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3 The Regular Meeting of the
4 Brian Head Town Council
5 Town Hall - 56 North Highway 143
6 Brian Head, UT 84719
7 **TUESDAY, FEBRUARY 12, 2018 @ 1:00 PM**

8
9 **Roll Call.**

10 **Members Present:** Mayor Clayton Calloway Council Member Larry Freeberg, Council Member
11 Shad Hunter, Council Member Lynn Mulder, Council Member Reece Wilson,

12 **Staff Present:** Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Shane Williamson,
13 Public Works Director; Dan Benson, Public Safety Director
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17 **A. CALL TO ORDER**

18 Mayor Calloway called the regular meeting of the Brian Head Town Council to order at 1:00
19 pm for February 12, 2018.
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22 **B. PLEDGE OF ALLEGIANCE**

23 Mayor Calloway led the Council and others in the Pledge of Allegiance.
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26 **C. DISCLOSURES**

27 There were no conflicts of interest with today's agenda items. Mayor Calloway stated that the
28 disclosure statements are on file at the Town Clerk's office and are available for public
29 inspection during normal business hours.
30

31 **C. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda
32 Items**

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34 **Nancy Leigh, Town Clerk,** reported the annual snowmobile poker run has been canceled for
35 this year due to the lack of snow. Nancy explained the event will be scheduled for President's
36 weekend next year, 2019.
37

38 **Mayor Calloway** reported he has received several calls from people who are upset with the
39 town's proposed plan to have two fireworks displays; once on June 30th and again on July 4,
40 2018.
41

42 **Shane Williamson, Public Works Director**

- 43 1. Bret Howser, Town Manager and himself met with Utah Department of Transportation
44 (UDOT) regarding the Chair #1 parking lot project to get their input on the proposed
45 project. Shane reported UDOT is fine with the parking but wanted to make sure the
46 parking spaces are outside of their right-of-way. This request would not alter the
47 proposed plan by much. Bret explained staff also talked about the town's shuttle
48 shelters, crosswalks and other ideas. Shane reported he believed the meeting was
49 positive and feel they have support from UDOT and some good ideas came out of the
50 meeting.
- 51 2. Council Member Wilson inquired on an update of the UDOT construction project at the
52 25-mph curve in Parowan Canyon. Council Member Wilson expressed his concerns



1 regarding the safety of not having the traffic lines painted since they have faded from the
 2 last time they painted them a couple of months ago. Shane reported he will contact
 3 UDOT and let them know the town's concerns. Shane reported the project is scheduled
 4 to be completed in June 2018 and they should be asphaltting the road in May.

- 5 3. Council Member Freeberg inquired if a plan for the inclinometers that were installed
 6 around Bristlecone Pond has been identified before the town has to spend a lot of
 7 money. Bret responded he is still working on this item but will report back to the Council
 8 at a later date.
 9

10 **Bret Howser, Town Manager**, reported the timing of the Community Impact Board (CIB) grant
 11 funding for a waterline installation project to the Mountain View Drive area has been delayed.
 12 Bret explained the town previously identified a dedicated waterline from the million-gallon
 13 water tank to the Salt Pile in which the town has saved for this project. It was the Council's
 14 desire to have an additional project in conjunction with the dedicated waterline project to
 15 extend waterlines to the Mountain View Drive area and submit for grant funding from CIB. The
 16 initial plan was to begin construction on the dedicated waterline during the 2018 construction
 17 season, but CIB reported the town would have had to have this project on the town's capital
 18 project list as of February 2017 in order to qualify for grant funding for June 2018. The town
 19 will be submitting its grant application for this project in June 2018 which will forgo the 2018
 20 construction season for this project. Bret explained the town may have to wait until the 2019
 21 construction season for the project if the Council wants to piggyback the Mountain View Drive
 22 waterline project with the dedicated waterline from the million-gallon tank to the Salt Pile. Bret
 23 reported staff will bring this item back to Council for review during the FY2019 budget process.
 24

25 **Dan Benson, Public Safety Director**

- 26 1. Classic Air Medical transport will be scheduled for this holiday weekend. The department
 27 also has a few extra officer shifts scheduled for this weekend.
- 28 2. Council Member Freeberg inquired as to the number of medical calls during January 2018.
 29 Chief Benson explained the number of medical reports is normal for this time of year and
 30 the department typically sees a lot of altitude sickness along with ski/snowboard accidents
 31 from the resort. There were 15 vehicle accidents due to the snow the town received.
- 32 3. Council Member Freeberg asked for clarification on the number of firefighters in which his
 33 department report identified a "large number of firefighters". Chief Benson explained the
 34 department is now pushing 30 volunteers and the department has been busy with
 35 outfitting the volunteers since there seems to be a lot of interest. Chief Benson explained
 36 that unfortunately not all 30 are living on the mountain.
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39 **D. APPROVAL OF THE MINUTES:**

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 41 **1. December 12, 2017 Town Council Minutes.**

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 43 **Motion:** Council Member Wilson moved to approve the December 12, 2017 Town
 44 Council minutes. Council Member Hunter seconded the motion.
 45 **Action:** **Motion carried 4-0-1 (summary: Yes = 4, No = 0, Abstain = 1 Vote:**
 46 **Yes:** Council Member Wilson, Council Member Hunter, Council Member
 47 Freeberg, Mayor Calloway. **Abstain:** Council Member Mulder).
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50 **2. January 8, 2018 Town Council Minutes**

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 52 **Motion:** Council Member Hunter moved to approve the January 8, 2018 Town Council
 53 minutes. Council Member Freeberg seconded the motion.



1 **Action:** **Motion carried 4-0-1(summary: Yes = 4, No = 0, Abstain = 1 Vote: Yes:**
 2 Council Member Hunter, Council Member Freeberg, Council Member Mulder,
 3 Mayor Calloway. **Abstain:** Council Member Wilson).

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7 **F. AGENDA ITEMS:**

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9 **1. WAYFINDING SIGNAGE DISCUSSION.** A discussion on the town's wayfinding signage.

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11 Mayor Calloway reminded the Council this agenda item is more of an administrative issue, but
12 staff is looking for the Council's input.

13
14 Bret Howser, Town Manager, explained staff has presented options previously for the town's
15 wayfinding signage, but staff felt the designer, Flitch Design, did not have the creative or
16 responsiveness that was needed for this project. Staff then brought in another designer which
17 seems to have a better grasp of what the town is looking for. Bret presented some additional
18 options from YESCO on projects they have completed (see attached). YESCO has presented
19 measurements and materials that would be used in an effort to give a better idea of what they
20 would actually look like. YESCO could incorporate some of the ideas from the other designs
21 that have been presented or they could create different designs, in which there could be some
22 additional costs. Bret suggested the town enter into a contract with YESCO for the design but
23 reminded the Council the town would still go to bid for the fabrication of the signs and YESCO
24 would pull the design costs out of the fabrication costs.

25
26 Bret suggested the blue/white signs be submitted to YESCO and have them show some new
27 ideas along with identifying the actual measurements. They could also show how the signs
28 would look on a map of where they plan to be installed

29
30 Bret asked the Council if they would be interested in creating a committee of two Council
31 Members and a staff member to review the options and bring a recommendation back to the
32 Council. Bret reminded the Council that during the Fiscal Year 2019 Strategic Retreat, the
33 Council identified an action step to revisit the town's logo again. If the Council plans on
34 revisiting the logo, then this project should be put on hold until the logo is determined.

35
36 The Council held discussion on the following:

- 37 1. Council Member Mulder commented that in an afterthought on the town logo, she
38 believes the cost to replace everything which identifies the current logo would be
39 enormous and she would not recommend the Council revisit the logo. Council
40 Member Freeberg agreed with Council Member Mulder and recommended the logo
41 remain the same. Council Member Freeberg commented the Council was considering
42 revisiting the logo due to the number of colors the current logo has which leads to a
43 more expensive logo, but believes the current logo is good.
- 44 2. Council Member Wilson commented he is not in favor of the current logo and the town
45 should consider a logo that is a simple design that is easily recognizable by the public.
46 Bret explained the brand is an experience that people have and not necessarily a logo
47 identifying sports of what the town has. Council Member Hunter commented that he
48 is not a fan of the current logo but does not want to go thru the process of identifying a
49 new logo.
- 50 3. Bret inquired if the Council is interested in reviewing the branding process?
51 **Consensus of the Council:** The current logo will remain the same.
- 52 4. Council Member Freeberg explained the examples that were presented to Council
53 show the sign on one post and he believes it could be a physical issue with snow
54 removal. Bret explained the examples are a type of look they could give the Council.
55 Bret went on to state he will give YESCO all the information on the environment and



- 1 snow removal issues in order to get the best product for the environment and have
- 2 them show the signage with two poles instead of one.
- 3 5. Bob Whitelaw, business owner, inquired if there is any impact with the requirements of
- 4 the Scenic Byway since highway 143 is designated as a Scenic Byway. Bret
- 5 responded there is an exemption for wayfinding signage and it should not be an issue.
- 6 6. Bob Whitelaw commented the current wayfinding signs are in bad repair and some of
- 7 the signs have fallen off. Bob asked if the town could save on cost by salvaging some
- 8 parts of the current wayfinding signs and incorporate into the new ones being
- 9 proposed. Bob suggested GPS coordinates be identified on the large map along with
- 10 the physical address, so the guests can pull the information by the address. Bret
- 11 responded that in looking at the existing wayfinding signs, the signs were not made
- 12 out of the right materials along with a lack of upkeep along the way. The town plans
- 13 on removing them and installing the new wayfinding signs in different locations. The
- 14 signs will be split up, so the public won't have to read detailed information as they are
- 15 passing the signs.

Consensus of the Council: 1. The Council will not revisit the current town logo at this time. 2. Bret will pick two Council Members to serve on a committee to review the wayfinding sign designs.

2. RESOLUTION AMENDING THE BRIAN HEAD PERSONNEL POLICY & PROCEDURE MANUAL. A resolution amending the Personnel Policy & Procedure Manual addressing retirement.

Bret Howser, Town Manager, presented a draft resolution amending the Brian Head Personnel Policy and Procedure Manual, Title 7, Chapter A, Section 7 on retirement (see attached). Bret explained that during a recent audit by the Utah Retirement System (URS), they identified a couple of issues the town needed to address in the personnel policy and procedure manual to identify those employees who are exempt from retirement benefits in both the Tier 1 and Tier 2 plans. Another amendment has to do with the wording under the 457 and 401K deferrals which needed to be amended since the employees can contribute to either plan, but the town only contributes to the 401K and not the 457 plan.

Motion: Council Member Wilson moved to adopt Resolution No. 467, a resolution amending the Brian Head Personnel Policy and Procedure Manual, Title 7 (Benefit and Compensation), Chapter A (General), Section 7 (Retirement) as presented. Council Member Mulder seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Wilson, Council Member Mulder, Council Member Freeberg, Council Member Hunter, Mayor Calloway).

G. CLOSED SESSION OF THE TOWN COUNCIL: A strategy sessions to discuss collective bargaining

Motion: Mayor Calloway moved to recess the regular meeting of the Town Council and enter into closed session to discuss collective bargaining. Council Member Freeberg seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Wilson, Council Member Mulder, Council Member Freeberg, Council Member Hunter, Mayor Calloway).



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The regular meeting of the Brian Head Town Council was recessed at 1:35 pm.

Motion: Mayor Calloway moved to adjourn the closed session and reconvene the regular meeting of the Town Council. Council Member Wilson seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Wilson, Council Member Mulder, Council Member Freeberg, Council Member Hunter, Mayor Calloway).

The regular meeting of the Town Council was reconvened at 2:10 pm.

Council Member Wilson suggested the Council revisit the 2018 4th of July fireworks display proposal and try to get the public to come and give input on their feelings with the proposed two fireworks display for the next Council meeting on February 26th. Mayor Calloway commented he has heard from the residents and businesses on this topic.

H. ADJOURNMENT

Motion: Council Member Wilson moved to adjourn the regular meeting of the Brian Head Town Council for February 12, 2018. Council Member Freeberg seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Wilson, Council Member Mulder, Council Member Freeberg, Council Member Hunter, Mayor Calloway).

The regular meeting of the Brian Head Town Council was adjourned at 2:15 pm. for February 12, 2018.

February 26, 2018
Date Approved

Nancy Leigh, Town Clerk

