



# Hildale City Council Meeting

Wednesday, July 09, 2025 at 6:00 PM

320 East Newel Avenue, Hildale City, Utah 84784

## Minutes

### Welcome, Introduction and Preliminary Matters: Mayor Jessop

Mayor Jessop called the meeting to order at 6:00 p.m. and welcomed attendees. Mayor Jessop announced that the agenda timing would be adjusted to accommodate Chief Jesse's duties, as he goes on duty at 7:00 p.m.

### Roll Call of Council Attendees: City Recorder

#### PRESENT

Mayor Donia Jessop  
Council Member Luke Merideth  
Council Member JVar Dutson  
Council Member Terrill Musser  
Council Member Darlene Stubbs  
Council Member Brigham Holm

A quorum was established at the anchored location.

Motion made by Council Member Musser to accept Council Member Merideth's participation via Zoom , Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

### Pledge of Allegiance: By Invitation of Mayor Jessop

Council Member Stubbs lead the pledge.

### Conflict of Interest Disclosures: Mayor and Council Members

Council Member Dutson declared conflicts of interest with agenda items 13 and 14, stating he is the president/engineer and will withdraw from discussion but may provide comments afterward.

### Special Recognitions:

#### 1. City Council Community Recognition and Appreciation Award

Council Member Holm presented a special recognition to Gideon Barlow of Uppercuts Barber Shop. Council Member Holm noted this was his final recognition as a council member. He praised Gideon for identifying a community need and providing men's grooming services for over two years since opening in March 2023. The appreciation award read: "Appreciation award presented to Uppercuts Barber at Gideon Barlow. Thanks for making all the beards look good."

#### 2. Special Appreciation:

Mayor Jessop, city staff and the City Council recognized the 2 interns, Daejha Cooke and Jennika Barlow, who served as interns at Hildale City Office for two years and recently graduated from high school. The mayor read a commendation praising their bright spirits, enthusiasm, fresh energy, and contributions to city operations including ideas for rock painting projects, murals around town, and

community engagement activities. Both interns presented various improvement proposals during their tenure and will continue to work on mural projects for the city.

### **Public Presentations:**

#### **Approval of Minutes of Previous Meetings: Council Members**

##### 3. City Council meeting minutes of: 05/07/2025

Motion made by Council Member Musser to approve the meeting minutes of May 7, 2025, Seconded by Council Member Holm.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

#### **Public Comments: 3 minutes each - Discretion of Mayor Jessop**

No comments.

#### **Council Comments: For items not on the agenda (10 minutes total)**

Council Member Holm expressed appreciation for the Fourth of July celebrations, highlighting the community's love for America and the beauty of the place and its people.

Council Stubbs echoed the sentiments about the Fourth of July, acknowledging the hard work of Mayor Jessop and Terrill in organizing the event and thanked Officer Radley and the fire department for their help with the airplane during the parade and appreciated the road crew for fixing a street bump.

Council Member Dutson thanked the Short Creek Festivities, noting the smooth execution of events and the beautiful weather. He emphasized the importance of community involvement. We're a small town that can put on a big show. Expressed gratitude for the nice video Utility Director Jerry Postema put out and the need to address water issues.

Council Member Musser 1. expressed gratitude for the community's efforts in organizing the Fourth of July celebrations, highlighting the symbolism and unity it brought to the town.

Mayor Jessop shared her appreciation for the community's unity during the celebrations and the positive feedback received on social media, emphasizing the importance of community spirit.

#### **Oversight Items: 10 minutes - Mayor Jessop**

##### 4. Financial Report and Invoice Register approval

Council Members reviewed the financial reports and got their various questions answered.

Utilities Director Postema provided a comprehensive utility budget report covering revenues and expenditures through May with partial June data:

Utility Revenues (115% of projected overall):

- Water fund: 110% of projected revenues
- Wastewater fund: 122.1% of projected revenues
- Gas fund: 34.6% shown due to budget number changes in August

Utility Expenditures (approximately 93-95% of fiscal year):

- Joint utility fund: 78% of actual budget spent
- Water fund: 83-84% of actual budget spent
- Wastewater fund: 41% of expenditures (before general fund transfer)
- Gas fund: 53% of expenditures

Jerry commended the utility team, administrative staff, Utility Advisory Board, and Council for their support in managing costs and emergency projects throughout the year.

Motion made by Council Member Dutson to pay the bills as funds are made available, Seconded by Council Member Holm.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

5. Mayor and Department reports

Mayor Jessop expressed an apology for not having her report ready. All the other department reports are available in the packet.

**Public Hearing:**

None

**Unfinished Council Business:**

6. Consideration, discussion and possible approval of Electronic Meeting Ordinance.

Hildale City Attorney Guzman presented amendments to the electronic meeting ordinance (Ordinance 2025-004) requested by the Mayor. Key changes included:

- Section 30-4: Clarified regular council meeting requirements to hold monthly meetings on Wednesday following the first Saturday unless otherwise posted
- Section 30-7: Modified electronic meeting provisions to allow quorum to be present either physically or electronically
- Removed requirement for physical quorum at primary anchor location
- Updated notice requirements to include "except as otherwise provided by law" for emergency situations
- Broadened utility and space provisions at primary anchor location

Council Member Dutson expressed appreciation for the commitment shown by current council members while maintaining the importance of physical presence when possible.

Mayor Jessop reminded the council that this is why the ordinance is so stringent but this Council is so committed that we rarely run into that problem.

Council Member Musser spoke on why we set up the ordinance that way. He loves the option that we can show up in different ways. If this doesn't work in a year we can revisit it.

Motion made by Council Member Stubbs to approve Ordinance 2025-004, Amending Procedures for Electronic Participation and Voting in City Council, Utility Board, and Planning Commission Meetings, Seconded by Council Member Holm.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

**New Council Business:**

7. Consideration, discussion and possible approval of Addressing and Road Naming Regulation.

Chief Jesse presented the addressing and road name regulation, noting that Kendrick (dispatch supervisor) and Lucille (GIS and addressing lead) were unable to attend. Chief Jesse explained the need to establish regulatory authority for Hildale City to adopt addressing processes that have been ongoing in the community.

Key points discussed:

- Accurate addressing is crucial for city planning, zoning, development, and emergency response

- The community historically used legacy addressing methods
- The fire district has been the responsible party for providing addresses and maintaining maps
- Emergency services require precise addressing, especially with next generation 911 systems
- Hildale and Colorado City share a zero point and address from the same grid
- Zero point is established as Midway Street (Central Street where it jogs)
- The regulation provides foundation for addressing authority while operational policies remain with staff

Motion made by Council Member Stubbs to approve Resolution 2025-07-001, a resolution of the City Council of Hildale City establishing regulation for addressing and road naming, Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

8. Consideration, discussion and possible approval of Fire Fee Schedule.

Chief Jesse presented the comprehensive fire fee schedule, explaining that Colorado City Fire District has already adopted this schedule. The fee schedule was developed using Bullhead City's fee schedule as a base, with adjustments made based on local knowledge and realistic cost assessments.

Key points:

- Establishes fees for special inspections, plan reviews, and services
- Includes federally and state-set rates for wildland deployments
- Provides comprehensive coverage for future needs as projects grow
- Allows for documented discretionary non-charging of fees on non-discriminatory basis
- Currently no mechanism exists to collect fees, but structure is being established

Motion made by Council Member Musser to approve the fire fee schedule as submitted to Hildale City, Seconded by Council Member Stubbs.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion carries

9. Ratify the Mayor's approval of the Insurance Conditional Renewal Packet.

Attorney Guzman explained the need to ratify the Mayor's approval of an insurance conditional renewal packet due to timing constraints during the transition to the new fiscal year. The bridge coverage extends through August 22nd, with full insurance package to be presented at the August council meeting.

Motion made by Council Member Stubbs to ratify the Mayor's approval for the insurance conditional renewal packet, Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

10. Consideration, discussion and possible approval of Finance Advisor Contract. *Documents to follow.*

Mayor Jessop introduced Kipp Lewis, CPA, from Cedar City, Utah, as the proposed financial advisor. Mr. Lewis presented his background including municipal auditing experience and current teaching position at SUU.

The comprehensive scope of services includes:

1. Monthly financial presentations and council support
2. Accounting resolution, policy drafting and implementation
3. Joint sewer fund review and financial impact assessment
4. Annual budget development and presentation
5. Year-end accounting assistance and audit preparation

Contract terms: July 1, 2025 through June 30, 2026, at \$4,000 per month (\$48,000 annually). Mr. Lewis committed to exclusive availability for Hildale City (with exception of New Harmony Town) for the first six

months and pledged to train staff toward self-sufficiency.

Council Member Dutson inquired about budget accommodation for the contract.

Mayor Jessop confirmed funding is available from the previous financial director line item.

Motion made by Council Member Stubbs to approve the finance advisor contract for \$48,000 per year, Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

11. consideration, discussion, and possible recommendation to the City Council to approve Utility Truck Purchase not to exceed \$63,000. The funds will come from the Gas Fund.

Utility Director Postema requested approval for a 2025 GMC Sierra 3500 four-wheel drive truck to replace a 15-year-old vehicle with approximately 200,000 miles and structural issues. The existing utility bed will be transferred to the new truck. Total cost including outfitting not to exceed \$63,000 from the gas fund.

Motion made by Council Member Dutson to approve the purchase of the new utility Chevrolet truck not to exceed \$63,000 with the funds coming from the gas fund, Seconded by Council Member Holm.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

12. As reviewed and recommended by the Utility Board, consideration, discussion, and possible recommendation to approve the purchase of meters for wells to comply with the Combined Radium Blending & Maximum Contaminant Level Compliance for Hildale-Colorado City Water System.

Utilities Director Postema presented the need for well meters to comply with combined radium blending and maximum containment level compliance for the Hildale-Colorado City water system. The meters are required for proper reporting under the approved blending plan, which operates on an annual basis across 365 days rather than daily individual compliance.

Council Member Musser inquired about emergency protocols during peak demand, SCADA upgrade priorities, and long-term radium treatment planning.

Utility Director Postema confirmed all wells will operate during emergencies, SCADA upgrades are planned through capital improvement and grant applications, and the current water treatment plant effectively removes radium but requires proper permitting documentation.

Motion made by Council Member Musser to approve the purchase of meters for wells to comply with the combined radium blending and maximum containment levels compliance for the Hildale-Colorado City water system, Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

13. As reviewed and recommended by the Utility Board, consideration, discussion and possible approval of Award of Maxwell Canyon Utility Access Improvement Project to JNJ Engineering in the amount of \$2,195,591

*Note: Council Member Dutson recused himself from discussion and voting on this item.*

Utilities Superintendent Nathan Fisher and Riley from Jones-DeMille Engineering presented the bid award recommendation for the Maxwell Canyon Utility Access Improvement Project. The project

includes extending culinary water, sewer, natural gas, and fiber utilities to the park, plus a concrete culvert crossing over Maxwell Creek. Ten bids were received with J&J Engineering selected at \$2,195,591, utilizing approximately 95% of the \$3.079 million CIB grant funding.

Council Member Merideth inquired about project completion percentage and remaining grant funds.

Riley indicated this represents approximately 10-15% of the total anticipated project scope, with additional grant applications pending for \$15 million for amphitheater improvements and \$12 million for core park improvements.

Motion made by Council Member Musser to award the bid of the Maxwell Canyon Utility Access Improvement Project to J&J Engineering in the amount of \$2,195,591 and to have the mayor sign the notice of award contract to J&J Engineering pending legal review, Seconded by Council Member Stubbs.

Voting Yea: Council Member Merideth, Council Member Musser, Council Member Stubbs, Council Member Holm

Voting Abstaining: Council Member Dutson

Motion Carries

14. As reviewed and recommended by the Utility Board, consideration, discussion and possible approval for the mayor to sign the Notice of Award and Contract to JNJ Engineering.

Council Member Dutson is grateful for the opportunity to move forward on this project and have this look great. With the Utilities Department and JNJ we will do what we can to do this up right.

15. Consideration, discussion and possible approval to review Hildale City's Annexation Policy Plan.

Mayor Jessop explained the need to review and update Hildale City's annexation plan policy, originally adopted in 2003, one year before Apple Valley incorporated. Following discussions with Apple Valley's mayor, the review would update the plan to reflect current boundaries and eliminate overlapping annexation areas with Apple Valley.

City Attorney Guzman clarified that overlapping annexation plans are common statewide, but updating the policy would eliminate confusion and accurately reflect current incorporation boundaries.

Lawrence Barlow provided historical context, noting the policy should reflect annexation opportunities for the next 20-30 years and requires regular review updates.

Motion made by Council Member Musser to direct the review and update of the Hildale City annexation policy plan, Seconded by Council Member Stubbs.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

**Calendar of Upcoming Events:** 5 minutes - Mayor Jessop

16. City Council Calendar

Mayor Jessop and the City Council reviewed the calendar.

**Closed Session:** Request a closed meeting to discuss litigation, security, property acquisition or sale, or the character and professional competence or physical or mental health of an individual.

Motion made by Council Member Musser to go into a closed session, Seconded by Council Member Dutson.

Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

Motion made by Council Member Holm to call closed session to order, Seconded by Council Member Stubbs.  
Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

Motion made by Council Member Musser to adjourn closed session, Seconded by Council Member Holm.  
Voting Yea: Council Member Merideth, Council Member Dutson, Council Member Musser, Council Member Stubbs, Council Member Holm

Motion Carries

**Adjournment:** Mayor Jessop

Meeting adjourned at 8:41 pm.

Minutes were approved at the City Council Meeting on \_\_\_\_\_.

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Maxene Jessop, City Recorder