
PANGUITCH CITY COUNCIL MINUTES

PANGUITCH CITY OFFICE
CONFERENCE ROOM, 25 S 200 E
PANGUITCH, UTAH 84759
March 11, 2025, 5:30 PM

Those present at the City Council meeting were Mayor Kim Soper, City Manager Mat Houston, City Recorder Tyrissa Howell, City Attorney Barry Huntington and Council Members Tracy Wright, Mike Sarles and David Dodds. City Council Member Paul Dastrup was in attendance via Zoom. Council Member Cindy Stewart was absent.

Others present were Kaden Figgins, Judd Hill, Elaine Baldwin, Brittney Feller, Meagan Torgerson, Clarence Herron, Julie Bishop, and Stewart Clawson via Zoom.

The meeting was called to order at 5:30 p.m.

OPENING CEREMONY

Tracy Wright conducted the opening ceremony.

ADOPTION OF THE AGENDA

Mike Sarles moved, seconded by Tracy Wright to adopt the agenda. The motion passed with all in favor.

APPROVAL OF THE MINUTES

Tracy Wright moved, seconded by David Dodds to approve the minutes as corrected. The motion passed with all in favor.

AMERICA'S 250TH BIRTHDAY – ELAINE BALDWIN

Elaine Baldwin stated that the Travel Council requested Mrs. Baldwin to establish a committee to plan celebrations for the 250th anniversary of America. Utah will kick off the celebration on January 1st, 2026. Some plans that have been made include a quilting contest, with the winning quilts to be displayed in the courthouse and city office, service projects, encouraging Americans to walk 250 miles in 2026, and researching and writing about their ancestors who fought in the Revolutionary War. Mrs. Baldwin asked for Panguitch City to place banners on Main Street and Center Street for the celebration, the council instructed her to meet with Karma Albrecht to discuss plans and come up with a cost to bring back to the City Council.

NEW BUSINESS TAX INCENTIVES – KADEN FIGGINS

Kaden Figgins and Stewart Clawson discussed the advantages of Tax Incremental Financing with the City Council and its role in promoting economic development. The council expressed its interest in proceeding with Tax Incremental Financing, and a work meeting will be scheduled to initiate the process.

REQUEST FOR QUALIFICATIONS – LOCHNER

Judd Hill from Lochner stated that under the FAA's plan, airports should update their Master Plans every 20 years and reevaluate them every 10 years. The Panguitch Municipal Airport plan is currently 15 years old. At present, the FAA will fund 95%, while UDOT will contribute 2.5%, leaving a 2.5% match for Panguitch City.

Mike Sarles moved, seconded by David Dodds to accept the RFQ from Lochner. The motion passed with all in favor.

OPEN MEETING TRAINING

City Attorney Barry Huntington reviewed the rules of the Open and Public Meeting Act.

BUSINESS LICENSE – CADDY CREEK CONSTRUCTION, INC

Mike Sarles moved, seconded by Tracy Wright to approve the business license for Caddy Creek Construction. The motion passed with all in favor.

DEPARTMENT REPORTS

Marilyn Bulkley Memorial Park – Council Member Paul Dastrup has completed and submitted a grant request for the Marilyn Bulkley Memorial Park.

Panguitch Elementary School Sign – Brittney Feller, president of the PTO, went to the Planning and Zoning Committee, asking to place a marquee at the Panguitch Elementary School. The sign is sixteen feet tall with a five-by-three LED screen. It meets the requirements for a commercial sign but the elementary school is located in a residential neighborhood. The Planning and Zoning Committee tabled the sign until they could receive more direction from the City Council. The City Council directed Mrs. Feller to approach the school board for their approval and then return to the Planning and Zoning Committee to request a conditional use permit.

Simple lot Subdivision – Kaibab split a large parcel into two pieces. City Manager Mat Houston suggested an amendment to the subdivision ordinance allowing simple lot splits without completing the whole subdivision process.

Social Hall Roof – The bid for the social hall roof repair came back at \$14,000.

Softball Field – The school board has expressed that the new softball field cannot be used for high school softball games. They have concerns about traffic. The matter will be on the school district board meeting agenda for March 20th. Mayor Kim Soper is working on a grant to place restrooms and concession stands at the field.

Court Cases – City Attorney Barry Huntington notified the council that the individual in the rape case has been sentenced.

Pavilion at ball fields – Mayor Kim Soper is working on a grant for a pavilion at the baseball fields.

Springs – The contract with the Forest Service for tree removal has been approved.

New Firetruck – The new firetruck is finished and will be delivered next week. The council discussed having a retirement party for Chief Dave Dodds along with the unveiling of the new truck.

New Fire Chief – City Manager Mat Houston will send out letters to the firemen, asking about interest in becoming the new fire chief.

Summer Food Program – Council Member Tracy Wright stated that she will do the summer food program during story time again this year as long as funding allows.

ADJOURNMENT

David Dodds moved to adjourn the meeting at 7:12 PM.

Kim Soper, Mayor

Tyrissa Howell, City Recorder