



REGULAR CITY COUNCIL MEETING

Tuesday, August 19th, 2025, at 7:00 p.m.

Council Chambers at City Hall and Online

MINUTES

Mayor Olson called the meeting to order at 7:00 p.m.

ROLL CALL

Councilors present included Art Adcock, Brian Del Rosario, Lynn Mecham Travis Keel, and Jeff Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, City Recorder Amalie Ottley, City Engineer Jon Lundell, Community Services Director John Bradley, Jackie Karlberg, Justine Carter, Garrett Chesnut, Kaleb Washburn, Monique Hone, Lydia Payne, Payton Hone, Dustin Rowley, and other members of the public.

PLEDGE OF ALLEGIANCE

Daniel Bolz led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Adcock gave an inspirational thought and offered a moment of silence for the fallen Tremonton City Police Officers.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA

1. 07-01-2025 City Council Work Session Minutes
2. 07-01-2025 City Council Regular Meeting Minutes
3. 07-15-2025 City Council Work Session Minutes
4. 07-15-2025 City Council Regular Meeting Minutes
5. 08-07-2025 Public Hearing & City Council Meeting
6. City Expenditures from 07-12-2025 to 08-15-2025 in the amount of \$2,473,275.38
7. Out of State Training Request - Community Services
8. Out of State Training Request - Fire Department

Councilor Adcock mentioned that he would discuss the expenditures in further detail during his reports at the end of the meeting. He also inquired about the cost of the Out of State Training Request for the Fire Department.

Councilor Del Rosario made a motion to approve the Consent Agenda items 1 through 8. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

APPOINTMENT

9. Library Board - Justine Carter

At the recommendation of Mayor Olson, Councilor Keel made a motion to appoint Justine Carter to the Library Board. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The City Recorder Amalie Ottley delivered the Oath of Office to Justine for her position on the Library Board.

RECOGNITIONS

10. Volunteer of the Month - Jackie Karlberg

Community Services Director John Bradley recognized Jackie Karlberg as the Volunteer of the Month by reading the following statement.

“Santaquin City is proud to recognize Jackie Karlberg as our August 2025 Volunteer of the Month for her outstanding dedication and service to our community’s youth and recreation programs.

For the past eight years, Jackie has generously and consistently volunteered as a coach for soccer, softball, and basketball, leaving a lasting impact on the lives of over 400 young athletes in our community. This season alone, she is coaching an incredible four soccer teams—a true testament to her commitment, energy, and love for the game.

Jackie’s contributions extend beyond the field and court. She is known to support various local races throughout the area and played a vital role in organizing the SANTAquin SANTA Run 5K & Fun Run. She is also the owner and driving force behind two popular regional events: the Payson Orchards Triathlon and the Splash Summit Triathlon.

In addition to her volunteer work, Jackie serves as the head swim coach at Spanish Fork High School and teaches Professional Presentations as an instructor at Brigham Young University–Idaho (BYUI).

Jackie holds a Bachelor’s Degree in Communication from BYUI and a Master’s Degree in Education from the University of Phoenix. She grew up in California and Arizona and has called Santaquin home for the past eight years. Jackie is married to Pär, and together they are raising their four children.

When she’s not coaching or teaching, Jackie enjoys playing soccer and volleyball, and is an avid triathlete who races competitively.

John Bradley, Santaquin City's Community Services Director, shared his admiration, saying: "Jackie has coached dozens of sports teams during the time I have been with Santaquin City. She has been very generous with her time and dedicated to helping our recreation programs succeed. Her volunteer efforts are very appreciated in our department."

Jackie Karlberg exemplifies the spirit of volunteerism in Santaquin. Her leadership, passion, and service continue to strengthen our community and inspire those around her. We are grateful for her remarkable contributions and honored to recognize her this month."

Jackie thanked John and members of the City Council for her recognition.

PUBLIC FORUM

Santaquin City Royalty Payton Hone and Lydia Payne attended the meeting to accept the award from the members of the City Council for the best float during the Orchard Days parade.

11. Chamber of Commerce Report

Ronda Hair from the Payson Santaquin Area Chamber of Commerce attended the meeting to give a report on the current chamber activities and present the Community Service Award to Ingrid Bolz.

FORMAL PUBLIC HEARING

12. Public Hearing to receive input from the public with respect to (i) the issuance of the City's Sewer Revenue Bonds, Series 2025 and (ii) any potential economic impact that the project to be financed with the proceeds of the Series 2025 Bonds may have on the private sector.

Mayor Olson discussed the need to upgrade the city's water reclamation facility. Mayor Olson indicated that payment for the bond from the city will be sourced from growth in sewer rates and impact fees.

Councilor Mecham made a motion to enter into a Public Hearing regarding the issuance of Revenue Bonds, Series 2025. Councilor Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The public hearing began at 7:30 p.m.

No members of the public wished to address the council in the public hearing.

Councilor Mecham made a motion to end the public hearing. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes

Councilor Siddoway Yes

The motion passed.

The public hearing ended at 7:31 p.m.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant Manager Bond presented the Building Permit Report. 190 residential units have been issued building permits in the current calendar year. In comparison, 30 single and multi-family residential units have been issued building permits in the current fiscal year (July 1, 2025 – June 30, 2026). 14 new business licenses have been issued in the last month.

ORDINANCES & DISCUSSION & POSSIBLE ACTION ITEMS

13. Ordinance 08-01-2025 - Agritourism in Santaquin City

Mayor Olson introduced a proposed code amendment that addresses agritourism in Santaquin City. The proposed ordinance was addressed and reviewed by the Planning Commission at multiple meetings and given a positive recommendation to the City Council. Local farmer and orchard owner, Dustin Rowley, attended the meeting in support of the proposed ordinance. Mayor Olson stated that the City has worked with local farmers and asked for their input on agritourism in Santaquin City, despite public comments at previous meetings. Assistant Manager Bond discussed the process the City took into consideration the ordinance so that the agricultural community could be preserved in residential zones within the city.

Councilor Del Rosario asked how the ordinance would affect the train ride at the south Rowley's Red Barn. Assistant City Manager Bond indicated that the conditional use permit for the train ride will be allowed by the city code. Councilor Del Rosario also inquired about why the ordinance would cover most zones and not all zones. Assistant Manager Bond discussed the impacts of agricultural uses on residential areas. He indicated that the ordinance proposes to allow for agricultural uses in more zones than currently allowed as conditional uses. Legal Counsel Brett Rich indicated that legally non-conforming uses in the city currently will be allowed by the proposed ordinance. Councilor Adcock pointed out an error listed in the wording for the R-8 zone.

Councilor Mecham made a motion to adopt Ordinance 08-01-2025 an ordinance amending Santaquin City Code to allow certain agritourism related activities in most zones and to create conditions for this land use, providing for codification, correction of scrivener's errors as discussed, severability, and an effective date for the ordinance. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

14. Ordinance 08-02-2025 - Architectural Requirements in the Main Street Business Districts (MSBD) Zone

Assistant Manager Bond introduced a proposed code amendment changing some architectural requirements in the Main Street Business Districts (MSBD) Zone – specifically related to roofline requirements. This proposed change came about because of a current review by the Architectural Review Committee (ARC) of a proposed Mountain America Credit Union (MACU) building on Main Street. The proposed building does not comply with a specific architectural requirement because the shed roof on the front of the building that faces Main Street has a 2:12 pitch. The code allows for a flat roof or a minimum 5:12 pitch but anything in between is not currently allowed. The Planning Commission made a unanimous positive recommendation on August 12th, 2025, to approve the proposed amendments to the City Code.

Councilor Keel made a motion to adopt Ordinance 08-01-2025 which modifies the architectural requirements in the Main Street Business Districts Zone specific to roofline requirements. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

15. Ordinance 08-03-2025 - Requirements for Masonry Fencing Along Double Frontage Lots

Assistant Manager Bond introduced a proposed ordinance that amends Santaquin City Code (SCC) 11.24.080 to include a requirement that if double frontage lots cannot be avoided, a masonry fence shall be required. This code amendment comes as a request from the Community Development department and City Administration. Mayor Olson and Councilor Adcock expressed concerns about making development harder in subdivisions in the future. The recommendation from the Planning Commission was that the ordinance apply to homes only along arterial and/or busy city streets, not local roads. Assistant Manager Bond clarified that as written, the ordinance applies to “arteries”, not arterial or other specific roadway designations.

Councilor Del Rosario made a motion to adopt Ordinance 08-03-20250 an ordinance amending Santaquin City code to include requirements for fencing when double frontage lots cannot be avoided, providing for codification, correction of scrivener’s errors, severability, and an effective date for the ordinance. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

16. Discussion & Possible Action - Fire Department Hose Order

Manager Beagley introduced the request from Fire Chief Ryan Lind for the purchase of fire equipment from LN Curtis in the amount of \$141,675.38. The purchase includes new fire hoses and associated equipment necessary to properly outfit the new aerial ladder truck, which is scheduled for delivery in the Spring of 2026. The funds for the purchase are a carryover from the FY24-25 budget and were specifically set aside for this purpose. The equipment pricing is based on State Contract bid pricing, ensuring competitive and vetted costs. Several of the items included in this purchase have lead times of up to six months, which necessitates ordering them now to ensure timely delivery and readiness upon the truck's arrival.

Councilor Mecham made a motion to approve the Fire Department Hose Order. Councilor Adcock seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

17. Discussion & Possible Action - Award of Contract for Roadway Preservation Work

Manager Beagley introduced the contract for Roadway Preservation work throughout the city. The contract includes the full overlay of asphalt in some areas of town, not micro-surfacing. Councilor Del Rosario inquired if roadwork is noticed properly. Manager Beagley confirmed that noticing requirements are met.

Councilor Del Rosario made a motion to award a contract for the 2025 Santaquin Roads Projects to Eckles Paving for an amount not to exceed \$763,827.93. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond went over items on upcoming Development Review Committee and Planning Commission meeting agendas. He reported that the Passport Facility Office is moving forward and will hopefully open at the end of this year.

Manager Beagley reported on the progress of the new website. He presented current plans for the Cemetery and Recreation buildings. Manager Beagley also reported on current construction projects in the city. He reported that Les Schwab will be opening soon.

Councilor Del Rosario inquired about the Library construction. Manager Beagley indicated that construction in that part of the City Hall building is underway. Councilor Del Rosario asked if there were any plans for the old library building. Manager Beagley and Mayor Olson indicated that there are not current plans for the old library building and construction for the new library could take a year or more. Councilor Del Rosario reported that the Hometown Market events have been successful family fun activities for the community. Lastly, he asked if concerns brought up in a recent meeting about the gravel pit are being addressed. Manager Beagley and Mayor Olson indicated that concerns about dust and sales tax are both being addressed and actively worked on.

Councilor Adcock inquired about commercial zones such as “PO” in the city. Assistant Manager Bond indicated the “PO” stands for Professional Office. He also inquired if the city’s backup generator is regularly maintained. Manager Beagley confirmed that Public Works Director Callaway regularly checks the generators and also makes sure the manufacturer services them on a regular basis. Councilor Adcock inquired about various line items in the City expenditures list. He hoped that some of the money invested in the Orchard Days and Hometown Market events could be recouped. He let council members know that the My Hometown initiative will have an opening at Centennial Park on September 8th.

Councilor Siddoway thanked staff for their work on the Orchard Days events.

Councilor Mecham also thanked staff for their contributions and coordination of the Orchard Days celebration.

Councilor Keel had nothing to report.

Mayor Olson reported that the roads in the industrial park will be finished in the coming weeks.

CLOSED SESSION

Councilor Mecham made a motion to enter into a Closed Session to discuss pending or reasonably imminent litigation; collective bargaining; and/or the purchase, exchange, or lease of real property, a proposed development agreement, a project proposal, or a financing proposal related to the development of land owned by the State. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The closed session began at 8:45 p.m.

Present at the closed session included Mayor Dan Olson, Council Member Art Adcock, Council Member Brian Del Rosario, Council Member Travis Keel, Council Member Lynn Mecham, Council Member Jeff

Siddoway, City Manager Norm Beagley, Assistant City Manager Jason Bond, and Legal Counsel Brett Rich Kaleb Washburn, and Chris Bird.

Councilor Siddoway made a motion to end the closed session and enter back into the Regular City Council meeting. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The closed session ended at 9:20 p.m.

ADJOURNMENT

Councilor Del Rosario made a motion to adjourn the meeting. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The meeting was adjourned at 9:20 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder