



Hildale City Council Meeting

Wednesday, October 15, 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.

Roll Call of Council Attendees: City Recorder

PRESENT

Mayor Donia Jessop
Council Member Luke Merideth
Council Member JVar Dutson - Joined remotely at 6:08 pm
Council Member Terrill Musser - remotely
Council Member Darlene Stubbs - remotely
Council Member Brigham Holm

Staff Present:

Maxene Jessop, City Recorder
Shawn Guzman, City Attorney (remotely)
Kipp, Finance Consultant (remotely)
Jerry Postema, Utilities Director

Pledge of Allegiance: By Invitation of Mayor Jessop

Conflict of Interest Disclosures: Mayor and Council Members

None

Special Recognitions:

Gawynn Dutson was recognized for conquering Mount Everest

1. City Council Community Recognition and Appreciation Award

Mayor Jessop announced that Council Member Stubbs had chosen to recognize Gawynn Dutson. Council Member Stubbs, attending remotely, expressed her pride in Mr. Dutson for his commitment and accomplishments.

At the Mayor's request, Mr. Dutson spoke about his recent participation in the Huntsman Senior Games. He competed in three events over the past week: a 5K trail run, a 5K road race, and a 10K road race. He detailed the race conditions and his performance, noting he placed 5th in the trail run, 15th in the 5K road race, and achieved a bronze medal by placing 3rd in his age division in the 10K, a distance he had never run before.

Mayor Jessop then presented Mr. Dutson with a city award recognizing a previous lifetime achievement. She read the inscription:

"On behalf of the City Council, it is my honor to recognize Gawynn Dutson for an extraordinary achievement: reaching the summit of Mount Everest. Most people bring the world to their city, but Gawynn Dutson took our city to the top of the world. I am proud to recognize Gawynn for summing Mount Everest, an achievement that reflects unmatched strength, dedication, and spirit. At 66, to accomplish something so inspiring is nothing short of legendary. Congratulations Gawynn, you've not only climbed the mountains, you've lifted our entire community with your example."

The Council posed for a photo with Mr. Dutson.

Public Presentations:

2. Consideration, discussion and possible adoption of the Washington County Alcohol-Free Proclamation.

With no representative from the Washington County Youth Coalition present, Mayor Jessop presented the item and read the proclamation. The proclamation designates the 2025-2026 school year as an "alcohol-free school year for youth" to raise awareness about the dangers of underage drinking and to encourage community-wide support for youth health and safety.

Motion made by Council Member Merideth to adopt the Washington County Alcohol-Free Proclamation, Seconded by Council Member Holm.

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

Motion Carries

3. Consideration, discussion and possible adoption of Domestic Violence Awareness Month Proclamation

Amanda Matthews with Cherish Families presented this item. She stated that in 2024, the organization has served 565 survivors of domestic violence in the community. She thanked the city for its support in raising awareness and working toward a future where everyone can feel safe in their own home.

Mayor Jessop read the proclamation, which details the prevalence and impact of domestic and intimate partner violence in Utah and proclaims October as Domestic Violence Awareness Month in Hildale City.

Motion made by Council Member Holm to approve the proclamation of Domestic Violence Awareness Month, Seconded by Council Member Musser.

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

Motion carries

Approval of Minutes of Previous Meetings: Council Members

4. City Council meeting minutes of September 10, 2025.

Motion made by Council Member Holm to approve the City Council meeting minutes of September 10, 2025, Seconded by Council Member Merideth.

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

Motion carries

Oversight Items: 10 minutes - Mayor Jessop

5. Financial Report and Invoice Register approval

Mayor Jessop invited Kipp via Zoom to present.

He highlighted several updates:

- Transparency: The Public Treasurers' Investment Fund (PTIF) account has been added to the cash balance visuals. The joint PTIF account currently holds approximately \$4.7 million, which includes restricted funds such as impact fees and unspent grant money.
- Future Plans: The goal is to separate the single joint PTIF into multiple, purpose-specific accounts to clearly delineate restricted funds and their intended uses.
- Audit Preparation: Significant time has been spent preparing for the city's annual audit, which is scheduled for the upcoming month. He expressed confidence that many adjustments historically made by auditors will be prepared in advance.

Council Member Merideth asked if there were any concerns in the invoice register. Kipp stated that while he had not noticed anything immediately concerning, he is still working to understand the full process for certain vendor payments and is in the process of obtaining backup documentation for transactions to conduct a more detailed review. Council Member Merideth then referenced a written concern from Kipp's report regarding the city's solvency if new projects and expenditures continue to be

approved at the current pace. Kipp confirmed this concern, stating that while he is still gathering details, he wanted to ensure the Council is cognizant of spending levels to avoid financial strain by the end of the year.

Council Member Dutson requested an explanation for a line item to "Holiday Resort." Mayor Jessop clarified that this was a deposit for an apartment for utility staff member Jerry Postema. This arrangement is part of his contract and will save the city approximately \$500 per month (around \$6,000 annually) compared to the previous cost of booking hotel rooms.

Council Member Dutson thanked Kipp, Maxene Jessop, and Athena for their efforts toward financial transparency and honesty, stating it is what the council and the public are looking for. Kipp affirmed their commitment to providing correct, accurate, and timely information.

Motion made by Council Member Dutson to approve the Financial Report and Invoice Register, Seconded by Council Member Stubbs.

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

Motion carries

6. City Admin Report (Department Reports included)

Jerry Postema provided a report on the Utilities Department.

- Utility Billing Transition: Mr. Postema addressed the recent switch to the Caselle utility payment portal. He announced that the City will now absorb the credit card transaction fees, which were temporarily being passed to customers. Any customer charged a transaction fee since the transition will receive a credit on their account. All delinquency fees accrued during this transition period will be waived. Customer service staff will be personally calling approximately 400 customers with delinquent accounts to help them set up their new online accounts and recurring payments.
- Grants and Projects: The department is pursuing grants, including an increased CIB grant and funding for two new wells in Utah.
- Sewer Master Plan: The sewer master plan is over 50% complete. It is scheduled to be presented to the Utility Advisory Board in December and to the City Council for a public hearing in January or February.
- Wastewater Rate Study: RCAC is conducting a wastewater rate study for the City at no cost. The City's wastewater rates have not been updated in eight years. The findings will be presented to the Utility Advisory Board and then the Council.

Mayor Jessop added that the change in billing software from Xpress BillPay to Caselle represented a significant cost savings, reducing the annual expense from over \$14,000 to \$4,000.

Council Member Dutson expressed his gratitude to Mr. Postema, the council, and the utility board for resolving the 3.5% transaction fee issue, noting that he had received numerous calls from residents on the matter.

Public Hearing:

None

Appointments to Boards or Commissions:

None

Unfinished Council Business:

Mayor Jessop stated there was no unfinished business.

New Council Business:

7. Consideration, discussion and possible approval to rezone parcel number HD-SHCR-2-26-C commonly addressed as 720 W Uzona Ave, Hildale, UT from Single-family (R1-8) to Multi-Family Residential (RM-1) Zone.

Council Member Merideth inquired about a staff recommendation regarding "transitional buffering" and asked who determines its necessity and enforces it. Council Member Holm, who has also served on the Planning Commission, explained that specific buffering requirements are based on the structures that are ultimately built and are enforced by the building official, Andrew Barlow, during the building permit and inspection process. Council Member Dutson expressed his general concern about mixing multifamily zoning with single-family neighborhoods.

Mayor Jessop provided context for the request, explaining it was submitted by two brothers who want to build a connected home (duplex) to save on costs and establish homes for their new families in the community. She confirmed that public notices were sent to all adjacent property owners and no negative comments were received.

Motion made by Council Member Holm to approve the rezone of parcel number HD-SHCR-2-26-C commonly addressed as 720 W Uzona Ave, Hildale, UT from Single-family (R1-8) to Multi-Family Residential (RM-1) Zone, Seconded by Council Member Merideth.

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

Motion carries

8. Consideration, discussion and possible action concerning a request to rezone Parcel HDSHCR-11-16 (NC) commonly addressed as 1025 North Hildale Street from NC to R1-8.

Thomas Timpson, representing the property owner, came forward to address the Council. Council Member Holm asked about the recommendation from the Planning and Zoning Commission and whether the proposed residential use was compatible with the adjacent commercial properties.

Mr. Timpson stated the plan is to rezone the 0.76-acre parcel to R1-8, which would allow for it to be subdivided into three single-family lots of approximately 8,000 square feet each. He noted that there is already significant residential development in the area and believes the slightly smaller lots will tie in well and will not detract from the nearby commercial zone. Mr. Timpson clarified that the applicant had initially proposed a multi-family (RM-2) project, but the Planning Commission recommended the R1-8 zoning as a more suitable option.

Mayor Jessop added that during the Planning Commission meeting, the rezone was discussed as a good transition from the higher-density apartments in the area to single-family homes and noted its benefit in creating more family housing options near the Water Canyon School. The staff recommendation was to approve the rezone.

Motion made by Council Member Holm to approve a request to rezone Parcel HD-SHCR-11-16 (NC) commonly addressed as 1025 North Hildale Street from NC to R1-8, Seconded by Council Member Stubbs.

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

Voting Nay: Council Member Dutson

Motion carries

9. Consideration, and possible approval of salary increase for Justice Court Judge by \$1,978.33, to meet AOC state mandated minimum salary for justice court judges.

Before discussion, City Attorney Shawn Guzman addressed the Council regarding remote participation procedures. He reminded the Council that, per the Utah Open and Public Meetings Act, any member attending electronically must have their camera turned on so that the public can verify their identity, particularly during votes. He noted that Council Member Dutson and Council Member Stubbs were attending remotely. Mayor Jessop explained that she had previously advised that a camera was only mandatory for a closed session. City Attorney Guzman stated that while an exception would be made

for the current meeting, all members must have a functioning camera for remote participation in all future public meetings. Council Member Dutson acknowledged the requirement.

City Attorney Guzman then explained that the Administrative Office of the Courts (AOC) sets a required salary range for Justice Court judges statewide and Hildale City had fallen below this mandated range. The proposed increase is required by the state to meet the minimum payment standard.

Mayor Jessop clarified that Judge Graff had previously declined a cost-of-living adjustment (COLA) last year. However, a recent letter from the state indicated the City was out of compliance. The Mayor verified that the funds for the increase were available within the existing court budget and no budget amendment would be necessary. The annual increase is \$1,978.33, bringing the judge's total annual salary to \$13,812.75.

Motion made by Council Member Dutson to approve salary increase for Justice Court Judge by \$1,978.33, to meet AOC state mandated minimum salary for justice court judges, Seconded by Council Member Holm.

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 the CIB Grant Application.

Utilities Director Postema presented an update on a Community Impact Board (CIB) grant application for water and sewer projects. He stated the final grant application amount was increased from an originally recommended \$3.4 million to \$4,735,000 for projects including two wells and water treatment. The City's required contribution is \$10,000 of in-kind labor, which can be covered by existing budgeted staff time. A public hearing will be held at the next council meeting to formally approve the new grant amount. Jerry confirmed that the City's recently completed Water Master Plan was attached to the application, which significantly strengthened it.

Motion made by Council Member Holm to approve the CIB Grant Application, 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 approval of the large purchase of the coating for the Million Gallon Tank.

Utilities Director Postema requested approval for a large purchase to repair the City's one-million-gallon water tank. A joint sanitary survey by ADEQ and the Utah DDW identified deficiencies in the tank's exposed concrete roof, where the protective coating is cracking. The final step of the repair is to recoat the roof with a special paint from Tnemec. The material cost is approximately \$13,850. The request is for approval of a purchase not to exceed \$15,000. City staff will provide all labor. Council Member Dutson asked about the interior, and Jerry reported it is in good condition.

Motion made by Council Member Dutson to approve the purchase of the paint coating for the million-gallon tank, not to exceed \$15,000, Seconded by Council Member Stubbs.

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

Mayor Jessop opened the public comment period and explained the change to move public comments to the end of the meeting was made at the request of the City Council and board chairs. The reasons were to prevent public

comments on items already on the agenda (which have their own public hearing processes) and to provide residents the opportunity to hear the full discussion and potential answers to their questions during the meeting.

Jared Nicol asked for the specific rule that prohibits discussing agenda items during the general public comment period. He then raised a concern about communication between the Planning & Zoning (P&Z) Commission and the City Council, stating that the context and details from P&Z meetings do not always get passed on to the Council. He suggested that P&Z provide a summary letter or that their minutes be made available to the Council.

City Attorney Shawn Guzman addressed Mr. Nicol's question. He explained that under Utah law, a general public comment period is optional. He stated the reason for the rule against commenting on agenda items is to maintain procedural fairness. If an item has a scheduled public hearing, comments should be made then. Allowing comments on agenda items during the general period would circumvent the established process and be unfair to applicants who may not be present to respond.

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

Council Member Dutson addressed the Council regarding several issues. He thanked the Public Works department for filling potholes on the street connecting to Utah Avenue but expressed concern that stormwater runoff in that area does not flow into the nearby reservoir. He also raised a significant public safety concern regarding the use of ATVs and other off-road vehicles within the city, noting young people riding them without adherence to rules, particularly those traveling from Hurricane. He recounted seeing a vehicle traveling at high speed on Utah Avenue and stated his intent to have a serious discussion with the Police Chief on the lack of enforcement for these vehicles. He also thanked everyone for their efforts regarding a recent election-related Q&A meeting, noting it went well.

Council Member Musser thanked the city staff. He addressed the public comment regarding ATVs, stating he would like to work with the commenter and others to create a plan for ATV use in the community. He affirmed his belief that police officers are upholding the laws. Council Member Musser also expressed his deep gratitude to the community for their prayers and support during his recent absence.

Council Member Stubbs stated that Landfill Day is the 21st and 22nd.

Calendar of Upcoming Events: 5 minutes - Mayor Jessop

12. City Council Calendar

Mayor Jessop went over the events that are on the calendar.

Executive Session: As needed

Closed session: Mayor Jessop stated the need to enter an executive session to discuss current and pending litigation.

Motion made by Council Member Dutson to enter into an executive session to discuss current and pending litigation, Seconded by Council Member Stubbs.

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

Motion carries

Adjournment: Mayor Jessop

Regular meeting adjourned at 7:26 pm.

Minutes were approved at the City Council Meeting on _____.

Maxene Jessop, City Recorder