



HIDEOUT, UTAH TOWN COUNCIL REGULAR MEETING

March 13, 2025

Agenda

PUBLIC NOTICE IS HEREBY GIVEN that the Town Council of Hideout, Utah will hold its Regular Meeting in electronically via Zoom and in person at Hideout Town Hall, located at 10860 North Hideout Trail, Hideout Utah for the purposes and at the times as described below on Thursday, March 13, 2025.

All public meetings are available via ZOOM conference call and YouTube Live.

Interested parties may join by dialing in as follows:

Zoom Meeting URL: <https://zoom.us/j/4356594739>
To join by telephone dial: US: +1 408 638 0986 **Meeting ID:** 435 659 4739
YouTube Live Channel: <https://www.youtube.com/channel/UCKdWnJad-WwvcAK75QjRb1w/>

Regular Meeting
6:00 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Council Minutes
 1. [February 13, 2025 Town Council Meeting Minutes DRAFT](#)
- IV. Follow up of Items from Approved Minutes
- V. Public Input - Floor open for any attendee to speak on items not listed on the agenda
- VI. Agenda Items
 1. Discussion of Roadway Policies (*presented by Jason Birmingham*)
 2. Discussion regarding the need for wildfire mitigation, current processes and status, and next steps (*presented by Wasatch Fire District*)
 3. Discussion of Ross Creek and Community Reinvestment Area (CRA) – (*presented by Kyle Fielding with McDonald Fielding*)
- VII. Committee Updates
 1. Planning Commission - *Thomas Eddington, Town Planner*
 2. Design Review Committee - *Thomas Eddington, Town Planner*
 3. Economic Development Committee - *Council Member Severini*
 4. Parks, Open Space and Trails (POST) Committee - *Council Member Baier*
 5. Transportation Committee - *Council Member Haselton*
- VIII. Closed Executive Session - Discussion of pending or reasonably imminent litigation, personnel matters, deployment of security personnel, devices or systems, and/or sale or acquisition of real property as needed
- IX. Meeting Adjournment

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Mayor or City Recorder at 435-659-4739 at least 24 hours prior to the meeting.

File Attachments for Item:

1. February 13, 2025 Town Council Meeting Minutes DRAFT

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Minutes
Town of Hideout
Town Council Regular Meeting
February 13, 2025

8 The Town Council of Hideout, Wasatch County, Utah met in Regular Meeting on
9 February 13, 2025 at 6:00 pm electronically via Zoom.

10
11 Regular Meeting

12 **I. Call to Order**

13 **1. 02.13.2025 No Anchor Site Determination Letter**

14 Mayor Rubin called the meeting to order at 6:02 pm. Due to a winter storm, the meeting was held
15 entirely electronically, with no physical anchor site. A determination letter regarding this was
16 available for reference.

17 **II. Roll Call**

18 **Attending Remotely:** Mayor Philip Rubin (*excused at 7:00 pm*)
19 Council Member Chris Baier
20 Council Member Jonathan Gunn
21 Council Member Carol Haselton
22 Council Member Ralph Severini

23
24 **Excused:** Council Member Bob Nadelberg

25
26 **Staff Attending Remotely:** Town Attorney Polly McClean
27 Town Planner Thomas Eddington
28 Recorder for Hideout Alicia Fairbourne
29 Town Engineer Gordon Miner
30 Public Works Director Daniel Allen

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32
33 **Public Attending Remotely:** Grace Doerfler (KPCW), Trudy Brereton and others who may
34 have logged in using a partial name or using only a phone number.

35 **III. Closed Executive Session - Discussion of pending or reasonably imminent litigation,**
36 **personnel matters, deployment of security personnel, devices or systems, and/or sale or**
37 **acquisition of real property as needed**

38 **Please note: the Closed Session is scheduled from 6:00 pm - 7:00 pm.*

39 Council Member Haselton had not yet joined, but a quorum was established, allowing the meeting
40 to proceed.

1 At 6:04 pm, Mayor Rubin asked for a motion to enter into a Closed Session to discuss personnel
2 matters, deployment of security personnel, devices or systems, and/or sale or acquisition of real
3 property.

4 *Motion: Council Member Severini moved to enter into Closed Session. Council Member Baier*
5 *made the second. Voting Yes: Council Member Baier, Council Member Gunn, and Council*
6 *Member Severini. Absent from Voting: Council Member Haselton and Council Member*
7 *Nadelberg. The motion carried.*

8 **In attendance:** Mayor Phil Rubin, Council Member Baier, Council Member Gunn, Council
9 Member Haselton, Council Member Severini, and Town Attorney Polly McLean.

10 *Motion: Council Member Haselton moved to adjourn the Closed Session at 6:57 pm. Council*
11 *Member Gunn made the second. Voting Yes: Council Member Baier, Council Member Gunn,*
12 *Council Member Haselton, and Council Member Severini. Absent from voting: Council*
13 *Member Nadelberg. The motion carried.*

14 The meeting rejoined for the public meeting at 7:01 pm, with Mayor Rubin excused from the
15 remainder of the meeting. Council Member Baier would proceed as Mayor pro tempore.

16 **IV. Public Input - Floor open for any attendee to speak on items not listed on the agenda**

17 At 7:02 pm, Mayor Pro Tem Baier opened the floor for public input on items not listed on the
18 agenda. There were no comments. The floor was closed at 7:03 pm.

19 **V. Agenda Items**

20 **1. Introduction of Trudy Brereton with Jordanelle Communities Coalition**

21 Trudy Brereton introduced the Jordanelle Communities Coalition, an initiative focused on health
22 and wellness in the Hideout and Jordanelle areas. She explained that the coalition, developed in
23 partnership with Wasatch Behavioral Health, had been in progress for approximately nine
24 months. Its purpose was to assess community needs, connect residents with resources, and address
25 local health and wellness concerns. The coalition followed an evidence-based community model
26 and aimed to involve community members based on the results of an upcoming survey.

27 Ms. Brereton stated that meetings were held on the third Thursday of each month from 2:00 to
28 3:00 pm at Hideout Town Hall, with a Zoom option available. The next meeting was scheduled
29 for the following Thursday. She encouraged interested individuals to reach out via email, which
30 was available through City Recorder Alicia Fairbourne or directly at TrudyB@wasatch.org.

31 Council Member Severini inquired about a website for the coalition. Ms. Brereton confirmed that
32 there was no website at this time, but that information and materials would be developed and
33 shared in the future. She thanked the Council for their time, and Mayor Pro Tem Baier expressed
34 appreciation for her presentation.

35 **2. Presentation of Ranked Choice Voting (presentation by Kelleen Potter, Executive Director,**
36 **Utah Ranked Choice Voting)**

37 Kelleen Potter, Executive Director of Utah Ranked Choice Voting, presented an overview of
38 ranked choice voting (RCV) and its potential benefits for Hideout. She explained that RCV

1 allowed voters to rank candidates in order of preference rather than selecting just one. If no
2 candidate received over 50% of the vote in the first round, the candidate with the fewest votes
3 was eliminated, and their votes are redistributed based on second-choice preferences. The process
4 continued until a candidate secured a majority.

5 Ms. Potter outlined key benefits of RCV, including eliminating the need for a primary election,
6 reducing campaign costs and durations, and ensuring that winning candidates received majority
7 support. She noted that the system also encouraged more civil campaigning, as candidates may
8 seek second-choice votes from their opponents' supporters.

9 She provided data from past RCV elections in Utah, noting that while some cities had opted out
10 after initial use, overall voter satisfaction was high. She acknowledged political factors had
11 influenced adoption rates and that some county clerks were hesitant to implement the system due
12 to staffing and administrative concerns. Currently, Utah cities must notify their county clerk and
13 the Lieutenant Governor's Office by May 1 if they wish to use RCV. The state's pilot program
14 was set to expire, though a bill to extend it for ten years was under consideration.

15 Council Members asked about ballot design, voter education, election result timelines, and
16 potential legislative changes regarding mail-in voting. Ms. Potter assured them that voter
17 education materials and support would be available and that RCV results were tabulated quickly.
18 She acknowledged that Wasatch County had been slower than other counties in reporting election
19 results but attributed this to broader administrative processes rather than RCV itself.

20 Council Member Severini questioned the low adoption rate of RCV among Utah municipalities.
21 Ms. Potter explained that initial hesitation, political shifts, and reluctance from some county clerks
22 had slowed uptake, but interest remained.

23 Mayor Pro Tem Baier noted that Hideout's growing population could result in more candidates
24 running in the next election, making RCV a practical option. She emphasized the potential
25 benefits of a shorter election cycle, cost savings, and ensuring that winners had broad community
26 support. Council Member Gunn appreciated the early discussion, saying it provided time to
27 consider the pros and cons before the May 1 decision deadline.

28 The Council thanked Ms. Potter for her presentation and indicated they would revisit the topic
29 before the May 1 notification deadline.

30 **3. Discussion of private vs. public roads in Elkhorn Springs**

31 The Council discussed the issue of private versus public roads in new developments, focusing on
32 long-term maintenance responsibilities and financial implications. Ms. McLean clarified that the
33 discussion should remain general and not be specific to any pending applications.

34 Town Planner Thomas Eddington provided an overview of the Town's current road maintenance
35 budget, explaining that Hideout had approximately 10 miles of roads, with an annual maintenance
36 cost of about \$40,000 per mile. The Town received around \$16,000 per mile from state road
37 funds, leaving a significant funding gap. He noted that under new engineering standards, any
38 public road would have to meet specific construction requirements before the Town assumed
39 maintenance responsibilities.

40 Town Engineer Gordon Miner emphasized that roads were a long-term expense and noted that
41 most municipalities struggled with road maintenance funding, as road utility fees were
42 uncommon. He explained that whether roads were public or private, they needed to meet Town

1 standards for construction. However, private roads were often built to the minimum required
2 standards, which could lead to long-term maintenance issues. He also warned that HOAs
3 historically struggled to maintain roads properly, often failing to save sufficient funds for future
4 repairs, leading to requests for municipal takeover after the infrastructure deteriorated.

5 Ms. McLean explained that in some cases, such as within the Annexation Master Development
6 Agreement (AMDA), roads were dedicated to the Town, but the developer or HOA remained
7 responsible for maintenance costs, with the Town performing the work and billing the HOA.

8 Council Member Gunn supported requiring all roads—whether public or private—to meet the
9 Town’s engineering and fire safety standards. He also suggested that private communities provide
10 the Town and emergency services with access codes or keys to ensure public safety. He
11 questioned whether the Town had the authority to enforce maintenance standards on private roads
12 if they were not properly maintained over time.

13 Council Member Haselton referenced exclusive developments like The Colony, where
14 homeowners accepted responsibility for private roads as part of the cost of living in a luxury
15 community. She suggested that similar arrangements could work for Hideout’s higher-elevation
16 developments.

17 Council Member Severini raised concerns about fairness, pointing out that residents in private-
18 road communities would still pay the same Town taxes as those on public roads. He also
19 questioned whether the Town should allow developers to reduce road widths in private
20 developments. He requested additional data on best practices and successful private road
21 management in other municipalities.

22 Mayor Pro Tem Baier strongly opposed additional private roads, citing personal experience with
23 an HOA that struggled with road maintenance. She emphasized that municipalities were
24 structured to manage infrastructure, while HOAs were not. She argued that allowing developers
25 to push road maintenance onto HOAs would create long-term problems for residents.

26 Mr. Miner reiterated that private roads only benefited developers in the short term and that
27 exclusivity was the only legitimate justification for them. He stated that if a development wanted
28 true exclusivity, the Town should require it to take full responsibility for both the roads and
29 underlying utilities.

30 The Council acknowledged that private roads could work in highly exclusive communities but
31 noted that maintaining uniform standards and ensuring financial sustainability remained
32 challenges. Council Member Gunn concluded that the choice ultimately rested with developers,
33 but any agreement should include the obligation for private communities to cover the Town’s
34 maintenance costs if necessary. The Council planned to continue discussions on the matter.

35 **4. Presentation of the Fleetpaths Snow Plowing software**

36 The Council received a presentation on the new FleetPaths snow plowing software, which
37 provided real-time tracking of the Town’s plowing operations. Ms. Fairbourne demonstrated the
38 system, explaining that it allowed residents to see which roads the Town was responsible for,
39 track when and where plows had been deployed, and determine road conditions. The system
40 categorized roads by priority, with primary roads addressed first, followed by secondary roads.

41 Public Works Director Daniel Allen noted that while the software was primarily informational
42 for residents, it also assisted Public Works in monitoring snowplow deployment, particularly for

1 billing private developments like Deer Springs. He explained that the data helped assess response
2 times and plan for more efficient snow removal. While he still recorded plowing operations
3 manually, the software provided additional insights for training and operational improvements.

4 Mayor Pro Tem Baier asked about the Town's approach to snowplowing decisions. Mr. Allen
5 explained that each storm required a different strategy. For smaller storms, plowing was typically
6 delayed until early morning to ensure clear roads for commuters. For larger or ongoing storms,
7 crews operated in rotating shifts around the clock. The Town's standard was to plow when two
8 inches of snow accumulated, though adjustments were made based on temperature and road
9 conditions.

10 Council Member Severini questioned why the system displayed plowing activity on SR-248,
11 which the Town did not maintain. Mr. Allen clarified that trucks might register movement on the
12 highway while traveling to other areas, but they were not actively plowing it. Council Member
13 Severini suggested adding a link to UDOT's road conditions page alongside the FleetPaths system
14 for more comprehensive information.

15 Council Member Gunn pointed out a potential error, as the map showed recent plowing activity
16 on the emergency egress road, which he did not believe had been plowed. Mr. Allen
17 acknowledged that the software was new and still had some bugs, but staff would work on refining
18 it. Council Member Gunn also noted that recent plowing in his area was not yet reflected on the
19 system.

20 Mayor Pro Tem Baier expressed appreciation for the Town's snowplow drivers, emphasizing
21 their role in keeping the roads safe. The Council thanked Mr. Allen and Ms. Fairbourne for their
22 work in implementing the system and improving public communication about snow removal
23 operations. The FleetPaths link had been included in the Town's newsletter and would be added
24 to the website and mobile app soon.

25 **5. Presentation of the survey results from the community regarding the Ross Creek Open** 26 **House**

27 Council Member Severini presented the results of the community survey conducted following the
28 Ross Creek open house. He explained that survey responses were collected both in person and
29 online, with approximately 167 participants providing input. The results were consistent with
30 previous surveys, reinforcing community priorities.

31 Survey responses indicated strong support for mixed-use development, particularly cafes, outdoor
32 dining, and small retail, which received 48% of the votes. Connecting development to the park
33 and Jordanelle Reservoir was the second-highest priority. Survey participants overwhelmingly
34 opposed additional residential development in the area. In terms of architectural style, 55%
35 favored mountain modern design over traditional aesthetics.

36 Regarding recreational amenities, cross-country skiing, paddleboarding, and small boat rentals
37 were the most popular choices. The community also expressed interest in services that would
38 support these activities, such as rental facilities.

39 Council Member Severini highlighted key community comments, which emphasized the desire
40 for outdoor dining, small-scale retail, high-end grocery options, and more recreational
41 opportunities. He noted that the survey results aligned with those from the 2022 Town-wide
42 survey, demonstrating consistency in resident preferences over time.

1 Mayor Pro Tem Baier asked about the next steps for using the data. Council Member Severini
2 suggested that the Town focus on attracting the right businesses and amenities to align with
3 residents' interests. He also raised the question of whether these survey results should influence
4 planning beyond Ross Creek, particularly in annexation areas like Richardson Flat. While he
5 believed Ross Creek should be developed as a central hub for Hideout, he emphasized the need
6 for a cohesive vision for future annexations to prevent a disjointed Town layout.

7 Council Member Gunn observed that every survey had pointed toward a desire for commercial
8 development, particularly restaurants and social gathering spaces, while discouraging additional
9 residential growth. He stressed the importance of ensuring that future planning decisions reflect
10 the public's stated preferences.

11 The Council acknowledged the strong community engagement in the survey process and thanked
12 Council Member Severini for his efforts in compiling and analyzing the data. The discussion
13 concluded with an agreement to consider a broader Town-wide survey within the next year to
14 refine long-term planning efforts.

15 **6. Consideration of adopting Ordinance 2025-O-XX regarding business license expiration and**
16 **making conforming edits to the business license section of Hideout Municipal Code**

17 The Council considered an ordinance to clarify business license expiration dates and make
18 conforming edits to the municipal code. Ms. Fairbourne explained that the existing code was
19 inconsistent regarding when business licenses expired. The proposed change specified that
20 licenses would expire 12 months from the date of issuance rather than defaulting to December
21 31, which created redundancy for short-term rental owners who often applied late in the year.

22 Council Member Severini asked about the number of business licenses issued in Town. Ms.
23 Fairbourne reported that 21 were issued last year, while only eight had been renewed so far this
24 year, noting that renewals were currently in progress. She had advised some applicants to wait
25 until the ordinance was adopted to avoid renewing mid-cycle.

26 Council Member Gunn suggested adding language clarifying that licenses would automatically
27 expire without notice after 12 months. However, Ms. Fairbourne noted that the Town was
28 required to notify certain license holders, such as short-term rental operators, before expiration,
29 making a blanket statement impractical.

30 Council Member Severini inquired about business license fees, acknowledging that the revenue
31 from licensing was minimal. Mayor Pro Tem Baier asked if the tracking process was manageable,
32 to which Ms. Fairbourne responded that it was currently handled via an Excel spreadsheet but
33 might require software as the Town grew.

34 With no further discussion, the Council prepared to move forward with a motion.

35 *Motion: Council Member Gunn moved to adopt Ordinance 2025-O-02 regarding business*
36 *license expiration and making conforming edits to the business license section of Hideout*
37 *Municipal Code. Council Member Severini made the second. Voting Yes: Council Member*
38 *Baier, Council Member Gunn, Council Member Haselton, and Council Member Severini.*
39 *Absent from Voting: Council Member Nadelberg. There were none opposed. The motion*
40 *carried.*
41

1 **7. Authorization for the Mayor to enter into a purchase agreement for the Public Works**
 2 **vehicles not to exceed \$65,000.**

3 The Council discussed authorizing the Mayor to enter into a purchase agreement for Public Works
 4 vehicles, not to exceed \$65,000. Ms. Fairbourne and Ms. McLean provided background
 5 information, noting that Public Works intended to shift from leasing to purchasing vehicles. Mr.
 6 Allen explained that the current lease agreements required the return of trucks in June, and without
 7 ordering replacements soon, the Town would face a shortage. He emphasized that leasing was
 8 becoming costly and restrictive, while purchasing would allow the Town to own its fleet,
 9 customize vehicles as needed, and resell them later.

10 Mr. Allen proposed trading in two leased trucks and purchasing two new ones under the state
 11 contract, with each truck costing approximately \$58,000. The transition would start a long-term
 12 plan to phase out leased vehicles. Mayor Pro Tem Baier questioned whether the proposed
 13 authorization covered one or two vehicles, as the agenda item specified a \$65,000 limit, which
 14 would only cover one truck.

15 Council Member Gunn asked whether an analysis had been done to determine if purchasing was
 16 financially advantageous compared to leasing. Mr. Allen stated that the Town's Financial
 17 Consultant, Katie Shipley, had advocated for purchasing over leasing due to cost savings and the
 18 ability to depreciate assets, but she was not present to provide further details. Council Member
 19 Severini expressed concern over making a rushed decision without a full financial breakdown.
 20 He preferred having the Mayor and finance staff weigh in before making a final determination.

21 Council Members debated whether to proceed with a vote, increase the authorized amount to
 22 allow for two trucks, or table the discussion until the next meeting. Given the urgency of ordering
 23 vehicles to ensure timely delivery, the Council considered their options carefully. Ms. McLean
 24 clarified that purchasing through the state contract was exempt from the Town's formal bidding
 25 process.

26 With concerns about financial implications and the lack of direct input from the finance team,
 27 some council members hesitated to move forward without additional details. They discussed the
 28 possibility of continuing or tabling the matter until the next meeting to allow for further review.

29 ***Motion: Council Member Severini moved to continue the item to the March 13, 2025 Hideout***
 30 ***Town Council Meeting. Council Member Gunn made the second. Voting Yes: Council***
 31 ***Member Baier, Council Member Gunn, Council Member Haselton, and Council Member***
 32 ***Severini. Absent from voting: Council Member Nadelberg. There were none opposed. The***
 33 ***motion carried.***

34 Mayor Pro Tem Baier stated that the Council was not opposed to the proposal but needed
 35 additional financial analysis and budget impact details before making a final decision.

36 Mr. Allen acknowledged the Council's concerns and agreed to revisit the matter next month with
 37 the requested financial information. The delay would allow for a clearer understanding of the cost
 38 implications of purchasing versus leasing and ensure that the Council could make an informed
 39 decision.

1 **VI. Committee Updates**

2 **1. Planning Commission - *Thomas Eddington, Town Planner***

3 Mr. Eddington stated the Planning Commission was scheduled to meet on February 18 instead of
4 its usual date on February 20. The agenda included a revised concept plan for the Elkhorn Springs
5 development, incorporating feedback from the previous Planning Commission meeting.
6 Additionally, the Wildhorse development had submitted a revised concept plan for the area
7 between the Klaim subdivision and Bill Woolf's property.

8 Both projects were at the concept plan review stage, and a special Planning Commission meeting
9 was scheduled for March 4 to potentially address rezoning and master development agreements
10 (MDAs) related to these projects.

11 **2. Economic Development Committee - *Council Member Severini***

12 Council Member Severini reported that there were limited updates from the Economic
13 Development Committee due to his recent travel. He noted that a meeting took place on Monday
14 with Wright Development, but he was unable to attend. He mentioned that Town Administrator
15 Jan McCosh had been coordinating with Professor Brandon Duke for additional input on
16 economic development strategies and that he planned to follow up on their discussions.

17 Regarding annexation, Council Member Severini shared that Benloch Ranch had expressed
18 renewed interest in annexing into Hideout under new ownership. The new landowner, Jeremy
19 Rick, who has experience with spec homes in California and is partnering with a resort community
20 developer, had initiated discussions about re-engaging with Hideout. However, Council Member
21 Severini had not yet reviewed the details of their proposal.

22 Council Member Gunn added that there was consensus within the committee that, given
23 Benloch's history of uncertainty—alternating between pursuing and withdrawing annexation
24 efforts—it would be beneficial to meet informally with the new ownership before any formal
25 process began. The goal would be to understand their objectives, what they were seeking from
26 Hideout, and why they preferred annexation into Hideout over remaining in unincorporated
27 Wasatch County.

28 Council Member Severini agreed that further discussions were needed to clarify what Benloch's
29 new leadership envisioned and why they believed annexation into Hideout would be beneficial
30 for their development.

31 **3. Parks, Open Space and Trails (POST) Committee - *Council Member Baier***

32 The Parks, Open Space, and Trails (POST) Committee had been relatively inactive over the past
33 month but planned to meet the following week to discuss ongoing projects. Mayor Pro Tem Baier
34 reported that the committee would focus on utilizing grant funds that had already been awarded
35 to complete planned work in coordination with the State Park over the summer. There were also
36 discussions about potential new grant opportunities, including funding for wildlife fencing.

37 A setback occurred when committee members Kathleen and John Hopkins placed driveway
38 stakes along the single-track trails in the Ross Creek area, specifically the Keetley and Waterway
39 Trails, to serve as markers for winter grooming. However, an unknown individual or individuals
40 removed the stakes and discarded them, undoing several weekends' worth of work. Mayor Pro
41 Tem Baier suggested that better community outreach, possibly including signage, could help

1 prevent such incidents in the future. She emphasized that while the removal may have been well-
 2 intended, it was effectively an act of vandalism and had halted the planned grooming efforts for
 3 single-track trails this winter.

4 Despite this issue, the POST Committee remained committed to collaborating with the State Park.
 5 An additional trail had already been cut and was scheduled for completion this year, including
 6 the addition of road base. This new trail would provide an alternative route to keep pedestrians
 7 off the paved roadway, which remained plowed in the winter for vehicle access. Mayor Pro Tem
 8 Baier expected to have further updates at the next meeting.

9 **4. Transportation Committee - Council Member Haselton**

10 Council Member Haselton reported that the Richardson Flat parking area had been heavily used
 11 over the past month. It served as a key parking location during the Sundance Film Festival and
 12 continued to be well-utilized during the World Cup event. Additionally, many people had been
 13 using the lot for skiing access. While the Richardson Flat parking lot was not within Hideout, its
 14 proximity made it a valuable resource for Hideout residents. There were no further transportation
 15 updates at this time.

16 **VII. Approval of Council Minutes**

17 **1. December 12, 2024 Hideout Town Council Meeting Minutes DRAFT**

18 There were no corrections or comments on the minutes.

19 *Motion: Council Member Haselton moved to approve the December 12, 2024 Hideout Town*
 20 *Council Meeting Minutes as presented. Council Member Severini made the second. Voting*
 21 *Yes: Council Member Baier, Council Member Gunn, Council Member Haselton, and Council*
 22 *Member Severini. Absent from voting: Council Member Nadelberg. There were none opposed.*
 23 *The motion carried.*

24 **2. January 9, 2025 Hideout Town Council Meeting Minutes DRAFT**

25 There were no corrections or comments on the minutes.

26 *Motion: Council Member Gunn moved to approve the January 9, 2025 Hideout Town Council*
 27 *Meeting Minutes as presented. Council Member Severini made the second. Voting Yes:*
 28 *Council Member Baier, Council Member Gunn, Council Member Haselton, and Council*
 29 *Member Severini. Absent from voting: Council Member Nadelberg. There were none opposed.*
 30 *The motion carried.*

31 **VIII. Follow up of Items from Approved Minutes**

32 Council Member Severini emphasized the importance of tracking follow-up items from meeting
 33 minutes to ensure accountability. He proposed a more efficient approach to compiling and
 34 addressing action items by having Council Members individually highlight or note items from the
 35 minutes and submit them to Ms. Fairbourne before the next meeting. Ms. Fairbourne would then
 36 compile these into a table for review during the follow-up agenda item.

37 Mayor Pro Tem Baier supported the idea of having a structured system for tracking follow-ups
 38 but wanted to ensure compliance with open meeting laws. Ms. McLean advised against a
 39 collaborative workspace, as it could be considered an unofficial meeting, but confirmed that

1 individual Council Members submitting their own follow-ups to Ms. Fairbourne would be
2 appropriate.

3 Council Member Severini agreed to take the lead in working with Ms. Fairbourne to set up this
4 process. The expectation would be for Council Members to review minutes, submit their key
5 follow-up items at least 48 hours before meetings, and then discuss them under the follow-up
6 agenda item. Mayor Pro Tem Baier reinforced that each Council Member was responsible for
7 tracking and submitting their own follow-up items rather than relying solely on Council Member
8 Severini.

9 The Council agreed to move forward with this process, ensuring better organization and efficiency
10 in addressing follow-up actions in future meetings.

11 **IX. Meeting Adjournment**

12 Ms. Fairbourne reminded the Council Members to complete the Open Public Meetings Act
13 (OPMA) training that she had previously emailed to them. She noted that she had not received
14 many completed training certificates yet and emphasized that it only takes about five minutes to
15 complete.

16 Mayor Pro Tem Baier acknowledged the reminder and confirmed that she had already completed
17 the training. Ms. Fairbourne also offered to answer any questions Council Members might have
18 about the concepts covered in the training.

19 Council Member Severini asked about the Fraud Risk Questionnaire, wondering if it was also
20 due. Ms. Fairbourne confirmed that it was and explained that responses were submitted directly
21 to the Town's auditor, Ben Probst. Because of this, the Town staff did not have a record of who
22 had already completed it.

23 Mayor Pro Tem Baier asked if Ben Probst could provide a list of those who had submitted their
24 forms. Ms. Fairbourne explained that, while she could likely get that information through Finance
25 Director Keri Wilson or Town Administrator Jan McCosh, she wanted to give Council Members
26 the opportunity to ensure their forms had been submitted before following up.

27 With no further reminders or announcements, the meeting moved forward toward adjournment.

28 ***Motion to adjourn: Council Member Severini moved to adjourn the meeting. Council Member***
29 ***Gunn made the second. Voting Yes: Council Member Baier, Council Member Gunn, Council***
30 ***Member Haselton, and Council Member Severini. Absent from voting: Council Member***
31 ***Nadelberg. There were none opposed. The motion carried.***

32 The meeting adjourned at 9:37 pm.

33
34
35
36
37 _____
38 Alicia Fairbourne, Recorder for Hideout
39