each	LS	I	\$23,860.00	\$23,860.00
2A	Electrical conduit for future lighting of pickleball courts constructed under this project	LS	I	\$9,385.00	\$9,385.00

Council voted to accept the bid for \$372,780.00 at the last city council meeting. There was a discussion that took place about adding conduits for lights and the power pedestal for future food trucks. With this added

on, it changes the bid to \$406,025.00. The amount raised for Legacy Park thus far comes in near this amount. Council Member Garbe proposes the council vote to accept this new bid to accommodate the additional bid items. There is more money to be raised to add the actual lights, etc. Mayor Buist reminds council and staff that there will be a budget reopening in January to address this matter as well as others.

Council Member Garbe motions to add the two additional bid items as bid by Staker Parsons for Legacy Park, Phase One making the total bid \$406,025.00.

Council Member Jepsen seconds the motion. All in favor.

Mayor Buist reminds the city recorders and treasurers that they will be involved in adjusting the budget for the January budget reopening.

Topic 3- Mendon City Meeting Room Policy – Mayor Buist: (6:12 PM) Mayor Buist reads the following policy:

MENDON CITY MEETING ROOM POLICY

The Mendon City Meeting Room is dedicated to the citizens of Mendon for the purpose of holding meetings of all kinds. This includes meetings of government, committee, church, school, social, and any other meeting that is for the betterment and benefit of the citizens of Mendon.

The room will be scheduled through the city clerk.

Purpose of meeting must be cleared by the city clerk, mayor, and council member over the building.

Mendon City Council meetings and Planning and Zoning Meetings as well as city business meetings will hold precedence over all other meetings. However, they are generally scheduled on regular dates.

The room will not be used as an event center. Such activities need scheduled in the Mendon Station.

Food and drinks are discouraged in the meeting room. The outside patio can be used for refreshments as needed.

No fee will be charged for use of the meeting room. However, this may change in the future depending on usage and upkeep.

Users will be charged for any damage caused during their meeting time for the amount needed to repair/replace damages incurred.

Mayor Buist reminds council and citizens that this is a starting point and the policy can be changed as needed. He notes that the meeting room will be locked at all times and the keys council and staff have for City Hall will work on the meeting room.

Referring to the Meeting Room Policy, the city clerk will determine what is appropriate use of the meeting room as the public starts to reserve it. If she questions any purposes, she will ask the Mayor and Council Member Myers (over buildings), who will then make the decision. It is decided that the meeting room can start to be scheduled by the public at the beginning of 2026 as there is still work to be done on electrical and IT.

Clarification is made about the use of the meeting room by non-residents holding meetings for the benefit of Mendon City. If a meeting involves Mendon City, it may be held in the meeting room. If a Mendon City resident wants to hold a meeting concerning Mendon City and the surrounding district, those would be allowed. Again, it is at the discretion of the city clerk to determine what is appropriate for the meeting room with the advice of the Mayor and Council Member Myers when needed.

It is suggested the word “formal” is added before meeting room in the first sentence to read ‘... for the purpose of holding **formal** meetings of all kinds’.

It is suggested the word “civic” is added after the word “social” in the first paragraph, to read ‘... government, committee, church, school, social, **civic** and any other meeting...’.

It is suggested that the fifth paragraph reads ‘Food and drink are prohibited in the meeting room, with the exception of water bottles’, just so there are no misunderstandings about food and drink.

The suggested changes are noted and will be applied to the meeting room policy.

Council Member Nemelka motions to approve the Meeting Room Policy with the suggested changes.

Council Member Garbe seconds the motion. All in favor.

Topic 4- Law Enforcement Liaison – Deputy Spence: (6:34 PM) Deputy Spence reports no big issues in Mendon City. He is keeping up on the speeding and engine brakes that have been brought up in past meetings and hopes there is some improvement. He has talked with Millers about the speed and engine break issues with the cattle trucks. He has been working on a countywide map to address the issue to truckers at truck stops, etc.

No juvenile issues to report on this side of the valley. To his knowledge, vandalizing isn’t an issue. Kirk Taylor confirms it is not an issue this year.

Deputy Spence is concerned about the rising number of the crowd at the 24th celebration. It was sorely understaffed of deputies for the amount of people attending. The more people in such a small space poses a greater possibility of problems with crime and traffic issues. He would like to mitigate a better plan for next year, implementing more deputies.

Deputy Spence has made sure the gate to the trailhead up Deep Canyon is closed and locked after the construction crews leave for the day. He has talked to the day shift deputies to make sure no cars are parking beyond the gate.

Topic 5- Cemetery Sexton – Eric Bowen: (6:45 PM) Two burials in the last couple weeks. The first of the two makes 300 burials for Eric Bowen since becoming cemetery sexton. Mr. Bowen expresses his gratitude of the sacred experience being cemetery sexton has given him.

Mr. Bowen has been asked to be Master of Ceremonies for the Wreaths Across America kickoff at Mountain Crest High School. This project is represented all over the nation and it's a privilege for Mendon to be invited to participate. We currently have 165 veterans in the Mendon Cemetery. The wreath ceremony for Mendon City will be December 13 at 10:00 AM. A veteran of Mendon will be asked to say a few words at the ceremony then wreaths will be distributed by volunteers. A sound system and some chairs will need to be arranged for the ceremony.

As for cemetery and burial plots, Mr. Bowen is trying to catch up after 3 months of health issues. All the plots are marked save for any area where they might be able to stick a few more plots. He will start to contact people that are on his list and continue to add to that list. Mayor Buist asks how many people from out of town are purchasing cemetery plots. Mr. Bowen says about 1/3. Mayor Buist comments that there may need to be future discussions about limits on how many plots are sold to non-residents without Mendon connections as our cemetery needs to prioritize Mendon citizens.

Topic 6- City Engineer – Eric Dursteler: (6:55 PM) Excused

Topic 7- Public Works Director – Kirk Taylor: (6:55 PM) The sprinkler system parts are in and mapped on city square. Still figuring out a way to do the outfields on the softball field.

The plan is to start winterizing next week. The sprinkler system, the restroom and food stand pipes need to be drained.

There is still some watery areas on the streets that need to be patched.

There have been some water leaks around town. Mr. Taylor is taking care of the one up on Cobblestone right now. He found that instead of a 6 inch remnant as the map shows, it is a 4 inch. A decision will need to be made about what to do going forward. There is also a leak on the highway on the west side near 300 North that will be addressed.

Mayor Buist asks Mr. Taylor to hang the clock up in the meeting room, on the west wall above the outlet.

Mayor Buist asks Mr. Taylor to get his workers and coordinate with the library, youth council, city staff and the May Day committee to clear out stuff that has accumulated in the attic of city hall.

The swing set frames are getting a coat of paint and three new swings will be hung up sometime the first of next week.

Mayor Buist lets council and the public know the gas lines throughout Mendon City are being updated by Enbridge and Whitaker Construction over the course of the next year and maybe a little longer. There will be occasional road closures with access for local traffic as well as some possible digging in yards. The construction crew has this process down to where there will be minimum disruption and they will put things back in yards the best they can. Phase one is presently taking place on the southeast part of town. They will continue working as weather permits then pick up again in the spring. If there are any questions regarding the gas lines, residents can contact Kirk Taylor or Eric Dursteler. Enbridge will put notices on homes that will be affected by the work as the phases move forward.

Councilmembers Reports:

Brian Myers- (7:05 PM) Excused

Amy Garbe- (7:05 PM) Youth Council is reminded that they are to report on the odd months.

Council Member Garbe reminds council about Council Member Myers suggestion to diversify the trees in Mendon. Council Member Garbe has found a grant that goes through the forest service specifically for funding diversity in trees. It usually posts in June and opens in July. She will keep this grant in mind for next year.

The Planning and Zoning commission are in need of more members. Council Member Garbe reads the following names for approval from city council for when or if they agree to serve on the Planning and Zoning commission. Kelly Barrett, Dana Myers, Angie McMurdie, Steve Baker, Mike Judy, Jeff Barbon and Blake Tullis. Kelly Barrett and Dana Myers have already agreed to serve if approved.

Council Member Nemelka motions to approve the above mentioned names for the Planning and Zoning Commission.

Council Member Garbe seconds the motion. All in favor.

The youth council just finished up the potato fund raiser.

Mayor Buist lets Council Member Garbe know that with the new council members coming in at the beginning of the year, he's is going to take animal control from her responsibilities and put them with the other animal related items and assign them to another council member which will be announced at the beginning of the year. Other changes may be made before then.

Ian Nemelka- (7:10 PM) Council Member Nemelka thanks Council Member Garbe for her help in acquiring the names for Planning and Zoning. He also thanks the current members of the Planning and Zoning Commission.

Planning and Zoning is working on at least two more municipal code changes that will be presented to council soon. They have not had enough commission members at the meetings to vote on these changes. He is hopeful that there will be a quorum at the next Planning and Zoning meeting.

USU Legends and Folklore Club have finalized the Holloway Foundation grant application for a plaque marker commemoration May Day. They are pretty positive Mendon City will get the grant as May Day is the longest-running, continuous-running celebration in Utah. We even made May Day during Covid work. This will be only the second marker of its kind in Utah. Council Member Nemelka and Kirk Taylor have discussed possible locations for the marker. He will keep us informed as the grant process progresses.

There was a delay in the violation letters for junk vehicles being sent out. Several members of the Planning and Zoning commission were a little over zealous in the definition of what constituted derelict versus an actual established business for fixing cars, etc. Those with conditional use permits are not in violation of code. 28 marked locations seemed a lot to Council Member Nemelka which gave him pause to do a little more research. Council Member Nemelka is prioritizing the properties that have been complained about or citizens using the code violation form as they are citizen centric. He just gave the deputy the first phase of violation letters to be sent out.

Jon Hardman- (7:16 PM) The Canal Law vote to decide whether or not to lease canal water to the Great Salt Lake has passed. There were over 4,000 votes for leasing the water and 400-something opposed votes. The deadline for the application is October 24th. The state of Utah will receive a number of these applications that they will sort through and make a decision. The proposal is to lease water for 10 years for 1,000 acre feet with a clause that we can withdraw from the agreement if it isn't working out. Such as drought years, we could skip the lease for that year.

Related to the L566 program and the current administration, a lot of grants are being viewed very closely and has slowed things down, but not stopped. There is still hope that things will continue forward, especially if the government opens back up to review documents to get things moving forward more efficiently.

Council Member Hardman needs to collect some more information on the following so will not go into much detail. The state of Utah is looking for ways to generate income to help save the Great Salt Lake, and one of the proposals involves assessing water systems in the state. Our city culinary system **might** end up being assessed, and dependent of a percentage of how much water we use, increasing our water rates. There will be a meeting in a couple weeks with more information.

Bob Jepsen- (7:19 PM) Concerning the cemetery, they are waiting on a contractor to get the area around the new section paved. They are trying to work out a schedule to pave Legacy Park and the cemetery at the same time.

Nothing to report regarding the Fire Department.

Kirk Taylor reported well on parks and recreation and Council Member Jepsen has nothing to add to that.

Council Member Jepsen completed the trenching for the sewer for the new Public Works building. The pipe will be laid in the near future. Richard Worley of Bear River Health will inspect it. The contractor is trying to determine location for the power panel and where the gas is going to go, to make sure trenches aren't crossing each other.

Mayor Buist- (7:21 PM) Regarding the Public Works building, Mayor Buist informs Kirk Taylor and Council Member Jepsen and will inform Council Member Myers that the cylinders for the locks are on back order and hopes to have them in the next couple weeks.

Mayor Buist asks Deputy Spence if he knows if the state will be dropping the speed limit going north on the highway due to the new subdivision development. Deputy Spence is not entirely sure how it works but he does know if a speed study is requested, it will be done to determine the amount of traffic in the area and that will plug into a formula to determine if the speed limit needs to be lowered. Mayor Buist asks him to bring this speed study up to the sheriff and include him in the emails.

Mayor Buist asks if anyone on council or staff that was around when city hall was built, where the blinds were ordered from. Daphne Carlson responds the Raymond Construction brought them in. Mayor Buist asks Ms. Carlson to follow up with Raymond Construction and order 2 sets of blinds for the meeting room.

Being mayor, Mayor Buist is part of the CCCOG (Cache County Council of Governments) committee. They are charged with a percentage of tax money that goes toward road projects throughout the valley that aren't covered by regular funds that are brought in by the state. Each community has the right to put in for those monies for projects. All the road improvements in Mendon this year were funded by CCCOG. This time, we are putting in for our project on 300 North, 200 West to straighten out the three-way intersection, widening the bridge and some road going up toward the mountain. This and all other CCCOG presentations were made on Monday. There is \$17M available this year. Rural communities get 13% of that which comes out to be about \$2.3M, which usually would cover nearly everyone. This year, Lewiston put in for \$2M. The CCCOG committee will have to decide which project will be awarded the monies. Votes from the committee are to be in by tomorrow. We will know a week from Monday whether or not Mendon will be awarded the money.

The Mendon Square Halloween lights will be permitted to light up from October 1 through October 31 from 5:00 PM to 10:00 PM. Christmas lights will be permitted to light up from November 28 through January 1, 2026 from 5:00 PM to 10:30 PM. Mayor Buist asks Cameron Buist and his family as well as Kirk Taylor and his workers to check the timer occasionally that it is working properly so we don't have the lights staying on longer than they should.

Mayor Buist encourages community members and council to attend the county meetings held in Logan and Smithfield concerning the form of council and executive form of government specifically for the county. Mayor Buist is a member of the committee and has learned a lot concerning local government and would like to see more interest from the community. The next meeting is in Logan next Thursday at 7:00 PM.

Mayor Buist expresses interest in adding semi-permanent tables to the meeting room that already have computers, agendas, etc. set up on them. These would accommodate city council, Planning and Zoning, and other formal meetings. They would be moveable to accommodate programs and other meetings. Just something to think about for the future.

Mayor Buist asks council and staff to mark their calendars for December 5th at 6:30 PM at the Riverwoods conference center for the annual Christmas party. Bring a plus one.

Mayor Buist entertains a motion to adjourn.

Council Member Hardman motions to close city council meeting.

Council Member Jepsen seconds the motion.

Adjourned (7:35 PM)