



REGULAR CITY COUNCIL MEETING

Tuesday, October 7th, 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, Deputy Recorder Stephanie Christensen, Fire Chief Ryan Lind, City Engineer Jon Lundell, Jim Rowland (Payson Santaquin Area Chamber of Commerce, Annie Westover & family, Lane Monson, BreAnna Nixon, Alikea Fisher & Brittany Fisher and family, and City Legal Counsel Brett Rich.

PLEDGE OF ALLEGIANCE

Councilor Keel led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Del Rosario offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

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

CONSENT AGENDA

1. 09-16-2025 City Council Regular Meeting Minutes
2. Review City Expenditures from 09-13-2025 to 10-03-2025 in the amount of \$1,443,801.83.
3. Resolution 10-01-2025 - Surplus Property

Councilor Mecham made a motion to approve the Consent Agenda items 1 through 3. Councilor Adcock seconded the motion.

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

The motion passed.

RECOGNITIONS & PUBLIC FORUM

4. Employee of the Month - Annie Westover

Fire Chief Ryan Lind recognized Employee of the Month Annie Westover by reading the following statement.

"Santaquin City is proud to recognize Annie Westover as our October 2025 Employee of the Month. Annie serves as an Advanced EMT, working part-time for the city, and has been with Santaquin for nearly a year. In that time, she has proven herself to be an invaluable member of our team."

Chief Ryan Lind shared, "Annie is an amazing and outgoing person. She has been willing to learn and take on additional responsibilities. I appreciate her immensely and feel that she deserves this recognition."

Annie's path to becoming an EMT is both inspiring and deeply meaningful. After earning her degree in history education, she taught for a few years before starting her family. Married to her husband Ryan for 14 years, Annie is the proud mom of six children—four girls and two boys, ranging in age from 12 to 3. For years she dedicated herself to raising her family as a stay-at-home mom. But following the tragic passing of Sergeant Bill Hooser, Annie felt a strong desire to serve her community in a new way. She began with ride-alongs to see if EMT work was right for her, then went on to earn her EMT certification, and ultimately advanced to the level of Advanced EMT.

Annie, who is originally from Orem, and Ryan, a Santaquin native, have lived in several states before returning to Utah and settling in Santaquin five years ago—a community they have grown to love and call home. Annie treasures the opportunities to raise her children in such a family-centered city.

Outside of work, Annie enjoys spending time outdoors camping, hiking, backpacking, and gardening, as well as cheering on her children in their various sports. She also greatly values the friendships and camaraderie she has found within Santaquin's EMT team. "I love the people I work with," Annie says. "They have hearts of gold and are always willing to teach. I am grateful for the chance to learn from them and to be part of such a kind and service-minded team."

Santaquin City is honored to celebrate Annie's dedication, compassion, and service to our community. Congratulations, Annie, on being named October 2025 Employee of the Month!"

Annie thanked the council for the recognition and expressed her love for the job and opportunity to serve the community.

5. Chamber of Commerce Report

Jim Rowland attended the meeting to give a report on behalf of the Payson Santaquin Chamber of Commerce. Jim reported on participation in the Hometown Market events. Jim invited members of the council to upcoming events. Jim recognized Summit Veterinary as the Chamber's Business of the Month. Alike and Brittney Fisher attended the meeting to thank the Chamber for the recognition. Alike also thanked Mayor Olson and Norm Beagley for their support of their business.

6. Spanish Fork Hospital Report

Cesar Garcia attended the meeting to give a report on behalf of Spanish Fork Hospital.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant Manager Bond presented the Building Permit Report. 206 residential units have been issued building permits in the current calendar year. In comparison, 46 single and multi-family residential units have been issued building permits in the current fiscal year (July 1, 2025 – June 30, 2026). 8 new business licenses have been issued in the last month.

RESOLUTIONS & DISCUSSION & POSSIBLE ACTION ITEMS

Resolution 10-02-2025 Live Safety Inspection Vault (LIV) Agreement for Fire Department Systems Tracking Program

Fire Chief Lind requested the City Council's approval for the adoption of the LIV Fire Safety program—a critical tool that will enable our Fire Department to effectively manage and track all fire suppression and detection systems within the city. As it stands, our department does not have the personnel or resources necessary to manually monitor these life safety systems or ensure compliance with required annual testing. This creates significant operational gaps and limits our ability to ensure the safety of our residents and businesses. The LIV Fire Safety program offers an efficient and centralized digital platform to:

- Track all active fire suppression and detection systems across the city
- Monitor annual testing and inspection compliance
- Maintain accurate, accessible records for auditing and emergency response purpose

Councilor Keel inquired about the cost to the City to maintain the program. Chief Lind indicated that there is no cost to the City for the tracking program. Councilor Adcock expressed his approval of the program.

Councilor Adcock made a motion to approve Resolution 10-02-2025 Live Safety Inspection Vault (LIV) Agreement for Fire Department Systems Tracking Program. Councilor Siddoway seconded the motion.

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

The motion passed.

Discussion & Possible Action - Approval of Construction Administration Engineering Services Agreement with JUB Engineers for Water Reclamation Facility (WRF) Construction

Engineer Lundell presented the proposed agreement with JUB Engineers for Water Reclamation Facility (WRF) Construction. As discussed in previous meetings, the Water Reclamation Facility (WRF) Phase III and related sewer system improvements are currently under construction. Improvements will increase the capacity of the WRF from approximately 1 Million Gallons per Day (MGD) to approximately 1.5 MGD. As the designers of the WRF phase III expansion and with the specialized nature of the WRF expansion project, J-U-B Engineers was the engineering firm that designed the phase III expansion and due to their knowledge of the facility and design, city staff proposes to contract with J-U-B Engineers to provide construction engineering support for the project. The work includes but is not limited to

assistance with technical reviews of equipment provided by the contractor (VanCon, Inc.) and other equipment suppliers, technical expertise for treatment process expansion, start-up assistance as construction nears completion, etc. The proposed fee for the construction engineering services is \$338,062.50. This is approximately 3% of the overall project construction costs. These services are typically 5-7% for these types of project engineering services. Because of J-U-B Engineer's familiarity with the WRF, creating great value for these needed services.

Councilor Adcock inquired if work on the WRF would happen through the winter. Engineer Lundell confirmed that work would continue as weather permits.

Councilor Keel made a motion to approve a contract for construction engineering on the Santaquin WRF Phase III and related sewer system improvements with J-U-B Engineers in an amount not to exceed \$338,062.50. 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

Discussion & Possible Action - Approval of Change Order for Veolia (GE/Suez) Water Reclamation Facility (WRF) Membrane Purchase

Engineer Lundell presented the proposed change Order for Veolia (GE/Suez) Water Reclamation Facility (WRF) Membrane Purchase. Santaquin City approved two contracts with Veolia water Technologies to provide equipment (membranes) for the replacement of old treatment membranes and for the expansion of the Water Reclamation Facility (WRF) currently underway. Since these contracts were approved, federal import tariffs have increased on materials being imported into the USA. The membranes provided by Veolia are manufactured outside the USA and are subject to these tariffs. City staff has been coordinating with Veolia to ensure that contracted equipment makes it into the country and to Santaquin in the most efficient manner possible. The additional cost of the tariffs and administration of importing these materials is \$55,694.00. This amount covers the cost to import both one membrane train replacement and the membrane train expansion of the treatment plant. Should these tariffs change (increase or decrease) at the time the equipment is actually imported into the USA, the amount will be adjusted accordingly.

Councilor Mecham made a motion to approve a contract amendment with Veolia for the WRF membrane tariff and import administration in an amount not to exceed \$55,694.00. Councilor Adcock seconded the motion.

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

The motion passed.

Discussion & Possible Action - Approval of Change Order with VanCon for the Santaquin's Water Reclamation Facility & Sewer System Upgrades

Engineer Lundell presented the proposed Change Order with VanCon for the Santaquin's Water Reclamation Facility & Sewer System Upgrades. The Water Reclamation Facility (WRF) Phase III and related sewer system upgrades are currently under construction and VanCon, Inc. is progressing with the work. As you are aware, the current contract awarded to VanCon during the June 3, 2025 City Council meeting included portions of the project that the City had funds to complete at that time. With the finalization of the sewer bond funds, the remaining improvements can now be considered for award by the Council. The current Guaranteed Maximum Price (GMP) is \$9,359,800.00. This cost includes the improvements on the Center Street lift station, treatment process improvements within the existing building, new solids handling building and a new tank. The remainder amount GMP is \$1,414,500.00. This amount includes dewatering building expansion, winter storage expansion and effluent booster pump improvements. This will increase the total construction contract amount to \$10,774,300.00. The funds for this project will be covered by impact fees, sewer enterprise funds, and recently completed bonding proceeds as we have discussed.

Councilor Mecham made a motion to approve Guaranteed Maximum Price Change Order #3 in an amount not to exceed \$10,774,300.00 for the Santaquin WRF Phase III and related sewer system Improvements with VanCon, Inc. Councilor Keel seconded the motion.

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

The motion passed.

CONVENE OF THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY (CDRA)

Councilor Del Rosario made a motion to enter into a Community Development and Renewal Agency (CDRA) Board 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 CDRA Board Meeting began at 7:46 p.m.

11. Resolution 10-01-2025 CDA - Amendment to the Alika Fisher Property Purchase Agreement

Mayor Olson indicated that an extension of 35 days (December 3, 2025) to Alika Fisher is included in the amendment to the original property purchase agreement. Mr. Fisher stated that he is working with contractors and the bank to meet deadlines.

Board Member Adcock made a motion to approve Resolution 10-01-2025 CDA - Amendment to the Alika Fisher Property Purchase Agreement. Board Member Siddoway seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed.

Board Member Mecham made a motion to end the CDRA Board Meeting and resume the Regular City Council Meeting. Board Member Keel seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed.

The CDRA Board Meeting ended and the Regular City Council meeting reconvened at 7:50 p.m.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant City Manager Bond acknowledged that City Recorder Amalie Ottley would be leaving the City for a position elsewhere and recognized the work she did for Santaquin City. He added that a new Administrative Assistant was hired to help with the new Passport Facility Office. Assistant Manager Bond reminded the council members of the upcoming Columbus Day training day and service project for employees.

Manager Beagley reported on the Main Street construction progress. He also reported on the progress of the Library portion of the City Hall building.

Councilor Keel had nothing to report.

Councilor Mecham reported on the recent Utah League of Cities and Towns conference in Salt Lake City. He expressed his appreciation to Amalie Ottley for her service to the City.

Councilor Siddoway also expressed his appreciation to Amalie Ottley for her work.

Councilor Adcock also expressed his appreciation to Amalie Ottley for her work. He added that the Public Works Department also hired a new employee. He reminded everyone of the upcoming City-wide cleanup event.

Councilor Del Rosario mentioned that the Harvest View Sports Complex new asphalt trail is now finished. He expressed his excitement about that. He expressed his gratitude to Amalie Ottley for her work and effort for the City Council members and City. Councilor Del Rosario discussed the recent Community Services Board meeting.

Mayor Olson expressed his gratitude to all city employees including Amalie Ottley. He reported on the ULCT conference in Salt Lake City. He discussed the canyon road and trails. Mayor Olson asked about the gap between the sidewalk on Main Street near the Silver Oaks Development. Manager Beagley indicated that a connection there would be taken into account before the end of this construction season. Engineer Lundell indicated that he is working to coordinate with contractors the trail/sidewalk being placed before the full Main Street project is completed.

CLOSED SESSION

Councilor Del Rosario made a motion to enter into a Closed Meeting 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 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 began at 8:05 p.m.

Present at the Closed Session included Mayor Dan Olson, Council Member Lynn Mecham, Council Member Travis Keel, Council Member Jeff Siddoway, Council Member Art Adcock, Council Member Brian Del Rosario, City Manager Norm Beagley, Assistant City Manager Jason Bond, City Legal Counsel Brett Rich, Lane Monson, Larry Myler, Greg Magleby, Graig Griffen, Phil Rowley, and Tod Rowley.

Councilor Del Rosario made a motion to end the Closed Session. Councilor Mecham seconded the motion.

The Closed Session ended at 9:30 p.m.

ADJOURNMENT

Councilor Mecham made a motion to adjourn the meeting. 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 meeting was adjourned at 9:30 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder