



**REGULAR CITY COUNCIL MEETING**  
Tuesday, April 1<sup>st</sup>, 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, Travis Keel, Lynn Mecham, and Jeff Siddoway.

Others present included City Manager Norm Beagley Assistant City Manager Jason Bond, Legal Counsel Brett Rich, City Recorder Amalie Ottley, Jon Hepworth and family, Craig and Linda Burton, Cauleen Olson, Lacy Keel, Jared Shepherd and son, Josh and BreAnna Nixon, Chad Holman, Chris Scadden, and Mark Openshaw.

**PLEDGE OF ALLEGIANCE**

Chris Scadden led the Pledge of Allegiance.

**INVOCATION/INSPIRATIONAL THOUGHT**

Councilor Del Rosario offered an inspirational thought.

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

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

**CONSENT AGENDA**

1. 03-18-2025 City Council Regular Meeting Minutes
2. City Expenditures from 03/15/2025 to 03/28/2025 in the amount of \$773,401.49
3. Resolution 04-03-2025 - Surplus Property

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

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

The motion passed.

## RECOGNITIONS

### 4. Employee of the Month - Jon Hepworth

Assistant City Manager Bond recognized the April Employee of the Month Jon Hepworth by reading the following statement.

*“We are proud to recognize Jon Hepworth as our April 2025 Employee of the Month! Jon is a dedicated member of our Community Development Department, serving as a Combination Building Inspector—a role that requires him to conduct inspections for both residential and commercial construction. Licensed through the Division of Professional Licensing with the State of Utah, Jon plays a crucial part in ensuring that our community’s buildings meet the highest safety standards.*

*Jon began working with the city in 2019 when he joined the Public Works Department. After a year, he transitioned to Community Development, where he has continued to make a meaningful impact.*

*A resident of Santaquin, Jon shares his life with his incredible wife of 15 years, Angie, and their four children, ages 12, 9, 6, and 3. Originally from Southern Utah, he attended Panguitch and Cedar City High Schools, where he built the foundation for his hardworking and community-focused mindset.*

*When asked what he enjoys most about his job, Jon shared:*

*“I enjoy helping our residents by making sure the construction going into their homes follows safety protocols.”*

*Jason Bond, Assistant City Manager, had this to say about Jon:*

*“Jon has worked hard to finish obtaining all of the essential residential and commercial certifications needed for building inspection. More importantly, he cares about those he works with and this characteristic, along with his humor and personality, help create a good culture and working environment in the Community Development Department. We are glad to have Jon at Santaquin City.”*

*Outside of work, Jon is an avid outdoorsman who loves hunting, camping, fishing, and exploring nature. He also enjoys lending a hand at his in-laws’ commercial tree farm, further demonstrating his strong work ethic and commitment to family.*

*Thank you, Jon, for your dedication and contributions to our community—we appreciate all that you do!”*

## PUBLIC FORUM

### 5. Chamber of Commerce Report

Chris Scadden from the Chamber of Commerce attended the meeting to award the Business of the Month to the Classic Car & Dog Wash which has two locations in Santaquin. Chris thanked business owners Josh and BreAnna Nixon for their contributions to the community.

## APPOINTMENTS

### 6. Kale Smith - RAP Tax Committee

On the recommendation of Mayor Olson, Councilor Del Rosario made a motion to appoint Kale Smith to the RAP Tax Committee. Councilor Adcock seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes

Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

**BUILDING PERMIT & BUSINESS LICENSE REPORT**

Assistant Manager Bond presented the Building Permit Report. 104 residential units have been issued building permits in the current calendar year. In comparison, 224 single and multi-family residential units have been built in the current fiscal year (July 1, 2024 – June 30, 2025). 2 new business licenses have been issued in the last two weeks.

**RESOLUTIONS, ORDINANCES, & DISCUSSION & POSSIBLE ACTION ITEMS**

**7. Resolution 04-01-2025 - Interlocal Agreement with Utah County for the 2025 Municipal Elections**

Manager Beagley introduced Resolution 04-01-2025 - Interlocal Agreement with Utah County for the 2025 Municipal Elections. The Interlocal Agreement with Utah County perpetuates the existing agreement which allows Utah County to administer the municipal elections for 2025. All provisions of the previous elections will be perpetuated including the county’s administration of vote by mail. The price estimate did increase to \$2.75 per voter due to inflation, higher labor costs, and new legislative mandates. (The cost per voter for the 2023 election was \$2.25 per voter.) The cost estimate for the 2025 elections included in the agreement is based on active registered voters in Santaquin as of January 1st, 2025.

Councilor Mecham made a motion to approve Resolution 04-01-2025 - Interlocal Agreement with Utah County for the Administration of the 2025 Municipal Elections. Councilor Keel seconded the motion.

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

The motion passed.

**8. Resolution 04-02-2025 - Approval of Division of Water Resources Funding Agreement**

Manager Beagley introduced Resolution 04-02-2025 - Approval of Division of Water Resources Funding Agreement. In December 2024, Santaquin City received a grant for \$20,000 from the Utah Division of Water Resources (DWRe). This grant is to assist the City with costs associated with the creation of a Water Element that will be added to the General plan as required by Utah Code 10-9a-403.

Councilor Adcock made a motion to approve Resolution 04-02-2025 - Approval of Division of Water Resources Funding Agreement. Councilor Del Rosario seconded the motion.

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

Councilor Siddoway	Yes
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The motion passed.

**9. Resolution 04-04-2025 - Approval of the My Hometown Agreement**

Mayor Olson introduced Resolution 04-04-2025 - Approval of the My Hometown Agreement. My Hometown is an initiative that would create a partnership between The Church of Jesus Christ of Latter-Day Saints and Santaquin City to organize a service and education-oriented program in Santaquin City. My Hometown has been implemented in other larger communities along the Wasatch Front such as Provo, Orem, West Valley City, Salt Lake City, and Ogden. The implementation of My Hometown in a relatively more rural community like Santaquin would be a first. Craig and Linda Burton, representatives of the Church of Jesus Christ of Latter Day Saints, attended the meeting to express gratitude to the City Council for their consideration of the My Hometown program. Councilor Del Rosario expressed that he was impressed by Craig and Linda and their presentation of the program.

Councilor Keel made a motion to approve Resolution 04-04-2025 - Approval of the My Hometown Agreement. Councilor Siddoway seconded the motion.

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

The motion passed.

**10. Ordinance 04-01-2025 - Amendment to City Utility Services**

Manager Beagley introduced Ordinance 04-01-2025 - Amendment to City Utility Services. There is a need to revise and update the water services connection policy in our City Code to be more in line with City staff, the Mayor, and City Council recommendations.

Councilor Mecham made a motion to approve Ordinance 04-01-2025 - Amendment to City Utility Services. 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.

**11. Ordinance 04-02-2025 - Reduction in Asphalt Requirements for Dedicated Roads**

Manager Beagley introduced Ordinance 04-02-2025 - Reduction in Asphalt Requirements for Dedicated Roads. The proposal updates Santaquin City Code 11.36.110 to reduce the minimum pavement width from 38 feet to 26 feet for a half plus 10'. As well as, replacing City Council with the Planning

Commission as the land use authority for approving any half plus 10' requests to maintain consistency throughout City Code.

The Planning Commission reviewed the proposed code amendment and gave a positive recommendation on March 25, 2025.

Councilor Siddoway made a motion to approve Ordinance 04-02-2025 - Reduction in Asphalt Requirements for Dedicated Roads. Councilor Mecham seconded the motion.

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

The motion passed.

## **12. Ordinance 04-03-2025 - Minimum Unit Size Reduction in the Main Street Commercial Area of the MSBD Zone**

Manager Beagley introduced Ordinance 04-03-2025 - Minimum Unit Size Reduction in the Main Street Commercial Area of the MSBD Zone. After selecting five Moderate Income Housing Strategies for 2025, the proposed amendment updates Santaquin City Code Title 10 Chapter 20 Section 190 to reduce the minimum building size in the Main Street Commercial Area (MSC) in the Main Street Business Districts Zone. The proposed code amendment will satisfy Strategy 3. Moderate Income Housing Strategy 3 is as follows:

Strategy 3 (Z) Demonstrate implementation of any other program or strategy to address the housing needs of residents of the municipality who earn less than 80% of the area median income, including the dedication of a local funding source to moderate income housing or the adoption of a land use ordinance that requires 10% or more of new residential development in a residential zone be dedicated to moderate income housing.

Implementation Plan – Santaquin City will consider modifying zoning regulations to reduce the minimum square footage requirements for various residential unit sizes in the Main Street Commercial (MSC) Area in the Main Street Business Districts (MSBD) zone.

Benchmarks and Timeline – A legislative process will be initiated by June 1, 2025. Possible action will be implemented before August 1, 2025.

The Planning Commission reviewed the proposed code amendment and gave a positive recommendation on March 25, 2025.

Councilor Keel made a motion to approve Ordinance 04-03-2025 - Minimum Unit Size Reduction in the Main Street Commercial Area of the MSBD Zone. Councilor Siddoway seconded the motion.

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

The motion passed.

**13. Discussion & Possible Action - Purchase of Rodeo Bucking Chutes from Powder River Company**

Manager Beagley introduced the need to purchase Rodeo Bucking Chutes from Powder River Company. The new chutes will replace the current bucking chutes and updating the pens behind them. As the Santaquin Rodeo continues to grow, modernizing these facilities will enhance the event and benefit both the celebration and the stock contractor’s handling of livestock for our rodeo events. Funds for this project were approved in the current budget for \$72,000. Quotes were received from both Powder River and Priefert dealers for the necessary equipment. After reviewing the proposals, Public Works Director Jason Callaway recommended selecting Powder River, as they provided the best pricing and appear to be the best fit for our needs.

Councilor Mecham made a motion to approve the expenditure of \$61,492.55 for the purchase and installation of new bucking chutes and related equipment at the Santaquin City Arena. 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.

**14. Discussion & Possible Action - Possible Implementation of Fast Cast Voting**

Manager Beagley introduced the proposed Fast Cast Voting system as presented by Utah County Clerk Aaron Davidson for the 2025 Municipal Elections. During the municipal elections this year, Utah County Elections Division would like to expand Early Voting opportunities by incorporating the Fast Cast Voting method at each municipality that would like to participate. To accomplish this, Utah County would like to give each municipality the option to accept Fast Cast ballots Monday through Thursday the week before election day in their city centers during normal operating hours.

After review, city staff and legal counsel had concerns regarding the substantial increase of cost to the City, in addition to the already increased cost of the election itself, for the city to implement the fast cast voting. Increased staff time, responsibility, and training both in processing ballots and maintaining chains of custody and extra security measures would be a strain on employees all for unknown outcomes. Finally, re-inserting City staff into the elections process in this manner might counter some benefits of using the County as a neutral third party, especially if there are actual or perceived problems with the election administration. Staff recommended that the city not participate in the fast cast voting program, until such a time that Utah County can verify that the results are favorable for municipal elections.

Councilor Adcock reiterated the conversation that took place in the work session regarding the fast cast voting and asked if there would be consequences of not implementing the program. Manager Beagley indicated that the agreement with Utah County to administer the elections will cover the administration of the elections as in previous years. He added that the city will allow for a voting location at the city on election day(s) as we have previously done.

Councilor Adcock made a motion to deny the request from Utah County to participate in the Fast Cast Voting during the 2025 Elections. Councilor Siddoway 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 SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY**

Councilor Mecham made a motion to enter into the Santaquin Community Development and Renewal Agency (CDRA) Board Meeting. 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 CDRA Meeting began at 7:42 p.m.

#### **15. Resolution 04-01-2025 CDA - Ratification of Approval for Rocky Mountain Power Agreement for Backbone Power (Phase II) of the Santaquin Peaks Subdivision**

Manager Beagley introduced Resolution 04-01-2025 CDA - Ratification of Approval for Rocky Mountain Power Agreement for Backbone Power (Phase II) of the Santaquin Peaks Subdivision.

Board Member Adcock made a motion to approve Resolution 04-01-2025 CDA - Ratification of Approval for Rocky Mountain Power Agreement for Backbone Power (Phase II) of the Santaquin Peaks Subdivision. Board Member Mecham seconded the motion.

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

The motion passed.

**16. Resolution 04-02-2025 CDA - Addendum #2 to the CC Callaway Purchase Agreement**

Manager Beagley introduced Resolution 04-02-2025 CDA - Addendum #2 to the CC Callaway Purchase Agreement. The addendum changes installation of fencing on the full perimeter of any outside storage areas and the construction materials for which the fencing will be constructed.

Board Member Mecham made a motion to approve Resolution 04-02-2025 CDA - Addendum #2 to the CC Callaway Purchase Agreement. 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 Jeff Siddoway	Yes

The motion passed.

Board Member Mecham made a motion to end the CDRA Board Meeting and enter back into the Regular City Council Meeting. Board Member Del Rosario seconded the motion.

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

The motion passed.

The CDRA Board meeting ended, and the Regular City Council meeting reconvened at 7:45 p.m.

**REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON**

Assistant Manager Bond went over items on upcoming DRC and Planning Commission agendas. He addressed the upcoming Public Hearings that will modify the city code regarding parking standards per recent State legislative actions. Manager Beagley briefly discussed the residential parking stall requirements that will change.

Manager Beagley reported on the current water levels in Santaquin Canyon and the runoff expectations for this season. Manager Beagley reminded council members of the upcoming Utah League of Cities and Towns conference in April. He asked council members if a budget review meeting could be set in the coming weeks. The budget review meeting will be an open meeting noticed to the public. Manager Beagley reported on Phase 2 of the Main Street Reconstruction project. He reported that construction will continue to the west of last years project and finish in the late summer or fall of this year. He updated council members on the Central Utah Project (CUP) line construction.

Councilor Del Rosario recommended business owners to participate in the Passport to Summer program. He added that the Hometown Market dates have been set for the summer. He reported on other Community Services events coming up this Spring.

Councilor Adcock expressed his interest in touring the Grey Cliffs development when the weather permits.

Councilor Siddoway reported on the Maracas 5K event. On behalf of a resident, he asked about the Orchard Hills Elementary School ball field lights. He asked if residents could have access to turn on and off lights. Manager Beagley indicated that the lights are staff controlled, and it would be difficult to allow access to everyone.

Councilor Mecham complimented the Miss Santaquin pageant and all of the talented participants.

Councilor Keel reported on the current and future activities of the Youth City Council.

Mayor Olson mentioned that the water is running from the main dam and being diverted through channels to the main flood basin and the reservoir ponds which benefits the City's aquifers. Mayor Olson indicated that he has been meeting and working with developers in the area and is hopeful that a restaurant may be built in the future. Mayor Olson addressed Mark Openshaw who was in attendance at the meeting regarding a letter Mr. Openshaw gave to the council asking for more advertising and noticing with real estate transactions conducted by the city. Councilor Del Rosario indicated his support of Mr. Openshaw's suggestions.

**CLOSED SESSION**

Councilor Mecham made a motion to enter into a closed session to discuss the character, professional competence, or physical or mental health of an individual, or deployment of security personnel, devices, or systems. 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 closed session began at 8:09 p.m.

Present at the closed session included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Mayor Dan Olson, Councilor Travis Keel, Councilor Lynn Mecham, Councilor Jeff Siddoway, Councilor Art Adcock, and Councilor Brian Del Rosario.

Councilor Del Rosario made a motion to end the closed session and enter back into the Regular City Council Meeting. Councilor Adcock 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, and the Regular City Council Meeting reconvened at 8:19 p.m.

**ADJOURNMENT**

Councilor Del Rosario made a motion to adjourn the meeting. Councilor Adcock 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

ATTEST:

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**Daniel M. Olson, Mayor**

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**Amalie R. Ottley, City Recorder**