

Meeting minutes

Call to Order

Mayor Jack Funk called the Emery Town Council meeting to order on December 10, 2025

Pledge of Allegiance

Pat led the Pledge of Allegiance.

Minutes for Nov. 12th, 2025

The council reviewed the minutes from the November 12th town council meeting.

Motion to approve the minutes from the November 12th town council meeting was made by Pat Sundstrom, seconded by Mistie. Motion passed unanimously.

Invoice Report

The council reviewed the invoice report. Discussion included reference to unemployment costs for a former employee who had quit.

Motion to pay the bills was made by Mistie Christiansen, seconded by Pat. Motion passed unanimously.

Mayor Jack Funk

Citizen of the month-Varian Allen

Mayor Funk nominated Varian Allen for Citizen of the Month for his volunteer work and ideas regarding the shooting range. Varian has volunteered to take care of the shooting range, including emptying the garbage cans every Monday. He also provided information about potential grants from DWR and DNR that could provide \$5,000-\$10,000 annually for maintaining the range. His ideas included adding cement for shooting spots and building berms behind targets for safety.

The council discussed the award for Citizen of the Month, deciding to provide \$50 in community bucks, which would be sufficient for a dinner for two.

Councilperson Kim Hansen

Town Celebrations -Tinsel town

Councilperson Hansen was absent, but information about Tinsel Town was provided. It will be held on the 19th at 6:00 PM.

Bingo/Craft night

Bingo will be held on the 17th. It was noted that there would be no craft night this month due to the Tinsel Town celebration.

Councilperson Mistie Christiansen

Planning and Zoning -General plan review

Councilperson Christiansen reported that they did not have a quorum for the Planning & Zoning meeting, so the general plan review will be placed on the agenda for the following month.

EEMSSD

Mistie reported on the status of special service district funding. She mentioned there may be available funds to cover shortfalls in special service districts for this year.

Water/Sewer connections

Mistie researched historical zoning requirements and confirmed there is no rule requiring a building plan to obtain a water connection. The council discussed this extensively, considering various scenarios where people might want water connections without immediate building plans (for animal pens, future construction, etc.).

The council agreed they should handle requests on a case-by-case basis, with Garrett's recommendation to verify feasibility before accepting payment for connections. They also discussed concerns about sewer connections for RVs and agreed to address those issues in the future through potential RV park ordinances.

Councilperson Melissa Durfey

Emery Emergency plan- CERT

Councilperson Durfey presented a draft form for the CERT (Community Emergency Response Team) program. The form is designed for each household to complete with information including medications, emergency contacts outside the area, fingerprints, and instructions for obtaining a 30-day medication supply. The completed forms would be stored in residents' freezers for safekeeping and privacy. Durfey emphasized this is private information that would not be seen by the town but would be available for emergency responders if needed.

Pioneer church update

Melissa reported they are still working on the windows for the Pioneer Church. They have found a mill that can help with the trim and potentially someone to handle the windows, but they are \$62,000 short of the funds needed. She requested ideas for grants to help with funding. She also reported that internet has been installed at the church, which will allow remote monitoring of the HVAC system during events.

Councilperson Patrick Sundstrom

Animal Control

Councilperson Sundstrom reported that a complaint has been filed regarding an ongoing dog issue. He had taken video of the dogs and followed it home, which will be used in an upcoming court case.

CVSSD-B & C roads contribution 20%

Pat explained that at the last district meeting, they discussed increasing the town's contribution of B&C road funds from 15% to 20%. This would help ensure that when it's Emery's turn for road maintenance, they wouldn't have to pay 100% of costs as they did previously.

Motion to contribute 20% of Emery's Class B&C road funds to the special service district yearly (instead of 15%) was made by Mistie, seconded by Melissa. Motion passed unanimously.

Pat also brought up a request from Delbert Jensen, who had a water leak while he was hospitalized for approximately 8 weeks. Once he returned home, the leak was immediately fixed, but he requested forgiveness of the \$560 water bill.

Motion to forgive Delbert Jensen's entire water bill of \$560 due to his extended hospitalization was made by Pat Sundstrom, seconded by Melissa Durfey. Motion passed unanimously.

Town Maintenance- Rick Price

Annalisa Johnson mentioned that the new water reader should be available by February. She explained that they had difficulty contacting the previous person because they had retired, but Jonas(new rep) had finally made contact.

Fire Department- Chief's Report

Fire Chief Scott McClaughry reported that in February, the fire department will be starting Fire 1 and Fire 2 classes for the entire county. Nine members from Emery have signed up, and the courses will take approximately a year to complete all the required testing and skills assessment.

The department was awarded a \$5,000 license plate grant (reimbursement) which will fund two sets of turnouts, keeping them in compliance with NFPA regulations requiring replacement every 10 years.

McClaughry also reported that winter fire school is coming up in January, with nine members planning to attend.

Townhall staff-privacy program report

It was noted that the new privacy program report must be posted by December 31, 2025. The report is approximately 24 pages and appears to be related to fraud risk. Now completed, it will need to be posted on the town's website but does not need to be submitted to the government.

Open Agenda

New Business

No new business was discussed.

Public input

No public input was recorded.

Adjournment

Motion to adjourn was made by Pat Sundstrom, seconded by Mayor Funk. Motion passed unanimously.