



Agenda – August 13, 2026
Torrey Town Council
Approved Minutes

Notice is hereby given that the Mayor and Members of Town Council held the regular scheduled Town Council Meeting on Thursday the 13th day of August 2026 at 6:00Pm for training and Town Council meeting at 7:00 pm at the Torrey Town Office located at 75 E 100 N. Note the agenda may be accelerated, or line items may be discussed in any order. The agenda shall be as follows:

6:00PM Open Meeting Training: Brock Jackson

The open meetings training was presented by Brock Jackson for the Town Council, Office staff, the planning and zoning commission and any members of the public wishing to attend.

The Utah Open and Public Meetings Act ensures that public bodies conduct their business openly, with notice, public participation, and transparency, while allowing limited exceptions for closed sessions.

The OPMA is codified in Utah Code Title 52, Chapter 4 and establishes that the state, its agencies, and political subdivisions must conduct their deliberations and decision-making openly to the public (Utah Code §52-4-102) [Utah.gov+1](https://legislature.utah.gov/). It applies to public bodies, which are entities vested with authority to make decisions regarding public business, including policy and budget matters

- A closed meeting may be held for the discussion of character, litigation, security systems criminal misconduct investigation. Final Action cannot be made in closed meeting. Don't go off topic In a closed meeting.
- Electronic meetings must be recorded.
- Texting during a meeting can be public information.
- No public business with a quorum should be conducted over electronics.
- Administrative action does not have to be open meeting.
- No editing of the meeting recording. Recording should be made available within 3 days, minutes
- Recordings need to be made available not posted.
- A public hearing must be held for Land use issues, budget action and finance.
- The annual meeting schedule must be published.
- Cancel meetings by notice published.
- A roll call vote is required for all ordinance and resolutions
- Annual training is required on the Utah Open and Public Meetings Act.

7:00PM Welcome: Mayor Wright

Administrative Business:

Opening Remarks

Roll Call: Bill Barrett, Melinda Meservy, Jordan Pace, Pat Kearney, Mayor Wright, Renee Reel, Richard Braaten, Nan Anderson, Dustin Oyler, Karen Mayne and Mr Carson. Brown from Senator Curtis' office

Excused:

Pledge of Allegiance: Renee Reel

Conflict of Interest: None

Public Hearing for Annexation Petition: "River Drive West Addition"

Pat Kearney made a motion to open the public hearing, Renee Reel seconded the motion, and all voted in favor.

Public Comments:

Mary Bedingfield Smith spoke in support of the petition for annexation. She expressed her thought that all properties who receive Torrey water should be in Torrey town limits. No additional comments.

Pat Kearney made a motion to close the public hearing, Richard Braaten seconded the motion and all council members voted in favor.

Review and Approve Minutes

July 09, 2026, Town Council Meeting Minutes

Bill Barrett suggested a correction to the bottom of page 4 the discussion regarding the RV hookups on Aram Kyababchayn property. That paragraph should say "the RV improvements were not in place before the current owner purchased the property."

Pat Kearney made a motion to accept the minutes of July 9th Town Council minutes as corrected. Renee Reel seconded and all voted in favor.

July 22, 2026 Town Council Work Meeting

Jordan made a correction to say that he was excused from the meeting. Also a correction of spelling was made for Kelly Chapple.

Richard Braatten made a motion to approve the minutes as corrected. Pat Kearney seconded the motion and all approved.

Agenda Requests:

New STR Business License: Sue Fritzke, Present on Zoom

All documents were submitted. The insurance will be submitted, and she is waiting on the safety inspection by Eric Tourgerson. Pat Kearney made a motion to accept the Short-Term Rental application pending the insurance documentation, safety inspection and the emergency contact person identified. Renee Reel seconded the motion, and all voted in favor.

New STR Business License: Matt Kay was present.

Matt is waiting for Eric Torgerson to do the inspection. After reviewing the submitted documents, **Pat Kearney made a motion** to approve the application pending the inspection and emergency contact. Renee Reel seconded the motion and all members voted in favor.

Chad Albretch: Water Forgiveness

Dustin clarified that the water leak issue began in the town side of the water line.

Jordan Pace made a motion to forgive the billed water overage for both months. Renee Reel seconded and all council members voted in favor.

Town business:

Annexation Petition: discuss public comments and take appropriate action.

Pat Kearney made a motion to accept the annexation petition. Richard Braaten seconded the motion and all voted: Jordan Pace-Yes, Pat Kearney-Yes, Mayor Wright-Yes, Renee Reel-yes, Richard Braaten-yes.

The mylar map of the annexation was signed by Mayor Wright, all town council members and town clerk Karen Mayne.

Schedule Public Meeting for September to provide information about the code enforcement process. Renee needs more time for Apple days

Code enforcement contracts are finished. Mayor Wright is working through the changes in title 1 chapter 4 to reflect the new code enforcement process. Justin Waymen is working on the ordinance.

Pat Kearney made a motion to schedule a public meeting as the first agenda item for September Town Council, to provide information to the public regarding the new code enforcement process. Jordan Pace seconded the motion, and all council members voted in favor.

Discuss next steps for **the Town Hall project** – proceed with EDA architects?

We have the proposal for the design. EDA Architects' bid was for \$9,000. We need to find two more bids for the design. Mayor Wright and Nan Anderson will put together the request for proposal which will be submitted to Senator Curtis' office.

Carson Brown, the representative for Senator Curtis office, has provided some very valuable information. About the legislative process.

Water Attorney Update

Nan Anderson is drafting a Request for Proposal. She has input from town staff to address the needs. The two biggest questions are: is the current water board the best functional design and can Torrey refuse to provide water outside town limits?

Mayor Wright has been searching for historic water documents. Nan has been researching as well. Nan Asked Kelly if he has any historical documents. **Jordan made a motion to** assign Nan to pursue the water attorneys and the search for founding documents. Richard seconded the motion and all voted in approval.

Water Moratorium: Discuss and take appropriate action.

Mayor Wright recommended that the moratorium will stay in place until September 12, 2026.

Sand Creek Bridge Project:

The last TC approved the contract with Ensign engineering for the Sand Creek Bridge Project. At 1:00 on Monday Nan, Mickey, Richard and Dustin will meet. The grant packet is in.

Apple Days: Schedule work meeting.

Maybe schedule meeting next September for October.

August 24th work meeting. At 5:30PM work meeting for code enforcement, Pat made the motion to hold the work on August 24th at 5:30PM. Richard Braaten seconded the motion and all voted to approve..

Kate Chappell, Community Garden, Healthy Utah Community Funds (Renee)

The garden has received grant funding. Kate has a grant for \$15,000 grant for a youth inspiration grant from Dep of Natural Recreation.

- This is a "Raised Bed garden-intergenerational garden".
- The project has a youth educational project. Torrey town and University of Utah are partners.
- Dustin has a once-a-month schedule to work for beautification.
- Youth will help with building up the raised beds.
- This grant project is supposed to be in process by December.
- Brian Farm will help with some items needed.

Nan mentioned the effort of Brock for an outdoor recreation county wide grant. The Rec Board Will be at the next Mayors and commissioners meeting.

Pavilion Update: Tinted windows and park lighting

Renee is getting bids for replacing windows and for tinting windows because the pavilion has been getting hot. Renee and Dustin will be working on evaluating the windows and perhaps tinting them.

Renee Reel reported there was another fall in the park. We need to evaluate safety particularly during evening hours. The discussion will continue regarding nighttime lighting. Also plan walking path lighting which meets the Dark Sky standards.

Clerk Report: Karen Mayne

The Annexation Ordinance for the "River Drive West Addition" has been passed by the council. At this point Karen will send out a notice to all affected people and entities.

A building permit application was submitted by Brody Durfey for a renovation project.

The annual "Ethical Behavior Pledge" is distributed for all town personnel to fill out and sign. Karen will notarize. Bill Barrett will hand them out to P and Z

Financial Report: Melinda Meservy

Credit card receipts were reviewed. The budget status, reconciliation and Apple Days balance was presented. Some deposits and adjustments have been made since the end of July.

A discussion was held in regard to purchasing a new more efficient copier. Pat Kearney made a motion to let Melinda compare the costs and decide on the purchase. Jordan seconded the motion and all council members voted in favor.

Kody Ottman has completed the probation period. Congratulations Kody. Melinda is working on an audit from the Utah Retirement System. They are reviewing the payroll process and how Torrey works with independent contractors.

We have had some water meter reader issues which have impacted on some higher level users. Some of the larger entity users such as Capitol Reef Resort and KOA Campground. The affected meters stopped reading in August/September 2025. The affected meters didn't pick up 2.9 million gallons of water during that time due to change in the meter system and communication between Pelorus and auto read. Melinda wrote a letter explaining the situation to the affected parties. Dustin made the comment that they pay now for the accurate amount. Discussion was held about the meter problems,

Melinda and Dustin now have a list of all the meters that are having issues. Pat asked, "on a large account can we know if there was a problem." Can they be manually read. Dustin confirmed that they can be. A decision was made to take the loss on the town. Richard Braaten recommended that we create plan when meters are not reading. Fortunately, new radios are now coming.

We have an accurate reading now and so we will bill them in this current reading. Mickey will do a study with Kelly as to how many ERUs are being used particularly with the higher users of water. .

Pat Kearney made the motion to accept the financial report and pay the bills. Jordan seconded the motion and all council members voted in favor.

Council Reports:

Economic Development: Nan Anderson

Nan reported that Torrey as well as other tourist destinations have lower visitation this year. Carson Brown from senator John Curtis' office was in town. He met with Cass Bromley the park superintendent and Ann Torrence at Etta Place and went to capitol burger

Planning and Zoning: Bill Barrett

Thanks to everyone for helping with the annexation process. The annexation mylar map will next be signed by town council and town officials. The signed Mylar will then be signed by Colleen Allen and sent to the lieutenant Governor.

Planning and Zoning commission has made six or seven small changes to the ordinances title 9 and 10. A public hearing will be held on September 27th. Changes include the Dark Sky lighting. A simplified explanation of lighting requirements is in the meeting packet.

Currently there are three individuals building without a permit. Bill Barrett had a conversation with Aram. Aram said he did make the upgrades to electric and water since he bought the property. He expanded the septic system, and the expansion should be approved by Health department. Also, he has expanded the water

system substantially. In Renovating the Old House, he made some structural, electrical and plumbing changes.

Aaron and Carrie Torrey addition to garage. Eric Tourgerson did a structural evaluation he approved the second story. They can close the building to preserve the integrity of the building. Bill will meet with them and discuss the way to move forward. Planning and zoning needs email confirmation from the health department that the septic can handle the additional living apartment.

Annexation boundary adjustments are still needed and explained. Colleen Allen with Wayne County agreed that the annexation will go forward without the boundary adjustment. The property owners will settle the boundaries afterward.

Mayors Report; See attached for full Report

- The Torrey Opera tins Modernization Projections Project will begin.
 - All operations must be examined, updated and documented. Update the policy manual, start using Teams and to-do lists.
 - New communications tools and task management tools will be deployed.
- Water –
- Torrey officials need to determine the number of standby accounts.
 - Update the water ordinance.
 - Analyze the water rights, Equivalent Residential Units (ERU) and current allocation.
- Capital Improvement Plan draft-

The three projects that are in the draft are additional water acquisition, road improvement, and town hall.

Pat Kearney: Pioneer Cemetery, Cemetery, Trees, Staff

Cemetery is fine. Pat is working with the state preservation for the pioneer cemetery

Richard Braaten: Discussed new speed limit signs and stop signs. Two speed limit signs will cost \$7,500.

Utah barricades sell new stop signs for \$47 each. Located at 100 North and 200 West. Signs and poles meet state compliant specs. Kudos to Dustin for Sleeping Rainbow Dr for grading,

Pat Kearney made a motion to approve Richards bids for signs. Renee Reel seconded the motion and all council members voted to approve.

Jordan: Water Summer samples will be coming due soon.

Renee Reel:

Dustin Oyler:

Mayor Wright gave Kudos to Dustin and Kody for the road work on 325 W red ledges.

The annual water test showed there is no PFAS in the water. This will now be an annual test.

Fall water conference is coming up. Dustin would like to see Kody attend to receive his water operator certification. **Pat Kearney made the motion** to send Kody to the conference to receive his certification. Richard Braaten seconded the motion and all council members voted to approve.

Dustin asked for clarification about the number of ERU's allotted annually. We allow 3 commercials annually and 9 residential. We need to clarify the way commercial ERUs are awarded.

Old Business:

Plans for Trees, not ready to report.

Report for Outdoor Recreation Grant; Walking path phase one.

Other Business :

Close Meeting for Personnel Discussion

Pat Kearney made a motion to close the open meeting. 9:41PM

Executive Session

A motion was made to close the Close the executive session

Adjourn: Meeting was adjourned at 10:10:PM
