



MORGAN COUNTY COMMISSION MEETING AGENDA

October 21st, 2025

5:00 REGULAR MEETING

PUBLIC NOTICE is hereby given that the MORGAN COUNTY COMMISSION will hold a regular Commission meeting in the Commission meeting room at 48 West Young Street, Morgan, Utah.

There is no work session.

5:00 COMMENCEMENT OF MEETING

(A) Opening Ceremonies

1. Welcome
2. Invocation and/or Moment of Reflection: **Hon. Commissioner Newton**
3. Pledge of Allegiance

(B) Consent Agenda Items

1. Approval of an agreement with Express Recovery Services for delinquent ambulance billing.

(C) Commissioner Declarations of Conflict of Interest

(D) Public Comments (please limit comments to 3 minutes)

(E) Action Items

1. **Nicole Reed** – Discussion/Decision – 4-H Program Coordinator
Discussion and decision on fee waiver for the rifle range for the new 4-H Shooting Sports Club of Morgan County. Morgan County Resolution **CR 25-53**
2. **Ty Bailey** – Discussion/Decision – Morgan City Manager
Discussion and decision on additional Corridor Preservation funding.
3. **Josh Cook** – Discussion/Decision – Morgan County Planning & Zoning
Shadow Creek Development Preliminary Plat: A request for preliminary plat approval for a 14-lot subdivision, which is identified by parcel numbers 00-0090-2565 & 00-0090-2644 and serial numbers 01-004-523-06 & 01-004-529-01 and is approximately located approximately 700 feet northwest of the intersection of West Surrey Lane and North Morgan Valley Drive in unincorporated Morgan County.
4. **Josh Cook** – Discussion/Decision – Morgan County Planning & Zoning
North Side Creek P.R.U.D, No. 2 Plat Amendment: A request for an amendment to the North Side Creek P.R.U.D. Subdivision plat to create three (3) additional lots, identified by parcel number 00-0089-1772 and serial number 03-NSCRK-K-A1, and located approximately 0.22 Miles northeast of the intersection of North Cottonwood Canyon Road and North Lakeside Drive in unincorporated Morgan County.
5. **Josh Cook** – Discussion/Decision – Morgan County Planning & Zoning
Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat: A request for preliminary plat approval for a 24-lot subdivision throughout property across five (5) parcels, utilizing zero lot line homes with yards in common, which is identified by parcel numbers 00-0086-7344, 00-0092-5593, 00-0089-1186, 00-0086-4865, and 00-0086-5513 and serial numbers 03-005-108-12-1, 03-005-108-13-1-1, 03-005-108-06-2-1, 03-005-108-06-4, and 03-005-108-05-4, located approximately east of the intersection of Park Meadow Drive and Kingston Drive in unincorporated Morgan County.

MORGAN COUNTY COMMISSION MEETING AGENDA

6. **Hon. Leslie Hyde** – Discussion/ **Public Hearing** /Decision – Morgan County Clerk/Auditor
Discussion and decision on Morgan County Resolution **CR 25-55** Quarter 3 adjustments to the 2025 County Budget.
7. **Morgan County Board of Equalization** – Discussion/Decision – Homesteader's Abatements
Discussion and decision on Morgan County Resolution **CR 25-52** and affirming it as Morgan County Board of Equalization Resolution **CR 25-01-BOE**
8. **Hon. Morgan County Commission** – Discussion/Decision – UCIP
Discussion and decision on Resolution **CR 25-56** designating UCIP Representatives for the upcoming annual meeting in Sandy, UT on November 21st, 2025.
9. **Hon. Morgan County Commission** – Discussion/Decision – IFAC Grant
Discussion and decision on Rulon Gardner's application for the IFAC Program Grant.
10. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – CEO Board
Discussion and decision on County Resolution **CR 25-57** changing voting members and terms of certain Community & Economic Opportunity 'CEO' Board members.
11. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – Credit Card Fees
Discussion and decision on credit card service fees being charged to the County.
12. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – Budget Adjustment
Discussion and decision on a budget adjustment to cover the costs of retirement parties.
13. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – Holiday Closures
Discussion and decision on County Offices closing over the Holidays.

(F) Commissioner Comments

- | | |
|-------------------------|---------------------------|
| • Commissioner Blocker | • Commission Vice-Chair |
| • Commissioner Newton | Nickerson |
| • Commissioner Fackrell | • Commission Chair Wilson |

The undersigned does hereby certify that the above notice and agenda were posted as required by law this the 16th day of October 2025.



Kate Becker – Morgan County Administrative Manager

***Action Item(s) that includes Public Hearing(s) will be held at or after 6:00 PM**

The Commission may vote to discuss certain matters in closed Session (Executive Session) pursuant to Utah Code Annotated §52-4-205. In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call Kate Becker at 435-800-8724 at least 24 hours prior to this meeting. This meeting is streamed live.

If you want to participate virtually in any public comment listed on this agenda, you need to contact

Jeremy@morgancountyutah.gov at least 24 hours before the scheduled meeting.



2790 S. Decker Lake Dr.
Salt Lake City, Utah 84119
(801) 486-4182 fax (801) 487-1508

COLLECTION AGREEMENT

This agreement is entered into on this ^{21st} 8th day of October 2025 between **EXPRESS RECOVERY SERVICES, Inc.**, hereafter referred to as Agency, and **MORGAN COUNTY FIRE & EMS** hereafter known as Client. Client wishes to utilize the services of Agency for collection of past due accounts. As such, Agency and Client agree to the following. **Accounts will be collected on a contingency basis. The contingency rates are as follows:** *→ The county is the legal entity that exists.*

22% Regular Accounts

22% Legal Accounts

50% Forward Accounts

Rate definitions are as follows: Regular Accounts are those being worked by ERS Collectors. Legal Accounts are those where after all regular collection methods have been exhausted and it is determined that legal action is appropriate the account has been referred to our attorney's office. Forward Accounts are those that have been forwarded for either legal action in a state where we do not operate or for regular collection in a closed border state where we are not licensed.

Agency is authorized by client to endorse for deposit and collections such consumer paper made payable to Client that may be received for payment.

Agency will conduct collection activities on all accounts assigned by Client in compliance with The Fair Debt Collection Practices Act and other Federal, State and local laws.

All monies collected by Agency will be held in a trust account and will be remitted to Client by the 15th day of each month following collection.

Client agrees to notify Agency of any payments received by them on any account assigned to Agency within 72 hours of receipt, to maintain compliance of the Fair Debt Collection Practices Act and the Fair Credit Reporting Act. *with*

Client agrees to immediately notify Agency of any Bankruptcy notices received by them on any account assigned to Agency immediately upon receipt of notice.

Client agrees to cease collection efforts including telephone calls, statements and any other form of communication with customer once the account has been assigned to Agency in order to avoid potential FDCPA liability. Client further acknowledges that accounts assigned are not and will not be assigned to any other agencies for collections while they are assigned to this Agency.

If Client withdraws an account or accepts payment or settlement after placement with Agency, Agency reserves the right to charge Client the commission on the account. In the event that legal action is needed to recover commission due Agency by Client, Client agrees to pay reasonable attorney fees. *Agency will obtain prior written consent from Client's attorney prior to pursuing legal action.*

If an account requires Agency to retain an attorney and to file suit, all normally incurred court costs and attorney fees will be advanced by Agency with no cost to client. Client will not be billed for costs, unless client withdraws or settles an account after legal action has been initiated by the agency at which time client may be billed for court costs and attorney fees paid by Agency as well as commission on the account at the agreed upon legal contingency rate. The parties further agree that the court costs advanced by agency shall be paid first from any monies collected. Agency shall not commence legal action on any account without prior authorization from Client. *→ written → client's attorney/designated representative?*

Client agrees to bear its own costs and attorney fees arising from any third party action brought against Client in conjunction to or associated with suit brought by Agency to collect the assigned debt. Client agrees to hold Agency harmless for any costs and/or attorney's fees incurred in defense of any such third party claim.

Client hereby agrees and warrants that any collection fees added prior to assignment to Agency will be done so only when specifically provided by contract. Client further represents that the collection fee will not exceed the amount charged by Agency unless otherwise specified in client's contract with debtor and that any collection fees, interest or other fees allowable through the contract will be specifically broken down and itemized when referred to Agency. Client agrees to hold Agency harmless in the event of a lawsuit arising from collection fees added by Client not in accordance with above policies. Client understands and agrees the contingency fee is charged on the entire amount assigned to Agency, including any collection fees.

For valuable consideration, the undersigned does hereby assign and transfer to Express Recovery Services, Inc. any and all accounts of Client, which are now or hereafter tendered to Agency. Said assignment is for the purpose of collection only. Agency is authorized to bring suit, forward, compromise, or adjust the account balance as it deems necessary, and take any other reasonable steps necessary to collect the accounts.

Either party can terminate this contract with thirty (30) days written notice to the other party. Upon termination, Agency shall immediately cease collection actions and return all said accounts to the Client. The accounts in which legal action has begun shall continue with Agency until completion.

Client

Agency



Limit of 3 Minutes

- *Please do not repeat previously stated comments**
- *The Commission cannot respond –
This is not a Q & A**
- *Please Be Respectful**

Thank you for being here!

Kate Becker

From: Nicole Reed <nicole.reed@usu.edu>
Sent: Monday, October 6, 2025 2:41 PM
To: Kate Becker
Subject: October 21st Commission Meeting Agenda Request

CAUTION: This email originated from outside of Morgan County. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are unsure please contact Jeremy or Brandon.

Hi Kate,

I'm currently in the process of starting a new 4-H Shooting Sports Club here in Morgan County. At this stage, I'm working with the club leader to ensure all necessary certification training is completed so they're fully qualified to lead the club.

The next step is to explore the possibility of the club holding regular meetings at the shooting range, free of charge—similar to how we utilize the fairgrounds for other 4-H project meetings.

I've reached out to Mike regarding this but haven't yet received a response. After speaking with Amanda, she recommended that I contact you to see if I could be added to the agenda for the **October 21st Commission Meeting** to briefly present this request. I would only need about **five minutes** of time.

Please let me know if that would be possible. I appreciate your help!

Nicole Reed M.S. | 4-H Program Coordinator II
Utah State University Extension | Morgan County
48 W Young Street | PO Box 855 | Morgan, UT 84050
Phone: 801-829-3472 | nicole.reed@usu.edu | extension.usu.edu/morgan



Extension
UtahStateUniversity



MORGAN COUNTY RESOLUTION NO. 25-53

A RESOLUTION WAIVING RIFLE RANGE FEES FOR THE MORGAN COUNTY 4-H SHOOTING SPORTS CLUB

WHEREAS, Morgan County owns and operates a public shooting range (“County Range”) utilized by residents, law-enforcement agencies, and community organizations for recreational shooting, firearm-safety instruction, and training purposes; and

WHEREAS, The Morgan County Commission supports programs that promote firearm safety, youth development, and community education, including the Utah State University (USU) Extension 4-H Shooting Sports Program; and

WHEREAS, The Morgan County 4-H Shooting Sports Club has requested permission to use the County Range for official club activities at no cost, consistent with the County’s practice of supporting other 4-H programs and youth educational initiatives; and

WHEREAS, The Commission finds that authorizing fee-free access for this program serves a legitimate public purpose and remains subject to standard County scheduling, safety, and liability procedures;

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Morgan County, Utah, that:

1. Fee Waiver.

Range-use fees are hereby waived for the Morgan County 4-H Shooting Sports Club for official, pre-approved meetings, practices, and trainings coordinated through the USU Extension Office and the Morgan County Clerk’s Office.

2. Scheduling and Priority Use.

a. All 4-H activities shall be scheduled in advance through the County’s reservation system or designated range coordinator.

b. County departments—including the Morgan County Sheriff’s Office, Emergency Management, and other law-enforcement agencies—retain scheduling priority at all times.

c. The County does not guarantee exclusive access on any specific date and may reschedule or cancel 4-H activities as needed for official County purposes or maintenance.

3. Compliance with Range Procedures.

The 4-H Shooting Sports Club shall comply with all posted County Range rules, including key pick-up and return procedures, waiver execution, target removal, and supervision requirements. The certified 4-H instructor shall serve as the designated range officer during each event.

4. Liability and Indemnification.

Prior to use, the 4-H Shooting Sports Club and its authorized leaders shall execute the County’s standard facility-use and hold-harmless agreement, indemnifying Morgan County from any liability associated with range activities.

5. Term and Review.

This fee waiver shall remain in effect unless modified or rescinded by future resolution of the

Morgan County Commission. The Commission may review this policy annually in coordination with the USU Extension Office and the Sheriff's Office.

6. Effective Date.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2025.

MORGAN COUNTY COMMISSION:

Matthew Wilson, County Commission Chair

APPROVED AS TO FORM:

Garrett Smith, Morgan County Attorney

ATTEST:

Leslie A. Hyde, Morgan County Clerk/Auditor

COMMISSION MEMBERS VOTING:

	AYE	NAY	ABSENT
Michael Newton	_____	_____	_____
Vaughn Nickerson	_____	_____	_____
Blaine Fackrell	_____	_____	_____
Raylene Blocker	_____	_____	_____
Matthew Wilson	_____	_____	_____

**Purchase Contract
for the
Utah Department of Transportation**

This is a legally binding contract. If you desire legal or tax advice, consult your attorney or tax advisor.

The Buyer Morgan City Corporation offers to purchase the Property described below from the Utah Department of Transportation. Buyer commits to deliver Earnest Money in the amount of \$0.00, which upon acceptance of this offer by all parties shall be deposited within 3 business days. The Earnest Money will be held by US Title, Andi Snedden

PROPERTY ADDRESS: Approx. 450 East 426 North, Morgan City

- 1 Also described as UDOT Parcel (s) # 02:Q See Exhibit 'A'
2. **WATER RIGHTS.** No Water Rights / Shares are included in this sale.
3. **PURCHASE PRICE.** The purchase price for the Property is: \$ 440,000.00
4. **APPRAISAL.** This offer _____ is X is not contingent upon the Buyer obtaining an appraisal on the Property.
5. **FINANCING.** This offer _____ is X is not contingent upon the Buyer securing a loan on the property.
6. **ADDITIONAL TERMS.** There _____ are X are not addenda to this Contract containing additional terms. If there are, the terms of the following addenda are incorporated into this Contract by this reference: Addendum No. N/A
7. **CLOSING.** This transaction shall be closed on or before December 2, 2025.
UDOT will approve the designated Title Company. UDOT does not pay any of the fees associated with closing. Possession shall be at time of recording and Buyer's portion of the property taxes shall be prorated as of closing. If applicable, Buyer agrees to take the Property subject to existing leases. Title Company to be used by buyer, US Title, Andi Snedden.
8. **SURVEY.** UDOT will not accept a revised legal description. If the buyer chooses to contract with an outside company for a survey it will be the responsibility of the surveyor to work with the county to change the legal description after closing.
9. **SELLER DISCLOSURES, WARRANTIES AND REPRESENTATIONS.** Buyer understands that Seller acquired the Property for road purposes and makes no representation concerning the condition of the Property. Buyer agrees to accept the Property in "as is" condition, including any hidden defects or environmental conditions affecting the Property, whether known or unknown, whether such defects were discoverable through an inspection or not. Buyer acknowledges that Seller, its agents and representatives negates and disclaims any representation, warranties, promises, covenants, agreements or guarantees, implied or express, in respect to the following:
9.1 The conformity of the property to any zoning, land use or building code requirements or compliance with any laws, rules or ordinances of state and local government; and

Seller's Initials

JB
Buyer's Initials

9.2 The closing of this sale shall constitute acknowledgement by the Buyer that they had the opportunity to retain an independent, qualified professional to inspect the Property and that condition of the Property is acceptable to the Buyer.

9.3 Buyer agrees that the Seller shall have no liability for any claims or losses the Buyer or assigns may incur as a result of defects that may now or hereafter exist on the property.

10. CONDITION OF PROPERTY. Buyer hereby accepts the Property in the condition existing as of the date of the execution hereof, subject to all applicable zoning, municipal, county, state, and federal laws, ordinances and regulations governing and regulating the use of the Property. Buyer acknowledges that neither the Department nor any agent of the Department has made any representation or warranty with respect to the condition of the Property or the suitability thereof for the conduct of Buyer, nor has UDOT agreed to undertake any modification, alteration or improvement to the Property. Buyer agrees to accept the Property in its presently existing conditions "as is," and that the Department shall not be obligated to make any improvements or modifications thereto. Buyer represents and acknowledges that it has made a sufficient investigation of the conditions of the Property existing immediately prior to the execution of the purchase agreement and is satisfied that the Property are fully fit physically and lawfully for Buyer's desired use.

11. ANTIQUITIES. It is understood and agreed that all treasure trove and all articles of antiquity in or upon the subject lands are and shall remain the property of the State of Utah. The Buyer shall report any discovery of a "site" or "specimen" to the Division of State History in compliance with the provisions of Sections 9-8-304, 305, 306 and 307, Utah Code Annotated (1953), as amended and take such action as may be required for the protection of said "site" or "specimen."

12. VENUE. In any action brought to enforce the terms of this Agreement, the Parties agree that the appropriate venue shall be the 2nd Judicial District Court in and for Morgan County.

13. AUTHORITY OF SIGNERS. If Buyer is a corporation, partnership, trust, limited liability Company, or other entity, the person executing this Contract on its behalf warrants his or her authority to do so and to bind Buyer and Seller.

14. COMPLETE CONTRACT. This contract together with its addenda, and any attached exhibits, constitutes the entire Contract between the parties and supersedes and replaces any and all prior negotiations, representations, warranties, understandings or contracts between the parties. This Contract cannot be changed except by written agreement of the parties.

15. DISPUTE RESOLUTION. The parties agree that any dispute, arising prior to or after Closing, related to this Contract **MAY** (upon mutual agreement of the parties) first be submitted to mediation. If the parties agree to mediation, the dispute shall be submitted to mediation through a mediation provider mutually agreed upon by the parties. Each party agrees to bear its own costs of mediation.

16. ATTORNEY FEES AND COSTS. In the event of litigation or binding arbitration to enforce this Contract, the prevailing party shall be entitled to costs and reasonable attorney fees. However, attorney fees shall not be awarded for participation in mediation.

____ Seller's Initials

 Buyer's Initials

23. **OFFER TO PURCHASE AND TIME FOR ACCEPTANCE.** Buyer's offer is based on the above terms and conditions. Seller shall have three weeks from offer presentation to accept or counter the offer.

BUYER'S SIGNATURE:

10-8-25 Ty Bailey
Date Name

Morgan City Manager
Company / Position

Buyer's Information: (Please print)

Name: Ty Bailey, City Manager

Address: 90 West Young Street

City / State / Zip: Morgan, Utah 84050

Phone: 801-829-3461

Email: tbailey@morganutah.gov

____ Seller's Initials

Ty B Buyer's Initials

ACCEPTANCE, COUNTER OFFER OR REJECTION:

_____**ACCEPTANCE:** Seller accepts this offer based on the terms and conditions specified above.

<i>Seller Name</i>	<i>Position</i>	<i>Date</i>
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_____ **COUNTER OFFER:** Seller presents to the buyer Counter Offer # _____

<i>Seller Name</i>	<i>Position</i>	<i>Date</i>
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_____ **REJECTION:** Seller rejects this offer in total.

<i>Seller Name</i>	<i>Position</i>	<i>Date</i>
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Seller's Information: (Please print)

Name: Utah Dept of Transportation / Property Management Section

Address: 4501 South 2700 West

Box 148420 / 4th Floor

City / State / Zip Salt Lake City, UT 84114

Mike Timothy 801-633-9667 mtimothy@utah.gov

Deryl Davis 385-222-6664 ddavis@utah.gov

 Seller's Initials

JB Buyer's Initials

WHEN RECORDED, MAIL TO:
Utah Department of Transportation
Right of Way, Fourth Floor
Box 148420
Salt Lake City, Utah 84114-8420

Quit Claim Deed

Morgan County

PIN 990999
Parcel No. 1426:02:Q
Project No. Shed Site 1426
Tax ID. No. 00-0083-8715
Serial No. 05-326-01-NA

The UTAH DEPARTMENT OF TRANSPORTATION, its duly appointed Director of Right of Way, Grantor, at 4501 South 2700 West, Salt Lake City, County of Salt Lake, State of Utah 84119, hereby QUIT CLAIMS to Morgan City, Grantee, at 90 West Young Street, Morgan City, County of Morgan, State of Utah, Zip 84050, for the sum of Ten Dollars (\$10.00), and other good and valuable considerations, the following described tract of land in Morgan County, State of Utah, to-wit:

A tract of land, situate in the SW1/4SW1/4 of Section 25 and the SE1/4SE1/4 of Section 26 in T.4N., R.2E., Salt Lake Base and Meridian for the widening of 450 East Street and building the public work facility in Morgan City. The boundaries of said tract of land are described as follows:

Beginning at a point in the northeasterly right of way line of 450 East Street and southeast corner of the said tract is 470.58 feet N. 0°47'27" W. along the section line and 124.73 feet S. 89°12'33" W. and 459.74 feet N. 39°09'57" E. from the southeast corner of said Section 26 and running thence N. 39°09'57" E. 180.17 feet along the southeasterly boundary line to a point in the existing fence on the southwesterly right of way line of the Union Pacific Railroad; thence N. 58°20'26" W. 414.74 feet along said fence and right of way line; thence S. 32°00'00" W. 176.30 feet to said northeasterly right of way line of said 450 East Street;

Continued on Page 2

thence S. 58°00'00" E. 392.25 feet along said northeasterly right of way line to the point of beginning. The above described tract of land contains 71,619 square feet or 1.644 acres.

Signs, Billboards, outdoor Advertising structures, or advertising of any kind as defined in Title 23 United States Code, Section 131, shall not be erected, displayed, placed or maintained upon or within this tract, EXCEPT signs to advertise the sale, hire or lease of this tract or the principal activities conducted on this land.

The grantor reserves rights to use the abutting state property for highway purposes and excludes from this grant any rights to air, light, view and visibility over and across the abutting state property. The Grantee is hereby advised that due to present or future construction on the adjacent highway including but not limited to excavation, embankment, structures, poles, signs, walls, fences and all other activities related to highway construction or which may be permitted within the Highway Right of Way that air, light, view and visibility may be restricted or obstructed on the above property.

Together with and subject to any and all easements, rights of way and restrictions appearing of record or enforceable in law and equity.

Junkyards, as defined in Title 23 United States Code, Section 136, shall not be established or maintained on the above described tracts of lands.

Continued Page 3

STATE OF UTAH)
) ss.
COUNTY OF SALT LAKE)

UTAH DEPARTMENT OF TRANSPORTATION

Ross Crowe, Director of Right of Way, UDOT

On this ____ day of _____, in the year 20____, before me personally appeared Ross Crowe, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he is the Director of Right of Way, of the UTAH DEPARTMENT OF TRANSPORTATION.

Notary Public

CORRIDOR PRESERVATION FUND

Morgan County

Detail Ledger - with Comments

Page: 1

Period 01/25 (01/31/2025) - 08/25 (08/31/2025)

Aug 13, 2025 4:56PM

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
31-2951-000-000 Fund Balance						
			01/01/2025 (00/25) Balance	.00 *	.00 *	382,361.70-
			08/31/2025 (08/25) Period Totals and Balance	.00 *	.00 *	382,361.70-
31-3330-000-000 State Payments						
			01/01/2025 (00/25) Balance	.00 *	.00 *	.00
01/31/2025	CRJE	238	To record January activity for PTIF account 1460		13,030.00-	
			01/31/2025 (01/25) Period Totals and Balance	.00 *	13,030.00- *	13,030.00-
02/28/2025	CRJE	201	To record February activity for PTIF account 1460		12,370.00-	
			02/28/2025 (02/25) Period Totals and Balance	.00 *	12,370.00- *	25,400.00-
03/31/2025	CRJE	264	To record March activity for PTIF account 1460		11,840.00-	
			03/31/2025 (03/25) Period Totals and Balance	.00 *	11,840.00- *	37,240.00-
04/30/2025	CRJE	175	To record April activity for PTIF account 1460		15,400.00-	
			04/30/2025 (04/25) Period Totals and Balance	.00 *	15,400.00- *	52,640.00-
05/31/2025	CRJE	274	To record May activity for PTIF account 1460		16,740.00-	
			05/31/2025 (05/25) Period Totals and Balance	.00 *	16,740.00- *	69,380.00-
06/30/2025	CRJE	156	To record June activity for PTIF account 1460		14,010.00-	
			06/30/2025 (06/25) Period Totals and Balance	.00 *	14,010.00- *	83,390.00-
07/31/2025	CRJE	333	To record July activity for PTIF account 1460		16,500.00-	
			07/31/2025 (07/25) Period Totals and Balance	.00 *	16,500.00- *	99,890.00-
			08/31/2025 (08/25) Period Totals and Balance	.00 *	.00 *	99,890.00-
YTD Encumbrance		.00	YTD Pending	.00	YTD Actual	99,890.00- Total
						99,890.00- YTD Budget
						135,000.00- Unearned
						35,110.00
31-4510-340-000 Corridor Preservation Projects						
			01/01/2025 (00/25) Balance	.00 *	.00 *	.00
			08/31/2025 (08/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance		.00	YTD Pending	.00	YTD Actual	.00 Total
						.00 YTD Budget
						400,000.00 Unexpended
						400,000.00
Number of transactions: 7 Number of accounts: 3				Debit	Credit	Proof
Total Corridor Preservation Fund:				.00	99,890.00-	99,890.00-
Number of transactions: 7 Number of accounts: 3				Debit	Credit	Proof
Grand Totals:				.00	99,890.00-	99,890.00-

SUMMARY:

- * The unappropriated fund balance sits at \$382,361.70
- * To date Corridor Preservation tax has brought in \$99,890 in revenue with anticipation of an additional \$35,110 by year end.
- * The Morgan County Commission budgeted \$400,000 in project expenses this year; However, the Commission has only approved \$250,000 for the 400 E Property Purchase (02.18.2025)



County Commission Agenda Request Form

All Agenda items, including back-up materials, must be submitted to:

Morgan County
Attn: Kate Becker
48 West Young Street
P O Box 886
Morgan, UT 84050
Phone: (435) 800.8724

****ALL DOCUMENTATION IS DUE ON OR BEFORE 12:00 PM ON THE TUESDAY PRIOR TO A SCHEDULED COUNTY commission MEETING****

Email: kbecker@morgancountyutah.gov

This form must be submitted, along with any required documentation, or the Agenda Item will not be scheduled until the next County commission Meeting

Commission Meeting Date: 10/21/25 Time Requested: 15 min
Name: Joshua Cook Phone: (801) 845-4015
Address: 48 W. Young Street
Email: jcook@morgancountyutah.gov Fax: _____
Associated County Department: Planning and Development Department

PURPOSE FOR THE AGENDA ITEM - MUST BE SPECIFIC:

Public Meeting/Discussion/Decision – *Shadow Creek Development Preliminary Plat*: A request for preliminary plat approval for a 14-lot subdivision, which is identified by parcel numbers 00-0090-2565 & 00-0090-2644 and serial numbers 01-004-523-06 & 01-004-529-01, and is approximately located approximately 700 feet northwest of the intersection of West Surrey Lane and North Morgan Valley Drive in unincorporated Morgan County.

WILL YOUR AGENDA ITEM BE FOR:

DISCUSSION
DECISION
BOTH
INFORMATION ONLY

☒
☒
☒
☐

PUBLIC HEARING
PUBLIC MEETING

☐
☒



COUNTY COMMISSION
STAFF REPORT
Preliminary Plat
October 21, 2025

Shadow Creek Development Preliminary Plat
October 21, 2025
Public Meeting
File #24.069

Applicant:	Casey Lowe
Property Owner:	Steven Petersen
Current Zoning:	Rural Residential (RR-5)
General Plan Designation:	Ranch Residential 5
Acreage:	80.19 acres
Project Location:	Approximately 700' northwest of the intersection of W Surrey Ln and N Morgan Valley Dr

REQUEST:

A request for preliminary plat approval for a 14-lot subdivision

PLANNING COMMISSION SUMMARY:

The Planning Commission heard this item at their regularly scheduled meeting on October 9th, 2025. There were no comments made during the public comment portion of the meeting. Discussion from the Planning Commission included a disagreement with County Staff regarding whether the Morgan County Code requires utility easements and the depiction of septic leach fields on preliminary plat drawings. Member Sessions asserted that these requirements were in the Code, while Staff clarified that utility easements are only required when there is potential for future subdivision or phase connections. Staff reiterated that depicting septic leach fields at the preliminary stage is not a requirement of the Code and explained that leach fields are determined and verified at the time of building permit. Additional concerns were expressed regarding the overlap of Well Protection Zones (WPZs) across property lines. Staff clarified that the Weber-Morgan Health Department (WMHD) had verified the proposed well locations through the necessary reviews, testing, and certifications. The applicant further clarified that the process was arduous and took approximately nine (9) months to complete. The Commission voted to recommend approval of the application with a 5-0 vote, with Chair Maloney not voting and Member Watt absent from the meeting. The Planning Commission submitted the following additional conditions along with their vote:

1. That all lot utility easements are identified on the plat.
2. That the Wellhead Protection Zones must be located wholly within the lot boundaries.

ATTORNEY GUIDANCE:

Administrative Review:

The sole issue in land use administration is whether the application complies with county ordinances. If it does, it must be approved.

Applicable law:

An applicant is entitled to approval of a land use application if the application conforms to the requirements of the applicable land use regulations, land use decisions, and development standards in effect when the applicant submits a complete application and pays all application fees, unless:

“(A) the land use authority, on the record, formally finds that a compelling, countervailing public interest would be jeopardized by approving the application and specifies the compelling, countervailing public interest in writing; or

(B) in the manner provided by local ordinance and before the applicant submits the application, the county formally initiates proceedings to amend the county’s land use regulations in a manner that would prohibit approval of the application as submitted.

Utah Code Ann. § 17-27a-508(1)(a)(ii). ”

“The Utah Supreme Court has indicated that a significant threat to the public welfare should be considered compelling. “If a proposal met zoning requirements at the time of application but seriously threatens public health, safety, or welfare, the interests of the public should not be thwarted.” W. Land Equities v. Logan, 617 P.2d 388, 395-96 (Utah Sup.Ct. 1980).”

Staffs’ findings are legally sufficient to adopt if the Commission finds that the application is complete, conforms to the requirements of the applicable land use regulations, land use decisions, and development standards, and there are no apparent threats to public health, safety, or welfare that would support a compelling countervailing public interest to recommend denying the application. Staffs’ recommended conditions are required by county ordinances and appear to be legal conditions.

Recommendations for denial and/or additional findings must be placed on the record, contain a legal basis, and supported by substantial evidence. Legal can provide guidance on what is required for a sufficient record and what is considered substantial evidence.

STAFF RECOMMENDATION:

County Staff has reviewed the application for Shadow Creek Development Preliminary Plat. Staff recommends approval of the requested preliminary plat based on the following findings and with the conditions listed below:

Findings:

1. The nature of the subdivision is in conformance with the current and future land uses of the area.
2. The proposal complies with the Morgan County 2010 General Plan and applicable zoning regulations.
3. This proposal is not detrimental to the health, safety, and welfare of the public.

Conditions:

1. That all outsourced consultant fees are paid current prior to final plat application.
2. That all other local, state, and federal laws are adhered to.
3. The developer shall install any requisite infrastructure, including roadways, etc. as part of the preliminary plat approval.
4. That all outstanding issues be addressed prior to final plat submittal.

PROJECT DESCRIPTION:**Proposal Details**

This request is for a 14-lot preliminary subdivision plat. The parcels being subdivided total approximately 80.19 acres. Portions of the two (2) larger parcels will be divided into 14 single-family lots, with sizes ranging from approximately 5 acres to 6.15 acres and an average lot size of 5.15 acres. The developer will construct a private road system that connects to South Morgan Valley Drive on the south side of the subdivision, providing primary ingress and egress. Water service will be provided through individual wells, and wastewater disposal will be handled through individual septic systems—both regulated by the Weber-Morgan Health Department. Fire protection will be provided by the Morgan County Fire Department (MCFD).

DISCUSSION

This preliminary plat is consistent with the uses and standards as required by the applicable MCC Subdivision Standards, pursuant to Morgan County's Land Use Management Code, Title 15, Chapter 155, Sections 407-411. Staff has reviewed the requirements and procedures for a preliminary plat and have found that the application request meets the standards.

§ 155.405: PRELIMINARY PLAT; PURPOSE:

The purpose of the preliminary plat is to require formal preliminary approval of a subdivision as provided herein in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat and all information and procedures relating thereto, shall in all respects, be in compliance with the provisions of this title and any other applicable county ordinances. (Ord. 10-16, 12-14-2010)

§ 155.409: REVIEW OF PRELIMINARY PLAT:

(A) The Planning Commission shall review the submitted preliminary plat and determine compliance with the standards and criteria set forth in this chapter and all other ordinances of the county, including, but not limited to, the Land Use Management Code, General Plan, master street plan, road and bridge standards and applicable Building Codes. Courtesy notice of the public meeting at which the Planning Commission reviews the proposed preliminary plat shall be provided in accordance with § [155.395](#) of this code. The Planning Commission shall make findings specifying any inadequacy in the application, noncompliance with county regulations, design and construction standards and/or engineering and the need for any additional information which may assist the Planning Commission to evaluate the preliminary plat. The Planning Commission may review all relevant information pertaining to the proposed development including, but not limited to, the following: Fire protection; sufficient supply of culinary and secondary water to the proposed subdivision; sanitary sewer and septic service; traffic considerations and the potential for flooding; and the like. The Planning Commission shall submit its findings and recommendations regarding approval or disapproval of the preliminary plat to the County Commission for review and decision.

(B) The County Commission shall review the findings and recommendations by the Planning Commission for the proposed preliminary plat. The County Commission may make any modifications to the proposed preliminary plat that it considers appropriate, and which are in accordance with this chapter.

(C) Granting of preliminary plat approval by the County Commission shall not constitute a final acceptance of the subdivision by the County Commission. Approval of the preliminary plat shall not relieve the subdivider of the responsibility to comply with all required conditions and ordinances and to provide the improvements and easements necessary to meet all county standards and requirements.

(D) Preliminary plat approval must be granted by the county prior to the application for final plat approval.

(Prior Code, § 8-12-26) (Ord. 10-16, passed 12-14-2010; Ord. 19-09, passed 10-15-2019)

Property Layout. As noted, there are 14 total lots. The proposed conceptual lot layout conforms to the requirements of the zoning district.

Roads and Access. Access to the property is from Morgan Valley Dr. The applicant is electing to install a private street.

Grading and Land Disturbance. The property is located in the Milton area in close proximity to the Morgan City limits. The property is currently undeveloped. Grading and topography are not particular concerns for the subject property. The roads and lots will be graded to comply with county standards and blend with the adjacent properties.

Water Source. Water for each lot will be provided through connection to individual private wells, approved through the Weber-Morgan Health Department. Ordinance number CO-24-09 Utilities Text Amendment was passed by the County Commission on April 16, 2024. Discussion for that ordinance included raising the number of wells for approval of a small subdivision to 15 lots within the RR-5 zone. Detailed plans and verifications of water and well locations must be in place to ensure that adequate water is available and can be reasonably provided.

Fire Protection. The property is served by the Morgan County Fire Department.

Sanitary Sewer Systems. Sanitary sewer services will be addressed by individual leach fields on each lot in the subdivision. The locations that are proposed are only approximate and will be reviewed further in future submissions.

Utilities: Other utilities (power, gas, etc.) will be addressed with the preliminary plat reviews.

Flood Plain: It appears that the northern parts of some of the lots will be in the existing 100-year flood plain (see Attachment C).

ANALYSIS OF STANDARDS

Ordinance Evaluation. Morgan County Code § 155.447 states the following:

Prior to the County Council's approval of a petition or proposal to amend a subdivision plat, the petitioner or sponsor shall deliver to the County a preliminary plat map and complete supporting preliminary plat information in compliance with the requirements of this chapter. The applicant shall also pay all fees required by the County's fee schedule.

Therefore, this plat amendment has been reviewed for preliminary plat standards.

§ 155.407: PRELIMINARY PLAT SUBMITTAL: *The preliminary plat shall be prepared, stamped and signed by a professional engineer or professional land surveyor licensed by the state of Utah. The preliminary plat submittal shall include at least the following information:*

A	Vicinity Map 1. Drawn at a maximum scale of one thousand feet (1,000') to the inch. 2. Show all existing and proposed roadways in the vicinity of the proposed development. 3. A north arrow. 4. The nearest section corner tie. 5. Subdivision name.	Complies	
	B Certified boundary survey of the subject property, which meets state of Utah requirements, which also depicts all easements identified by the title report.	Complies	
C	Preliminary plat (all facilities within 200 feet of the plat shall be shown): 1. Drawn at a scale not smaller than one hundred feet (100') to the inch. 2. A north arrow. 3. Subdivision name.	Complies	

	4. The layout and names and widths of existing and future road rights of way. 5. A tie to a permanent survey monument at a section corner. 6. The boundary lines of the subdivision with bearings and distances. 7. The layout and dimensions of proposed lots with lot areas in square feet. 8. The location and dimensions and labeling of other spaces including open spaces, parks, trails, or public spaces. 9. The location of manmade features including bridges, railroad tracks, fences, ditches, and buildings. 10. Topography at two foot (2') intervals. One foot (1') contours may be required by the county engineer in particularly flat areas. 11. Location and ownership of all adjoining tracts of land. 12. Proposed subdivision phasing plan and relationship to existing phases of development. (Ord. 10-16, 12-14-2010)		
D	Grading and drainage plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout. 2. Topography at two foot (2') contour intervals. 3. North arrow. 4. Subdivision name. 5. Areas of substantial earthmoving. 6. Location of existing watercourses, canals, ditches, springs, wells, culverts, and storm drains. 7. Location of any 100-year floodplain as designated by the federal emergency management agency (FEMA). 8. A storm drainage plan showing water flow directions, inlets, outlets, catch basins, waterways, culverts, detention basins, outlets to offsite facilities, and off site drainage facilities planned to accommodate the project drainage. 9. Show any existing wetlands. 10. Slope analysis which depicts all slopes greater than fifteen percent (15%) and greater than twenty five percent (25%) with distinct notation. (Ord. 12-09, 9-18-2012)	Complies	
E	Utility plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout. 2. North arrow. 3. Subdivision name. 4. Show all existing and proposed utilities including: sewer, culinary water, well locations with secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, and streetlights, television and telecommunications. 5. Show location and dimensions of all utility easements.	Complies	
F	The subdivider shall provide the following documents with the application: 1. Three (3) copies of a geotechnical soils report. 2. A traffic report when required by the planning commission or county engineer. 3. Preliminary title report, which specifically references the boundary survey and exactly matches the legal description of the outside boundary of the subdivision. 4. A Will Serve Letter from all utility companies or providers that states: a. That their system has capacity to serve the proposed development, documentation of	Complies	

	such available capacity and specifying the amount of such capacity that will be utilized for the proposed project. b. Any conditions of required improvements before they can serve the subdivision 5. Any necessary agreements with adjacent property owners regarding storm drainage or other matters pertinent to subdivision approval. 6. Maintenance agreements for subsurface drains serving the subdivision, if they are proposed or exist. 7. An agricultural impact analysis, on subdivisions which are contiguous to an adopted agricultural preservation area, or which contain an agricultural open space conservation easement within the plat. 8. Written verification of all proposed water sources. For all proposed water sources, provide approval letters from the Weber-Morgan County health department and proof of all water rights, including quantities (water rights certificates, etc.), for each well and water source to be utilized for the development. 9. The developer shall submit all information concerning site geology, area hydrogeology, site topography, soil types and the proven wet water by the drilling of at least one test well from within the described subdivision boundary, as determined by a geotechnical engineer, licensed in the state of Utah. Well logs shall be submitted to the county identifying the depth and yield of the well. Information submitted must verify that the source is consistently available to supply eight hundred (800) gallons per day (gpd) per equivalent residential connection (ERC) at a minimum flow rate of 0.55 gallons per minute (gpm). Water for irrigation supplies shall be verified to provide three (3) gpm per irrigated acre. If the proposal is being served by an existing water utility company, these requirements do not apply. 10. Verification of approval from the Weber-Morgan County health department regarding the proposed location of all septic systems and water source protection areas.		
G	When the subdivision is located within the sensitive area district or geologic hazards special study area, required reports and documents are to be submitted in accordance with the provisions of this title.	Complies	
H	The subdivider shall comply with all applicable federal, state, and local laws and regulations, and shall provide evidence of such compliance if requested by the county.	Complies	
I	Copy of proposed protective covenants in all cases where subsurface drains or other common area maintenance proposals are to serve any portion of the subdivision.	Complies	
J	Electronic copies of all preliminary plat drawings in AutoCAD (DWG) format.	Complies	
K	Tabulations showing the total number of lots or buildings sites, and the percentage of land in roads, lots, and open space.	Complies	
L	Any additional submittal requirements required for or by master planned development reserves, specific development agreements, or requirements and conditions of other applicable ordinances or previous approvals. (Ord. 10-16, 12-14-2010)	Complies	

PUBLIC NOTICE, MEETINGS, COMMENTS

- ✓ Public Notice was submitted to the State of Utah Public Notice website on September 29, 2025; a minimum of 10 days prior to the scheduled meeting. (Morgan County Code § 155.032).
- ✓ A Public Notice was posted at the County on September 29, 2025.
- ✓ Notices to property owners within 1000' feet of the proposed use were mailed a Public Notice on September 29, 2025.
- ✓ A sign was posted on the site on September 29, 2025.

Recommended Motion

Sample Motion for *Approval* – “I move we approve the Shadow Creek Development Preliminary Plat, application number 24.069, for a proposed subdivision of 14 single family lots, located approximately 700 feet northwest of the intersection of W Surrey Ln and N Morgan Valley Dr in Milton, based on the findings and with the conditions listed in the staff report dated October 21, 2025.”

Sample Motion for *Approval with Conditions* – “I move we approve the Shadow Creek Development Preliminary Plat, application number 24.069, for a proposed subdivision of 14 single family lots, located approximately 700 feet northwest of the intersection of W Surrey Ln and N Morgan Valley Dr in Milton, based on the findings and with the conditions listed in the staff report dated October 21, 2025, and with the following additional conditions:”

1. List any additional conditions...

Sample Motion for *Denial* – “I move we deny the Shadow Creek Development Preliminary Plat, application number 24.069, for a proposed subdivision of 14 single family lots, located approximately 700 feet northwest of the intersection of W Surrey Ln and N Morgan Valley Dr in Milton, *due to the following findings:*”

1. List any additional findings...

Supporting Information

Attachment “A”: Vicinity Map

Attachment “B”: Current Zoning Map

Attachment “C”: Floodplain Map

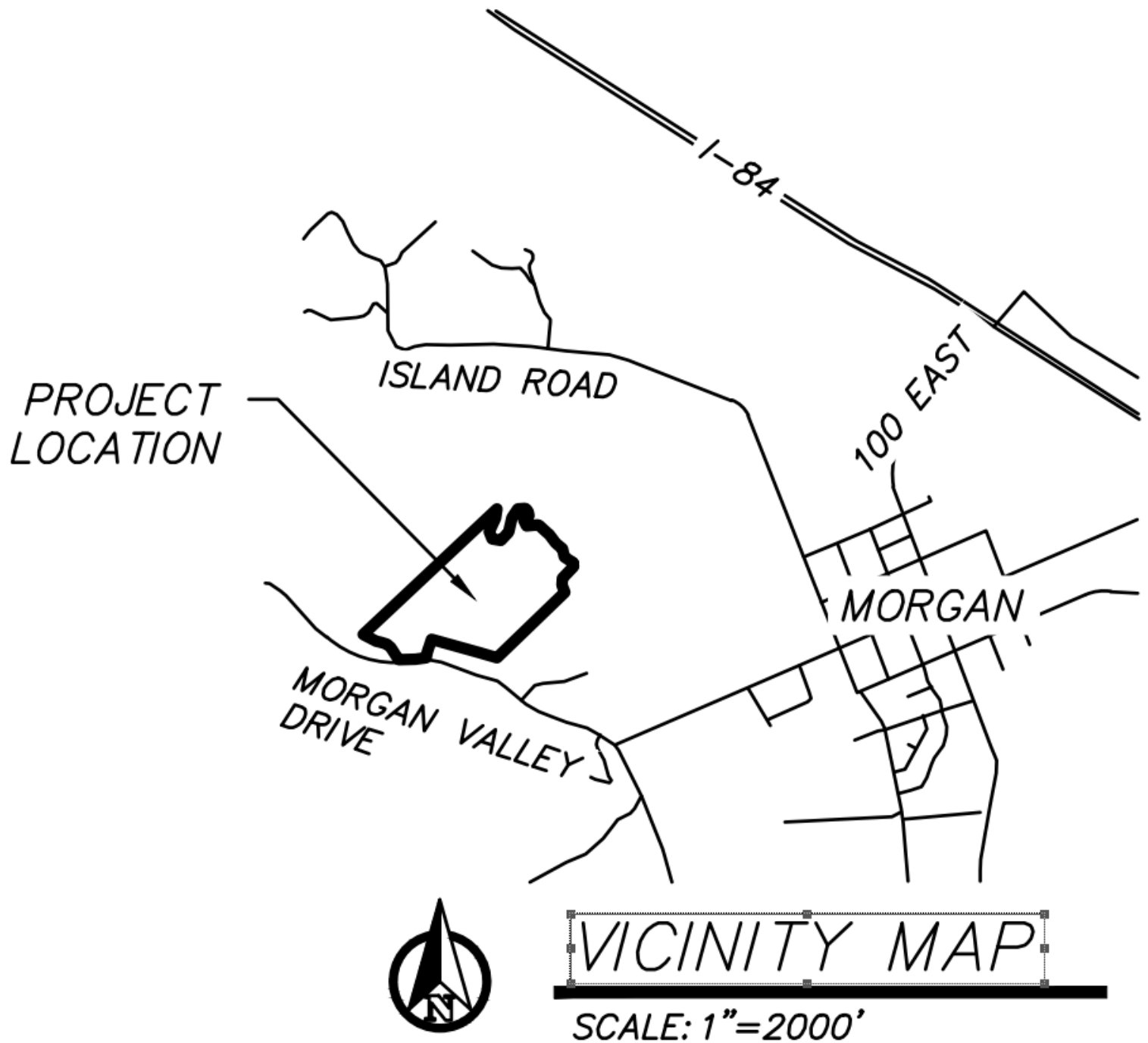
Attachment “D”: Proposed Preliminary Plat

Attachment “E”: At-Risk for Review of Incomplete Application

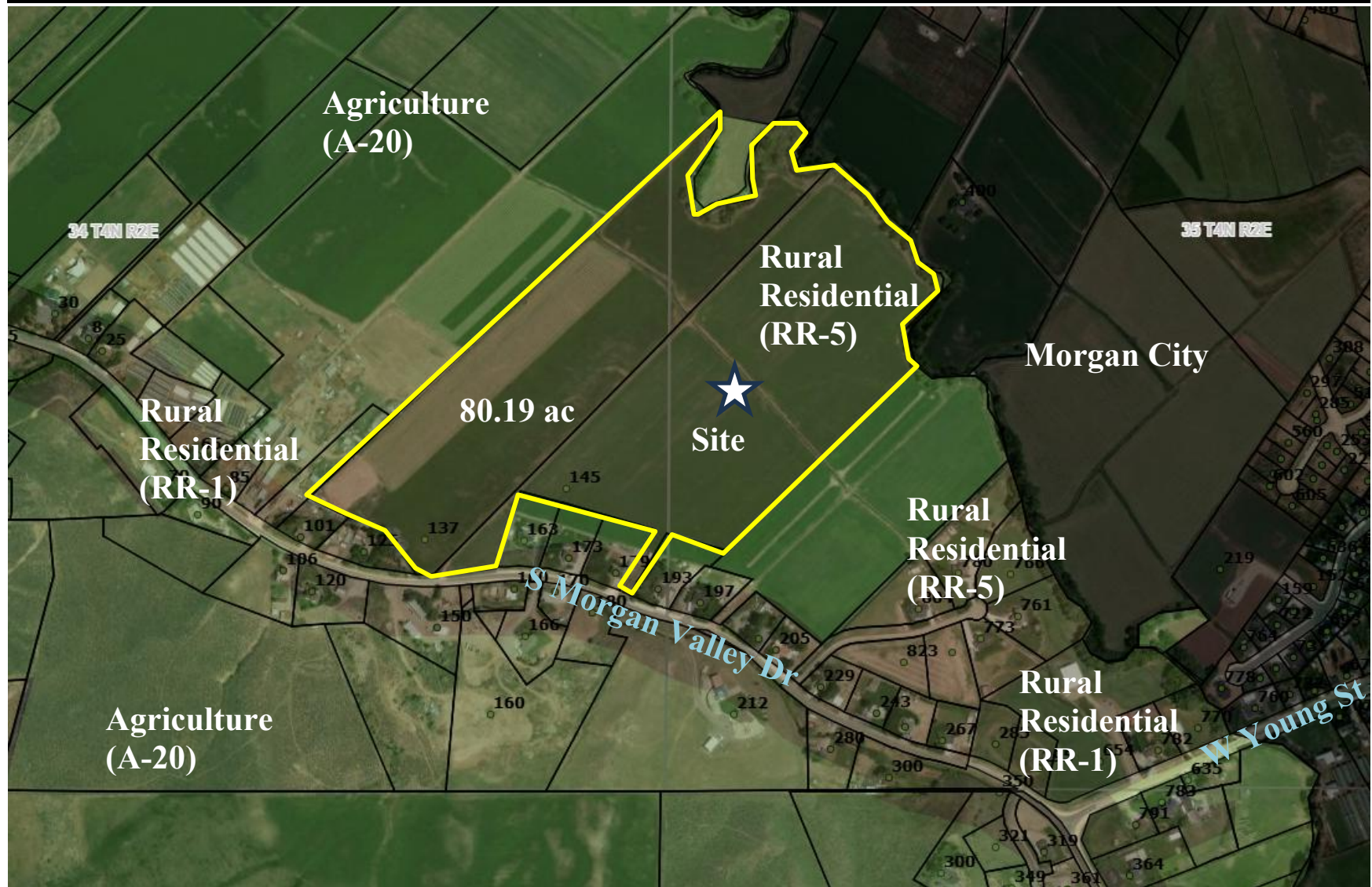
Attachment “F”: Weber-Morgan Health Department Letter of Feasibility

Attachment “G”: Application

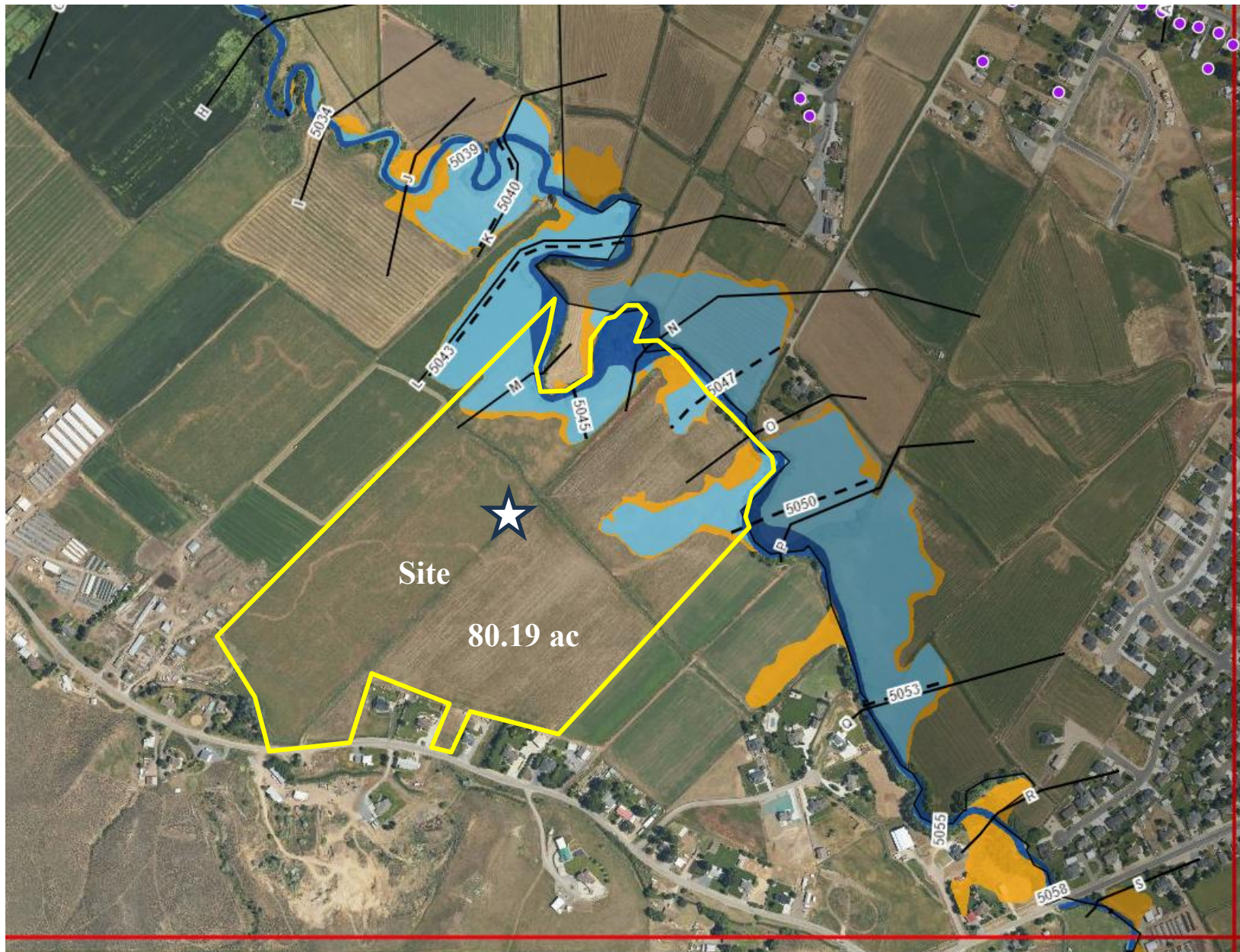
Attachment A: Vicinity Map



Attachment B: Existing Zoning Map

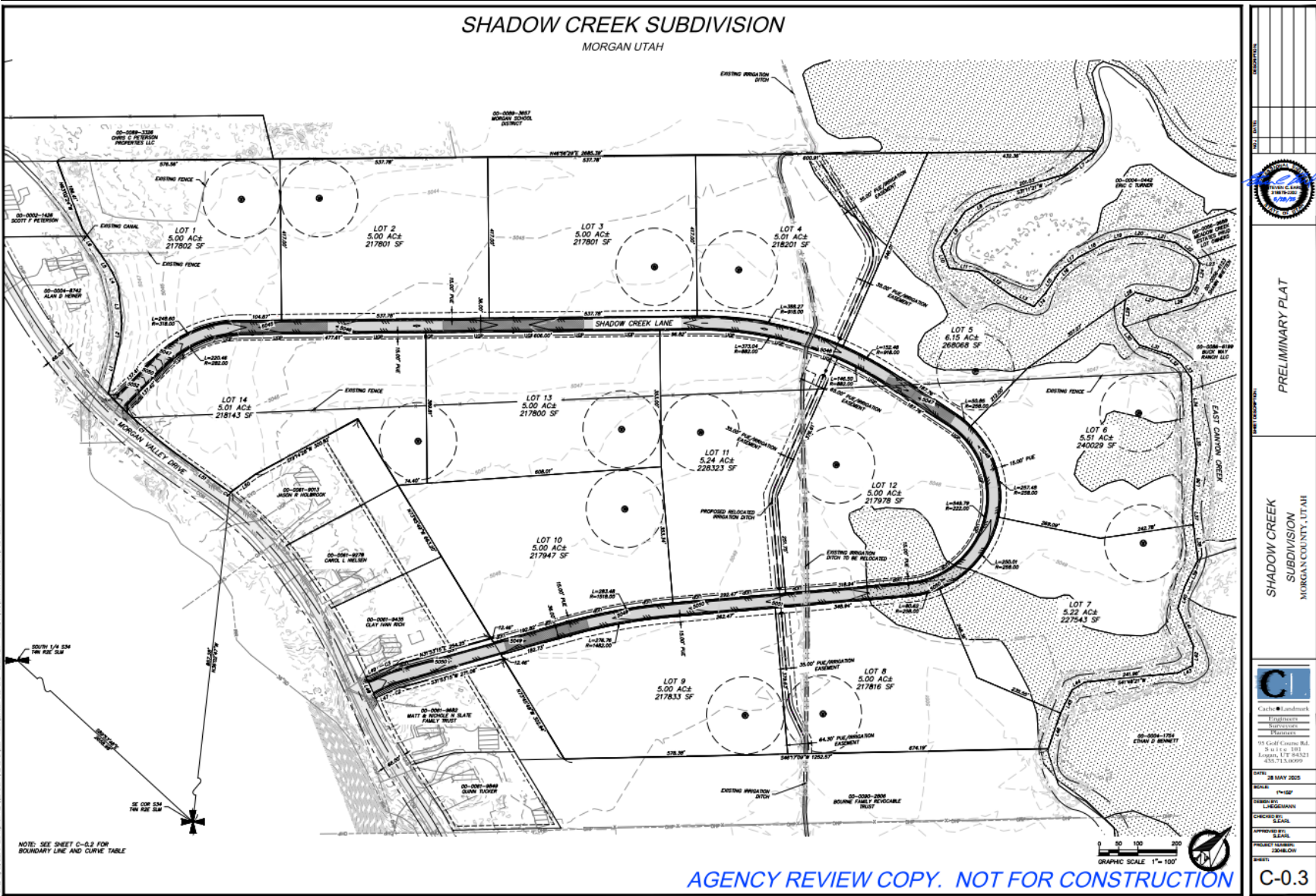


Attachment C: Floodplain Map



[Click here to view a full-size .pdf version](#)

Attachment D: Proposed Preliminary Plat



**AT-RISK AFFIDAVIT AND AGREEMENT
FOR PARTIAL REVIEW**

OF INCOMPLETE PRELIMINARY PLAT APPLICATION

I, Steven Petersen, the owner of property located at 145 South Morgan Valley Drive, identified by Parcel No(s). 00-0090-2565; 00-0090-2694 and Serial No(s). 01-004-523-06; 01-004-529-01-2-2-3, located within unincorporated Morgan County, Utah, certify by my signature below that I understand and agree to the following:

- SP 1. I acknowledge that my preliminary plat application is incomplete and does not meet the requirements of Morgan County Code §155.407.
- SP 2. I acknowledge that pursuant to Morgan County Code §155.408, the County Planning and Development Services Department cannot submit my incomplete Preliminary Plat application to the County Engineer for comments or review and cannot do so until my application is complete.
- SP 3. In an effort to assist in completing my application, I have requested that my incomplete Preliminary Plat application be forwarded to and reviewed by the County Engineer for comments.
- SP 4. In an effort to accommodate me, the County Planning and Development Services Department has agreed to forward my incomplete application to the County Engineer for comments under the provisions of this affidavit and agreement.
- SP 5. I acknowledge that the County Engineer's review of my incomplete application is not a final review and does not mean that my incomplete application is otherwise under review as a complete application. I further acknowledge that I will have further review by the County Engineer upon submitting a complete application.
- SP 6. All review of my incomplete application is being performed under this Affidavit is AT-RISK, until I have completed all submittal and review requirements.
- SP 7. I further acknowledge and agree to pay all fees and costs associated with the County Engineer's review of my incomplete application and shall pay all fees and costs associated with any further reviews.
- SP 8. The County does not consider my application to be complete and allowing this AT-RISK review of my incomplete application by the County Engineer will not mean that I have a complete application.
- SP 9. Nothing in this AT-RISK Affidavit shall imply or construe that my application is complete or vest me with any entitlements, including approval of my preliminary plat application, nor any further review of my preliminary plat application.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct and further agree to the above terms and conditions.

Signed on the 18 day of December, 2024, at
Weber County, Utah (County, State).

Steven Petersen
Printed name
[Signature]
Signature

State of Utah)

§

County of Weber)

Subscribed and sworn to before me on this 18th of December, in the year
2024, by Steven Petersen.

Witness my hand and official seal.

(Seal)

Notary: Lee B Rasmussen



Attachment F: Weber-Morgan Health Department Letter of Feasibility

BRIAN COWAN, MPH, LEHS
Health Officer/Executive Director



August 19, 2025

Morgan County Planning Commission
P.O. Box 886
Morgan, UT 84050

RE: Preliminary Subdivision **Determination**
Shadow Creek Subdivision, 14 lots
Parcel #01-004-529-01 & 01-004-523-06
Soil log #15626

The soil and percolation information for the above-referenced lot have been reviewed. Culinary water will be provided by a private well. **The placement of the well is critical so as to provide the required 100 foot protection zone.** The well will need to be dug, tested and the water supply approved prior to issuance of a wastewater disposal permit.

DESIGN REQUIREMENTS

Lot 1, 3, & 6: Documented ground water tables not to exceed 70.5 inches, fall within the range of acceptability for the utilization of a Conventional Wastewater Disposal System as a means of wastewater disposal. Maximum trench depth is limited to 18 inches. The absorption system is to be designed using a maximum loading rate of 0.5 gal/sq. ft. /day as required for a fine to medium sandy loam, granular to blocky structure soil horizon.

Lot 2 & 4: Documented ground water tables not to exceed 70 inches, fall within the range of acceptability for the utilization of a Conventional Wastewater Disposal System as a means of wastewater disposal. Maximum trench depth is limited to 18 inches. The absorption system is to be designed using a maximum loading rate of 0.45 gal/sq. ft. /day as required for a very fine sandy loam-silt loam, granular to blocky structure soil horizon.

Lot 5, & 7-14: Documented ground water tables not to exceed 63 inches, fall within the range of acceptability for the utilization of a Conventional Wastewater Disposal System as a means of wastewater disposal. Maximum trench depth is limited to 18 inches. The absorption system is to be designed using a maximum loading rate of 0.4 gal/sq. ft. /day as required for a sandy clay loam, granular to blocky structure soil horizon with a documented percolation rate of less than 60 minutes per inch.

Engineering considerations

- 1) As per current Utah Administrative Code R317-4 the minimum separation distance between a conventional wastewater disposal system and a stormwater retention basin is 100 feet. A storm water retention basin is any storm water infrastructure that would allow infiltration into the basin and then allow stormwater to percolate into the soil below. Four stormwater retention basins have been engineered to be installed below sections of the roadway. These basins will have an impact on lots 1, 2, 3, 5, 6, 9, and 10. It may simplify the design process to do additional soil work on lot 5 in the future.
- 2) Lot 5, 6, 7, 8, and 12 all have areas identified as within the 100-year flood zone for the East Canyon Creek. The engineered wastewater design should avoid designing conventional onsite wastewater systems within these areas if possible.

EDUCATE | ENGAGE | EMPOWER

phone: 801-399-7100 | fax: 801-399-7110 | 477 23rd Street, Ogden, UT 84401 | www.webermorganhealth.org

Attachment G: Application

Morgan County - Planning & Development Services

Printed: 09/16/2025

24.069 Shadow Creek Development Preliminary Plat

24.069

b65af150-931e-11ef-8ddc-95af043e062d

01/20/2025 - 01/19/2124

Subdivision

Active

General

Under Review

Application Review Status

Pre-Review

Approved

10/25/2024

The Zoning Administrator may take a project out of Pre-Review Status to allow the County Engineer to review to determine that all submittal items contain the required information necessary to be considered a complete application. While the application may be out of pre-review this does not constitute a complete application until such time as the County Engineer provides a memo stating all items are present.

County Commission Not Reviewed

County Engineer Not Reviewed

Morgan County Fire Department Not Reviewed

Planner I Not Reviewed

Weber Basin Water Not Reviewed

Weber-Morgan Health Department Not Reviewed

GIS Personnel Not Reviewed

Secondary County Engineer Not Reviewed

County Geologist Not Reviewed

Zoning Administrator Not Reviewed

Final-Review Not Reviewed



County Commission Agenda Request Form

All Agenda items, including back-up materials, must be submitted to:

Morgan County
Attn: Kate Becker
48 West Young Street
P O Box 886
Morgan, UT 84050
Phone: (435) 800.8724

****ALL DOCUMENTATION IS DUE ON OR BEFORE 12:00 PM ON THE TUESDAY PRIOR TO A SCHEDULED COUNTY commission MEETING****

Email: kbecker@morgancountyutah.gov

This form must be submitted, along with any required documentation, or the Agenda Item will not be scheduled until the next County commission Meeting

Commission Meeting Date: 10/21/25 Time Requested: 15 min
Name: Joshua Cook Phone: (801) 845-4015
Address: 48 W. Young Street
Email: jcook@morgancountyutah.gov Fax: _____
Associated County Department: Planning and Development Department

PURPOSE FOR THE AGENDA ITEM - MUST BE SPECIFIC:

Public Meeting/Discussion/Decision – *North Side Creek P.R.U.D, No. 2 Plat Amendment*: A request for an amendment to the North Side Creek P.R.U.D. Subdivision plat to create three (3) additional lots, identified by parcel number 00-0089-1772 and serial number 03-NSCRK-K-A1, and located approximately 0.22 Miles northeast of the intersection of North Cottonwood Canyon Road and North Lakeside Drive in unincorporated Morgan County.

WILL YOUR AGENDA ITEM BE FOR:

DISCUSSION
DECISION
BOTH
INFORMATION ONLY

☒
☒
☒
☐

PUBLIC HEARING
PUBLIC MEETING

☐
☒



COUNTY COMMISSION
STAFF REPORT
Plat Amendment

Northside Creek P.R.U.D, No. 2 Plat Amendment
October 21, 2025
Public Meeting
File #25.008

Applicant:	Skyler Gardner
Owner:	North Side Creek LLC
Project Location:	Approx. 0.22 Miles northeast of the intersection of N Cottonwood Canyon Rd and N Lakeside Dr
Parcel Numbers:	00-0089-1772
Serial Numbers:	03-NSCRK-K-A1
Current Zoning:	Rural Residential (RR-5) w/ DA
Acreage:	2.5 acres

REQUEST:

A request for an amendment to the Northside Creek P.R.U.D. Subdivision plat to create three (3) additional lots.

PLANNING COMMISSION SUMMARY:

The Planning Commission heard this item at their regularly scheduled meeting on October 9th, 2025. There were no comments made during the public comment section of the meeting. The Planning Commission discussion primarily reviewed the context and decisions from the application submitted in the previous year, including the 2024 amendment to the Northside Creek Development Agreement. That discussion focused on the number of units approved under the bonus density provision, with the County Commission opting for three (3) single-family units instead of six (6) townhomes. This adjustment brought the total proposed units in the development to 25. Staff clarified that discussions with the County Commission in 2024 confirmed the unit allotment and included an agreement to complete all required improvements. The Commission voted to recommend approval of the application with a 5-0 vote, with Chair Maloney not voting and Member Watt absent from the meeting.

ATTORNEY GUIDANCE:

Administrative Review:

The sole issue in land use administration is whether the application complies with county ordinances. If it does, it must be approved.

Applicable law:

An applicant is entitled to approval of a land use application if the application conforms to the requirements of the applicable land use regulations, land use decisions, and development standards in effect when the applicant submits a complete application and pays all application fees, unless:

“(A) the land use authority, on the record, formally finds that a compelling, countervailing public interest would be jeopardized by approving the application and specifies the compelling, countervailing public interest in writing; or

(B) in the manner provided by local ordinance and before the applicant submits the application, the county formally initiates proceedings to amend the county’s land use regulations in a manner that would prohibit approval of the application as submitted.

Utah Code Ann. § 17-27a-508(1)(a)(ii). ”

“The Utah Supreme Court has indicated that a significant threat to the public welfare should be considered compelling. “If a proposal met zoning requirements at the time of application but seriously threatens public health, safety, or welfare, the interests of the public should not be thwarted.” W. Land Equities v. Logan, 617 P.2d 388, 395-96 (Utah Sup.Ct. 1980).”

Staffs’ findings are legally sufficient to adopt if the Commission finds that the application is complete, conforms to the requirements of the applicable land use regulations, land use decisions, and development standards, and there are no apparent threats to public health, safety, or welfare that would support a compelling countervailing public interest to recommend denying the application. Staffs’ recommended conditions are required by county ordinances and appear to be legal conditions.

Recommendations for denial and/or additional findings must be placed on the record, contain a legal basis, and supported by substantial evidence. Legal can provide guidance on what is required for a sufficient record and what is considered substantial evidence.

STAFF RECOMMENDATION:

Based on the information in this staff report, staff recommends approval of the Northside Creek P.R.U.D, No. 2 Plat Amendment, subject to all applicable regulations and the following conditions:

1. That all of the County Surveyor and Engineer review comments be addressed.
2. That all outsourced consultant fees are paid current prior to recordation of the plat amendment.
3. That all other local, state, and federal laws are adhered to.

PROJECT DESCRIPTION:**Proposal Details**

Request for approval of an amendment to the Northside Creek Subdivision P.R.U.D. plat for the creation of three (3) lots. The Cottonwood Mutual Water Company (CMWC) is expected to provide will-serve letters for the water utilities for the three (3) properties. Mountain Green Sewer Improvement District (MGSID) runs the existing sewer system in the area and is expected to serve the new lots.

DISCUSSION:

This request is for an amendment to the Northside Creek P.R.U.D. Subdivision. This amendment proposes the creation of three (3) additional lots. The First Amendment to the Northside Creek Subdivision Development Agreement (Application #24.024) finalized the allocation of bonus density, allowing for three additional residential lots within the project. It also addressed the amenities constructed by the Developer as part of the original development commitments. The amendment ensured alignment with County requirements for density bonuses and amenity provisions. It was approved by the County Commission on August 20, 2024, and codified as Ordinance No. CO-24-19.

Lot sizes range from 0.80 to 0.86 acres. Each lot includes a non-buildable slope easement located along the rear (southeast) property line. All lots have the required frontage along Lakeside Drive, a private road. The lots are depicted in the record of the County as parcel K within the subdivision. This application will have minimal impact on the County and nearby property owners, does not alter the character of the underlying zoning, and formalizes the density awarded to the applicant in the Development Agreement. The applicant submitted a detailed written narrative (see attachment "C").

The plat amendment requirements come from Morgan County's Land Use Management Code, Title 15, Chapter 155, Section 440 and subsequent sections. Staff has reviewed the requirements and procedures for a plat amendment and have found that the application request meets these standards.

155.447: AMENDED PLAT REQUIREMENTS:

(A) Prior to the County Commission's approval of a petition or proposal to amend a subdivision plat, the petitioner or sponsor shall deliver to the county an amended plat map and complete supporting preliminary plat and final plat information in compliance with the requirements of this subchapter. The applicant shall also pay all fees required by the county's fee schedule.

(B) Upon approval of the plat amendment, all required documents, submissions, signatures and review procedures which are required for a final plat shall be submitted and followed, prior to recordation in the office of the County Recorder.

(C) The County Commission may vacate a subdivision or a portion of a subdivision by recording in the County Recorder's office an ordinance describing the subdivision or the portion being vacated.

(Prior Code, § 8-12-64) (Ord. 10-16, passed 12-14-2010; Ord. 19-09, passed 10-15-2019)

155.446: GROUNDS FOR VACATING OR CHANGING A PLAT:

(A) The land use authority may approve the vacation, alteration or amendment of a plat by signing an amended plat showing the vacation, alteration or amendment if the land use authority finds that:

(1) There is good cause for the vacation, alteration or amendment; and

(2) No public street, right-of-way or easement has been vacated or altered.

(B) The land use authority shall ensure that the amended plat showing the vacation, alteration or amendment is recorded in the office of the County Recorder.

(C) If an entire subdivision is vacated, the County Commission shall ensure that a resolution containing a legal description of the entire vacated subdivision is recorded in the County Recorder's office.

(D) The County Commission may adopt an ordinance granting a petition to vacate some or all of a public street, right-of-way or easement if the legislative body finds that:

(1) Good cause exists for the vacation; and

(2) Neither the public interest nor any person will be materially injured by the vacation.

(E) If the County Commission adopts an ordinance vacating some or all of a public street, right-of-way or easement, the County Commission shall ensure that a plat reflecting the vacation and/or an ordinance describing the vacations is recorded in the office of the County Recorder.

(F) The action of the legislative body vacating some or all of a street, right-of-way or easement that has been dedicated to public use:

(1) Operates to the extent to which it is vacated, upon the effective date of the recorded plat, as a revocation of the acceptance of and the relinquishment of the county's fee in the vacated street, right-of-way or easement; and

(2) May not be construed to impair:

(a) Any right-of-way or easement of any lot owner; or

(b) The franchise rights of any public utility.

(Prior Code, § 8-12-63) (Ord. 10-16, passed 12-14-2010; Ord. 19-09, passed 10-15-2019)

155.444: PROCEDURE:

(A) For plat amendments that result in adjusting and/or altering lot lines through an exchange of title within a platted subdivision the Zoning Administrator shall be the land use authority:

(1) The Zoning Administrator shall approve an exchange of title under this division (A) if the exchange of title will not result in a violation of any land use ordinance;

(2) If an exchange of title is approved under this division (A), a notice of approval shall be recorded in the office of the County Recorder which:

(a) Is executed by each owner included in the exchange and by the land use authority;

(b) Contains an acknowledgment for each party executing the notice in accordance with the provisions of UCA § 57-2a, Recognition of Acknowledgments Act; and

(c) Recites the descriptions of both the original parcels and the parcels created by the exchange of title.

(3) A document of conveyance of title reflecting the approved change shall be recorded in the office of the County Recorder; and

(4) A notice of approval recorded under this division (A) does not act as a conveyance of title to real property and is not required to record a document conveying title to real property.

(B) For plat amendments that result in the combination of lots, building pad adjustments, subdivision title changes, plat note revisions, amendments to internal lot restrictions, the alteration, amendment or vacation of a public or private road shown on a subdivision plat and all other modifications to lots within a recorded

subdivision plat shall be reviewed by the County Commission with a recommendation from the Planning Commission.

(C) Applications to vacate or amend a subdivision plat shall be required to submit those documents required for review in a complete preliminary plat application which pertain to and describe the proposed amendment, as well as a paper copy of the proposed final plat Mylar. Revised construction drawings shall also be submitted when changes to any required subdivision improvements are proposed.

(D) Upon receipt of a petition or a proposal to vacate or amend a subdivision plat which requires action by the County Commission, the matter shall be referred to the Planning Commission for a recommendation on the proposal.

(E) The land use authority shall hold a public hearing within 45 days after the day on which the petition is filed if:

(1) Any owner within the plat notifies the county of the owner's objection in writing within ten days of mailed notification; or

(2) A public hearing is required because all the owners in the subdivision have not signed the revised plat.

(F) The land use authority may consider at a public meeting, without a public hearing, an owner's petition to vacate or amend a subdivision plat if:

(1) The petition seeks to join two or more of the petitioning fee owner's contiguous lots;

(2) Subdivide one or more of the petitioner's fee owner's lots if the subdivision will not result in a violation of a land use ordinance or a development condition;

(3) Adjust the lot lines of adjoining lots or parcels if the fee owners of each of the adjoining lots or parcels join the petition, regardless of whether the lots and parcels are in the same subdivision;

(4) On a lot owned by the petitioning fee owner, adjust an internal lot restriction imposed by the county;

(5) Alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not owned by the petitioner or designated as common area; and

(6) Notice has been given to adjacent property, in accordance with § 155.031 of this code.

(Prior Code, § 8-12-61) (Ord. 10-16, passed 12-14-2010; Ord. 19-09, passed 10-15-2019)

ANALYSIS OF STANDARDS

Standards		Findings	Rationale
Ordinance Evaluation. Morgan County Code, Chapter 155, Section 440 states the following: <i>Prior to the County Commission's approval of a petition or proposal to amend a subdivision plat, the petitioner or sponsor shall deliver to the County an <u>amended plat map and complete supporting preliminary plat and final plat</u> information in compliance with the requirements of this chapter. The applicant shall also pay all fees required by the County's fee schedule.</i> <i>Therefore, this plat amendment has been reviewed for preliminary and final plat standards.</i>			
155.407: PRELIMINARY PLAT SUBMITTAL: The preliminary plat shall be prepared, stamped and signed by a professional engineer or professional land surveyor licensed by the state of Utah. The preliminary plat submittal shall include at least the following information:			
A	Vicinity Map 1. Drawn at a maximum scale of one thousand feet (1,000') to the inch. 2. Show all existing and proposed roadways in the vicinity of the proposed development. 3. A north arrow. 4. The nearest section corner tie. 5. Subdivision name.	Complies	
B	Certified boundary survey of the subject property, which meets state of Utah requirements, which also depicts all easements identified by the title report.	Complies	
C	Preliminary plat (all facilities within 200 feet of the plat shall be shown): 1. Drawn at a scale not smaller than one hundred feet (100') to the inch. 2. A north arrow. 3. Subdivision name. 4. The layout and names and widths of existing and future road rights of way. 5. A tie to a permanent survey monument at a section corner. 6. The boundary lines of the subdivision with bearings and distances. 7. The layout and dimensions of proposed lots with lot areas in square feet. 8. The location and dimensions and labeling of other spaces including open spaces, parks, trails, or public spaces. 9. The location of manmade features including bridges, railroad tracks, fences, ditches, and buildings. 10. Topography at two foot (2') intervals. One foot (1') contours may be required by the county engineer in particularly flat areas. 11. Location and ownership of all adjoining tracts of land. 12. Proposed subdivision phasing plan and relationship to existing phases of development. (Ord. 10-16, 12-14-2010)	Complies	
D	Grading and drainage plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout. 2. Topography at two foot (2') contour intervals. 3. North arrow. 4. Subdivision name. 5. Areas of substantial earthmoving. 6. Location of existing watercourses, canals, ditches, springs, wells, culverts, and storm drains.	Does Not Apply	

	7. Location of any 100-year floodplain as designated by the federal emergency management agency (FEMA). 8. A storm drainage plan showing water flow directions, inlets, outlets, catch basins, waterways, culverts, detention basins, outlets to offsite facilities, and off site drainage facilities planned to accommodate the project drainage. 9. Show any existing wetlands. 10. Slope analysis which depicts all slopes greater than fifteen percent (15%) and greater than twenty five percent (25%) with distinct notation. (Ord. 12-09, 9-18-2012)		
E	Utility plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout. 2. North arrow. 3. Subdivision name. 4. Show all existing and proposed utilities including: sewer, culinary water, well locations with secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, and streetlights, television and telecommunications. 5. Show location and dimensions of all utility easements.	Does Not Apply	
F	The subdivider shall provide the following documents with the application: 1. Three (3) copies of a geotechnical soils report. 2. A traffic report when required by the planning commission or county engineer. 3. Preliminary title report, which specifically references the boundary survey and exactly matches the legal description of the outside boundary of the subdivision. 4. Service agreements from all utility companies or providers. 5. Any necessary agreements with adjacent property owners regarding storm drainage or other matters pertinent to subdivision approval. 6. Maintenance agreements for subsurface drains serving the subdivision, if they are proposed or exist. 7. An agricultural impact analysis, on subdivisions which are contiguous to an adopted agricultural preservation area, or which contain an agricultural open space conservation easement within the plat. 8. Written verification of all proposed water sources. For all proposed water sources, provide approval letters from the Weber-Morgan County health department and proof of all water rights, including quantities (water rights certificates, etc.), for each well and water source to be utilized for the development. 9. The developer shall submit all information concerning site geology, area hydrogeology, site topography, soil types and the proven wet water by the drilling of at least one test well from within the described subdivision boundary, as determined by a geotechnical engineer, licensed in the state of Utah. Well logs shall be submitted to the county identifying the depth and yield of the well. Information submitted must verify that the source is consistently available to supply eight hundred (800) gallons per day (gpd) per equivalent residential connection (ERC) at a minimum flow rate of 0.55 gallons per minute (gpm). Water for irrigation supplies shall be	Does Not Apply	

	verified to provide three (3) gpm per irrigated acre. If the proposal is being served by an existing water utility company, these requirements do not apply. 10. Verification of approval from the Weber-Morgan County health department regarding the proposed location of all septic systems and water source protection areas.		
G	When the subdivision is located within the sensitive area district or geologic hazards special study area, required reports and documents are to be submitted in accordance with the provisions of this title.	Does Not Apply	
H	The subdivider shall comply with all applicable federal, state, and local laws and regulations, and shall provide evidence of such compliance if requested by the county.	Complies	
I	Copy of proposed protective covenants in all cases where subsurface drains or other common area maintenance proposals are to serve any portion of the subdivision.	Does Not Apply	
J	Electronic copies of all preliminary plat drawings in AutoCAD (DWG) format.	Complies	
K	Tabulations showing the total number of lots or buildings sites, and the percentage of land in roads, lots, and open space.	Does Not Apply	
L	Any additional submittal requirements required for or by master planned development reserves, specific development agreements, or requirements and conditions of other applicable ordinances or previous approvals. (Ord. 10-16, 12-14-2010)	Does Not Apply	
155.415: FINAL PLAT; PREPARATION AND REQUIRED INFORMATION:			
A	The final plat shall consist of a mylar with the outside or trim line dimensions of twenty four inches by thirty six inches (24" x 36"). The mylar shall be submitted to the county at least twenty (20) days prior to consideration for placement on the county commission agenda for approval. Until that date, submittal of paper copies is sufficient for review. The borderline of the plat shall be drawn in heavy lines leaving a space of at least one and one-half inches (1 1/2") on the left side and at least one-half inch (1/2") margin on the other sides. The plat shall be so drawn that the top of the drawing faces either north or west, whichever accommodates the drawing best. All lines, dimensions, and markings shall be made on a mylar with approved waterproof black ink. The plat shall be made to a scale large enough to clearly show all details, and in any case not smaller than one hundred feet (100') to the inch, and workmanship on the finished drawing shall be neat, clean cut and readable.	Will Comply	Historically, staff has recommended the applicant wait to print the final mylar in the event that the Planning Commission recommend changes to the plat.
B	The final plat shall show the subdivision name that is distinct from any other recorded subdivision name and the general location of the subdivision in bold letters at the top of the sheet.	Complies	
C	The plat shall contain a north arrow and scale of the drawing and the date.	Complies	
D	Prior to consideration by the county commission, the plat shall be signed by all required and authorized parties, with the exception of the county commission chairperson, planning commission chairperson and county attorney, with appropriate notarial acknowledgements and the final plat shall contain all information set forth in this section.	Will comply	Historically, staff has recommended the applicant wait to print the final mylar and receive signatures, in the event that the Planning Commission and/or County Commission recommend changes to the plat.

E	An accurate and complete survey, which conforms to Utah state law.	Complies	
F	Plats will show accurately drawn boundaries, showing the proper bearings and dimensions of all boundary lines of the subdivision, properly tied to at least two (2) public survey monuments. These lines should be slightly heavier than street and lot lines.	Complies	
G	The final plat shall show all survey, mathematical information and data necessary to locate all monuments and to locate and retrace all interior and exterior boundary lines appearing thereon, including bearing and distance of straight lines, and central angle, radius and arc length of curves, and such information as may be necessary to determine the location of beginning and ending points of curves. All property corners and monuments within the subdivision shall be tied to an acceptable Morgan County monument, as determined by the Morgan County surveyor. Lot and boundary closure shall be calculated to the nearest 0.02 of a foot.	Complies	
H	All lots, blocks, and parcels offered for dedication for any purpose should be delineated and designated with dimensions, boundaries and courses clearly shown and defined in every case. The square footage of each lot shall be shown. All parcels offered for dedication other than for streets or easements shall be clearly designated on the plat. Sufficient linear, angular and curved data shall be shown to determine readily the bearing and length of the boundary lines of every block, lot and parcel which is a part thereof. No ditto marks shall be used for lot dimensions.	Complies	
I	The plat shall show the right of way lines of each street, and the width of any portion being dedicated and widths of any existing dedications. The widths and locations of adjacent streets and other public properties within fifty feet (50') of the subdivision shall be shown with dashed lines. If any street in the subdivision is a continuation or an approximate continuation of an existing street, the conformity or the amount of nonconformity of such existing streets shall be accurately shown.	Complies	
J	All lots are to be numbered consecutively under a definite system approved by the county. Numbering shall continue consecutively throughout the subdivision with no omissions or duplications.	Complies	
K	All streets within the subdivision shall be numbered (named streets shall also be numbered) in accordance with and in conformity with the adopted street numbering system adopted by the county. Each lot shall show the street addresses assigned thereto, and shall be according to the standard addressing methods approved by the county. In the case of corner lots, an address will be assigned for each part of the lot having street frontage.	Complies	
L	The side lines of all easements shall be shown by fine dashed lines. The width of all easements and sufficient ties thereto to definitely locate the same with respect to the subdivision shall be shown. All easements shall be clearly labeled and identified.	Complies	
M	The plat shall fully and clearly show all stakes, monuments and other evidence indicating the boundaries of the subdivision as found on the site. Any monument or bench mark that is disturbed or destroyed before acceptance of all improvements shall be replaced by the subdivider under the direction of the county surveyor. The following required monuments shall be shown on the final plat:	Complies	

	1. The location of all monuments placed in making the survey, including a statement as to what, if any, points were reset by ties; 2. All right of way monuments at angle points and intersections as approved by the county surveyor.		
N	The final plat shall contain the name, stamp and signature of a professional land surveyor, together with the date of the survey, the scale of the map and number of sheets. The following certificates, acknowledgements and descriptions shall appear on the title sheet of the final plat, and such certificates may be combined where appropriate: 1. Professional land surveyor's "certificate of survey". 2. Owner's dedication certificate in the following form: <i>OWNERS DEDICATION</i> <i>Know all men by these presents that we, the undersigned owner(s) of the above described tract of land, having caused said tract to be subdivided into lots and streets to be hereafter known as Subdivision do hereby dedicate for perpetual use of the public all parcels of land, other utilities, or easements shown on this plat as intended for public use. In witness whereof, we have hereunto set out hands this day of, 21.</i> <i>(Add appropriate acknowledgments)</i> 3. Notary public's acknowledgement for each signature on the plat. 4. A correct metes and bounds description of all property included within the subdivision. 5. Plats shall contain signatures of the water provider (if provided by a culinary water system), sewer provider (if provided by a sewer improvement district), Weber-Morgan County health department, planning commission, and county engineer, and blocks for signatures of the county attorney and county commission (a signature line for the commission chairperson and an attestation by the county clerk). A block for the county recorder shall be provided in the lower right corner of the final plat. 6. Such other affidavits, certificates, acknowledgements, endorsements and notarial seals as are required by law, by this title, the county attorney, or county surveyor. 7. Prior to recordation of the plat, the subdivider shall submit a current title report to be reviewed by the county. A "current title report" is considered to be one which correctly discloses all recorded matters of title regarding the property and which is prepared and dated not more than thirty (30) days before the proposed recordation of the final plat. 8. The owner's dedication certificate, registered land surveyor's certificate of survey, and any other certificates contained on the final plat shall be in the form prescribed by the county's standards. 9. When a subdivision contains lands which are reserved in private ownership for community use, including common areas, the subdivider shall submit, with the final plat, the name, proposed articles of incorporation and bylaws of the owner, or organization empowered to own, maintain and pay taxes on such lands and common areas and any access easements which may be required by the county.	Complies	Owner's Dedication is present, but not signed

O	On subdivisions which are contiguous to an adopted agricultural protection area, or which contain an agricultural open space preservation area within the plat, a note shall be placed on the plat, in conjunction with right to farm provisions, stating such, and that agricultural operations work hours begin early and run late and that these operations may contribute to noises and odors objectionable to some residents.	Does Not Apply	Does not border an Agricultural Protection Area
P	A note on the plat which states the following: <i>Morgan County restricts the occupancy of buildings within developments as outlined in the adopted building and fire codes. It is unlawful to occupy a building located within any development without first having obtained a certificate of occupancy issued by the county.</i> (Ord. 10-16, 12-14-2010)	Complies	

DEPARTMENT COMMENTS/RECOMMENDATIONS

Public Works: No comments received

Fire/EMS Services: No comments received

Engineering/Surveyor: Comments received and are being addressed

Recorders: Comments received and are being addressed

Zoning: The zoning is residential (RR-5) with an applicable Development Agreement

PUBLIC NOTICE, MEETINGS, COMMENTS

- ✓ Public Notice was submitted to the State of Utah Public Notice website on or before September 29, 2025; a minimum of 10 days prior to the scheduled meeting. (Morgan County Code § 155.032 (C)).
- ✓ A Public Notice was posted at the County on or before September 29, 2025.
- ✓ Notices to property owners within 1000' feet of the proposed use were mailed a Public Notice on or before September 29, 2025.
- ✓ A sign was posted on the site on or before September 29, 2025.

Recommended Motions

Motion for *Approval* – “I move we approve the Northside Creek P.R.U.D, No. 2 Plat Amendment, application #25.008, allowing for the creation of three (3) lots, located approximately 0.22 Miles northeast of the intersection of North Cottonwood Canyon Road and North Lakeside Drive in unincorporated Morgan County, based on the findings and with the conditions listed in the staff report dated October 21, 2025.”

Motion for *Approval with Conditions* – “I move we approve the Northside Creek P.R.U.D, No. 2 Plat Amendment, application #25.008, allowing for the creation of three (3) lots, located approximately 0.22 Miles northeast of the intersection of North Cottonwood Canyon Road and North Lakeside Drive in unincorporated Morgan County, based on the findings and with the conditions listed in the staff report dated October 21, 2025, and the following additional conditions:”

- 1. List any additional findings and conditions...*

Motion for *Denial* – “I move we deny the Northside Creek P.R.U.D, No. 2 Plat Amendment, application #25.008, allowing for the creation of three (3) lots, located approximately 0.22 Miles northeast of the intersection of North Cottonwood Canyon Road and North Lakeside Drive in unincorporated Morgan County, *due to the following findings:*”

Attachments:

Attachment A: Vicinity Map

Attachment B: Proposed Preliminary Plat

Attachment C: Applicant Narrative

Attachment D: Application

Attachment A: Vicinity Map



Attachment B: Proposed Preliminary Plat

[illegible]

Narrative

To Morgan County

From Skyler Gardner

Date February 11, 2025

Subject: Parcel K Plat Amendment to add three residential lots.

Highlights

- This proposal will add three residential lots to the project, bringing the total to twenty-five total lots.
- Adding three lots is approved within the First Amendment to the Development Agreement paragraph 1.2.
- All improvements within the right-of-way were previously installed and no new construction within the road is required.

The northside Creek PRUD subdivision is currently recorded with twenty-two residential building lots. It is a gated community with private roadways. This application for a plat amendment includes splitting the existing 2.49 acres Parcel K into three separate residential lots.

Because the expansion of 3 lots was anticipated before the roadway improvements were completed the lots have already been improved with the laterals for sewer, culinary and secondary water. There is no planned construction within the road to add these new lots.

The entitlements to add these three additional lots were mentioned in the Development Agreement and then memorialized First Addendum to the Development Agreement.

If there are any questions please feel free to contact me.

Sincerely,

Skyler Gardner

Project Manager

Attachment D: Application

Morgan County - Planning & Development
Services

Printed: 09/25/2025

**25.008 North Side Creek
P.R.U.D, No. 2 Plat
Amendment**

25.008

02/13/2025 - 02/12/2124

939ec080-ea51-11ef-8cdb-4181a69705e2

Subdivision

Active

General

Under Review

Application Review Status

Pre-Review

Approved

02/13/2025

The Zoning Administrator may take a project out of Pre-Review Status to allow the County Engineer to review to determine that all submittal items contain the required information necessary to be considered a complete application. While the application may be out of pre-review this does not constitute a complete application until such time as the County Engineer provides a memo stating all items are present.

County Commission	Not Reviewed
Zoning Administrator	Not Reviewed
County Engineer	Not Reviewed
County Surveyor	Not Reviewed
Mountain Green Fire Department	Not Reviewed
Planner I	Not Reviewed
Mountain Green Sewer Improvement District (MGSID)	Not Reviewed
Cottonwood Mutual Water Company	Not Reviewed
GIS Personnel	Not Reviewed
County Recorder	Not Reviewed



County Commission Agenda Request Form

All Agenda items, including back-up materials, must be submitted to:

Morgan County
Attn: Kate Becker
48 West Young Street
P O Box 886
Morgan, UT 84050
Phone: (435) 800.8724

****ALL DOCUMENTATION IS DUE ON OR BEFORE 12:00 PM ON THE TUESDAY PRIOR TO A SCHEDULED COUNTY commission MEETING****

Email: kbecker@morgancountyutah.gov

This form must be submitted, along with any required documentation, or the Agenda Item will not be scheduled until the next County commission Meeting

Commission Meeting Date: 10/21/25 Time Requested: 15 min
Name: Joshua Cook Phone: (801) 845-4015
Address: 48 W. Young Street
Email: jcook@morgancountyutah.gov Fax: _____
Associated County Department: Planning and Development Department

PURPOSE FOR THE AGENDA ITEM - MUST BE SPECIFIC:

Public Meeting/Discussion/Decision – *Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat*: A request for preliminary plat approval for a 24-lot subdivision throughout property across five (5) parcels, utilizing zero lot line homes with yards in common, which is identified by parcel numbers 00-0086-7344, 00-0092-5593, 00-0089-1186, 00-0086-4865, and 00-0086-5513 and serial numbers 03-005-108-12-1, 03-005-108-13-1-1, 03-005-108-06-2-1, 03-005-108-06-4, and 03-005-108-05-4, located approximately east of the intersection of Park Meadow Drive and Kingston Drive in unincorporated Morgan County.

WILL YOUR AGENDA ITEM BE FOR:

DISCUSSION
DECISION
BOTH
INFORMATION ONLY

☒
☒
☒
☐

PUBLIC HEARING
PUBLIC MEETING

☐
☒



COUNTY COMMISSION

STAFF REPORT

Preliminary Plat

October 21, 2025

Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat

October 21, 2025

Public Meeting

File #25.009

Applicant:	Skyler Gardner
Owner:	Cottonwood Meadows Holding Company Inc, Gardner Cottonwood Creek Lc
Project Location:	Approx. east of the intersection of Park Meadow Dr and Kingston Dr
Parcel Numbers:	00-0086-7344, 00-0092-5593, 00-0089-1186, 00-0086-4865, and 00-0086-5513
Serial Numbers:	03-005-108-12-1, 03-005-108-13-1-1, 03-005-108-06-2-1, 03-005-108-06-4, and 03-005-108-05-4
Current Zoning:	Rural Residential (RR-1) w/ DA
Acreage:	7.29 acres combined

REQUEST:

A request for preliminary plat approval for a 24-unit subdivision throughout property across five (5) parcels, utilizing condominium-style lot line homes with yards in common.

PLANNING COMMISSION SUMMARY:

The Planning Commission heard this item at their regularly scheduled meeting on October 9th, 2025. There were no comments made during the public comment section of the meeting. The applicant clarified a staff comment regarding neighbor concerns about the temporary bike trail passing through the property, noting that the single-track mountain bike trail was constructed with permission from the property owner, who provided permission to the Trails Committee and Master Owner's Association for its installation. The trail will be closed during subdivision construction for safety reasons. Following the installation of improvements, a trail connection is anticipated between Lots 512 and 513 to continue the route south, with another possible connection to the east. Planning Commission discussion was minimal but included a question regarding the approved density. The applicant clarified that although 120 lots were originally allotted—based on a prior concept involving triplexes—approximately 92 lots are now proposed between Meadow Park West and East, across multiple phases and plats. The Commission voted to recommend approval of the application with a 5-0 vote, with Chair Maloney not voting and Member Watt absent from the meeting.

ATTORNEY GUIDANCE:

Administrative Review:

The sole issue in land use administration is whether the application complies with county ordinances. If it does, it must be approved.

Applicable law:

An applicant is entitled to approval of a land use application if the application conforms to the requirements of the applicable land use regulations, land use decisions, and development standards in effect when the applicant submits a complete application and pays all application fees, unless:

“(A) the land use authority, on the record, formally finds that a compelling, countervailing public interest would be jeopardized by approving the application and specifies the compelling, countervailing public interest in writing; or

(B) in the manner provided by local ordinance and before the applicant submits the application, the county formally initiates proceedings to amend the county’s land use regulations in a manner that would prohibit approval of the application as submitted.

Utah Code Ann. § 17-27a-508(1)(a)(ii). ”

“The Utah Supreme Court has indicated that a significant threat to the public welfare should be considered compelling. “If a proposal met zoning requirements at the time of application but seriously threatens public health, safety, or welfare, the interests of the public should not be thwarted.” W. Land Equities v. Logan, 617 P.2d 388, 395-96 (Utah Sup.Ct. 1980).”

Staffs’ findings are legally sufficient to adopt if the Commission finds that the application is complete, conforms to the requirements of the applicable land use regulations, land use decisions, and development standards, and there are no apparent threats to public health, safety, or welfare that would support a compelling countervailing public interest to recommend denying the application. Staffs’ recommended conditions are required by county ordinances and appear to be legal conditions.

Recommendations for denial and/or additional findings must be placed on the record, contain a legal basis, and supported by substantial evidence. Legal can provide guidance on what is required for a sufficient record and what is considered substantial evidence.

STAFF RECOMMENDATION:

County Staff has reviewed the plans for the Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat Application. Staff recommends approval of the requested preliminary plat based on the following findings and with the conditions listed below:

Findings:

1. The nature of the subdivision is in conformance with the current and future land uses of the area.
2. The proposal complies with the Morgan County 2010 General Plan, applicable zoning regulations, and Cottonwoods Development Agreement.
3. This proposal is not detrimental to the health, safety, and welfare of the public.

Conditions:

1. That all outsourced consultant fees are paid current prior to final plat application.
2. That all other local, state, and federal laws are adhered to.
3. The developer shall install any requisite infrastructure, including roadways, etc. as part of the preliminary plat approval.
4. That all outstanding issues be addressed prior to final plat submittal.
5. That the applicant present a letter from the Dam Board finalizing approval of the new inundation line prior to Final Plat submittal.

PROJECT DESCRIPTION:**Proposal Details**

This request is for a 24-lot preliminary subdivision plat. The proposed development spans five (5) parcels totaling approximately 7.29 acres. The subdivision will feature 24 residential units utilizing a condominium-style configuration with shared yard space, a concept that is the first of its kind in the county.

The homes in this development are placed directly on the property. Rather than each lot having a fully fenced, private yard, yards will be held in common and shared between adjacent homes, creating a more cohesive and community-oriented open space layout. This arrangement enhances usable green space, supports efficient land use, and encourages neighbor interaction. Ongoing maintenance of these shared yard areas will be provided by the subdivision's Homeowners Association (HOA).

Lot sizes will range from approximately 0.069 acres (3,025 square feet) to 0.088 acres (3,850 square feet), with an average lot size of 0.079 acres (3,425 square feet). The development will also include 3.952 acres of open space, distributed throughout the site in a manner that supports the shared yard design.

The property is located east of the intersection of Park Meadow Drive and Kingston Drive, and access to the subdivision will be provided via Kingston Drive. A new public road system will be constructed to serve the lots and provide necessary connectivity to existing infrastructure.

Water service will be provided by Cottonwood Mutual Water Company (CMWC), and sewer utilities will be provided by the Mountain Green Sewer Improvement District (MGSID). Will serve letters have been provided from the required districts. Fire protection services will be provided by the Mountain Green Fire Protection District (MGFPD).

DISCUSSION:

The property is known as Meadow Park East, a master planned Sub-Phase within Phase 5 of the Cottonwoods at Mountain Green Development Agreement. The applicant received concept plan approval from the Planning Commission for preliminary and final plat approval for a proposed small subdivision of five (5) lots, consisting of 1.74 acres in the relevant area, on July 13, 2023 (application # 22.024). The Cottonwoods Development Agreement (DA) was recorded on August 16, 2006, while the Meadow Village East Cottages, a Planned Unit Development (PUD) plat, was approved by the County Council on December 16, 2008. This preliminary plan is consistent with the uses and layout as required by the DA and the applicable MCC Subdivision Standards.

The preliminary plat requirements come from Morgan County's Land Use Management Code, Title 15, Chapter 155, Sections 407-411. Staff has reviewed the requirements and procedures for a preliminary plat and have found that the application request meets the standards.

§ 155.405: PRELIMINARY PLAT; PURPOSE:

The purpose of the preliminary plat is to require formal preliminary approval of a subdivision as provided herein in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat and all information and procedures relating thereto, shall in all respects, be in compliance with the provisions of this title and any other applicable county ordinances. (Ord. 10-16, 12-14-2010)

§ 155.409: REVIEW OF PRELIMINARY PLAT:

(A) *The Planning Commission shall review the submitted preliminary plat and determine compliance with the standards and criteria set forth in this chapter and all other ordinances of the county, including, but not limited to, the Land Use Management Code, General Plan, master street plan, road and bridge standards and applicable Building Codes. Courtesy notice of the public meeting at which the Planning Commission reviews the proposed preliminary plat shall be provided in accordance with § [155.395](#) of this code. The Planning Commission shall make findings specifying any inadequacy in the application, noncompliance with county regulations, design and construction standards and/or engineering and the need for any additional information which may assist the Planning Commission to evaluate the preliminary plat. The Planning Commission may review all relevant information pertaining to the proposed development including, but not limited to, the following: Fire protection; sufficient supply of culinary and secondary water to the proposed subdivision; sanitary sewer and septic service; traffic considerations and the potential for flooding; and the like. The Planning Commission shall submit its findings and recommendations regarding approval or disapproval of the preliminary plat to the County Commission for review and decision.*

(B) *The County Commission shall review the findings and recommendations by the Planning Commission for the proposed preliminary plat. The County Commission may make any modifications to the proposed preliminary plat that it considers appropriate, and which are in accordance with this chapter.*

(C) *Granting of preliminary plat approval by the County Commission shall not constitute a final acceptance of the subdivision by the County Commission. Approval of the preliminary plat shall not relieve the subdivider of the responsibility to comply with all required conditions and ordinances and to provide the improvements and easements necessary to meet all county standards and requirements.*

(D) *Preliminary plat approval must be granted by the county prior to the application for final plat approval.*

(Prior Code, § 8-12-26) (Ord. 10-16, passed 12-14-2010; Ord. 19-09, passed 10-15-2019)

ANALYSIS OF STANDARDS

Ordinance Evaluation. Morgan County Code § 155.447 states the following:

Prior to the County Council's approval of a petition or proposal to amend a subdivision plat, the petitioner or sponsor shall deliver to the County a preliminary plat map and complete supporting preliminary plat information in compliance with the requirements of this chapter. The applicant shall also pay all fees required by the County's fee schedule.

Therefore, this plat amendment has been reviewed for preliminary plat standards.

§ 155.407: PRELIMINARY PLAT SUBMITTAL: The preliminary plat shall be prepared, stamped and signed by a professional engineer or professional land surveyor licensed by the state of Utah. The preliminary plat submittal shall include at least the following information:

A	Vicinity Map 1. Drawn at a maximum scale of one thousand feet (1,000') to the inch. 2. Show all existing and proposed roadways in the vicinity of the proposed development. 3. A north arrow. 4. The nearest section corner tie. 5. Subdivision name.	Complies	
B	Certified boundary survey of the subject property, which meets state of Utah requirements, which also depicts all easements identified by the title report.	Complies	
C	Preliminary plat (all facilities within 200 feet of the plat shall be shown): 1. Drawn at a scale not smaller than one hundred feet (100') to the inch. 2. A north arrow. 3. Subdivision name. 4. The layout and names and widths of existing and future road rights of way. 5. A tie to a permanent survey monument at a section corner. 6. The boundary lines of the subdivision with bearings and distances. 7. The layout and dimensions of proposed lots with lot areas in square feet. 8. The location and dimensions and labeling of other spaces including open spaces, parks, trails, or public spaces. 9. The location of manmade features including bridges, railroad tracks, fences, ditches, and buildings. 10. Topography at two foot (2') intervals. One foot (1') contours may be required by the county engineer in particularly flat areas. 11. Location and ownership of all adjoining tracts of land. 12. Proposed subdivision phasing plan and relationship to existing phases of development. (Ord. 10-16, 12-14-2010)	Complies	
D	Grading and drainage plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout. 2. Topography at two foot (2') contour intervals. 3. North arrow. 4. Subdivision name. 5. Areas of substantial earthmoving. 6. Location of existing watercourses, canals, ditches, springs, wells, culverts, and storm drains. 7. Location of any 100-year floodplain as designated by the federal emergency management agency (FEMA). 8. A storm drainage plan showing water flow directions, inlets, outlets, catch basins, waterways, culverts, detention basins, outlets to offsite facilities, and off site drainage facilities planned to accommodate the project drainage. 9. Show any existing wetlands. 10. Slope analysis which depicts all slopes greater than fifteen percent (15%) and greater than twenty five percent (25%) with distinct notation. (Ord. 12-09, 9-18-2012)	Complies	
E	Utility plan (may be combined with plat sheet, if approved by the county engineer): 1. Plan drawn to a scale not smaller than one hundred feet (100') to the inch, showing the road and lot layout.	Complies	

	2. North arrow. 3. Subdivision name. 4. Show all existing and proposed utilities including: sewer, culinary water, well locations with secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, and streetlights, television and telecommunications. 5. Show location and dimensions of all utility easements.		
F	The subdivider shall provide the following documents with the application: 1. Three (3) copies of a geotechnical soils report. 2. A traffic report when required by the planning commission or county engineer. 3. Preliminary title report, which specifically references the boundary survey and exactly matches the legal description of the outside boundary of the subdivision. 4. A Will Serve Letter from all utility companies or providers that states: a. That their system has capacity to serve the proposed development, documentation of such available capacity and specifying the amount of such capacity that will be utilized for the proposed project. b. Any conditions of required improvements before they can serve the subdivision 5. Any necessary agreements with adjacent property owners regarding storm drainage or other matters pertinent to subdivision approval. 6. Maintenance agreements for subsurface drains serving the subdivision, if they are proposed or exist. 7. An agricultural impact analysis, on subdivisions which are contiguous to an adopted agricultural preservation area, or which contain an agricultural open space conservation easement within the plat. 8. Written verification of all proposed water sources. For all proposed water sources, provide approval letters from the Weber-Morgan County health department and proof of all water rights, including quantities (water rights certificates, etc.), for each well and water source to be utilized for the development. 9. The developer shall submit all information concerning site geology, area hydrogeology, site topography, soil types and the proven wet water by the drilling of at least one test well from within the described subdivision boundary, as determined by a geotechnical engineer, licensed in the state of Utah. Well logs shall be submitted to the county identifying the depth and yield of the well. Information submitted must verify that the source is consistently available to supply eight hundred (800) gallons per day (gpd) per equivalent residential connection (ERC) at a minimum flow rate of 0.55 gallons per minute (gpm). Water for irrigation supplies shall be verified to provide three (3) gpm per irrigated acre. If the proposal is being served by an existing water utility company, these requirements do not apply.	Complies	

	10. Verification of approval from the Weber-Morgan County health department regarding the proposed location of all septic systems and water source protection areas.		
G	When the subdivision is located within the sensitive area district or geologic hazards special study area, required reports and documents are to be submitted in accordance with the provisions of this title.	Complies	
H	The subdivider shall comply with all applicable federal, state, and local laws and regulations, and shall provide evidence of such compliance if requested by the county.	Complies	
I	Copy of proposed protective covenants in all cases where subsurface drains or other common area maintenance proposals are to serve any portion of the subdivision.	Complies	
J	Electronic copies of all preliminary plat drawings in AutoCAD (DWG) format.	Complies	
K	Tabulations showing the total number of lots or buildings sites, and the percentage of land in roads, lots, and open space.	Complies	
L	Any additional submittal requirements required for or by master planned development reserves, specific development agreements, or requirements and conditions of other applicable ordinances or previous approvals. (Ord. 10-16, 12-14-2010)	Complies	

DEPARTMENT COMMENTS/RECOMMENDED MOTIONS

Public Works: No comments

Fire/EMS Services: No comments

Engineering: Comments have been received and are being addressed

PUBLIC NOTICE, MEETINGS, COMMENTS

- ✓ Public Notice was submitted to the State of Utah Public Notice website on or before September 29, 2025; a minimum of 10 days prior to the scheduled meeting. (Morgan County Code § 155.032 (C)).
- ✓ A Public Notice was posted at the County on or before September 29, 2025.
- ✓ Notices to property owners within 1000' feet of the proposed use were mailed a Public Notice on or before September 29, 2025.
- ✓ A sign was posted on the site on or before September 29, 2025.

Recommended Motions

Motion for *Approval* – “I move we approve the Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat, application #25.009, allowing for a 24-lot subdivision of land located approximately east of the intersection of Park Meadow Drive and Kingston Drive in unincorporated Morgan County, based on the findings and with the conditions listed in the staff report dated October 21, 2025.”

Motion for *Approval with Conditions* – “I move we approve the Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat, application #25.009, allowing for a 24-lot subdivision of land located approximately east of the intersection of Park Meadow Drive and Kingston Drive in unincorporated Morgan County, based on the findings and with the conditions listed in the staff report dated October 21, 2025, and the following conditions:”

1. List any additional findings and conditions...

Motion for *Denial* – “I move we deny the Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat, application #25.009, allowing for a 24-lot subdivision of land located approximately east of the intersection of Park Meadow Drive and Kingston Drive in unincorporated Morgan County, *due to the following findings:*”

Attachments:

Attachment A: Vicinity Map

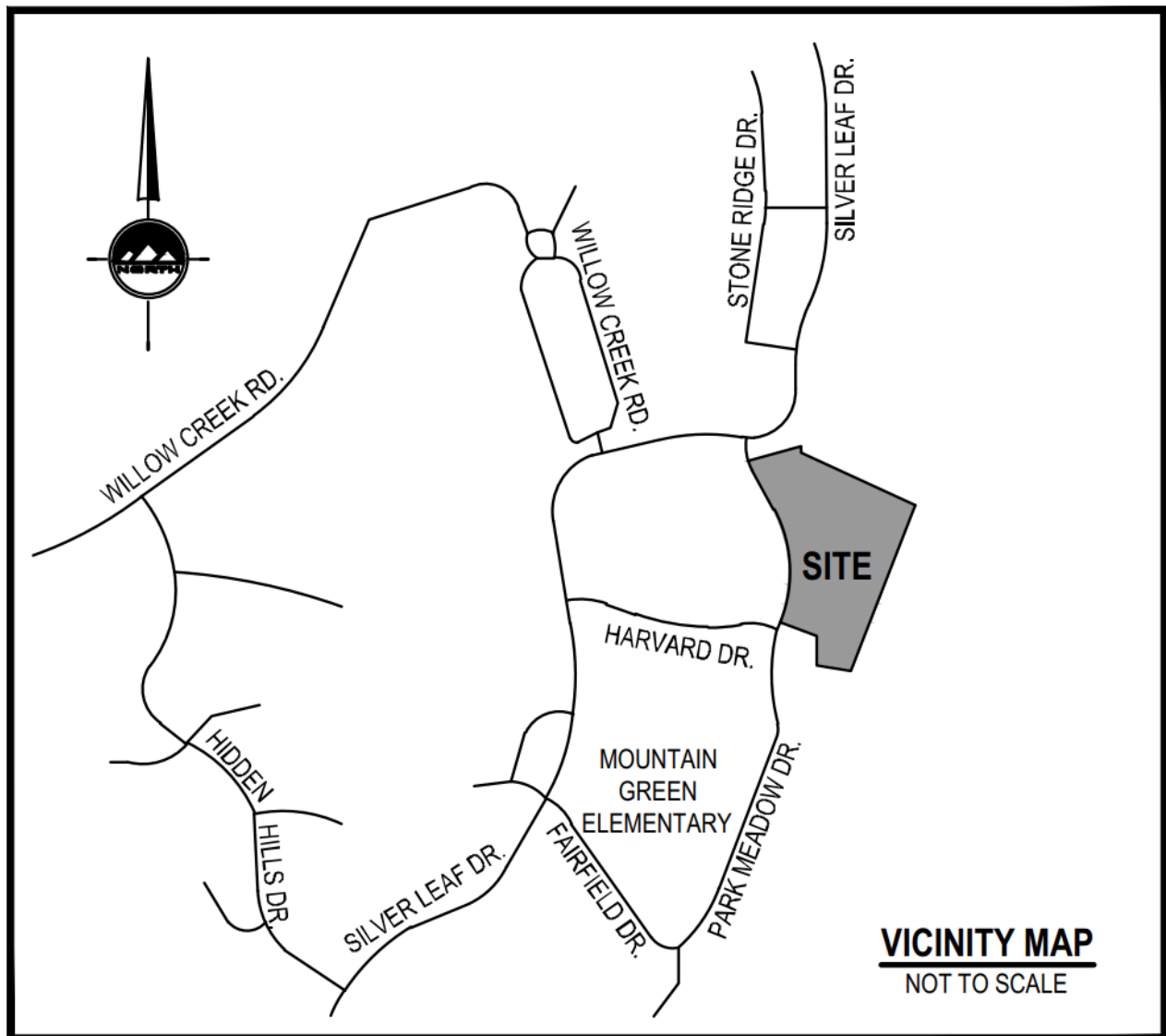
Attachment B: Proposed Preliminary Plat

Attachment C: Basis For Determination of Minimum Finish Floor Elevations - Cottonwood Phase 5E

Attachment D: Revised Flood Inundation Evaluation of Cobble Creek Dam

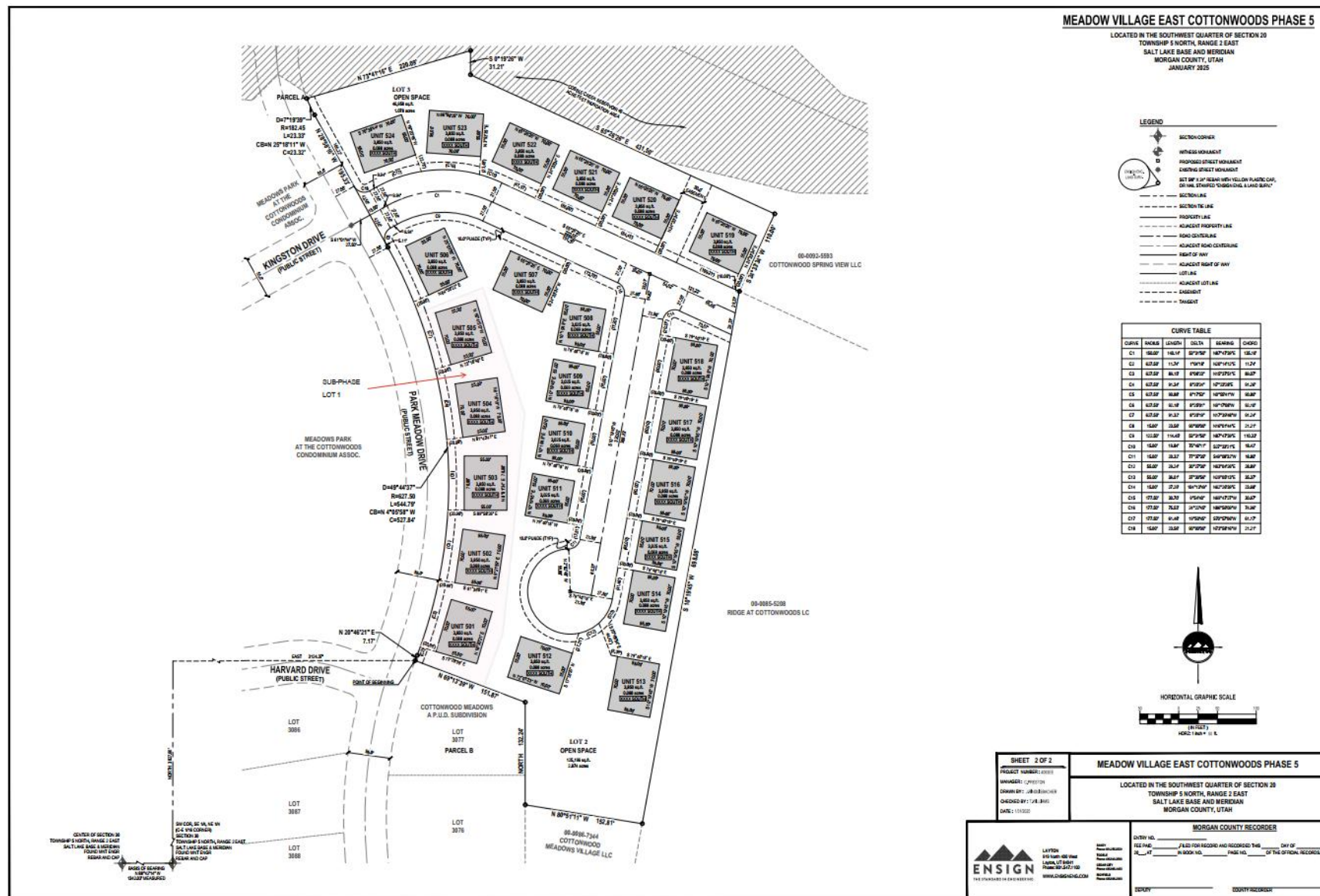
Attachment E: Application

Attachment A: Vicinity Map



[Click here to view a full-size .pdf version](#)

Attachment B: Proposed Preliminary Plat



Meadow Park East Cottonwoods Phase 5A-5 Preliminary Plat
 October 21, 2025
 Application #25.009

Attachment C: Basis For Determination of Minimum Finish Floor Elevations - Cottonwood Phase 5E



Date: Wednesday, July 9, 2025

To: Skyler Gardner

From: Cam Preston, PE

Subject: Basis for Determination of Minimum Finish Floor Elevations – Cottonwood Phase 5E

An evaluation was conducted to assess flood protection measures along the rear property lines of Units 519 through 524 in Cottonwood Phase 5E, in response to recent geotechnical review findings and in support of regulatory requirements related to downstream inundation risk. These units, originally designed as part of a planned residential unit development (PRUD), are currently being platted into a site condominium project. The objective of this evaluation was to demonstrate that future development along these rear lot lines will be protected from dam breach or probable maximum flood (PMF) inundation associated with the Cobble Creek Reservoir.

The evaluation was based on the previously completed inundation report for the Cobble Creek Dam, which modeled PMF and breach conditions for the 40 acre-foot configuration using HEC-RAS. Modeled water surface elevations were extracted at representative cross sections along the downstream drainage corridor.

Using these elevations, a continuous reference line was established by grading linearly from upstream to downstream along the reported water surface elevations. This line represents the projected inundation level. An elevation buffer of one foot was added to the reported values to account for conversion between datums, ensuring consistency with Ensign's surface model and incorporating a conservative design factor. Thus, the reference grading line shown represents a water surface elevation two feet higher than the original modeled elevations from the inundation report.

A berm is proposed along the rear, shared lot line of Units 519 through 524. The berm is designed such that its crest meets or exceeds the conservative reference line. The purpose of the berm is to provide a continuous barrier above the inundation elevation, thereby preventing encroachment into the rear yards of these units. The configuration of the berm allows for rear yard drainage to flow away from the shared lot line toward the units.

The berm is designed with a 6-foot width on the interior (lot-facing) side and a 12-foot width on the creek-facing side. The increased width on the downslope side is required to achieve stable daylighting into the existing terrain, which presents geometric challenges due to limited vertical relief. The expanded footprint provides sufficient horizontal distance to tie into existing grade without exceeding acceptable slope gradients. Intermediate elevation control points are provided near projected future lot corners to validate grading continuity.

This berming solution satisfies applicable regulatory flood protection requirements and offers a practical approach to safeguarding pad areas within the reconfigured lots. The accompanying exhibit illustrates the modeled inundation surface, conservative grading reference, and berm geometry as proposed. The affected Grading Plan Sheets have also been updated and are attached as well.

Please contact this office with any further questions or if additional coordination is required to support the geotechnical evaluation or future submittals.

SANDY
45 W 10000 S, STE 500
Sandy, UT 84070
P: 801.255.0529

LAYTON
919 N 400 W
Layton, UT 84041
P: 801.547.1100

CEDAR CITY
88 E Fiddler's Canyon Rd, STE 210
Cedar City, UT 84721
P: 435.865.1453

TOOELE
3950 N Tealby Way, STE 200
Erda, UT 84074
P: 435.843.3590

RICHFIELD
225 N 100 E
Richfield, UT 84701
P: 435.896.2983

www.ensigneng.com

Attachment D: Revised Flood Inundation Evaluation of Cobble Creek Dam

NORTHSIDE CREEK SUBDIVISION

Mountain Green, UTAH

**Revised Flood Inundation Evaluation of
Cobble Creek Dam**

Prepared For:

RC Gardner Development

The Gateway
90 400 W #330
Salt Lake City, UT 84101

and

GSH Geotechnical Consultants, Inc.

4426 South Century Drive
Salt Lake City, Utah 84123
801-685-9190 Tel

Prepared by:

HydroPlot

10969 Topview Road
South Jordan, UT 84095
801-608-2414 Tel

Contact:

Thomas J. Suchoski

December 19, 2015

X:\Shared Data\HP-ProjectBackup\RC Gardner\CobbleCreek2015B\Revision2\Report-CobbleCreekRevision2.doc

Attachment D: Basis For Determination of Minimum Finish Floor Elevations - Cottonwood Phase 5E



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From: Cam Preston, PE

Subject: Basis for Determination of Minimum Finish Floor Elevations – Cottonwood Phase 5E

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919 N 400 W
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CEDAR CITY
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P: 435.865.1453

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Erda, UT 84074
P: 435.843.3590

RICHFIELD
225 N 100 E
Richfield, UT 84701
P: 435.896.2983

www.ensigneng.com

Attachment E: ApplicationMorgan County - Planning & Development
Services

Printed: 09/16/2025

**25.009 Meadow Park East
Cottonwoods Phase 5A-5
Preliminary Plat**

25.009

03/13/2025 - 03/12/2124

1d04bd50-ea5e-11ef-8cdb-4181a69705e2

Subdivision

Active

General

Under Review

Application Review Status

Pre-Review

Approved

02/13/2025

The Zoning Administrator may take a project out of Pre-Review Status to allow the County Engineer to review to determine that all submittal items contain the required information necessary to be considered a complete application. While the application may be out of pre-review this does not constitute a complete application until such time as the County Engineer provides a memo stating all items are present.

County Commission Not Reviewed

Zoning Administrator Not Reviewed

County Engineer Not Reviewed

Mountain Green Fire
Department Not Reviewed

Planner I Not Reviewed

Mountain Green Sewer Not Reviewed
Improvement District
(MGSID)Cottonwood Mutual Not Reviewed
Water Company

GIS Personnel Not Reviewed

Secondary County Not Reviewed
Engineer

County Geologist Not Reviewed



County Commission Agenda Request Form

All Agenda items, including back-up materials, must be submitted to:

****ALL DOCUMENTATION IS DUE ON OR BEFORE 12:00 PM ON THE TUESDAY PRIOR TO A SCHEDULED COUNTY commission MEETING****

Morgan County
Attn: Kate Becker
48 West Young Street
P O Box 886
Morgan, UT 84050
Phone: 435.800.8724

Email: kbecker@morgancountyutah.gov

This form must be submitted, along with any required documentation, or the Agenda Item will not be scheduled until the next County commission Meeting

commission Meeting Date: 10/21/25 Time Requested: _____
Name: Leslie Hyde Clerk/Auditor Phone: (801) 845-4010
Address: _____
Email: lh Hyde@morgancountyutah.gov Fax: _____
Associated County Department: _____ County Budget

PURPOSE FOR THE AGENDA ITEM - MUST BE SPECIFIC:

6:00 PM BUDGET HEARING

Resolution CR-25-** Amendment of Morgan County's 2025 Budget

WILL YOUR AGENDA ITEM BE FOR:

DISCUSSION
DECISION
BOTH
INFORMATION ONLY

☐
☐
☒
☐

PUBLIC NOTICE
Budget Hearing
to amend Morgan County's 2025 Budget

The Morgan County Commission will hold a Budget Hearing on Tuesday, October 21, 2025, at 6:00 p.m. in the County Commission Meeting Room at the Morgan County Courthouse, 48 West Young Street, Morgan, Utah. The purpose of the Budget Hearing is to open and amend Morgan County's 2025 budget. All interested citizens are invited to attend and will be given the opportunity to provide written and oral comments. The proposed budget amendments are available for public review in the office of the Clerk/Auditor, Room 18, Morgan County Courthouse.

Published 10.11.2025

Posted 10.8.2025

RESOLUTION CR-25-**

A RESOLUTION OF THE MORGAN COUNTY COMMISSION ADOPTING CERTAIN AMENDMENTS TO MORGAN COUNTY'S 2025 BUDGET

WHEREAS, the Morgan County Commission has financial responsibility to provide for the health, safety and welfare of the residents of Morgan County; and

WHEREAS, it is necessary to amend the budget from time to time to make routine adjustments; and

WHEREAS, Morgan County held a public hearing at the regularly scheduled meeting on October 21, 2025 after providing public notice as required by UCA.

NOW THEREFORE, BE IT RESOLVED, that the Morgan County Commission hereby makes the following budget amendments to the 2025 budget:

DEPARTMENT ADJUSTMENTS INCREASE (DECREASE)

- Recorder
10-4150-340-000 (\$10,000.00)
10-4144-260-000 \$10,000.00
Budget adjustment for Historical Document Preservation
Approved by County Commission 9.16.2025
- Assessor
10-4150-340-000 (\$5,000.00)
10-4146-310-000 \$5,000.00
Budget adjustment for PUMA Software Mapping
Approved by County Commission 9.16.2025
- Ambulance
10-4150-340-000 (\$4,500.00)
10-4260-250-000 \$4,500.00
Budget adjustment for LUCAS and LifePak batteries
Approved by County Commission 9.16.2025
- Sheriff Fleet
10-4150-340-000 (\$90,572.00)
10-4460-250-150 \$90,572.00
Budget adjustment to purchase two vehicles out right
Approved by County Commission 9.16.2025
- Courthouse Bldg & Grounds
10-4150-340-000 (\$2,000.00)
10-4161-270-000 \$2,000.00
Budget adjustment for culinary water bill
Approved by County Commission 8.5.2025

- Fleet

10-4150-340-000	(\$55,928.00)
10-4460-800-000	\$55,928.00

 Budget adjustment to purchase two fleet vehicles
 Approved by County Commission 8.5.2025

- Fleet

10-4150-340-000	(\$6,673.00)
10-4460-800-000	\$6,673.00

 Budget adjustment to purchase two fleet vehicles and recreation trailer
 Approved by County Commission 7.15.2025

- Recorder

10-3412-000-000	\$1,400.00
10-4144-300-000	\$1,400.00

 Increase revenue and expenditure for pass through fees

- Fleet

10-3340-600-100	\$5,265.60
10-4460-250-000	\$5,265.60

 Increase revenue and expenditure for insurance reimbursement for Sheriff's Office vehicle accident

- Fleet

10-3340-600-100	\$9,198.29
10-4460-250-000	\$9,198.29

 Increase revenue and expenditure for insurance reimbursement for Sheriff's Office vehicle Accident

- Wildland Fire

10-4222-290-000	(\$3,000.00)
10-4222-310-000	\$3,000.00

 Budget adjustment to cover budget shortfall for Warden/Assistant Warden salary

- Recreation

32-3401-000-000	\$4,000.00
32-4511-740-000	\$4,000.00

 Increase revenue and expenditure for fall t-ball league

- Recorder

10-4150-520-000	(\$5,000.00)
10-4144-120-000	\$5,000.00

 Budget adjustment for scanning assistance

FUND BALANCE ADJUSTMENTS GENERAL FUND INCREASE (DECREASE)

- Recorder
10-2951-000-000 (\$2,161.95)
10-4144-110-000 \$2,161.95
Budget Increase for employee job title change
Approved by County Commission 6.17.2025
- Recorder
10-2951-000-000 (\$507.02)
10-4144-130-000 \$507.02
Budget Increase for employee job title change
Approved by County Commission 6.17.2025
- Extension
10-2951-000-000 (\$1,833.00)
10-4610-110-000 \$1,833.00
Budget Increase for COLA increases
Approved by County Commission 9.5.2025
- Fire
10-2951-000-000 (\$42,500.00)
10-4221-260-000 \$42,500.00
Budget Increase for concrete replacement at Station 121
Approved by County Commission 10.7.2025

GRANTS

- Library
27-3630-000-000 \$4,519.00
27-4700-750-000 \$4,519.00
Budget Increase for LSTA Technology Grant
- Library
27-3630-000-000 \$1,355.00
27-4700-340-600 \$1,355.00
Budget Increase for LSTA Borrower Support Grant
- Library
27-3630-000-000 \$781.64
27-4700-750-000 \$781.64
Budget Increase for LSTA ARSL Conference Grant

- Opioid

62-3010-000-000	\$4,000.00
62-4400-340-000	\$4,000.00

 Budget Increase for Weber Human Services SDS Project Grant

- Public Works

10-3690-000-000	\$4,000.00
10-4411-740-000	\$4,000.00

 Increase revenue and expenditure for Weber Human Services SDS Project Grant

- Public Works

10-3690-000-000	\$698.00
10-4411-740-000	\$698.00

 Increase revenue and expenditure for UDOT Reimbursement Grant

- Tourism

35-3330-403-000	\$36,953.00
35-4510-310-400	\$36,953.00

 Increase revenue and expenditure for UOT Co-Op Grant

OTHER FUND ADJUSTMENTS INCREASE (DECREASE)

- Airport

10-2951-000-000	(\$9,000.00)
10-4810-615-000	\$9,000.00
38-3840-000-000	\$9,000.00
38-4550-260-000	\$9,000.00

 Budget increase for 9Line Holdings removal of overburden
 Approved by County Commission 8.5.2025

- Tourism

35-3680-000-000	\$3,300.00
35-4510-310-400	\$3,300.00

 Increase Revenue and Expenditure accounts for Car Show
 Approved by County Commission 7.1.2025

- Tourism

35-3680-000-000	\$1,141.53
35-4510-310-400	\$1,141.53

 Increase Revenue and Expenditure accounts for Car Show
 Approved by County Commission 9.5.2025

- Opioid Fund

62-2951-000-000	(\$100,000.00)
62-4400-340-000	\$100,000.00

Budget increase for radar signs and playground equipment
Approved by County Commission 8.19.2025

- Additional Transit Tax – Local Fund

17-2951-000-000	(\$83,461.00)
17-4400-340-000	\$83,461.00

Budget Increase for \$250,000 COG Alley Project
Approved by County Commission 9.5.2025

- Garbage Enterprise Fund

57-2951-000-000	(\$7,800.00)
57-4424-130-000	\$7,800.00

Budget Increase due to employee benefits not calculated correctly
Approved by County Commission 9.5.2025

- Class B Road Fund

20-2951-000-000	(\$60,000.00)
20-4400-300-000	\$60,000.00

Budget Increase for purchase of new plow truck
Approved by County Commission 10.7.2025

Pursuant to Utah Code 17-36-23, at the request of the budget officer and upon this motion, the governing body, by resolution, may transfer any un-encumbered or unexpended appropriation balance or part thereof from one department in a fund to another department within the same fund.

PASSED AND ADOPTED this 21st day of October, 2025.

MORGAN COUNTY COMMISSION:

ATTEST:

Matthew Wilson, County Commission Chair

Leslie A. Hyde, Morgan County Clerk/Auditor

APPROVED AS TO FORM:

Garrett Smith, Morgan County Attorney

COMMISSION MEMBERS VOTING:

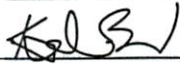
	AYE	NAY	ABSENT
Michael Newton	_____	_____	_____
Vaughn Nickerson	_____	_____	_____
Blaine Fackrell	_____	_____	_____
Raelene Blocker	_____	_____	_____
Matthew Wilson	_____	_____	_____



2025 BUDGET CHANGE FORM

Date 09/09/2025

Department Recorder

Department Head Signature 
Kate Becker

Amount 10,000

Move from GL Account# 10-4150-340-000 [non-dept s.n.o.c.]

Move to GL Account # 10-4144-260-000 [historical document pres.]

Commission recommended this be paid out in 2025 at the 09/05/2025 budget meeting

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved: 9.16.2025



Budget Increase Request

Department:	<u>RECORDER'S OFFICE</u>	Budget Year	<u>2026</u>
GL Account No.	<u>10-4144-260-000</u>	Account Title	<u>HISTORICAL DOC PRESERV</u>
Current Budget Amount	<u>\$4500.00</u>	Source of funding for increase	GENERAL FUND
Requested Budget Amount	<u>\$10,000</u>		
Increase in Yearly Budget	<u>\$5500.00</u>		
Budget Priority	Low ☐ Med ☐ High ☒		
Brief Description			

HISTORICAL DOCUMENTS NEED TO BE SCANNED & INDEX

Detailed Description

NOW THAT THE RECORDER'S OFFICE HAS INTEGRATED WITH MEDICI, WE CAN NOW HAVE ALL OF THE HISTORICAL DOCUMENTS SCANNED & INDEX. ONCE ALL THE HISTORICAL DOCUMENTS HAVE BEEN SCANNED & INDEX, WE WILL THEN BE ABLE TO MAKE THEM AVAILABLE TO THE PUBLIC ON THE NEW RECORDER'S SEARCH PORTAL.

MEDICI USUALLY CHARGES (\$0.20) PER PAGE TO INDEX EACH DOCUMENT.

MEDICI HAS OFFERED AND AGREED TO CHARGE MORGAN COUNTY ONLY (\$0.10) PER PAGE.

\$10,000 WILL ALLOW ME TO SCAN, INDEX 100,000 HISTORICAL DOCUMENTS AND MAKE THEM AVAILABLE IN THE NEW SEARCH PORTAL.

WE ARE BEING OFFERED A HUGE OPPURTUNITY THAT WILL ALLOW MY OFFICE TO PROVIDE THE HISTORICAL DOCUMENTS THAT THE PUBLIC HAS BEEN WAITING FOR.

MORGAN COUNTY COMMISSION MEETING AGENDA

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

7. Josh Cook, Planning & Development Director – Discussion/Decision – WPR Phase 6A

WPR Phase 6A Final Plat – A request for final plat approval of a subdivision of 36 lots, which is identified by parcel numbers 00-0093-1280, 00-0091-4038, 00-0002-6722, and 00-0001-1583 and serial numbers 12-004-008-01-1, 12-005-072-03-2, 12-005-071, and 12-004-009, and is approximately located at 5086 West Wasatch Peaks Road in unincorporated Morgan County.

- a. Planner 1 introduced this stating the Wasatch Peaks Ranch Subdivision, Phase 6A (Application 25.026), is a request for final plat approval of 36 single-family lots on 111.3 acres located at approximately 5086 West Wasatch Peaks Road. The property is zoned Resort Special District and governed by a development agreement approved in October 2019, which authorized up to 475 lots under Concept Plan 2. The 36 lots proposed tonight fall within that original plan. The County Commission previously approved the preliminary design on May 6, 2025. Staff review, including input from the county engineer, surveyor, recorder, fire department, and planning staff, confirms the application meets all code requirements, with all comments addressed. Staff recommends approval.
- b. The Planning Director addressed the public comment earlier regarding storm drainage, explaining that drainage issues were reviewed and approved during the preliminary plat process.
- c. Ed Schultz representing Wasatch Peaks Ranch, explained the irrigation ditch system and the company's efforts to maintain and work with adjacent property owners.

Commissioner Blocker moved to approve the WPR phase six, a final plat application, 25.026 allowing for 36 lot subdivision of land located at approximately 5086 West Wasatch Peaks Road in unincorporated Morgan County.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

8. Kate Becker, Morgan Administrative Manager – Discussion/Decision – Budget Adjustment

Discussion and decision on budget adjustment out of Non-Departmental: Services not Otherwise Classified, for one-time costs identified during the 2026 Budget hearings.

- a. Indexing the scanned historical documents of the Morgan County Recorder's Office.
Request \$10,000
- b. Mapping services from the State Tax Commission's PUMA software to Morgan County's Tax software for the use of the Assessor's Office.
Request \$5,000

MORGAN COUNTY COMMISSION MEETING AGENDA

- c. The purchase of two replacement LUCAS batteries and four replacement LifePak batteries for the Morgan County Ambulance Department.
Request \$4,500
- d. The outright purchase of two Sheriff's department fleet vehicles in lieu of leasing.
Request \$90,572
 - i. The CAM introduced this and explained that several budget adjustments are being proposed based on prior budget hearings. These include funding for scanning and indexing historic records, PUMA, batteries, and two sheriff's fleet vehicles. She clarified that all funding would come from the **non-departmental account**, not the fund balance, noting that sufficient funds remain available even after these allocations. She emphasized that, even accounting for potential costs related to a pending credit card service contract, the account would still retain approximately \$88,000.

Commissioner Newton moved to approve all a-d as noted, for the budget adjustments to be paid from non-departmental.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

9. Hon. Morgan County Commission – Discussion/Decision – Support Contributions

Discussion and decision on disbursing support contributions as follows:

- a. Children's Justice Center (care of Weber County Treasurer)
- b. Morgan County Food Pantry
- c. YCC: Family Crisis Center
 - i. The CAM introduced this stating the commission reviewed additional proposed contributions, which will also be funded from the non-departmental services account. These include: \$1,000 to the Children's Justice Center (via Weber County Corporation as a restricted contribution for support services), \$6,000 to the Morgan Food Pantry, and \$5,000 to YCC, separate from the spring sponsorship. She confirmed these amounts align with prior budget discussions and noted the funds could be processed immediately for the next check run.

Commissioner Newton moved to approve the contributions as listed to the children's Justice Center Morgan County Food Pantry and the YCC crisis center.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date 09/09/2025

Department Assessor

Department Head Signature 

Kate Becker

Amount 5,000

Move from GL Account# 10-4150-340-000 [non-dept s.n.o.c.]

Move to GL Account # 10-4146-310-000 [professional & technical]

PUMA Software Mapping

Commission recommended this be paid out in 2025 at the 09/05/2025 budget meeting

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved: 9.16.2025

MORGAN COUNTY COMMISSION MEETING AGENDA

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

7. Josh Cook, Planning & Development Director – Discussion/Decision – WPR Phase 6A

WPR Phase 6A Final Plat – A request for final plat approval of a subdivision of 36 lots, which is identified by parcel numbers 00-0093-1280, 00-0091-4038, 00-0002-6722, and 00-0001-1583 and serial numbers 12-004-008-01-1, 12-005-072-03-2, 12-005-071, and 12-004-009, and is approximately located at 5086 West Wasatch Peaks Road in unincorporated Morgan County.

- a. Planner 1 introduced this stating the Wasatch Peaks Ranch Subdivision, Phase 6A (Application 25.026), is a request for final plat approval of 36 single-family lots on 111.3 acres located at approximately 5086 West Wasatch Peaks Road. The property is zoned Resort Special District and governed by a development agreement approved in October 2019, which authorized up to 475 lots under Concept Plan 2. The 36 lots proposed tonight fall within that original plan. The County Commission previously approved the preliminary design on May 6, 2025. Staff review, including input from the county engineer, surveyor, recorder, fire department, and planning staff, confirms the application meets all code requirements, with all comments addressed. Staff recommends approval.
- b. The Planning Director addressed the public comment earlier regarding storm drainage, explaining that drainage issues were reviewed and approved during the preliminary plat process.
- c. Ed Schultz representing Wasatch Peaks Ranch, explained the irrigation ditch system and the company's efforts to maintain and work with adjacent property owners.

Commissioner Blocker moved to approve the WPR phase six, a final plat application, 25.026 allowing for 36 lot subdivision of land located at approximately 5086 West Wasatch Peaks Road in unincorporated Morgan County.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

8. Kate Becker, Morgan Administrative Manager – Discussion/Decision – Budget Adjustment

Discussion and decision on budget adjustment out of Non-Departmental: Services not Otherwise Classified, for one-time costs identified during the 2026 Budget hearings.

- a. Indexing the scanned historical documents of the Morgan County Recorder's Office.
Request \$10,000
- b. Mapping services from the State Tax Commission's PUMA software to Morgan County's Tax software for the use of the Assessor's Office.
Request \$5,000

MORGAN COUNTY COMMISSION MEETING AGENDA

- c. The purchase of two replacement LUCAS batteries and four replacement LifePak batteries for the Morgan County Ambulance Department.
Request \$4,500
- d. The outright purchase of two Sheriff's department fleet vehicles in lieu of leasing.
Request \$90,572
 - i. The CAM introduced this and explained that several budget adjustments are being proposed based on prior budget hearings. These include funding for scanning and indexing historic records, PUMA, batteries, and two sheriff's fleet vehicles. She clarified that all funding would come from the **non-departmental account**, not the fund balance, noting that sufficient funds remain available even after these allocations. She emphasized that, even accounting for potential costs related to a pending credit card service contract, the account would still retain approximately \$88,000.

Commissioner Newton moved to approve all a-d as noted, for the budget adjustments to be paid from non-departmental.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

9. Hon. Morgan County Commission – Discussion/Decision – Support Contributions

Discussion and decision on disbursing support contributions as follows:

- a. Children's Justice Center (care of Weber County Treasurer)
- b. Morgan County Food Pantry
- c. YCC: Family Crisis Center
 - i. The CAM introduced this stating the commission reviewed additional proposed contributions, which will also be funded from the non-departmental services account. These include: \$1,000 to the Children's Justice Center (via Weber County Corporation as a restricted contribution for support services), \$6,000 to the Morgan Food Pantry, and \$5,000 to YCC, separate from the spring sponsorship. She confirmed these amounts align with prior budget discussions and noted the funds could be processed immediately for the next check run.

Commissioner Newton moved to approve the contributions as listed to the children's Justice Center Morgan County Food Pantry and the YCC crisis center.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date 09/09/2025

Department Ambulance

Department Head Signature 
Kate Becker

Amount 4,500

Move from GL Account# 10-4150-340-000 [non-dept s.n.o.c.]

Move to GL Account # 10-4260-250-000 [amb equip & supplies]

Commission recommended this be paid out in 2025 at the 09/05/2025 budget meeting

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved: 9.16.2025

MORGAN COUNTY COMMISSION MEETING AGENDA

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

7. Josh Cook, Planning & Development Director – Discussion/Decision – WPR Phase 6A

WPR Phase 6A Final Plat – A request for final plat approval of a subdivision of 36 lots, which is identified by parcel numbers 00-0093-1280, 00-0091-4038, 00-0002-6722, and 00-0001-1583 and serial numbers 12-004-008-01-1, 12-005-072-03-2, 12-005-071, and 12-004-009, and is approximately located at 5086 West Wasatch Peaks Road in unincorporated Morgan County.

- a. Planner 1 introduced this stating the Wasatch Peaks Ranch Subdivision, Phase 6A (Application 25.026), is a request for final plat approval of 36 single-family lots on 111.3 acres located at approximately 5086 West Wasatch Peaks Road. The property is zoned Resort Special District and governed by a development agreement approved in October 2019, which authorized up to 475 lots under Concept Plan 2. The 36 lots proposed tonight fall within that original plan. The County Commission previously approved the preliminary design on May 6, 2025. Staff review, including input from the county engineer, surveyor, recorder, fire department, and planning staff, confirms the application meets all code requirements, with all comments addressed. Staff recommends approval.
- b. The Planning Director addressed the public comment earlier regarding storm drainage, explaining that drainage issues were reviewed and approved during the preliminary plat process.
- c. Ed Schultz representing Wasatch Peaks Ranch, explained the irrigation ditch system and the company's efforts to maintain and work with adjacent property owners.

Commissioner Blocker moved to approve the WPR phase six, a final plat application, 25.026 allowing for 36 lot subdivision of land located at approximately 5086 West Wasatch Peaks Road in unincorporated Morgan County.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

8. Kate Becker, Morgan Administrative Manager – Discussion/Decision – Budget Adjustment

Discussion and decision on budget adjustment out of Non-Departmental: Services not Otherwise Classified, for one-time costs identified during the 2026 Budget hearings.

- a. Indexing the scanned historical documents of the Morgan County Recorder's Office.
Request \$10,000
- b. Mapping services from the State Tax Commission's PUMA software to Morgan County's Tax software for the use of the Assessor's Office.
Request \$5,000

MORGAN COUNTY COMMISSION MEETING AGENDA

- c. The purchase of two replacement LUCAS batteries and four replacement LifePak batteries for the Morgan County Ambulance Department.
Request \$4,500
- d. The outright purchase of two Sheriff's department fleet vehicles in lieu of leasing.
Request \$90,572
 - i. The CAM introduced this and explained that several budget adjustments are being proposed based on prior budget hearings. These include funding for scanning and indexing historic records, PUMA, batteries, and two sheriff's fleet vehicles. She clarified that all funding would come from the **non-departmental account**, not the fund balance, noting that sufficient funds remain available even after these allocations. She emphasized that, even accounting for potential costs related to a pending credit card service contract, the account would still retain approximately \$88,000.

Commissioner Newton moved to approve all a-d as noted, for the budget adjustments to be paid from non-departmental.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

9. Hon. Morgan County Commission – Discussion/Decision – Support Contributions

Discussion and decision on disbursing support contributions as follows:

- a. Children's Justice Center (care of Weber County Treasurer)
- b. Morgan County Food Pantry
- c. YCC: Family Crisis Center
 - i. The CAM introduced this stating the commission reviewed additional proposed contributions, which will also be funded from the non-departmental services account. These include: \$1,000 to the Children's Justice Center (via Weber County Corporation as a restricted contribution for support services), \$6,000 to the Morgan Food Pantry, and \$5,000 to YCC, separate from the spring sponsorship. She confirmed these amounts align with prior budget discussions and noted the funds could be processed immediately for the next check run.

Commissioner Newton moved to approve the contributions as listed to the children's Justice Center Morgan County Food Pantry and the YCC crisis center.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date 09/09/2025

Department Sheriff Fleet (lease)

Department Head Signature *Kate Becker*
Kate Becker

Amount 90,572

Move from GL Account# 10-4150-340-000 [non-dept s.n.o.c.]

Move to GL Account # 10-4460-250-150 [sheriff fleet lease]

Buying two vehicles out right

Commission recommended this be paid out in 2025 at the 09/05/2025 budget meeting

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved: 9.16.2025



Budget Increase Request

Department:	<u>Sheriff's Office</u>	Budget Year	<u>2026</u>
GL Account No.	<u>10-4460-250-150</u>	Account Title	<u>Sheriff Vehicle Lease</u>
Current Budget Amount	<u>\$212,000.00</u>	Source of funding for increase	General Fund
Requested Budget Amount	<u>\$302,572.00</u>		
Increase in Yearly Budget	<u>\$90,572.00</u>		
Budget Priority	Low Med High		

Brief Description

We are asking to Increase the Budget by \$90,572.00 to purchase next years Patrol Vehicles in lieu of leasing

Detailed Description

This request to increase our Budget by \$90,572.00 would allow us to Purchase 4 new vehicles outright instead of continuing to lease. We do still have 2 years of leases currently and would still need to fulfill that obligation, however, we could decrease this budget request over the next 2 years as the leases are paid off.

MORGAN COUNTY COMMISSION MEETING AGENDA

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

7. Josh Cook, Planning & Development Director – Discussion/Decision – WPR Phase 6A

WPR Phase 6A Final Plat – A request for final plat approval of a subdivision of 36 lots, which is identified by parcel numbers 00-0093-1280, 00-0091-4038, 00-0002-6722, and 00-0001-1583 and serial numbers 12-004-008-01-1, 12-005-072-03-2, 12-005-071, and 12-004-009, and is approximately located at 5086 West Wasatch Peaks Road in unincorporated Morgan County.

- a. Planner 1 introduced this stating the Wasatch Peaks Ranch Subdivision, Phase 6A (Application 25.026), is a request for final plat approval of 36 single-family lots on 111.3 acres located at approximately 5086 West Wasatch Peaks Road. The property is zoned Resort Special District and governed by a development agreement approved in October 2019, which authorized up to 475 lots under Concept Plan 2. The 36 lots proposed tonight fall within that original plan. The County Commission previously approved the preliminary design on May 6, 2025. Staff review, including input from the county engineer, surveyor, recorder, fire department, and planning staff, confirms the application meets all code requirements, with all comments addressed. Staff recommends approval.
- b. The Planning Director addressed the public comment earlier regarding storm drainage, explaining that drainage issues were reviewed and approved during the preliminary plat process.
- c. Ed Schultz representing Wasatch Peaks Ranch, explained the irrigation ditch system and the company's efforts to maintain and work with adjacent property owners.

Commissioner Blocker moved to approve the WPR phase six, a final plat application, 25.026 allowing for 36 lot subdivision of land located at approximately 5086 West Wasatch Peaks Road in unincorporated Morgan County.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE
The Vote was unanimous. The Motion passed.

8. Kate Becker, Morgan Administrative Manager – Discussion/Decision – Budget Adjustment

Discussion and decision on budget adjustment out of Non-Departmental: Services not Otherwise Classified, for one-time costs identified during the 2026 Budget hearings.

- a. Indexing the scanned historical documents of the Morgan County Recorder's Office.
Request \$10,000
- b. Mapping services from the State Tax Commission's PUMA software to Morgan County's Tax software for the use of the Assessor's Office.
Request \$5,000

MORGAN COUNTY COMMISSION MEETING AGENDA

- c. The purchase of two replacement LUCAS batteries and four replacement LifePak batteries for the Morgan County Ambulance Department.
Request \$4,500
- d. The outright purchase of two Sheriff's department fleet vehicles in lieu of leasing.
Request \$90,572
 - i. The CAM introduced this and explained that several budget adjustments are being proposed based on prior budget hearings. These include funding for scanning and indexing historic records, PUMA, batteries, and two sheriff's fleet vehicles. She clarified that all funding would come from the **non-departmental account**, not the fund balance, noting that sufficient funds remain available even after these allocations. She emphasized that, even accounting for potential costs related to a pending credit card service contract, the account would still retain approximately \$88,000.

Commissioner Newton moved to approve all a-d as noted, for the budget adjustments to be paid from non-departmental.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

9. Hon. Morgan County Commission – Discussion/Decision – Support Contributions

Discussion and decision on disbursing support contributions as follows:

- a. Children's Justice Center (care of Weber County Treasurer)
- b. Morgan County Food Pantry
- c. YCC: Family Crisis Center
 - i. The CAM introduced this stating the commission reviewed additional proposed contributions, which will also be funded from the non-departmental services account. These include: \$1,000 to the Children's Justice Center (via Weber County Corporation as a restricted contribution for support services), \$6,000 to the Morgan Food Pantry, and \$5,000 to YCC, separate from the spring sponsorship. She confirmed these amounts align with prior budget discussions and noted the funds could be processed immediately for the next check run.

Commissioner Newton moved to approve the contributions as listed to the children's Justice Center Morgan County Food Pantry and the YCC crisis center.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

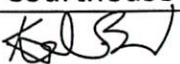
The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date 07/16/2025

Department Courthouse Bldg & Grounds

Department Head Signature 

Kate Becker

Amount \$2,000

Move from GL Account# 10-4150-340-000 [Non Dept]

Move to GL Account # 10-4161-270-000 [Utilities]

City had historically not been billing the admin building for culinary water. This was caught during an audit of their system. Water bills by month are averaging \$250 so requesting a budget adjustment to pay those water bills through the rest of the year.

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

11. Kate Becker – Discussion Only – County Administrative Manager

Discussion on possibly additions for the upcoming 2026 Budget Prep

- a. Morgan County Food Pantry
- b. Grant Administrator/Contractor
 - i. The CAM discussed the financial history of the food bank and the need for ongoing funding.
 - ii. The Commission considers the possibility of contributing to the food bank's operating costs and grant administration.
 - iii. The Commission and the CAM agreed to explore the possibility of hiring a grant administrator and to discuss it further in a work session.

No motion made, discussion only.

12. Kate Becker – Discussion/Decision – Morgan Administrative Manager

- a. Discussion and decision on a budget adjustment to purchase fleet.
- b. Discussion and decision on a budget adjustment for the Admin Building Water.
 - i. The CAM stated at the last commission meeting, additional funds were approved for two fleet vehicles. After confirming with another vendor that the price was favorable, Chair Wilson. suggested revisiting the agenda to consider allocating funds for a total of four vehicles.
 - ii. The City of Morgan recently audited and determined that water charges had not been paid. Billing began in June, and a \$2,000 budget adjustment is needed to cover costs through the end of the year. There will be no back charges, and the full annual amount will be included in the 2026 budget.

Commissioner Fackrell moved to approve this budget adjustment to purchase two new vehicles for the motor pool of the county.

Seconded by Commissioner Newton

VOTE:

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

Commissioner Newton moved to approve the budget adjustment or utilities for this building to move from non-departmental to utilities.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date	<u>07/27/2025</u>
Department	<u>Fleet</u>
Department Head Signature	<u></u>
	<u>Kate Becker</u>
Amount	<u>55,928</u>
Move from GL Account#	<u>10-4150-340 Non Dept</u>
Move to GL Account #	<u>10-4460-800-000 County Motor Pool</u>

Request to purchase an additional 2 fleet vehicles on the State bid

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

11. **Kate Becker** – Discussion Only – County Administrative Manager

Discussion on possibly additions for the upcoming 2026 Budget Prep

- a. Morgan County Food Pantry
- b. Grant Administrator/Contractor
 - i. The CAM discussed the financial history of the food bank and the need for ongoing funding.
 - ii. The Commission considers the possibility of contributing to the food bank's operating costs and grant administration.
 - iii. The Commission and the CAM agreed to explore the possibility of hiring a grant administrator and to discuss it further in a work session.

No motion made, discussion only.

12. **Kate Becker** – Discussion/Decision – Morgan Administrative Manager

- a. Discussion and decision on a budget adjustment to purchase fleet.
- b. Discussion and decision on a budget adjustment for the Admin Building Water.
 - i. The CAM stated at the last commission meeting, additional funds were approved for two fleet vehicles. After confirming with another vendor that the price was favorable, Chair Wilson, suggested revisiting the agenda to consider allocating funds for a total of four vehicles.
 - ii. The City of Morgan recently audited and determined that water charges had not been paid. Billing began in June, and a \$2,000 budget adjustment is needed to cover costs through the end of the year. There will be no back charges, and the full annual amount will be included in the 2026 budget.

Commissioner Fackrell moved to approve this budget adjustment to purchase two new vehicles for the motor pool of the county.

Seconded by Commissioner Newton

VOTE:

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

Commissioner Newton moved to approve the budget adjustment or utilities for this building to move from non-departmental to utilities.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

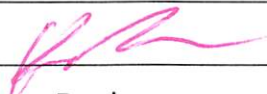
The Vote was unanimous. The Motion passed.



2025 BUDGET CHANGE FORM

Date 07/07/2025

Department Fleet

Department Head Signature 

Amount \$6,673

Move from GL Account# 10-4150-520 340

Move to GL Account # 10-4460-800-000 County Motor Pool

Request to purchase 2 Fleet Vehicles + 1 tow package for Recreation trailer
Approved at the 7/15/2025 Commission Meeting

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

- d. The Commission agreed on the decision to continue monitoring the pantry's operations and funding needs.

Discussion only, no motion made.

13. Jeremy Archibald – Discussion/Decision – Morgan County I.T. Manager

Discussion and decision on a budget adjustment to extend server warranty.

- a. The IT Director introduced this, he requests approval to renew the warranty for a \$50,000 server, which is set to expire on August 11.

Commissioner Nickerson moved to approve the amount of \$1,134.96 for the IT Department to renew the warranty for our server, coming out of the general fund and moving it to fund 10-4149-310.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commissioner Newton ABSENT

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was 4 AYE, 1 ABSENT. The Motion passed.

14. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Discussion and decision on a budget adjustment to purchase additional fleet.

- a. The CAM introduced this stating, she is requesting approval to buy 3 vehicles at the state bid price for fleet vehicles and the need for additional funding to purchase four vehicles, including one with a tow package.
- b. The Commissioners inquired about which offices need vehicles.
- c. The CAM clarified that there is need for at least 3 in Planning and Development, the Assessor's office, Recreation, and other needs for County employees.

Commissioner Fackrell moved to approve an additional expenditure of \$6,673 to purchase two vehicles, including the towing package on one of them.

Seconded by Commissioner Blocker

VOTE:

Commission Chair Wilson AYE

Commissioner Newton ABSENT

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was 4 AYE, 1 ABSENT. The Motion passed.

15. Kate Becker – Discussion/Decision – Morgan Administrative Manager

'Get Healthy Utah' Designation for unincorporated portions of Morgan County.

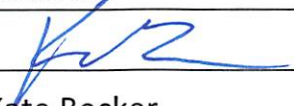
- a. The CAM introduced this stating an email invitation was received regarding participation in the Healthy Utah Communities program. Upon inquiry, it was clarified that counties are not eligible to apply directly, as the program is administered through the Utah League of Cities and Towns. However, unincorporated areas within counties may be eligible if the county supports their participation in the process. While Morgan City does not currently have the designation, and most of Morgan County is unincorporated, the County has consistently ranked among the top 10 healthiest counties in the U.S. for six consecutive years, indicating



2025 BUDGET CHANGE FORM

Date 6/11/2025

Department Recorder

Department Head Signature 

Kate Becker

Amount 1,400

Move from GL Account# 10-3412-000-000 [Increase Revenue Estimate]

Move to GL Account # 10-4144-300-000 *NEW

Pass through fees Medici

Expense line for the pass-through fees for online recordings with Medici; The offsetting revenue will still be in line 10-3412-000-000

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM

Date 07/31/2025

Department Sheriff's Office

Department Head Signature *Amo W. [Signature]*

Amount \$5,265.60

Move from GL Account# 10-3340-600-100

Move to GL Account # 10-4460-250-000

Brief Description

The Sheriff's Office is asking that \$5,265.60 be moved from the Insurance Reimbursement account # 10-3340-600-100 back into the Sheriff's Office Account #10-4460-250-000 to cover Repair and Body work to a Patrol Vehicle due to a Traffic Accident that occurred.

Clerk/Auditor Use Only

Date Entered

UTAH COUNTIES

INDEMNITY POOL

July 31, 2025

Leslie Hyde
Morgan County Risk Coordinator
P.O. Box 886
Morgan, UT 84050

Re: Claim No: MOR0000052025
 Member: Morgan County
 Claimant: Morgan County
 D/Loss: 07/31/2025
 Subject: Deputy Watkins accident

Dear Leslie:

This is to acknowledge receipt of the above-mentioned claim, which was sent on-line and received in our office on July 14, 2025.

We have commenced our investigation of this occurrence.

Please contact our office with any further information you may receive on the above claim, or if you have any questions or concerns.

Sincerely,

Lance Welch, *Claims Manager*

UTAH COUNTIES INDEMNITY POOL

5397 S Vine Street | Murray, UT 84107-6757

801-307-2116 d | 435-608-4531 f

Follow UCIP on: [Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)

5397 S Vine, Murray, UT 84107-6757

Phone (801)565-8500 ☎ Fax 435-608-4531 ☎ ucip.utah.gov

UTAH COUNTIES

INDEMNITY POOL

To: Leslie Hyde, Morgan County Risk Coordinator

From: Lance Welch, UCIP Claims Manager

Date: **July 31, 2025**

Re: Claim No: MOR0000052025
Member: Morgan County
D/Loss: 07/31/2025
Subject: Deputy Watkins accident

We have completed adjustment on the above-captioned loss. Please accept this memo as the Statement of Loss. The loss is detailed as follows:

AGREED REPAIRS	\$ 6,265.60
LESS DEDUCTIBLE	- \$ 1,000
NET CLAIM TOTAL	\$ 5,265.60

A check is being issued for the net claim total of \$ 5,265.60 .

If you have any questions, please feel free to contact me at 801-307-2116.
Thank you.



2025 BUDGET CHANGE FORM

Date 07/22/2025

Department Sheriff's Office

Department Head Signature 

Amount \$9,198.29

Move from GL Account# 10-3340-600-100

Move to GL Account # 10-4460-250-000

Brief Description

The Sheriff's Office is asking that \$9,198.29 be moved from the Insurance Reimbursement account # 10-3340-600-100 back into the Sheriff's Office Account #10-4460-250-000 to cover Repair and Body work to a Patrol Vehicle due to an Accident that occurred with a Deer.

Clerk/Auditor Use Only

Date Entered

UTAH COUNTIES

INDEMNITY POOL

July 14, 2025

Leslie Hyde
Morgan County Risk Coordinator
P.O. Box 886
Morgan, UT 84050

Re: Claim No: MOR0000042025
 Member: Morgan County
 Claimant: Morgan County
 D/Loss: 07/12/2025
 Subject: Mayra Rosales accident

Dear Leslie:

This is to acknowledge receipt of the above-mentioned claim, which was sent on-line and received in our office on July 14, 2025.

We have commenced our investigation of this occurrence.

Please contact our office with any further information you may receive on the above claim, or if you have any questions or concerns.

Sincerely,

Lance Welch, *Claims Manager*

UTAH COUNTIES INDEMNITY POOL

5397 S Vine Street | Murray, UT 84107-6757

801-307-2116 d | 435-608-4531 f

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5397 S Vine, Murray, UT 84107-6757

Phone (801)565-8500 ☎ Fax 435-608-4531 ☎ ucip.utah.gov



2025 BUDGET CHANGE FORM

Date 10/06/2025

Department Wildland

Department Head Signature *Rayd Caruggin*

Amount \$3,000

Move from GL Account# 10-4222-290-000 Fire Tools

Move to GL Account # 10-4222-310-000 Warden/Assistant Warden Salary

Brief Description

\$3,000 Shortfall for reimbursement for county portion of Morgan County Fire Warden salary.

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM

Date

10/03/2025

Department

Recreation

Department Head Signature

[Signature]

Amount

\$4000

Move from GL Account#

~~32-3401~~

32-3401

Move to GL Account #

32-4511-740-00

Brief Description

Started a fall Tball league. Adding revenue from league for expenses.

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM

Date 10/06/2025

Department Recorder

Department Head Signature _____
Kate Becker

Amount 5,000

Move from GL Account# 10-4150-520-000 [non-dept wage adj]

Move to GL Account # 10-4144-120-000 [Recorder: Temp Employees]

Scanning assistance

Thought we created this line for him last year. But it's been coming directly out of 10-4150-520-000; Would like to move funds and adjust transactions for auditing purposes.

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved:



2025 BUDGET CHANGE FORM

Date 6/12/25

Department Recorder

Department Head Signature *Shaun Rose*
Shaun Rose

Amount 2161.95

Move from GL Account# 10-2951-000-000

Move to GL Account # 10-4144-110-000

INCREASE IN GIS ROLES / RESPONSIBILITIES AND
JOB TITLE CHANGE.

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

2. Hon. Shaun Rose – Discussion/Decision – Morgan County Recorder

Discussion and decision on budget adjustment for Q2 FY 2025

- a) Pay increase due to change in job description
- b) Pass through line for Medici Recording Fees
 - a. The CAM introduced part a, she explained that During testing of the I Spy system, which supplies our E-911 data, it was discovered that many location records, particularly for WPR, were missing. Charles, who had participated earlier in the work session, quickly identified the issue: the data was being sourced from a crowdsourced platform rather than reliable sources like Google Maps or Apple Maps. In contrast, Wasatch Civil pulls from Google Maps, and no one had been updating Apple Maps. Since joining, Charles has taken on increasing GIS-related responsibilities and has performed exceptionally well. In the past week alone, he began updating Apple Maps and the maps used by I Spy. Despite holding a degree in Geographic Information Systems (GIS), Charles was originally hired under a different title due to an outdated job classification. The proposal is to formally reclassify Charles into a GIS-related position that reflects the work he is already doing. This change would cost approximately \$5,000 annually plus benefits and would align his title and pay with his qualifications and contributions.
 - b. It was explained that the Medici recording fees needs a new line item for the pass through fee, as discussed from the last meeting.

Commissioner Newton moved to approve the transfer of \$2,161.95 from the non-departmental wage and benefit adjustment line item (GL #10-4150-520) to the County Recorder's salary line item (GL #10-4144-110-000). Also transferring \$507.02 from the same non-departmental account (GL #10-4150-520) to the County Recorder's benefits line item (GL #10-4144-130). Also Increase the revenue estimate (GL #10-3412-000) by \$1,400 and establish a new expense line item (GL #10-4144-300-000) for \$1,400 to reflect the pass-through of Medici fees as previously discussed.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE
Commission Vice Chair Nickerson AYE
Commissioner Newton AYE
Commissioner Blocker AYE
Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

3. Bret Heiner – Discussion/Decision – Morgan County Public Works Director

Discussion and decision on budget adjustment for Q2 FY 2025 for seasonal overtime

- a. Commissioner Newton clarified that Commissioner Nickerson and himself had a productive discussion with the Public Works Director regarding the challenges related to overtime in the Public Works Department, particularly around snow removal. While the idea of hiring additional staff to reduce overtime costs was considered, several limitations were noted. The department has a limited number of snowplows and only a certain number of employees trained to operate them, meaning additional personnel would not necessarily alleviate the issue. As such, the current use of overtime remains a necessary part of managing seasonal demands.
- b. Public Works Director and the Commission discussed the need for a separate budget line item for this due to IRS laws.



2025 BUDGET CHANGE FORM

Date

6/12/25

Department

Recorder

Department Head Signature

Shaun Rose

Amount

507.02

Move from GL Account#

10-2951-000-000

Move to GL Account #

10-4144-130-000

INCREASE IN GIS ROLES/RESPONSIBILITIES
AND JOB TITLE CHANGE.

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM

Date 8/26/2025

Department Extension

Department Head Signature *Danada Clifton*

Amount \$1,833

Move from GL Account# 10-2951

Move to GL Account # 10-4610-110

Brief Description

Requesting funds to cover the cost of COLA raises for permanent staff (Nicole Reed and Sara Williams) salaries and benefits from now through December 2025. These employees' salaries change at the start of the fiscal year, not the calendar year. USU sends official salary notifications at the end of July.

Clerk/Auditor Use Only

Date Entered

Leslie Hyde

From: Amanda Christensen <amanda.christensen@usu.edu>
Sent: Thursday, August 14, 2025 3:59 PM
To: Mike Newton
Cc: Leslie Hyde
Subject: COLA Raises for Nicole and Sara

CAUTION: This email originated from outside of Morgan County. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are unsure please contact Jeremy or Brandon.

Hi Mike,

I recall the request from Commissioners last budget meeting to reach out when the USU/Legislature approved for COLA raises for Nicole and Sara.

Nicole's total increase = \$2,666

Sara's total increase = \$1,000

The COLA increase goes into effect this month. It's an additional \$3,666 total. But only \$1,833 would apply to the current budget year (Aug-Dec). The account is our Permanent Employees/Benefits Account, 10-4610-110.

Let me know if you need anything else.

Thanks!

A.

Amanda H. Christensen, AFC

Extension Professor, County Director

[Empowering Financial Wellness Program](#)

[Utah Money Matters](#)

Utah State University Extension | Morgan County

48 W Young Street | PO Box 886 | Morgan, Utah 84050

P: (801) 829-3472 | @utahmoneymatters | [IG](#) | [FB](#)

Extension

UtahStateUniversity.



Empowering Financial Wellness

[Host a Free Personal Finance Class](#)

MORGAN COUNTY COMMISSION MEETING MINUTES

- a. Amanda Christensen, the USU Extension Professor introduced herself along with the employees and what their specific tasks and specialties are for the individuals who work in the Extension office for the county.

(F) Action Items

1. **Amanda Christensen, USU Extension** Discussion/Decision – Budget Adjustment

Discussion and decision on a budget adjustment for employee COLA

- a. Amanda explained that Utah State provided salary updates in late July regarding cost-of-living increases tied to legislative approval, performance, and merit. As directed in last year's budget session, the request for these adjustments was not included in the FY2025 budget but brought forward separately once the approved amounts were known. Funding is now needed to cover the remainder of the current fiscal year, with additional funds to be incorporated into the FY2026 budget request. Because USU operates on a July–June fiscal year, similar mid-cycle adjustments will be required in future years.

Commissioner Newton moved to approve the budget change request to move \$1,833 from the 10-4150-520 to the account 10-4610-110.

Seconded by Commissioner Blocker

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

2. **Casey Basaker** – Discussion/Decision – Budget Adjustment

Discussion and decision on a budget adjustment for Garbage Enterprise Fund benefits

- a. HR Director introduced this stating it was noted that last year's calculation for the garbage fund inadvertently included only one month of medical expenses. To correct this, \$7,800 will be transferred from the garbage fund balance (enterprise fund) to cover the remaining medical costs for employees Justin D. and Cindee Mikesell, reflecting their respective allocations from the garbage portion of their salaries and benefits.

Commissioner Newton moved to approve the budget change form for the Garbage Enterprise Fund benefits line item moving \$7,800 from 57-2951-000-000 to 57-4424-130-000.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

3. **Luke Majewski** – Discussion/Decision – Citizen Request

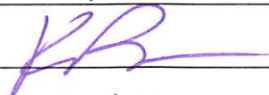
Discussion and decision on a request for a community fundraiser event at the Morgan County Airport. This is a car show/plane show. The proceeds from this fundraiser will go to the Mountain Green Fire Department and the airport.



2025 BUDGET CHANGE FORM FOR GRANTS

Date 10/07/2025

Department Fire Dept

Department Head Signature 
Kate Becker

Amount 42,500

Revenue GL Account# 10-2951-000-000 [Fund Balance]

Expenditure GL Account # 10-4221-260-000 [Building & Grounds]

Brief Description

Approved 2025 cost for concrete replacement at station 121

Approved in Commission Meeting 10/7/2025 Action item #2

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING AGENDA

4. **Lydia Hebdon, Morgan Recreation Director** – Discussion/Decision – Multi-Use Fields
Discussion and decision on submissions for the multi-use field well contract.
 5. **Chief Boyd Carrigan**– Discussion/Decision – Morgan County Fire Department
Discussion and decision on submissions for the concrete replacement of Fire Station 121.
 6. **Chief Boyd Carrigan**– Discussion/Decision – Morgan County Fire Department
Discussion and decision on submissions for delinquent ambulatory billing.
 7. **Josh Cook** – Discussion/**Public Hearing**/Decision – Morgan County Planning & Zoning
Whittier Subdivision, No. 1 Plat Amendment: A request for approval a lot line adjustment within the Whittier Subdivision, which is identified by parcel numbers 00-0064-2773 & 00-0064-2854 and serial numbers 01-WHIT-0003 & 01-WHIT-0004 and is approximately located at 3929 N 4000 W in unincorporated Morgan County.
 8. **Josh Cook** – Discussion/**Public Hearing**/Decision – Morgan County Planning & Zoning
Highway Signage Code Text Amendment: A request for approval of a code text amendment Ordinance **CO 25-19** to the Morgan County Code (MCC) to allow highway signage.
 9. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – Fairgrounds Electric
Discussion and decision on Resolution **CR 25-52** approving Homesteader Credits.
 10. **Kate Becker, Morgan Administrative Manager** – Discussion/Decision – Fairgrounds Electric
Discussion and decision on a change order to the Fairgrounds Electric update contract.
- (G) **Commissioner Comments**
- | | |
|-------------------------|---------------------------|
| • Commissioner Blocker | • Commission Vice-Chair |
| • Commissioner Newton | Nickerson |
| • Commissioner Fackrell | • Commission Chair Wilson |

The undersigned does hereby certify that the above notice and agenda were posted as required by law the 3rd day of October 2025.



Kate Becker – Morgan County Administrative Manager

***Action Item(s) that includes Public Hearing(s) will be held at or after 6:00 PM**

The Commission may vote to discuss certain matters in closed Session (Executive Session) pursuant to Utah Code Annotated §52-4-205. In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call Kate Becker at 435-800-8724 at least 24 hours prior to this meeting. This meeting is streamed live.

If you want to participate virtually in any public comment listed on this agenda, you need to contact Jeremy@morgancountyutah.gov at least 24 hours before the scheduled meeting.



2025 BUDGET CHANGE FORM FOR GRANTS

Date 7/9/2025

Department Library

Department Head Signature 

Amount 4519.00

Revenue GL Account# 27-3630

Expenditure GL Account # 27-4700-750

Brief Description

Please adjust the above revenue and expenditure lines to reflect the 2025 award of the LSTA Technology Grant.

Clerk/Auditor Use Only

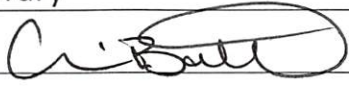
Date Entered



2025 BUDGET CHANGE FORM FOR GRANTS

Date 8/4/2025

Department Library

Department Head Signature 

Amount ~~-3355.00~~ 1355.00

Revenue GL Account# 27-3630

Expenditure GL Account # 27-4700- 340-600

Brief Description

Please adjust the above revenue and expenditure lines to reflect the 2025 award of the LSTA Borrower Support Grant.

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM FOR GRANTS

Date 9/3/2025

Department Library

Department Head Signature *C. Ball*

Amount 781.64

Revenue GL Account# 27-3630

Expenditure GL Account # 27-4700-750

Brief Description

Please adjust the above revenue and expenditure lines to reflect the 2025 award of the LSTA ARSL Conference Grant.

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM FOR GRANTS

Date 06/23/2025

Department Opioid

Department Head Signature 
Kate Becker

Amount 4,000

Revenue GL Account# 62-3010-000-000 [Opioid Fund Allotment]

Expenditure GL Account # 62-4400-340-000 [Project Expenses]

Brief Description

Weber Human Services SDS Project Grant towards the purchase of two solar radar signs

Clerk/Auditor Use Only	
Date Entered	



2025 BUDGET CHANGE FORM FOR GRANTS

Date 10/06/2025

Department Public Works

Department Head Signature 
Kate Becker

Amount 4,000

Revenue GL Account# 10-3690-000-000 [Sundry Revenue]

Expenditure GL Account # 10-4411-740-000 [Equipment]

Brief Description

Weber Human Services SDS Project Grant towards the purchase of two solar radar signs

Clerk/Auditor Use Only

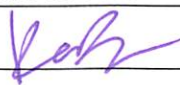
Date Entered



2025 BUDGET CHANGE FORM FOR GRANTS

Date 10/06/2025

Department Public Works

Department Head Signature 

Kate Becker

Amount 698

Revenue GL Account# 10-3690-000-000 [Sundry Revenue]

Expenditure GL Account # 10-4411-740-000 [Equipment]

Brief Description

UDOT Reimbursement Grant for the shipping costs of two solar radar signs

Clerk/Auditor Use Only

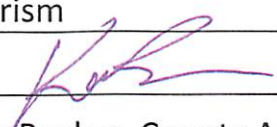
Date Entered



2025 BUDGET CHANGE FORM FOR GRANTS

Date 09/15/2025

Department Tourism

Department Head Signature 
Kate Becker, County Administrative Manager

Amount ~~55,429.50~~ 36,953

Revenue GL Account# 33-3330-403-000 Should be 35-3330-403

Expenditure GL Account # 35-4510-310-400

Brief Description

\$73,906 507.
2025 UOT Co-Op Grant; Total Award is \$73,906; They pay 75% up front and
507.25% upon completion which will be summer of 2026. Already budgeted for the
507.25% in the 2026 budget

Clerk/Auditor Use Only

Date Entered

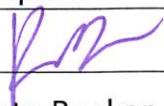
Gave Treasurer a
copy 9/15/25 lgs



2025 BUDGET CHANGE FORM

Date 08/06/2025

Department Airport

Department Head Signature 

Amount 9,000

Move from GL Account# 38-3840-000-000 [Airport: Contributions & Transfers] **NEW BUDGET LINE**

Move to GL Account # 38-4550-260-000 [Airport: Bldg & Grounds]

Moving money from GF to Airport to pay for the contribution to 9Line Holdings for removal of overburden. Approved at the 08/05/2025 Commission Meeting

Clerk/Auditor Use Only

Date Entered



2025 BUDGET CHANGE FORM

Date 08/06/2025

Department Airport

Department Head Signature Kate Becker

Amount 9,000

Move from GL Account# 10-2951-000-000 [Fund Balance]

Move to GL Account # 38-3840-000-000 [Airport: Contributions & Transfers] **NEW BUDGET LINE**

Moving money from GF to Airport to pay for the contribution to 9Line Holdings for removal of overburden. Approved at the 08/05/2025 Commission Meeting

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

2. Mountain Green Fire Protection District – Discussion/Decision – Entity Request

The Mountain Green Fire Protection District and the Morgan City/County Fire Department would like to perform a Live Fire Demonstration of the activation of a residential sprinkler system. This demonstration aims to help policymakers understand how these systems function in the event of a structure fire and why they are necessary in areas with limited or no water supplies for fire suppression, for life safety, and property conservation.

a. Bill of Sale for transfer of WPR-RFD equipment to Morgan County (Consent agenda item moved)

- i. The Mountain Green Deputy Fire Chief Golden Barrett gave a live presentation on the impact of sprinkler systems on life safety and fire suppression.
- ii. Commissioner Nickerson raised a question regarding the implementation of the adopted state code, specifically whether there are alternative options to installing a sprinkler system for properties over 3,600 square feet. He inquired if the code allows for flexibility, such as offering acceptable alternatives, or if a sprinkler system is mandatory once the size threshold is exceeded.
- iii. Golden clarified that efforts are made to work collaboratively with homeowners during the design process to incorporate fire safety measures, such as firewalls and structural separations. However, there are limitations when homeowners have specific design preferences, which can restrict the extent of safety features that can be implemented.
- iv. The Commission and the CA discussed the bill of sale transfer, the CA gave his changes that he reviewed and updated.

Commissioner Nickerson moved to approve the bill of sale transfer of the WPR RFD equipment to Morgan County with the correction noted by the CA.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

3. Buster Delmonte – Discussion/Decision – Citizen Request

Discussion and decision on a request for County contribution towards removing of overburden at the airport.

- a. Chair Wilson introduced this, he provided the bill that Buster paid moving the overburden at the airport.
- b. Commissioner Blocker expressed discomfort with reimbursing Buster the full \$65,000.
- c. Commissioner Newton suggested a \$9,000 reimbursement, reflecting the fees Buster paid.

Commissioner Newton moved to approve \$9,000 to be paid to 9Line Holdings LLC from general fund, transferred to Fund 38, and paid from the Airport Building and Grounds account 38-4550-260.

Seconded by Commissioner Nickerson

VOTE:

MORGAN COUNTY COMMISSION MEETING MINUTES

Commission Chair Wilson AYE

Commissioner Newton AYE

Commissioner Blocker NAY

Commission Vice Chair Nickerson AYE

Commissioner Fackrell NAY

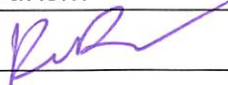
The Vote was 2 NAY, 3 AYE. The Motion passed.

4. Morgan County Airport Board – Discussion/Decision – Airport Recommendations

- a. Transfer and assumption of Lease Hangar FF1
- b. Transfer and assumption of Lease Hanger DD3
- c. Request to lease privately improved tie down space in front of hangar FF1
- d. Request for RFP publication and matching funds for airport berm improvements
 - i. The CA stated the lease for hangar FF1 is not being formally transferred, as no assignment form was used. Instead, the original lessee is entering into a new lease under an LLC rather than as an individual. The revised lease, effective May 6, 2025, maintains the same terms and timeline, adjusted to a 26-year term instead of the original 30 years, aligning with the later start date. The lessee will continue paying the same fees, now structured under the LLC. The lease includes a 3% annual increase based on the 2021 base rate, rather than specifying the exact decimal rate. Additionally, the lease allows for a potential adjustment to the rent every five years based on the CPI, subject to Commission consideration.
 - ii. The CA clarified that the assignment and assumption form for DD3 has been completed and submitted correctly. The form, which was created by staff, was properly filled out and submitted to the appropriate individual. It has already been reviewed and signed, and now only requires formal approval and the county's signature to be finalized.
 - iii. The CA recommended against approving a proposed lease for a private tie-down at the airport, despite the airport advisory board's favorable recommendation. His concern is that leasing hard surface space, something not previously done, would grant exclusivity, allowing the lessee to restrict public access at a public airport. He noted that existing arrangements, such as those with Buster on the commercial side, preserve county control over tie-downs to avoid competition with county-owned spaces and ensure public accessibility. Leasing the hard surface would also increase county maintenance responsibilities, such as snow removal. He suggested either maintaining this consistent policy or referring the matter back to the airport advisory board for further discussion, where they could explain their concerns directly.
 - iv. The Commission discussed the lease for FF1 and the potential for a private tie-down at the airport, with concerns about exclusivity and maintenance.
 - v. The CA and the Commission discussed the RFP, they discussed a \$44,000 grant for berm improvements. Updated estimates would exceed the grant amount, prompting consideration of issuing an RFP and identifying additional funds. Suggestions included seeking contributions from other groups before committing county funds, adjusting project scope to stay within budget, and specifying drought-tolerant, potentially native plants to address water shortages. They also agreed on ensuring landscaping is consistent with existing future airport designs and



2025 BUDGET CHANGE FORM

Date	<u>6/25/2025</u>
Department	<u>Tourism</u>
Department Head Signature	<u></u>
	Kate Becker
Amount	<u>3,300</u>
Move from GL Account#	<u>35-3680-000-000 [Increase Revenue Estimate]</u>
Move to GL Account #	<u>35-4510-310-400</u>

Increase Revenue line for Car show to off set additional Car Show Expenses. Car show brought in a total of \$8394.70 but expenses to date are \$7,232.58

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

1. Kate Becker – Discussion/Decision – Morgan Administrative Manager

- a. Discussion and decision on a Tourism budget adjustment to cover Car Show Expenses
- b. Discussion and decision on creation of a restricted fund and a budget adjustment to move opioid settlement funds out of sundry
 - i. The CAM stated the tourism budget adjustment is to increase the estimated revenue from the car show to reflect actual earnings, which exceeded the original estimate. The purpose is to align the budget so that the additional revenue can be used to cover related expenses, without drawing from the General Fund.
 - ii. The CAM stated section b addresses the misallocation of opioid settlement funds, which have been incorrectly deposited into the County's sundry (miscellaneous) account. These are restricted funds and should not have been placed there. A recent change in state law, effective July 1 (attached in the packet), reinforces this requirement. A total of \$117,036.69 in opioid settlement funds has been deposited into the sundry account since December 2022. Since those funds rolled into the General Fund balance at year-end, this request is to create a new restricted fund specifically for opioid settlement dollars and to transfer the previously deposited amount from the General Fund balance into this new restricted fund. A recent deposit from this year (\$200,598.56) will be corrected separately via journal entry and does not require commission action.

Commissioner Newton moved to approve for the Tourism budget increase in the amount of \$3300 increasing the revenue line item.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson ABSET

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

Commissioner Newton moved to approve the establishment of the restricted Opioid Settlement fund and authorize the transfer of \$117,036.69 from the fund balance to the new restricted opioid settlement fund, 62.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson ABSET

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

2. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Discussion and decision on creating a new County bank account for the purpose of setting up a County PayPal and Venmo account for the Fair.



2025 BUDGET CHANGE FORM

Date 8/20/2025

Department Tourism

Department Head Signature 

Amount \$1,141.53 (in addition to the 3,300 approved on 7/1

Move from GL Account# 35-3680-000-000 [Increase Revenue Estimate]

Move to GL Account # 35-4510-310-400

Increase Revenue line for Car show to off set additional Car Show Expenses.
Car show brought in a total of \$9,799.70 but expenses were \$9,625.42

Clerk/Auditor Use Only

Date Entered

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
35-3680-000-000 Car Show Revenue						
			01/01/2025 (00/25) Balance	.00 *	.00 *	.00
04/16/2025	CR	8000000412	Car show donation - Cannon Plumbing Company		200.00-	
			Description: Car show donation - Cannon Plumbing Company			
			04/30/2025 (04/25) Period Totals and Balance	.00 *	200.00- *	200.00-
05/14/2025	CR	8000000425	Car Show Sponsor - J & C Transport LLC		500.00-	
			Description: Car Show Sponsor - J & C Transport LLC			
05/20/2025	CR	8000000430	Donations for Car Show-Bright Storage West - Bri		300.00-	
			Description: Donations for Car Show-Bright Storage West - Bright Storage West/Southern Boy Customs			
05/20/2025	CR	8000000430	Donations for Car Show-Southern Boy Customs 2		200.00-	
			Description: Donations for Car Show-Southern Boy Customs 2.0 - Bright Storage West/Southern Boy Customs			
05/20/2025	CR	8000000430	Donation for Car Show - Industrial Propane, LLC		200.00-	
			Description: Donation for Car Show - Industrial Propane, LLC			
05/20/2025	CR	8000000430	Donation for Car Show - Wardell Brothers Constr		200.00-	
			Description: Donation for Car Show - Wardell Brothers Construction, Inc.			
05/21/2025	CR	8000000431	Donation-Car Show - Center Point		1,000.00-	
			Description: Donation-Car Show - Center Point			
05/21/2025	CR	8000000431	Donation-Car Show - Fairway Glass		300.00-	
			Description: Donation-Car Show - Fairway Glass			
05/21/2025	CR	8000000431	Donation-Car Show - Napa Auto Parts of Morgan		500.00-	
			Description: Donation-Car Show - Napa Auto Parts of Morgan			
05/22/2025	CR	8000000431	Donation-Car Show - Precision Complete Auto		300.00-	
			Description: Donation-Car Show - Precision Complete Auto			
05/22/2025	CR	8000000432	Donation-Car Show - Dirt Road Fabrication LLC		500.00-	
			Description: Donation-Car Show - Dirt Road Fabrication LLC			
05/27/2025	CR	9000000496	Woodscape - Woodscape		500.00-	
			Description: Woodscape - Woodscape			
05/27/2025	CR	9000000496	Canyon Collision - Canyon Collision		200.00-	
			Description: Canyon Collision - Canyon Collision			
05/27/2025	CR	9000000496	Daylight Glass - Daylight		200.00-	
			Description: Daylight Glass - Daylight			
05/27/2025	CR	9000000496	Southfork Mercantile - Southfork Mercantile		500.00-	
			Description: Southfork Mercantile - Southfork Mercantile			
			05/31/2025 (05/25) Period Totals and Balance	.00 *	5,400.00- *	5,600.00-
06/03/2025	CR	8000000436	Car Show Sponsor - Young Powersports of Morga		1,000.00-	
			Description: Car Show Sponsor - Young Powersports of Morgan			
06/05/2025	CR	8000000437	Car Show Sponsor for Red Wagan Storage - Ada		200.00-	
			Description: Car Show Sponsor for Red Wagan Storage - Adams Construction Services, Comment: Void reason: Fixing name on receipt			
06/05/2025	CR	8000000437	Voided Receipt - 8.000004375 - Adams Construct	200.00		
			Description: Voided Receipt - 8.000004375 - Adams Construction Services, Comment: Void reason: Fixing name on receipt			
06/05/2025	CR	8000000437	Car Show Sponsor for Red Wagon Storage - Ada		200.00-	

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
35-3680-000-000 Car Show Revenue (continued)						
			Description: Car Show Sponsor for Red Wagon Storage - Adams Construction Services			
06/13/2025	CR	8000000443	Sponsor - Dwight Gailey Plumbing, Inc.		500.00-	
			Description: Sponsor - Dwight Gailey Plumbing, Inc.			
06/19/2025	CR	8000000445	t-shirts and hats sales - Napa Auto Parts of Morga		1,012.64-	
			Description: t-shirts and hats sales - Napa Auto Parts of Morgan			
06/19/2025	CR	8000000445	raffle pre-sale - Napa Auto Parts of Morgan		82.06-	
			Description: raffle pre-sale - Napa Auto Parts of Morgan			
			06/30/2025 (06/25) Period Totals and Balance	200.00 *	2,994.70- *	8,394.70-
07/01/2025	CR	8000000450	Car Show Sponsor - Xtreme Motors		1,100.00-	
			Description: Car Show Sponsor - Xtreme Motors			
07/01/2025	CR	8000000450	Shirts & Hats Sales - Morgan Valley Car Show		305.00-	
			Description: Shirts & Hats Sales - Morgan Valley Car Show			
			07/31/2025 (07/25) Period Totals and Balance	.00 *	1,405.00- *	9,799.70-
			08/31/2025 (08/25) Period Totals and Balance	.00 *	.00 *	9,799.70-
YTD Encumbrance		.00	YTD Pending	.00	YTD Actual	9,799.70- Total
				9,799.70-	YTD Budget	8,300.00- Unearned
						1,499.70-

Promotion Budget FY 2025: **\$10,000**
 - Front Street Festival: **\$4,816.11**
 - Car Show Expense: **\$9,625.42**
Promotion Budget Increase: \$3,300
 (\$1,141.53) * Budget Adjustment Needed

Fund Balance is \$363,815.87

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
35-4510-310-400 UOT COOP						
			01/01/2025 (00/25) Balance	.00 *	.00 *	.00
01/01/2025	AP	161	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128307 **Desc: UOT Coop Grant Printed Visitor's Guide **Inv. Date: 01/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
01/01/2025	AP	162	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128307 **Desc: UOT Coop Grant Ad Management **Inv. Date: 01/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			01/31/2025 (01/25) Period Totals and Balance		.00 *	9,154.16
02/01/2025	AP	371	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128384 **Desc: 2024 UOT Coop Grant, Ad Management and Visitor Guide Distribution **Inv. Date: 02/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
02/01/2025	AP	372	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128384 **Desc: 2024 UOT Coop Grant: Ad buys and hard copy printing **Inv. Date: 02/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			02/28/2025 (02/25) Period Totals and Balance		.00 *	18,308.32
03/01/2025	AP	74	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128465 **Desc: Marketing UOT Coop Grant **Inv. Date: 03/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
03/01/2025	AP	75	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128465 **Desc: Marketing UOT Coop Grant: Add Purchases **Inv. Date: 03/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			03/31/2025 (03/25) Period Totals and Balance		.00 *	27,462.48
04/01/2025	AP	106	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128550 **Desc: 2024 UOT Coop Grant: Marketing Purchases **Inv. Date: 04/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
04/01/2025	AP	107	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128550 **Desc: 2024 UOT Coop Grant: Marketing Services **Inv. Date: 04/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			04/30/2025 (04/25) Period Totals and Balance		.00 *	36,616.64
04/29/2025	AP	236	NAPA Auto Parts Bri and Bry LLC	734.75		
			**VendorNo: 28183 **Inv. No: 4758 **Desc: Reimb - Morgan Valley Car Show Banners **Inv. Date: 04/29/25 **PO No: **Remit Name: NAPA Auto Parts Bri and Bry LLC **Merchant Vendor No: 28183 **Merchant Vendor Name: NAPA Auto Parts Bri and Bry LLC **Invoice Created By: pbutler			
05/01/2025	AP	159	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128639 **Desc: Add-on marketing services: 2024 UOT Coop Grant **Inv. Date: 05/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
05/01/2025	AP	160	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128639 **Desc: Ad Buys: 2024 UOT Coop Grant **Inv. Date: 05/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
05/08/2025	AP	411	Green, Toby	218.05		
			**VendorNo: 28636 **Inv. No: 3739420099 **Desc: Reimb - 1yr subscription for Morgan Valley Car Show Website **Inv. Date: 05/08/25 **PO No: **Remit Name: Green, Toby **Merchant Vendor No: 28636 **Merchant Vendor Name: Green, Toby **Invoice Created By: pbutler			
			05/31/2025 (05/25) Period Totals and Balance		.00 *	46,723.60
03/26/2025	AP	349	River Print	1,852.46		
			**VendorNo: 27246 **Inv. No: 128164.1 **Desc: Signs, Posters, Ticket, Banners & Postage for Front Street Festival **Inv. Date: 03/26/25 **PO No: **Remit Name: River Print **Merchant Vendor No: 27246 **Merchant Vendor Name: River Print **Invoice Created By: pbutler			
05/22/2025	AP	40	Wasatch Front Sound Dance & Recording	900.00		
			**VendorNo: 27589 **Inv. No: 10215 **Desc: Sound for Car Show **Inv. Date: 05/22/25 **PO No: **Remit Name: Wasatch Front Sound Dance & Recording **Merchant Vendor No: 27589 **Merchant Vendor Name: Wasatch Front Sound Dance & Recording **Invoice Created By: pbutler			
05/22/2025	AP	368	Live Matter	603.65		
			**VendorNo: 29000 **Inv. No: 052225-2 **Desc: Festival Tee Shirts **Inv. Date: 05/22/25 **PO No: **Remit Name: Live Matter **Merchant Vendor No: 29000 **Merchant Vendor Name: Live Matter **Invoice Created By: pbutler			
05/26/2025	AP	348	River Print	1,000.00		
			**VendorNo: 27246 **Inv. No: 128164 **Desc: EDDM Postcards **Inv. Date: 05/26/25 **PO No: **Remit Name: River Print **Merchant Vendor No: 27246 **Merchant Vendor Name: River Print **Invoice Created By: pbutler			
05/28/2025	AP	374	Golden Spike Express	660.00		

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
35-4510-310-400 UOT COOP (continued)						
			**VendorNo: 29179 **Inv. No: 052825 **Desc: 4hrs trackless train service **Inv. Date: 05/28/25 **PO No: **Remit Name: Golden Spike Express **Merchant Vendor No: 29179 **Merchant Vendor Name: Golden Spike Express **Invoice Created By: pbutler			
05/31/2025	AP	367	Kay, Cindy	130.00		
			**VendorNo: 28936 **Inv. No: 053125 **Desc: Reimb - Temp food permit for front street festival **Inv. Date: 05/31/25 **PO No: **Remit Name: Kay, Cindy **Merchant Vendor No: 28936 **Merchant Vendor Name: Kay, Cindy **Invoice Created By: pbutler			
06/01/2025	AP	276	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128705 **Desc: Marketing Services **Inv. Date: 06/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
06/01/2025	AP	277	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128705 **Desc: Marketing Services - Ad Buys **Inv. Date: 06/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
06/02/2025	AP	9	Pierce, Jerry	300.00		
			**VendorNo: 25729 **Inv. No: MVCS2025 **Desc: Emcee for Morgan Car Show 2025 **Inv. Date: 06/02/25 **PO No: **Remit Name: Pierce, Jerry **Merchant Vendor No: 25729 **Merchant Vendor Name: Pierce, Jerry **Invoice Created By: pbutler			
06/02/2025	AP	45	Green, Toby	503.83		
			**VendorNo: 28636 **Inv. No: 2396730 **Desc: Reimb- 23 custom sponsor plaques **Inv. Date: 06/02/25 **PO No: **Remit Name: Green, Toby **Merchant Vendor No: 28636 **Merchant Vendor Name: Green, Toby **Invoice Created By: pbutler			
06/02/2025	AP	67	Bankcard Center	30.00		
			**VendorNo: 28891 **Inv. No: 060225 **Desc: Acct #0622; Front Street Festival "Chair" ity Auction **Inv. Date: 06/02/25 **PO No: **Remit Name: Bankcard Center **Merchant Vendor No: 28891 **Merchant Vendor Name: Bankcard Center **Invoice Created By: pbutler			
06/02/2025	AP	73	Bankcard Center	40.00		
			**VendorNo: 28891 **Inv. No: 060225 **Desc: Acct #0622; Ad feature upgrade for "Chair"ity auction **Inv. Date: 06/02/25 **PO No: **Remit Name: Bankcard Center **Merchant Vendor No: 28891 **Merchant Vendor Name: Bankcard Center **Invoice Created By: pbutler			
06/02/2025	AP	341	Pierce, Jerry	500.00		
			**VendorNo: 25729 **Inv. No: FSF2025 **Desc: Front Street Emcee & Sound **Inv. Date: 06/02/25 **PO No: **Remit Name: Pierce, Jerry **Merchant Vendor No: 25729 **Merchant Vendor Name: Pierce, Jerry **Invoice Created By: pbutler			
06/17/2025	AP	457	Romero Graphics & Signs	690.00		
			**VendorNo: 3200 **Inv. No: 4790 **Desc: Banners for Car Show **Inv. Date: 06/17/25 **PO No: **Remit Name: Romero Graphics & Signs **Merchant Vendor No: 3200 **Merchant Vendor Name: Romero Graphics & Signs **Invoice Created By: pbutler			
			06/30/2025 (06/25) Period Totals and Balance		.00 *	63,087.70
06/09/2025	AP	248	Shirts to a T	4,838.75		
			**VendorNo: 28038 **Inv. No: 10268 **Desc: Shirts & hats for car show **Inv. Date: 06/09/25 **PO No: **Remit Name: Shirts to a T **Merchant Vendor No: 28038 **Merchant Vendor Name: Shirts to a T **Invoice Created By: pbutler			
06/18/2025	AP	262	Green, Toby	1,440.04		
			**VendorNo: 28636 **Inv. No: 061825 **Desc: Reimb- Gift cards for fly over at car show **Inv. Date: 06/18/25 **PO No: **Remit Name: Green, Toby **Merchant Vendor No: 28636 **Merchant Vendor Name: Green, Toby **Invoice Created By: pbutler			
07/01/2025	AP	270	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128776 **Desc: marketing services - Ad buys **Inv. Date: 07/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
07/01/2025	AP	271	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128776 **Desc: Marketing services - Add ons **Inv. Date: 07/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			07/31/2025 (07/25) Period Totals and Balance		.00 *	78,520.65
08/01/2025	AP	95	Destination IQ	3,933.33		
			**VendorNo: 28943 **Inv. No: 1128848 **Desc: Marketing Services - Ad Ons **Inv. Date: 08/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
08/01/2025	AP	96	Destination IQ	5,220.83		
			**VendorNo: 28943 **Inv. No: 1128848 **Desc: Marketing Services - Ad Buys **Inv. Date: 08/01/25 **PO No: **Remit Name: Destination IQ **Merchant Vendor No: 28943 **Merchant Vendor Name: Destination IQ **Invoice Created By: pbutler			
			08/31/2025 (08/25) Period Totals and Balance		.00 *	87,674.81
YTD Encumbrance .00 YTD Pending .00 YTD Actual 87,674.81 Total 87,674.81 YTD Budget 122,150.00 Unexpended 34,475.19						
Number of transactions: 56 Number of accounts: 2				Debit	Credit	Proof
Total Tourism:				87,874.81	9,999.70-	77,875.11
Number of transactions: 56 Number of accounts: 2				Debit	Credit	Proof

Grand Totals:	<u>87,874.81</u>	<u>9,999.70-</u>	<u>77,875.11</u>
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Report Criteria:

Actual amounts

All accounts

Includes pending amounts

Includes report only transactions

Includes inactive journals

Account.Account number = "353680000000","354510310400"

MORGAN COUNTY COMMISSION MEETING MINUTES

- c. The Commission discussed the importance of a longer term to justify significant investments in the property.
- d. The Commission agreed there is a need for a work session with the Mountain Green Sewer Improvement District Board in order to align on goals and requirements of agreement.

Discussion only, no motion taken.

8. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Discussion and decision on a budget adjustment offsetting car show revenue and expenses.

- a. The CAM stated that the final revenues and expenses for the car show have been calculated, requiring a second budget adjustment. The initial adjustment previously approved is included in the packet, and an additional \$1,141.53 is needed to cover the remaining expenses.

Commissioner Newton moved to approve we approve the adjustment, Budget Adjustment of \$1,141.53 moving from GL 35-3680-000-000, to 35-4510-310-400.

Seconded by Commissioner Blocker

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

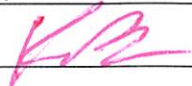
9. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Discussion and decision on amendments to the Fairgrounds Rental Agreement and additional discussion on overnight horse layover stays.

- a. The CAM introduced this stating at the last commission meeting, the group discussed clarifying which organizations are exempt from deposit fees. The Deputy Attorney added language specifying exemptions while allowing the commission to require a deposit for certain events if warranted, such as large or extended activities. The commission agreed the wording was appropriate. She raised a follow-up question regarding whether this amendment requires a new resolution number or should be recorded as a versioned update (e.g., version two) to maintain historical records.
- b. The CAM stated that the second part of this item concerns requests to temporarily house horses overnight in county paddocks. Historically, the Public Works Director has given verbal approval, but a past incident created issues when ownership was unclear. To address this, the Deputy Attorney drafted a simple acknowledgment form, not a fee-based agreement, to clarify that the county is not liable for the animals' care or safety, placing full responsibility on the owners.
- c. The CAM and Commissioners noted that the draft does not include a fee at this time, as a public notice and hearing would be required. Instead, the agreement serves as a temporary measure to indemnify the county until permanent facilities, such as dedicated stalls with proper electrical and water hookups, can be completed.
- d. Commissioners also noted the need for clear rules regarding waste disposal, proof of ownership, and potential fines for violations. The language was updated to cover "animal layovers" more broadly, not just horses, and to add additional points of contact for coordination. The discussion highlighted strong public demand for such accommodations



2025 BUDGET CHANGE FORM

Date	<u>07/16/2025</u>
Department	<u>Opioid Fund</u>
Department Head Signature	<u></u> Kate Becker
Amount	<u>\$100,000</u>
Move from GL Account#	<u>62-2951-000-000 [Opioid Fund Balance]</u>
Move to GL Account #	<u>62-4400-340-000 [Opioid: Project Expenses]</u>

Created this fund in Quarter two and moved the \$117K+ into the fund balance but did not budget anything in the expense line. We intend to pay the balance of the two radar signs out of this account and possibly replace playground equipment.

Clerk/Auditor Use Only

Date Entered

MORGAN COUNTY COMMISSION MEETING MINUTES

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

7. Kate Becker – Discussion/Decision – Morgan Administrative Manager

- a. Discussion and decision on a budget adjustment for opioid expenditures
- b. Discussion and decision on a budget adjustment for expending Fire Impact Fee monies
- c. Discussion and decision on a budget adjustment for expending EMS Impact Fee monies
 - i. The CAM clarified that 7a and 7b to be postponed due to needing more information is gathering.
 - ii. The CAM clarified that 7c is due to the opioid fund being established, but no expense line was budgeted due to an oversight. While funds were allocated and transferred into the account, a budget adjustment is still needed to create an expense line in order to utilize the funds, such as for payment of the radar signs.

Commissioner Newton moved to approve the budget adjustment for the opioid expenditures, moving \$100,000 into the expenditure line item.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson ABSENT

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

Commissioner Newton moved to postpone item 7a and 7b.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson ABSENT

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

8. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Request by 4H Extension and FFA to clarify Fairgrounds Deposit Fee Requirement

- a. The CAM clarified that the Commission adopted a new rental format and fee schedule for the fairgrounds, which, consistent with the previous version, states that deposits are not waived. However, there has been an understanding with 4H Extension and FFA that they are exempt from paying the cleaning deposit. Clarification is needed on whether this exemption still applies.
- b. Commissioner Newton suggests exempting these groups from the deposit requirement, as they have historically not been charged and have demonstrated responsibility in cleaning up after events.



2025 BUDGET CHANGE FORM

Date 09/02/2025

Department Fund 17

Department Head Signature *Kate Becker*
Kate Becker

Amount 83,461

Move from GL Account# 17-2951-000-000

Move to GL Account # 17-4400-340-000

Commission approved a 250,000 project recommendation from COG; on 09/02/2025 Moving money from fund balance to cover total cost of project

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved: 9/2/2025

MORGAN COUNTY COMMISSION MEETING MINUTES

and the long-term opportunity to create a more sustainable, fee-based system once infrastructure is in place.

Commissioner Newton moved to CR-25-30 v2 as updated.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

Commissioner Newton moved to CR-25-30 v2 as updated.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

10. Kate Becker – Discussion/Decision – Morgan Administrative Manager

Discussion and decision on recommendations from the Council of Governments for expenditures out of Fund 17

- a. The CAM introduced this stating COG reviewed two funding requests from Fund 17. The City requested \$500,000 for its alley project, and COG recommended awarding \$250,000. An additional \$179,975 was initially recommended for Bret but later withdrawn since those funds had already been designated. The current unappropriated fund balance is \$312,882.13, with an additional \$166,539 anticipated this year, totaling \$479,421.13 available.

Commissioner Blocker moved to approve the recommendation from COG to allocate \$250,000 allocation from fund 17 for the alley project.

Seconded by Commissioner Newton

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

11. Kate Becker – Discussion – Morgan Administrative Manager

Need to set a date for discussion on a Pre-Incorporation Feasibility Study

- a. The CAM and Commission set up a work session to be held for this item for next meeting September 16, 2025 at 3:00 p.m.

Item not voted on, discussion only.



2025 BUDGET CHANGE FORM

Date 7.21.2025

Department Garbage Enterprise Fund

Department Head Signature *J Hyde*

Amount \$7,800

Move from GL Account# 57-2951-000-000

Move to GL Account # 57-4424-130-000

Brief Description

Benefits were not calculated correctly.

Clerk/Auditor Use Only

Date Entered

Date	Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
57-4424-130-000 Employee Benefits						
			12/31/2024 (14/24) Balance	.00 *	.00 *	18,593.08
01/11/2025	PB	26	PAYROLL TRANS FOR 1/11/2025 PAY PERIOD	368.74		
01/25/2025	PB	59	PAYROLL TRANS FOR 1/25/2025 PAY PERIOD	296.78		
			01/31/2025 (01/25) Period Totals and Balance	665.52 *	.00 *	665.52
02/08/2025	PB	23	PAYROLL TRANS FOR 2/8/2025 PAY PERIOD	1,424.77		
02/22/2025	PB	61	PAYROLL TRANS FOR 2/22/2025 PAY PERIOD	398.76		
			02/28/2025 (02/25) Period Totals and Balance	1,823.53 *	.00 *	2,489.05
03/08/2025	PB	23	PAYROLL TRANS FOR 3/8/2025 PAY PERIOD	1,416.01		
03/22/2025	PB	68	PAYROLL TRANS FOR 3/22/2025 PAY PERIOD	354.19		
			03/31/2025 (03/25) Period Totals and Balance	1,770.20 *	.00 *	4,259.25
04/05/2025	PB	26	PAYROLL TRANS FOR 4/5/2025 PAY PERIOD	1,417.06		
04/19/2025	PB	65	PAYROLL TRANS FOR 4/19/2025 PAY PERIOD	356.39		
			04/30/2025 (04/25) Period Totals and Balance	1,773.45 *	.00 *	6,032.70
05/03/2025	PB	24	PAYROLL TRANS FOR 5/3/2025 PAY PERIOD	1,418.64		
05/17/2025	PB	65	PAYROLL TRANS FOR 5/17/2025 PAY PERIOD	349.47		
05/31/2025	PB	106	PAYROLL TRANS FOR 5/31/2025 PAY PERIOD	1,418.47		
			05/31/2025 (05/25) Period Totals and Balance	3,186.58 *	.00 *	9,219.28
06/14/2025	PB	26	PAYROLL TRANS FOR 6/14/2025 PAY PERIOD	346.15		
			06/30/2025 (06/25) Period Totals and Balance	346.15 *	.00 *	9,565.43
			12/31/2025 (14/25) Period Totals and Balance	.00 *	.00 *	9,565.43

YTD Encumbrance .00 YTD Pending .00 YTD Actual 9,565.43 Total 9,565.43 YTD Budget 8,454.00 Unexpended 1,111.43-

Number of transactions: 12 Number of accounts: 1

Debit	Credit	Proof
9,565.43	.00	9,565.43

Total Garbage Enterprise Fund:

Number of transactions: 12 Number of accounts: 1

Debit	Credit	Proof
9,565.43	.00	9,565.43

Grand Totals:

16,182.34

\$ 7,728.34 More

Report Criteria:

Actual amounts

All accounts

Includes pending amounts

Includes report only transactions

Includes inactive journals

Account.Account number = "574424130000"

MORGAN COUNTY COMMISSION MEETING MINUTES

- a. Amanda Christensen, the USU Extension Professor introduced herself along with the employees and what their specific tasks and specialties are for the individuals who work in the Extension office for the county.

(F) Action Items

1. Amanda Christensen, USU Extension Discussion/Decision – Budget Adjustment

Discussion and decision on a budget adjustment for employee COLA

- a. Amanda explained that Utah State provided salary updates in late July regarding cost-of-living increases tied to legislative approval, performance, and merit. As directed in last year's budget session, the request for these adjustments was not included in the FY2025 budget but brought forward separately once the approved amounts were known. Funding is now needed to cover the remainder of the current fiscal year, with additional funds to be incorporated into the FY2026 budget request. Because USU operates on a July–June fiscal year, similar mid-cycle adjustments will be required in future years.

Commissioner Newton moved to approve the budget change request to move \$1,833 from the 10-4150-520 to the account 10-4610-110.

Seconded by Commissioner Blocker

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

2. Casey Basaker – Discussion/Decision – Budget Adjustment

Discussion and decision on a budget adjustment for Garbage Enterprise Fund benefits

- a. HR Director introduced this stating it was noted that last year's calculation for the garbage fund inadvertently included only one month of medical expenses. To correct this, \$7,800 will be transferred from the garbage fund balance (enterprise fund) to cover the remaining medical costs for employees Justin D. and Cindee Mikesell, reflecting their respective allocations from the garbage portion of their salaries and benefits.

Commissioner Newton moved to approve the budget change form for the Garbage Enterprise Fund benefits line item moving \$7,800 from 57-2951-000-000 to 57-4424-130-000.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson AYE

Commission Vice Chair Nickerson AYE

Commissioner Newton AYE

Commissioner Blocker AYE

Commissioner Fackrell AYE

The Vote was unanimous. The Motion passed.

3. Luke Majewski – Discussion/Decision – Citizen Request

Discussion and decision on a request for a community fundraiser event at the Morgan County Airport. This is a car show/plane show. The proceeds from this fundraiser will go to the Mountain Green Fire Department and the airport.



2025 BUDGET CHANGE FORM FOR GRANTS

Date 10/07/2025

Department Public Works / class B Road Fund

Department Head Signature 

Kate Becker

Amount 60,000

Revenue GL Account# 20-2951-000-000 [Fund Balance]

Expenditure GL Account # 20-4400-300-000 [Equipment]

Brief Description

Approved 2025 purchase for snow plow truck and monies moved from Fund

Balance to cover the cost for it and the rest of the year

Approved in Commission Meeting 10/7/2025 Action item #2

Clerk/Auditor Use Only

Date Entered



MORGAN COUNTY COMMISSION MEETING AGENDA

October 7th, 2025

3:00 WORK SESSION & 5:00 REGULAR MEETING

PUBLIC NOTICE is hereby given that the MORGAN COUNTY COMMISSION will hold a regular Commission meeting in the Commission meeting room at 48 West Young Street, Morgan, Utah.

3:00 WORK SESSION

(A) Kick Off of General Plan with Planning Outpost

(B) Second review of draft feasibility study from LRB Finance for compilation and submission of comments.

5:00 COMMENCEMENT OF MEETING

(A) Opening Ceremonies

1. Welcome
2. Invocation and/or Moment of Reflection: **Hon. Commissioner Nickerson**
3. Pledge of Allegiance

(B) Consent Agenda Items

1. Approval of the Morgan County Commission Minutes from September 16th, 2025.
2. Approval of the Morgan County Commission Minutes from September 18th, 2025 work session.
3. Approval of the Morgan County Commission Minutes from September 24th, 2025 work session.
4. Notice of Fire Station open house October 11th 1-3pm for Fire Safety Week.
5. Notice of intent to construct a communications facility near 10745 S Hwy 66 from Union Pacific Railroad and notice of potential effects being near historic properties or monuments.
6. County Landfill Diversion update since implementation of recycling.
7. Information on Agricultural Protection Areas.
8. Notice of Stage 1 Fire restrictions lifted as of September 20th, 2025.
9. Notice of Department Head out-of-state travel; Emergency Manager
 - a. Response to bombing incidents class, New Mexico Tech October 12-17
 - b. National Health Care Coalition Conference, Dallas Texas Nov 30 – Dec 4
10. Notice: Open non-user seat on the Morgan County Airport Board; Accepting applications.

(C) Commissioner Declarations of Conflict of Interest

(D) Public Comments (please limit comments to 3 minutes)

(E) Presentations

Logan Taggart, Rocky Mountain Power

(F) Action Items

1. **Jeremy Sorensen** – Discussion/Decision – Mountain Green Sewer Improvement District
Discussion and decision on a rental agreement of land adjacent to Kent Smith Park.
2. **Bret Heiner** – Discussion/Decision – Morgan County Public Works Director
Discussion and approval to order an International Bobtail Snowplow for budget year 2026.
3. **Hon. Shaun Rose** – Discussion/Decision – Morgan County Recorder
Discussion and decision on posting an RFP to survey the Morgan / Summit County line.

RESOLUTION CR 25-01-BOE

RESOLUTION OF THE MORGAN COUNTY BOARD OF EQUALIZATION APPROVING HOMESTEADER CREDITS FOR PROPERTY TAX YEAR 2025.

WHEREAS, according to Utah Code Ann. Section 59-2-1347; AND

WHEREAS, pursuant to CR 24-77, the County Commission did, on October 7th, 2025 approve at its regular Commission meeting, certain Homesteader credits as indicated in Morgan County Resolution CR 25-52; AND

WHEREAS, it is the recommendation of the Utah State Tax Commission that the same be approved through the County's Board of Equalization.

NOW THEREFORE BE IT RESOLVED, that the Morgan County Board of Equalization hereby approves and affirms the adjustment of taxes as stated in Resolution CR 25-52.

MORGAN COUNTY COMMISSION:

ATTEST:

ATTEST: _____

Leslie Hyde

Morgan County Clerk/Auditor

Matt Wilson, Chair
Morgan County Commission BOE

Commission Members Voting:

	<u>Aye</u>	<u>Nay</u>
Matthew Wilson	_____	_____
Vaughn Nickerson	_____	_____
Michael Newton	_____	_____
Blaine Fackrell	_____	_____
Raelene Blocker	_____	_____

Garrett Smith
Morgan County Attorney

UTAH COUNTIES INDEMNITY POOL

October 6, 2025

Leslie Hyde
Morgan County Clerk/Auditor
PO Box 886
Morgan, UT 84050

RE: Annual Membership Meeting

Dear Leslie:

The Utah Counties Indemnity Pool's Annual Membership Meeting will be held at 11:00 a.m. on Friday, November 21, 2025, at the Megaplex Theatres at Jordan Commons in Sandy, Utah.

Pursuant to the Pool Bylaws, Article 4.7, Members shall have the obligation to: (b) Designate in writing a representative and one or more alternate representatives for the Membership Meetings. Each representative and alternate representative must be an elected or appointed officer or employee of a Member and must be appointed by majority vote of the governing body or by the county executive or county mayor of the Member to be the Member's official representative for the purposes of the Pool. An alternate representative may exercise all the powers of a representative during a Membership Meeting, in the absence of the representative.

Please have the Morgan County Governing Body appoint a representative and an alternate representative, who will attend the Membership Meeting on November 21, **by adopting the attached resolution** at the **next Council meeting**. Please email the signed resolution to amichale@ucip.utah.gov no later than November 14, 2025.

The UCIP Board of Directors request that you encourage the Councilers to attend this Annual Meeting of the Members. Register for the event through [Eventbrite](#).

Sincerely,



Aly Michale
Executive Administrative Assistant

UTAH COUNTIES INDEMNITY POOL

5397 S Vine Street, Murray, UT 84107-6757
(801)565-8500 ✉ ucip.utah.gov

**RESOLUTION OF APPOINTMENT OF A MORGAN COUNTY REPRESENTATIVE AND
AN ALTERNATE REPRESENTATIVE FOR THE UTAH COUNTIES INDEMNITY POOL
ANNUAL MEMBERSHIP MEETING**

WHEREAS, the Governing Body of Morgan County, Utah, is the proper authority to appoint a qualified person to act as the official representative for Morgan County at the Utah Counties Indemnity Pool Membership Meeting to be held on November 21, 2025; and

WHEREAS, the Governing Body of Morgan County, Utah, has been informed that the By-laws of the Utah Counties Indemnity Pool require that the official representative and an alternate representative for Morgan County must be an elected or appointed officer or employee of a Member and must be appointed by majority vote of the Governing Body of the Member to be the Member's official representative for the purposes of the Pool

NOW, THEREFORE, be it resolved that the Governing Body of Morgan County, Utah, hereby appoints _____ as the official Morgan County representative for the Utah Counties Indemnity Pool Membership Meeting to be held on November 21, 2025, with _____ as an alternate representative.

PASSED AND ADOPTED this 21st day of October 2025.

MORGAN COUNTY COMMISSION:

ATTEST:

Matthew Wilson, County Commission Chair

Leslie A. Hyde, Morgan County Clerk/Auditor

APPROVED AS TO FORM:

COMMISSION MEMBERS VOTING:

Garrett Smith, Morgan County Attorney

	AYE	NAY	ABSENT
Michael Newton	_____	_____	_____
Vaughn Nickerson	_____	_____	_____
Blaine Fackrell	_____	_____	_____
Raelene Blocker	_____	_____	_____
Matthew Wilson	_____	_____	_____

Dear IFAC Program Review Team:

I am the Chair of the Morgan County Commission and am writing regarding an application for the Innovative Finance and Asset Concessions (IFAC) Technical Assistance Cooperative Agreement. I am excited about this opportunity and am fully committed to seeking approval from the Morgan County Commission to partner with the Utah Department of Transportation (UDOT) to analyze and potentially implement innovative financing strategies for the identified assets. These assets are vital for supporting the 2034 Salt Lake City-Utah Winter Olympic and Paralympic Games.

The application centers on two bundled assets: (1) the I-84/Trappers Loop Interchange and Access Corridors, and (2) the Mountain Green Connections and Shuttle Hub Network. These infrastructure elements are crucial for ensuring safe, resilient, and efficient access to Snowbasin Resort, which will host the Alpine skiing (Downhill and Super-G) events during the Games.

To clarify the eligibility criterion related to asset ownership, control, and maintenance for Asset 1: I-84/Trappers Loop Interchange and Access Corridors, please note the following:

- **Asset 1: I-84/Trappers Loop Interchange and Access Corridors:** The Interchange is owned, controlled, and maintained by UDOT, while the access corridors are owned, controlled, and maintained by Morgan County. This interstate highway interchange and its connecting corridors form the primary access route between Morgan County and Snowbasin Resort. Although Morgan County does not directly own or maintain the interchange, our strong relationship with UDOT enables its inclusion in this IFAC analysis. UDOT is aware of this pending application, and I am optimistic that we will secure the necessary authority to assess innovative finance and concession opportunities for this asset, such as Value-for-Money (VfM) analyses, P3 delivery models, and concession frameworks that will serve the interests of all parties. I believe UDOT is willing to explore these options and will actively engage in any resulting contracts or agreements concerning ownership, maintenance, operations, revenues, or other responsibilities and benefits as appropriate. This could encompass potential DBFOM contracts, availability payments, or toll/managed lane models, with UDOT acting as the lead entity in implementation while aligning with Morgan County's community objectives.

This intended collaboration between Morgan County and UDOT highlights the strength of the state-local partnerships, combining our respective expertise and resources to create transformative infrastructure that fosters a more resilient and prosperous future for our communities. Morgan County has a proven track record of working closely with UDOT on key transportation projects, from preparations for the 2002 Winter Games to current initiatives in northern Utah. This relationship allows us to leverage UDOT's asset ownership and extensive knowledge, making the IFAC program a key driver for lasting innovation and development. I am confident that this collaborative structure meets the program's eligibility standards by supporting a thorough bundled analysis of both assets. It will encourage private sector participation, access to federal credit programs (e.g. TIFIA/RRIF), and enduring benefits that support USDOT's priorities of safety, innovation, economic vitality, and resilience. I look forward to developing Olympic-caliber infrastructure that will serve residents, visitors, and the region for generations.

If you need any further details or documentation on asset ownership or legal authorities, please feel free to contact me.

Kate Becker

From: James Dixon <jdixon@utah.gov>
Sent: Friday, October 10, 2025 12:18 PM
To: Kate Becker
Cc: Sherry Stevens; Raelene Blocker
Subject: Re: RCG Application--CEO Board appointments

Kate,

I would like to have a conference call on the matter to clarify our messaging and communications. It might be better than multiple email exchanges.

Would you be available at 1 p.m. on either Tuesday the 14th or Wednesday the 15th?

Thank you,

JAMES A DIXON

Director of Community Grants

On Fri, Oct 10, 2025 at 8:08 AM Kate Becker <kBecker@morgancountyutah.gov> wrote:

Not trying to be a stickler but that doesn't go into effect until November. So it would seem at the time of our grant application we were in compliance.

I will get this on the next Commission agenda (Oct 21) for discussion/decision.

Kate Becker

Morgan County Administrative Manager

From: James Dixon <jdixon@utah.gov>
Sent: Thursday, October 9, 2025 5:33:23 PM
To: Kate Becker <kBecker@morgancountyutah.gov>
Cc: Sherry Stevens <sherrystevens@utah.gov>; Raelene Blocker <rBlocker@morgancountyutah.gov>
Subject: Re: RCG Application--CEO Board appointments

Kate,

This is from a recent legislative action modifying provisions in section 17 of the Utah Code regarding counties:

692 and amended to read:

693 **CHAPTER 75. General County Personnel Management**

694 **Part 1. General Provisions**

695 **[H7-33-2] 17-75-101 (Effective 11/06/25). Definitions.**

696 As used in this chapter:

697 (1)(a) **"Appointed officer"** means an individual appointed to:

698 (i) a statutory office or position; or

699 (ii) a position of employment with a county, except a special employee.

700 (b) **"Appointed officer"** includes an individual serving on a special, regular or full-time

701 **committee, agency, or board**, regardless of whether the individual is compensated for
702 the individual's services.

703 (c) **"Appointed officer"** does not include an elected officer.

704 (2) **"Assist"** means to act, or offer or agree to act:

705 (a) to help, represent, aid, advise, furnish information to, or otherwise provide assistance
706 to an individual or business entity;

707 (b) believing that the action is of help, aid, advice, or assistance to the individual or
708 business entity; and

I am happy to do more research into this if necessary.
Thank you,

JAMES A DIXON
Director of Community Grants

On Thu, Oct 9, 2025 at 4:23 PM Kate Becker <kBecker@morgancountyutah.gov> wrote:
We talked to you about this when you came to give the training
You said it was recommended that a Commissioner not be a voting member but not that it was disallowed entirely. Is there statutory language forbidding it? We’ve had a commissioner as a voting member on this board since inception and it’s never delayed or been cause to deny funding.

Kate Becker Morgan County Administrative Manager

From: James Dixon <jdixon@utah.gov>
Sent: Thursday, October 9, 2025 2:41:20 PM
To: Kate Becker <kBecker@morgancountyutah.gov>
Cc: Sherry Stevens <sherrystevens@utah.gov>
Subject: Re: RCG Application--CEO Board appointments

CAUTION: This email originated from outside of Morgan County. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are unsure please contact Jeremy or Brandon.

Kate,
That would likely work for staggered terms.

However, I see another issue. Raelen Blocker is an elected county commissioner. We ask that a county elected official not serve on an advisory board that advises that commission. This creates a conflict of interest, a double-voting situation, and the potential for undue influence on the board that is supposed to advise the commission.

We ask that this be remedied as well.
Thank you,

JAMES A DIXON
Director of Community Grants

On Tue, Oct 7, 2025 at 1:01 PM Kate Becker <kBecker@morgancountyutah.gov> wrote:

1. An Elected Representative of the Morgan County Commission			
Raelene Blocker	Morgan County Commission	Voting	2025-2029
Kate Becker	Morgan Administrative Manager	Alternate	2023-2027
2. An Elected Representative of Morgan City			
Steve Gale	Morgan City Mayor	Voting	2025-2029
Ty Bailey	Morgan City Manager	Alternate	2023-2027

3. An Elected Representative of the Morgan County School Board			
Andrea Brooks	Morgan School Board Member	Voting	2025-2029
	Morgan School Board Chair	Alternate	2023-2027
4. Workforce Development Representative			
Darren Rogers	Weber & Morgan Counties	Voting	2023-2027
5. A Private Sector Representative			
John Barber		Voting	2025-2029
6. A Business Owner within Morgan County			
Justin Rees	Rees Industries	Voting	2023-2027
7. A Representative of the Davis Tech: Business Resource Center			
Andrew Willis	Director of BRC	Voting	2025-2029
Mandy Webb		Alternate	2025-2029
8. A Representative of the Morgan Area Chamber of Commerce			
Traca Wardell	Chamber President	Voting	2023-2027
	Chamber Vice-President	Alternate	2025-2029
9. A Representative of the Division of Natural Resources: State Parks			
Mercer Owen		Voting	2023-2027

If we change Justin Rees' (#6) term that make four 2023-2027 voting terms and five 2025-2029 terms. Will that suffice?

Kate Becker Morgan County Administrative Manager

From: James Dixon <jdixon@utah.gov>
Sent: Tuesday, September 30, 2025 2:51:11 PM
To: Kate Becker <kBecker@morgancountyutah.gov>
Cc: Sherry Stevens <sherrystevens@utah.gov>
Subject: RCG Application--CEO Board appointments

Kate,

Hope you are doing well.

I am having a difficult time interpreting your list of board appointments and their terms. As we trained in the summer, the board's terms should be staggered--approximately half should expire every 2 years. It looks like most are 2025-2028.

Can you sort the spreadsheet out so that the term dates are agreeable to the appointments and the staggering requirement?

Thank you,

JAMES A DIXON
 Director of Community Grants

RESOLUTION CR 25-57

A RESOLUTION OF THE MORGAN COUNTY COMMISSION APPOINTING THE VOTING MEMBERS OF THE MORGAN COUNTY ECONOMIC OPPORTUNITY BOARD.

WHEREAS, under Utah Code § 17-54-104 (S.B. 95 2020), the County must create a County Economic Development Board ("CED Board") in order to be eligible for the rural county grant program established in Utah Code §17-54-103 which was created with Resolution CR 20-04 on 15 September 2020; AND

WHEREAS, House Bill 438 (2021) repealed §17-54-103 and created Utah Code § 63N-4-803 of which Morgan County's Economic Opportunity Board ("CEO Board") now operates under in its original capacity; AND

WHEREAS, the Governor's Office of Economic Opportunity requests the County representative not be an elected County Commissioner; AND

NOW THEREFORE, BE IT RESOLVED, that the Morgan County Commission does hereby affirm and appoint the voting and alternate voting members of the Morgan County Economic Opportunity Board as stated below.

9 voting members and 2 alternate-voting members

1. At least one County Representative:
Kate Becker, Morgan County Administrative Manager- voting [2024-2027]
2. A Representative of a Municipality in the County:
Steve Gale, Morgan City Mayor - voting [2025-2029]
Ty Bailey, Morgan City Manager- alternate [2023-2027]
3. An elected Representative of the Morgan County School Board:
Andrea Brooks - voting [2025-2029]
4. A Workforce Development Representative:
Darren Rogers - voting [2023-2027]
5. A private-sector Representative with economic development experience:
John Barber - voting [2025-2029]
6. A member of the public who owns a business:
Justin Rees - voting [2023-2027]
7. A Representative of the Business Resource Center:
Andrew Willis - voting [2025-2029]
Mandy Webb - alternate [2025-2029]
8. A Representative of the Morgan Area Chamber of Commerce:
Traca Wardell - voting [2023-2027]
9. A Representative of the Division of Natural Resources - State Parks:
Mercer Owen - voting [2023-2027]

PASSED AND ADOPTED this 21st day of October 2025.

MORGAN COUNTY COMMISSION:

ATTEST:

Matthew Wilson, County Commission Chair

Leslie A. Hyde, Morgan County Clerk/Auditor

APPROVED AS TO FORM:

COMMISSION MEMBERS VOTING:

Garrett Smith, Morgan County Attorney

	AYE	NAY	ABSENT
Michael Newton	_____	_____	_____
Vaughn Nickerson	_____	_____	_____
Blaine Fackrell	_____	_____	_____
Raelene Blocker	_____	_____	_____
Matthew Wilson	_____	_____	_____

DISCUSSION OF PAYMENT FEES:

There are 3 types of fees allowed today by the card companies:

1. Surcharges – allow % based fees, the fees can be charged in any payment channel, and they can be charged on Auto Pays. However, they are only allowed on credit transactions and are NOT allowed on debit transactions. For most organizations nearly 70% of all their card transactions are debit cards. Additionally, Xpress Bill Pay does not support surcharges.
2. Service Fees – allow % based fees, the fees can be charged in any payment channel, and they can be charged on Auto Pays. However, they are NOT allowed on utility payments, but they are allowed on other government entity payments. Xpress Bill Pay supports service fees for all government payments except for utilities due to the card companies' regulations.
3. Convenience fees – % based fees are NOT allowed (only flat fees like \$2.00 allowed), the fees can only be charged in an alternative payment channel (your primary payment channel or over the counter cannot assess the fee), the fees are NOT allowed on Auto Pays. Xpress Bill Pay supports convenience fees but follows the rules and regulations of the card companies.

NOTE: I realize that other companies may not be complying with the rules regarding fees but I assure you these are the rules. Below I direct you to the correct section in Visa's rules and regulations (which are listed on their website), where these rules can be reviewed.

We do not support Surcharges, so they are not an option for you with Xpress Bill Pay. Plus surcharges are NOT allowed on debit cards. It's likely that about 70% of your total transactions would be debit cards, so surcharges aren't a good idea anyway.

Service fees are not allowed for utility payments, so they aren't an option for utilities but could be assessed on your non-utility payments. That leaves Convenience fees as your only option for utilities...

CONVENIENCE FEES:

The Card Brands (i.e. – Visa, MasterCard, Discover, American Express) all have varying rules for how fees can be assessed. However, they all have a rule similar to Visa's that convenience fees are:

“Applicable to all forms of payment accepted in the payment channel”

This means that whatever fee you charge for their payment type, you have to assess the same fees to all other payment types. Visa’s rules are the most stringent. Consequently, Visa’s rules become the rules you need to abide by.

To access Visa’s credit card rules:

- 1 – <https://usa.visa.com/dam/VCOM/download/about-visa/visa-rules-public.pdf> (-> linkprotect.cudasvc.com) (-> linkprotect.cudasvc.com)
- 2 – Convenience Fee rules can be found starting on page 364 in the document.
- 3 – You are only concerned with the rules regarding the U.S. Region.

Here are the highlights:

Convenience fees are allowed for all payment types. However, convenience fees:

- Must be flat fee based, not % based and not tier based.
- Must only be charged in an alternative payment channel, meaning it cannot be charged on face-to-face or over-the-counter transactions.
- Cannot be charged on recurring Auto Pay transactions.
- The same flat fee must be assessed on all payment types accepted, meaning not just credit cards but ACH too if they are accepted.

NOTE: If charging convenience fees, you will not receive the cheaper utility interchange rates, but will pay the standard government interchange rates.

SERVICE FEES:

In order to assess service fees you have to be signed up for Visa’s Government and Higher Education Payment Program. Non-Utility, Government payments can be approved for this program. Utilities, however, do not qualify for this program. We’ve tried it, Visa rejected utilities.

To access Visa's credit card rules:

- 1 – <https://usa.visa.com/content/dam/VCOM/download/about-visa/visa-rules-public.pdf> (-> linkprotect.cudasvc.com) (-> linkprotect.cudasvc.com)
- 2 – Convenience Fee rules can be found starting on page 366 in the document.
- 3 – You are only concerned with the rules regarding the U.S. Region.

Here are the highlights:

Service fees are allowed for only non-utility payment types (utilities are MCC 4900 and are not listed as an allowed MCC) and they:

- Can be % based.
- Can be charged in all payment channels.
- Must be assessed as a separate transaction.

Please let me know if you have any questions.

Thanks,

Yareli Munguia

Manager of Customer Experience

ymunguia@xpressbillpay.com

Tel: 385-448-1866

xpress BILL PAY



2025 BUDGET CHANGE FORM

Date 10/14/2025

Department Employee Appreciation

Department Head Signature *KB*
Kate Becker

Amount 1,400

Move from GL Account# 10-4150-340-000

Move to GL Account # 10-4148-320-000

Retirement Party: Fire x3

Clerk/Auditor Use Only

Date Entered:

Date Commission Approved:

November 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



December 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

