



**REGULAR CITY COUNCIL MEETING**

Tuesday, October 1, 2024, 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, Finance Director Shannon Hoffman, Treasurer Joyce Lamb, Ed Lamb, Taylor Lamb, Adeline Lamb, Fire Chief Ryan Lind, Emergency Manager Chris Lindquist, Suzette Lindquist, Clint Ashmead, Christopher Scadden, Logan Jensen, Jon Jensen, Brian Mensinger, Jarrett White, and other members of the public.

**PLEDGE OF ALLEGIANCE**

A member of the public led the Pledge of Allegiance.

**INVOCATION/INSPIRATIONAL THOUGHT**

Christopher Scadden offered an invocation.

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

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

**CONSENT AGENDA**

- 1. 09-17-2024 City Council Work Session Minutes
- 2. 09-17-2024 City Council Regular Meeting Minutes
- 3. City Expenditures from 9-14-24 to 9-27-24 in the amount of \$1,323,116.38.

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

## **RECOGNITIONS & PUBLIC FORUM**

### **4. Employee of the Month – Joyce Lamb**

Finance Director Shannon Hoffman recognized Joyce Lamb as Employee of the Month by reading the following statement:

*“Joyce Lamb is our October 2024 Employee of the Month. Joyce started working for Santaquin City over 19 years ago as an Office Clerk. She was promoted to Utility Billing Clerk in 2013 and then City Treasurer in 2022.*

*Joyce is responsible for anything and everything to do with monthly utility billings. The most important part of this includes the billing side of meter readings for culinary water and pressurized irrigation. She works closely with Public Works to make sure each account has its reading before processing monthly billings. With over 5,000 customer accounts, most having two meters, this is a lot to keep track of. She also processes contract billings, notifies residents regarding possible water leaks, calculates equal pay billings and sends notices to customers, flags expiring credit cards on auto pay, generates delinquent account notices, and the list goes on.*

*Recently, Santaquin City obtained a grant from the Utah State Division of Water Resources to install a meter reading tower and new efficient pressurized irrigation meters. Joyce has been responsible for getting the new software up and running on the billing side by entering all 2,500 new meter identification numbers as they have been changed out, all while still managing her regular duties. Over the last six months she has stayed late and come in early to make sure this was done in a timely manner for bills to be sent out. She has done a great job learning the new system and getting the data ready for customers so they can access and track real time data of their pressurized irrigation usage. Joyce and the Public Works Department will also be working on getting new culinary water meters installed and integrated into this same system in a phased meter replacement project over the next two years.*

*As the Treasurer, she ensures that all deposits are correct and entered into the accounting system, that bank accounts always have ample funds to pay the bills, and that all revenues received by the City are accounted for and receipted into the correct accounts. She also manages the records side of the Cemetery, facilitates the purchasing of cemetery lots, works with the funeral homes and family members when deaths occur, and generates work orders for Public Works for the opening and closing of graves.*

*Joyce has been married to her sweetheart, Ed, for 38 years. They are the proud parents of four children and five grandchildren and a cherished puppy. She graduated from Spanish Fork High School and from Evans Hairstyling College. In her spare time, she loves spending quality time with her family and making beautiful quilts and crochet afghans to share. When asked what she values about her work, she said, “I love the people I work with and there is always something new to learn. I love the challenge it offers.”*

*Shannon Hoffman, the City’s Finance Director, stated, “Joyce is organized, thorough and meticulous in all aspects of her job. She is a great asset to the City, and we would like to recognize her for her efforts. Congratulations Joyce, we are so glad you are part of our Team!”*

### **5. Emergency Management Certification – Chris Lindquist**

Fire Chief Ryan Lind recognized Emergency Manager Christ Lindquist for receiving his Emergency Management Certification. Chief Lind discussed Chris’s dedication and countless hours to the City and the process of receiving the certification. Over 100 hours of emergency management training and an additional 100 hours of general management training, additional exercises, and at least a Bachelor’s

degree (Chris has a Master's, and a Doctorate Degree) had to be completed in order for Chris to receive his certification.

## **PUBLIC FORUM**

### **6. Chamber of Commerce Report**

Christopher Scadden from the Payson Santaquin Area Chamber of Commerce attended the meeting. He reported on recent chamber events and activities and thanked the City for their support. He reported on the Breakfast Club and the Hometown Market events both held in Santaquin. Mr. Scadden also went over upcoming events. Carlos from the Chamber attended the meeting to recognize Heal Massage Therapy as Business of the Month. The business owner, Kat Santos, accepted the award.

## **BUILDING PERMIT & BUSINESS LICENSE REPORT**

Assistant Manager Bond presented the Building Permit Report. 192 residential units have been issued building permits in the current calendar year. In comparison, 44 single and multi-family residential units have been built in the current fiscal year (July 1, 2024 – June 30, 2025). 5 new business licenses were issued in the last two weeks.

## **NEW BUSINESS**

### **7. Resolution 10-01-2024 - 390 N. 200 E. Subdivision Infrastructure Deferral Agreement (Peak to Peak Real Estate, LLC)**

Assistant Manager Bond introduced a proposed Deferral Agreement for the 390 N. 200 E. subdivision. Peak to Peak Real Estate, LLC is seeking approval of the deferral agreement that would allow improvements to be installed by the property owner at a future date when the City has determined how the improvements should be completed in the area.

Councilor Keel made a motion to approve Resolution 10-01-2024, allowing an infrastructure deferral agreement with Peak to Peak Real Estate, LLC for 390 N. 200 E. Subdivision located at 390 N. 200 E. Councilor Siddoway seconded the motion.

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

The motion passed.

## **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 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 7:29 p.m.

Present at the Closed Session included Mayor Dan Olson, City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Council Member Travis Keel, Council Member Lynn Mecham, Council Member Jeff Siddoway, Council Member, Art Adcock, Council Member Brian Del Rosario.

Councilor Del Rosario made a motion to end the Closed Session and return to 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 8:06 p.m.

**8. Ordinance 10-01-2024 - Land Uses in the Commercial Light Manufacturing (CLM) Zone Code Amendment**

Assistant City Manager Jason Bond introduced Ordinance 10-01-2024 Land Uses in the Commercial Light Manufacturing (CLM) Zone Code Amendment. The Planning Commission reviewed a proposal from Jon Jensen featuring new land used to be defined and added to Santaquin City Code to include definitions for “Data Center”, “Onsite Power Generation”, and “Stand-Alone Solar Power Generation”. The Planning Commission gave a unanimous positive recommendation for the ordinance.

Councilor Mecham made a motion to approve Ordinance 10-01-2024 - Land Uses in the Commercial Light Manufacturing (CLM) Zone Code Amendment. Councilor Keel seconded the motion.

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

The motion passed.

**9. Ordinance 10-02-2024 - Public Facilities (PF) Zone Changes**

Assistant City Manager Jason Bond introduced Ordinance 10-02-2024 - Public Facilities (PF) Zone Changes. The proposal amends the Santaquin City Zoning map to change the zoning of approximately

87.18 acres of City owned property from the residential zone to the Public Facilities (PF) Zone. The Planning Commission gave a unanimous positive recommendation for the ordinance.

Councilor Keel made a motion to approve Ordinance 10-02-2024 - Public Facilities (PF) Zone Changes. 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 10-03-2024 - Plat Amendment, Lot Line Adjustment, & Boundary Adjustment Code Amendments**

Assistant Manager Bond introduced Ordinance 10-03-2024 - Plat Amendment, Lot Line Adjustment, & Boundary Adjustment Code Amendments which amends language related to the plat amendment and parcel boundary adjustment process to meet State Code requirements. The Planning Commission gave a unanimous positive recommendation for the ordinance. Significant changes include:

- The proposed code amendment clarifies what the petition requires for a plat amendment and street vacation.
- The code lists several requirements, and if the plat amendment meets one of the requirements, a public hearing is not required. This amendment removes one requirement related to subdividing a lot and adds a requirement listed in the State Code.
- A plat amendment or lot line adjustment is required to move a property line that is part of a lot (within a subdivision). A parcel boundary adjustment is required to move a property line not within a subdivision. The amendment clarifies the process for a lot line adjustment and a parcel boundary adjustment.

Councilor Siddoway made a motion to approve Ordinance 10-03-2024 - Plat Amendment, Lot Line Adjustment, & Boundary Adjustment Code Amendments. 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 10-04-2024 - Residential Rear Setback Exceptions Code Amendment**

Assistant Manager Bond introduced Ordinance 10-04-2024 - Residential Rear Setback Exceptions Code Amendment which creates language related to residential rear yard setback exceptions to meet State Code requirements and House Bill (HB) 476, which passed earlier this year. The Planning Commission gave a unanimous positive recommendation for the ordinance.

Councilor Del Rosario made a motion to approve Ordinance 10-04-2024 - Residential Rear Setback Exceptions Code Amendment. Councilor Keel seconded the motion.

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

The motion passed.

### **12. Discussion & Possible Action - Approval of Contract for Construction Manager/General Contractor (CMGC) for WRF Phase 3 Project Improvements**

Manager Beagley introduced the contract for a Construction Manager/General Contractor (CMGC) for WRF Phase 3 Project Improvements. City staff has been coordinating with J-U-B Engineers in developing design plans for the phase III upgrades to the Santaquin Water Reclamation Facility (WRF). The design has reached the point that the City is ready to bring a Construction Manager/General Contractor (CM/GC) on board to assist with the design and to provide input for the constructability, project value engineering, etc. of the proposed upgrades and to help develop an accurate budget for the construction for these upgrades to the WRF. The chosen CM/GC (VanCon Inc.) would then be responsible for the construction of the upgrades to the WRF.

Councilor Adcock expressed his confidence in City Staff during the process of selecting VanCon Inc. for the CM/GC contract.

Councilor Adcock made a motion to approve the contract for a Construction Manager/General Contractor (CMGC) for WRF Phase 3 Project Improvements. 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 (CDRA)**

Councilor Mecham made a motion to enter into a Community Development and Renewal Agency (CDRA) Meeting. 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 CDRA Meeting began at 8:24 p.m.

**13. Resolution 10-01-2024 CDA - Addendum #6 to the LG SQ2, LLC Real Estate Purchase Agreement**

Manager Beagley introduced Resolution 10-01-2024 CDA - Addendum #6 to the LG SQ2, LLC Real Estate Purchase Agreement. Manager Beagley indicated that included in the addendum is the site plan which includes development of the driveway that will provide shared access, the acquiescence by the Buyer of the purchase of lots #2 and #3, and completion of the landscaping.

Board Member Siddoway made a motion to approve Resolution 10-01-2024 CDA - Addendum #6 to the LG SQ2, LLC Real Estate Purchase Agreement. 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 Siddoway	Yes

The motion passed.

**14. Discussion & Possible Action - Approval of Change Order to Greenhalgh Construction for Remaining Santaquin Peaks Subdivision Improvements**

Manager Beagley introduced a proposed amendment to a change order from Greenhalgh Construction for the remaining Santaquin Peaks Subdivision improvements.

Board Member Keel made a motion to amend the awarded contract amount by an addition of \$621,443.61 to Greenhalgh Construction to a not to exceed amount of \$3,551,155.08 for the Santaquin Peaks subdivision improvements. 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 Siddoway	Yes

The motion passed.

Board Member Del Rosario made a motion to end the CDRA meeting and enter back into the Regular City Council meeting. 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 Siddoway	Yes

The motion passed.

The CDRA meeting ended at 8:30 p.m.

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

Assistant Manager Bond went over items on the upcoming DRC and Planning Commission agendas. Assistant Manager Bond discussed the next quarter’s theme of the Employee Wellness Program being “Intellectual Wellness”. He invited members of the council to attend the upcoming Columbus Day employee training day.

Manager Beagley invited members of the council to attend the ribbon cutting for Trailer Parts Wholesale on October 16<sup>th</sup>. He reported on ongoing construction projects in the City and the progress of the old school building demolition.

Councilor Keel reported that the Youth City Council will help with the Spooky Night at the Museum Event.

Councilor Mecham had nothing to report.

Councilor Siddoway reiterated the upcoming Spooky Night at the Museum event.

Councilor Adcock asked for updates on the O’Reilly and Quick Quack businesses being built in the City. Manager Beagley indicated that the approvals for the Quick Quack Car Wash have been completed and they are operating on their timeline. He also stated that O’Reilly’s has run into issues with power lines above the building and are working to place the power lines underground. Councilor Adcock commented on the demolition of the old school building and appreciated the company’s care in making sure there is no damage to the Museum building.

Councilor Del Rosario highlighted some of the Community Services events coming up in October through the end of the year. He also mentioned the success of the Community Garden and the and the Hometown Market events.

Mayor Olson discussed the Hispanic Heritage Congressional recognitions of three individuals who live in Santaquin. He looks forward to recognizing them all at the next City Council meeting. Mayor Olson reported on an upcoming UDOT Public Hearing that will inform residents of the plans for the rebuild of the north interchange. Mayor Olson stated that he appreciates working with businesses in Santaquin and looks forward to when more will be operational at the Santaquin Peaks industrial subdivision.

**ADJOURNMENT**

Councilor Mecham made a motion to adjourn the meeting. 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 meeting was adjourned at 7:48 pm

ATTEST:

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**Daniel M. Olson, Mayor**

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**Amalie R. Ottley, City Recorder**

DRAFT