

Town of Altamont Official Town Council Meeting Minutes
15588 W 4000 N Altamont Utah 84001

Date: June 17, 2026

I. Call to Order and Roll Call

Mayor Scott Allen called the Town Council meeting to order.

- **Council Members Present:** Mayor Scott Allen, Russell Sorensen, James Helms, Mike Foy, Chris (Porter) Baca.
- **Employees Present:** Amanda Gardner (Town Clerk), Craig Kettle (Maintenance).
- **Visitors Present:** Kori Wilde (left at 7:39 PM), Karolyn Jessen (left at 7:53 PM), Erica Wall (left at 7:53 PM), Tami Farnsworth (left at 7:53 PM).

II. Approval of Minutes

A motion was made by Russell Sorensen to approve the minutes from the May 13, 2026 meeting. The motion was seconded by Mike Foy and passed unanimously.

III. Guest Presentations

Kori Wilde, Duchesne County Economic Development Director

Kori Wilde introduced herself as the new Economic Development Director for Duchesne County. She expressed her desire to support the Altamont business community and shared information regarding several available grant opportunities:

- A **\$600,000** competitive rural county opportunity grant for infrastructure (requiring a 30% local match).
- A **\$10,000** matching grant for local businesses.
- A **\$60 million** grant opportunity dedicated to independent meat processors.

Wilde requested recommendations for a local business representative to join the county's economic advisory board. The council suggested Danielle Abbott at Country Flair. Wilde noted plans to return to Altamont to tour the community and meet local business owners on Saturday, July 25th, during Altamont Days.

Cemetery Committee Discussion

Karolyn Jessen, Erica Wall, and Tami Farnsworth represented the cemetery committee to discuss potential volunteer cleanup and improvement projects, including a community service day coordinated with hospital staff.

The committee inquired about installing a pipe fence at the Altonah Cemetery. The council addressed the request with the following directives:

- **Coordination & Liability:** The council emphasized that all physical projects must be formally run through the town to avoid liability issues and to prevent the duplication of municipal maintenance efforts.
- **Property Boundaries:** The town recently realigned property boundaries with adjacent landowner Shane Rowley; any fencing plans must be strictly coordinated with him.
- **Headstone Repairs:** The council clarified that the town's insurance does not cover damages to individual headstones, and explicit permission must be granted directly by the families who own them.

Regulatory Guidance for the Committee

Mayor Allen provided clear directives for the committee's ongoing operations:

- **Fundraising:** The committee may fundraise independently but must clearly state they are *not* representing the Town of Altamont. Raised funds must never enter the Town's municipal accounts.
- **Project Clearance:** All physical projects require explicit Council approval and a signed waiver process to ensure insurance coverage and prevent duplication of maintenance efforts.

The Council thanked the volunteers for their service.

IV. Public Hearing: Council Pay Raise & Budgets

A motion was made by Russell Sorensen to exit the regular town council meeting and enter a public hearing. The motion was seconded by James Helms and passed unanimously.

Legislative Review

Two primary items were under consideration during this hearing:

1. **Council Compensation:** A proposed \$50 per month pay increase for Council members.
2. **Fiscal Budgets:** To amend the FY 2025–2026 budget and the formal adoption of the FY 2026–2027 budget.

Public Record Statement

The mayor noted for the record that no members of the public were present to offer comment or concern.

Budget Amendments (2025–2026 Fiscal Year)

Town Clerk Amanda Gardner reviewed the amendments to the 2025–2026 fiscal budget. Gardner noted that following an audit finding regarding how last year's budget amendments were documented, the town adopted a formal resolution format for this year's amendments to satisfy state requirements. Gardner read the resolution aloud and highlighted specific departmental changes:

- **Fire:** Both income and expenditures were higher than initially anticipated.

- **Sewer, Garbage, and Secondary Water:** Sewer and secondary water both saw marginal revenues and lower expenditures than expected, putting those departments in a stronger financial position. Garbage saw higher revenues as well as higher expenditures, but remained under budget overall.
- **Cemeteries:** The cemetery operated at a deficit due to fewer burials (approximately half as many as the prior two years) and the fact that most lots are already paid for. Actual revenue was \$7,400 compared to the projected \$10,000, though the sale of six lots between the May and June meetings slightly improved the final revenue number.
- **Roads:** Received more funding than expected, and expenditures were lower than anticipated due to a mild winter.
- **Taxes and Licenses:** Sales and property taxes generated more revenue than expected. Business licenses and dog tags saw slight decreases, with a few businesses yet to renew.
- **Personnel & Elections:** Overall personnel budgets balanced out; while maintenance hours exceeded estimates, clerk hours were under budget, canceling each other out. The elections budget went over due to an unanticipated state requirement to install a security camera with an associated subscription fee. Insurance and non-departmental expenditures also finished slightly over budget.

2026–2027 Budget Adoption Discussion

The council reviewed the upcoming budget for the 2026–2027 fiscal year:

- **Property Tax:** The town received its final property tax revenue figures from the state, locked in at \$16,965.
- **Insurance:** Gardner opted to leave the insurance budget as-is despite reports that workers' compensation costs might decrease, preferring to maintain a financial cushion for other departments.
- **Secondary Water:** The council noted potential future rate increases from the BIA for secondary water, which frequently occur during committee rotations, but opted not to make major budget adjustments yet.
- **Fire Department Constraints:** The upcoming budget will be heavily impacted by the newly awarded \$658,000 CIB grant for a new fire truck. However, the town must self-fund approximately \$30,000 for three new Self-Contained Breathing Apparatuses (SCBAs) at \$10,000 each, as the grant does not cover them.

Public Hearing Adjournment & Action Items

A motion was made by Russell Sorensen to exit the public hearing and return to the regular council meeting. The motion was seconded by Chris Baca and passed unanimously.

- **Ordinance 26-01 (Council Pay Raise):** A motion was made by Russell Sorensen to approve Ordinance 26-01 for the town council pay raise. The motion was seconded by James Helms and passed unanimously.

- **Resolution 2026-04 (2025–2026 Amended Budget):** A motion was made by Russell Sorensen to approve Resolution 2026-04, formally amending the general fund and capital projects fund budgets. The motion was seconded by Chris Baca. A roll call vote was taken: James Helms (Yes), Russell Sorensen (Yes), Mike Foy (Yes), Chris Baca (Yes). The resolution passed unanimously.
- **2026–2027 Budget Adoption:** A motion was made by Russell Sorensen to adopt the 2026–2027 fiscal year budget. The motion was seconded by Mike Foy and passed unanimously.

V. Fire Department Updates

- **Fire Chief Appointment:** A motion was made by James Helms to appoint Jared Thaker as the new Fire Chief. The motion was seconded by Chris Baca and passed unanimously. James Monson remains Assistant Chief, Bev Sorensen remains a Captain, and Shawn Sorenson was promoted to Captain.
- **Equipment:** The department was awarded a **\$658,000** CIB grant for a new fire truck (\$641,000 for the truck, \$15,000 for fittings, and \$5,000 for radios). The truck is projected to take 260 to 300 days to build. Once operational, the town plans to sell the old truck (Unit 153) to offset the \$30,000 cost for the required new SCBAs. Additionally, a new aluminum bed has been ordered for vehicle 157 from Rhino Linings in Roosevelt, to be mounted upon delivery.
- **Calls and Roster:** The department responded to a transformer issue caused by a vehicle strike in the trailer park, as well as a smoke alarm activation north of Bluebell. The department is actively seeking to recruit new volunteer firefighters.

VI. Utilities and Water

- **Pond Status:** Craig Kettle reported that the town pond is currently full.
- **Trailer Park Sewer Rates:** The council discussed sewer billing for local trailer parks and apartments, noting that charging the full standard rate for every individual unit on a single main hookup may conflict with state regulations. State law dictates that a municipality may not generate disproportionate profit margins from mobile home parks. To achieve compliance, the council discussed implementing a flat rate of \$175 per month for up to 15 hookups billed to the property owner, with an additional per-fee charge for any hookups beyond 15.
- **Town-Wide Sewer Rate Increase:** The council discussed a general town-wide sewer rate increase. The current rate of \$23 is lower than surrounding communities (e.g., Vernal is at \$29.32), which hinders the town's ability to secure CIB grants for future infrastructure repairs. The council agreed to propose a \$2 rate increase and will schedule a public hearing on the matter for next month.

VII. Sidewalks and Curbs

The council addressed requests from residents wishing to install curbs and sidewalks near their properties. The council clarified that while residents can install landscaping within their own property lines, any infrastructure projects that interface with town roads or utilities must feature engineered plans matching state and town specifications. Residents must bring formal plans before the town council for approval; verbal approvals will not be given informally.

VIII. Other Business

- **Elementary School Tour:** The council has been invited by the school district to tour the construction progress of the new Altamont Elementary School on June 25th at 9:00 AM.
- **Trailer Park Zoning:** The council noted that if the trailer park owner purchases an adjacent lot to expand, he must strictly adhere to all state and town zoning, subdivision, and permitting ordinances.
- **Code Enforcement:** The town recently enforced a municipal code prohibiting the double-occupancy of single-wide trailers, resulting in a property management company successfully relocating tenants to compliant housing.

IX. Adjournment

The next town council meeting is scheduled for July 8th at 7:00 PM.

A motion was made by Russell Sorensen to adjourn the meeting. The motion was seconded by James Helms and passed unanimously

Read and approved this 8 day of July, 2026.
Minutes of the meeting prepared by Amanda Gardner Town Clerk