

The Regular Meeting of the
 Brian Head Town Council
 Town Hall - 56 North Highway 143
 Brian Head, UT 84719
MONDAY, MARCH 26, 2018 @ 1:00 PM

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Roll Call.

Members Present: Mayor Clayton Calloway, Council Member Larry Freeberg, Council Member Shad Hunter, Council Member Lynn Mulder, Council Member Kelly Marshall

Staff Present: Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Cecilia Johnson, Town Treasurer; Shane Williamson, Public Works Director; Dan Benson, Public Safety Director; Wendy Dowland, Public Works Assistant

A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Brian Head Town Council to order at 1:00 for March 26, 2018.

B. PLEDGE OF ALLEGIANCE

Mayor Calloway led the Council and others in the Pledge of Allegiance.

C. DISCLOSURES

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

D. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items

Mayor Calloway reported the town met with the Five County Association of Government / Community Impact Board (CIB) on the prioritization of projects identified for potential grant funding. Mayor Calloway reported the town's waterline/distribution project was identified as the number one project in Iron County by the Board.

Bret Howser, Town Manager

1. Further explained the town will be submitting the CIB application in June for the projects which is the water distribution project on Mountain View Drive. The CIB Board will be meeting on it in either July, August of September 2018. If the project is awarded, then funding will be available three months after the award. The engineering will be completed for the grant application and the town plans to bid out the project by next spring of 2019. Bret went on to explain the town is requesting \$700,000 in grant funding to match the town's which is designated for the dedicated waterline.
2. There is a meeting on Friday, March 30, 2018, to finish the Sustainable Recreation Tourism Master Plan which has been in the works for the past year. The town is working with the Forest Service, State Forestry and Fire and the Tourism Bureau on the master plan and specifically for the mountain biking trails. The application is due next week, and the town will be applying for total project of \$150,000 in which there is a 50/50 match. Brian Head's match is \$30,000 which is identified over two years. The match is identified between Brian Head and the Tourism Bureau along with some in-kind work that Brian Head Resort has been doing on their mountain bike trails. Bret explained the funds will show in the budget and will be pulling out of the funds



identified for a trails crew and instead will be redirecting the funds towards hiring a company to work on the trails over the course of the year.

E. APPROVAL OF THE MINUTES:

1. March 8, 2018 Town Council Special Meeting

Motion: Council Member Freeberg moved to approve the March 8, 2018 Town Council minutes. Council Member Hunter seconded the motion.

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

2. March 12, 2018 Town Council Meeting

Motion: Council Member Freeberg moved to approve the March 12, 2018 Town Council minutes. Council Member Mulder seconded the motion.

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

F. AGENDA ITEMS:

1. UTAH’S PATCHWORK PARKWAY ANNUAL REPORT The Annual Patchwork Parkway report.

Nancy Dalton, Utah Patchwork Parkway Committee, presented the annual Patchwork Parkway report (see attached). Ms. Dalton explained former Brain Head Mayor Deutschlander is the Chairman of the Utah Patchwork Parkway / Scenic Byway from Parowan to Panguitch and is also present to answer any questions the Council may have.

Ms. Dalton highlighted some of the projects the committee has been working on or has completed:

- a) Ms. Dalton explained the National Scenic Byway is still authorized but they no longer have the federal funding, but they were able to apply through the Utah Department of Transportation (UDOT) Transportation Alternative Program (TAP) last year, in which they were successful and able to build a bike kiosk in the Panguitch area. This year the TAP funds are not available due to the way the funds were used and are not able to apply to the TAP program until Congress approves the Transportation Funding Bill which is scheduled to be reauthorized in 2020. Ms. Dalton went on to explain there are other funding sources to continue with the projects the committee has identified.
- b) During the last funding grant, the interpretive panel in Panguitch by the arena will be completed by June 8 2018 during the footwalk festival. The funds have already been collected for this project.
- c) Marketing: There will be a new billboard on Interstate 15 which is funded through the two counties, Iron and Garfield County Tourism Bureau and is targeted to drivers to explore the scenic byways. Bret inquired if the Tourism Bureau required them to identify their logo on the billboard and if they are, it is a request of the town to use the Cedar City/Brian Head logo since the Tourism Bureau has two different logos. Ms. Dalton reported she will use the Cedar City/Brian Head Tourism logo for the billboards.



- 1 d) Another social media push has been Trip Advisor, Five Top Things to do In Brian
- 2 Head. Ms. Dalton explained they are focusing on what to do in Brian Head and the
- 3 surrounding areas such as the Parowan Gap in an effort to get people talking.
- 4 e) They are working with the Forest Service to show what the 2017 Brianhead Fire did
- 5 and to promote the regrowth. It talks about the fire and that Brian Head is still has
- 6 activities happening.
- 7 f) The website is under construction with a new design to promote what to do and it
- 8 sends them to the counties and cities websites for lodging, dinning and a schedule of
- 9 events.
- 10 g) A grant writing workshop was originally scheduled for March, but due to a health issue
- 11 with one of the trainers, the workshop has been postponed. There are three trainers
- 12 scheduled for the grant writing workshop. This workshop would bring in
- 13 representatives from different organizations to explain what they are looking for in a
- 14 grant application.
- 15 h) Ms. Dalton explained the annual report identifies the funding requests from each
- 16 county and city to participate and is requesting their annual contribution from Brian
- 17 Head in the amount of \$1,500.
- 18 i) The committee is currently revising the bylaws as to the number of representatives
- 19 and will update the Mayor and Town Manager on what the program is doing since
- 20 transparency is important to the program.

21 Ms. Dalton thanked the Council and the town for their participation in the Patchwork
 22 Parkway program and appreciates former Mayor Deutschlander for continuing his
 23 participation in the committee. The Council thanked Ms. Dalton for her report.

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 28 **2. CHAIR #1 PARKING LEASE AGREEMENT BETWEEN BRIAN HEAD RESORT**
 29 **AND BRIAN HEAD TOWN.** A lease agreement with Brian Head Resort for the Chair #1
 30 parking area. (tabled item from March 12, 2018)

31
 32 Bret Howser, Town Manager, presented an updated draft agreement (see attached). Bret
 33 explained there was one change in the agreement after the Council packet was distributed
 34 last week. The change was section 7.9 on the arbitration clause. Bret requested the
 35 Council to approve the revised agreement and authorize the Mayor to sign the agreement.

36
 37 The Council held discussion on the following:

- 38 1. Council Member Freeberg commented the site plan has changed so the town
- 39 snowmobile trail also moved, but the site plan also identifies an alternate
- 40 snowmobile route if needed.
- 41 2. Bret explained the dimensions of the restrooms have changed since the original
- 42 submission along with the location (see attached rendering). The layout is
- 43 attached to the agreement along with a rendering of the restroom.
- 44 3. Bret explained he is in contact with Mac Hatch, Brian Head Resort, on the location
- 45 of the restrooms and it was determined to wait until the snow melts to see where a
- 46 final location for the restrooms will be made due to the slope of the area and
- 47 where it would serve both parties.
- 48 4. The town will maintain the restrooms in the summer and the resort will maintain
- 49 the restroom in the winter.
- 50 5. Bret explained the Planning Commission reviewed the design review of the
- 51 parking lot / restroom and staff asked the engineer to weigh in on the parking
- 52 spaces in which the standard is 9x18 and the LMC requires 10'x20' for a parking
- 53 space. When the Planning Commission approved the design review, there was a
- 54 contingent that the Land Management Code would be amended for the parking
- 55 spaces to 9'x18'. It is scheduled for their next meeting for a LMC amendment.



- 1 6. Bret explained the parking spaces will be striped, but there is no guarantee that
- 2 the stripping will last on the pavement with the environment.
- 3 7. Bob Whitelaw, Business owner, explained the Kristi Condominiums striped their
- 4 parking lot and it did not work in the winter season. Mr. Whitelaw inquired about
- 5 overnight parking and snowmobile trailer parking in the winter? Chief Benson
- 6 explained that snowmobile trailer parking is prohibited at that location since there
- 7 is designated snowmobile trailer parking at the south end of Brian Head.
- 8 8. Mayor Calloway explained that Burke Wilkerson, Brian Head Resort, texted him to
- 9 explain he was not able to attend today's meeting but that the proposed changes
- 10 in the agreement are acceptable.
- 11 9. Mayor Calloway commented that the site plan and renderings of the restrooms are
- 12 close to representation of what will be constructed and are part of the agreement.

Motion: Council Member Hunter moved to approve the updated lease agreement for the Chair #1 parking lot and restrooms with Brian Head Resort with the proposed changes.

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

3. FISCAL YEAR 2019 STRATEGIC PLAN RESOLUTION. The fiscal year 2019 Strategic Plan

Bret Howser, Town Manager, explained he has updated the fiscal year 2019 strategic plan with the changes Council made during their March 12th meeting for the administration department. Bret explained the Council will need to continue reviewing the Public Safety and Public Works strategies and adopt a resolution approving the fiscal year 2019 Strategic Plan for the town. Bret went on to explain that he would like the plan adopted since the next Council meeting is the budget work session since the budget is based off the strategic plan:

The Council reviewed the strategic plan for the Public Safety and Public Works Department with the following changes:

Public Safety Department (PS)

PS02: Maintain documented emergency operations plan: Chief Benson explained that they changed the word "response" to "operations".

PO07: Establish Public Safety Facility as the emergency Operation Facility. Bret explained this strategy was identified further in the strategies but since it has to do with the general public safety strategies that have the PS identifier. Rather than change the numbers of all of the strategies, it is put in this location. Council Member Mulder suggested clocks be installed throughout the public safety building. Staff will install the clocks.

PS04: Physical Fitness: Council Member Freeberg inquired if there is a way to measure how the department is keeping fit. Chief Benson explained there are things such as the annual pack test in which the department must walk three miles within 45 minutes with a 50-pound pack. This is tracked by the department.

PS03- Physical Tools – Actual equipment/tools needed to perform: Bret explained this is where the equipment is identified and will now be identified in the asset management strategies. The Department will be replacing six SCBA bottles and will be added with a timeline of June 2019 since they are required to be replaced every 15 years.



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They are now looking at a low pressure SCBA bottles to replace what they are using which are required to be tested every five years.

PS04: Health and Fitness: Council Member Hunter inquired if all the officers are required to have gym memberships. Chief Benson explained all the officers have a membership with the exception of Officer Burton who runs on a regular basis to keep fit.

PS08: Proactively provide emergency medical treatment for residents and visitors: Mayor Calloway inquired about the Tactical Combat Casualty Care (TCCC). Chief Benson explained they are looking to having one of the officers certified as an instructor since it is a push from other departments. The other departments are looking at Brian Head for guidance and will be the lead agency.

Council Member Freeberg commented the town was to purchase two AED's last year. Chief Benson explained the town is buying one per year and will be purchasing a refurbished 12 lead since a new 12 lead is approximately \$30,000 and a refurbished one is approximately \$3,500. The difference between the 12 lead and AED are 10-fold in which the 12 lead is exceptional, and the department is working with Gold Cross Ambulance on these. Chief Benson explained the department is also looking for grant funding to purchase the 12 leads. Bret explained the AED's and 12 leads will be rolled over into the asset management fund.

Marshall's Office (MA)

MA04: Providing heightened police coverage during peak times: Bret explained that staff is proposing adding an action step for utilizing electronic message for a reader board. Staff was looking at renting one since the cost is lower, since Council had discussed purchasing one in the past, but the cost was extremely high. The town will be looking to rent one during the holidays.

MA05: Keep Brian Head a multi-recreational community through OHV education and enforcement: Mayor Calloway inquired as to the portable signs for a changeable message for the OHV trails? Bret explained that action step has been changed to the public information strategy and pulled out the OHV trail message action step. This way it could address more than just the OHV's.

Fire Department (FD)

FD01: Retain and recruit volunteer fire personnel locally to respond to fire hazards within the town: Mayor Calloway reported he has donated some dry wall to the town for the public safety building to build an exercise room. Chief Benson explained they are still looking for donations for exercise equipment and would like new or almost new exercise equipment. Chief Benson went on to explain they are looking for people to help finish constructing the exercise room.

FD02: Retain and recruit wildland fire division personnel that can respond to fires outside the community: Mayor Calloway inquired if there is a possibility of creating a part time position for an Engine Boss in which they could also assist with fuel mitigation around town when they are not on a wildland fire? Chief Benson explained there are not a lot of engine bosses out there and the town has to hire an engine boss to go on the wildland fires. He would like to hire an entire team to send out to wildland fires. Mayor Calloway commented this item would need more discussion and thought put into it.

Mayor Calloway inquired as to the status of the department to equip the new fire truck that is due to arrive in July 2018. Chief Benson explained they do have an older fire truck that



1 they could strip the equipment off of, but it would be better to use wildland fire funds to
2 replace the equipment. Chief Benson went on to explain that he would like to start a
3 discussion with Cedar Breaks National Monument to move the old fire truck to them in
4 which there would be a reserve truck available and the town would also increase the
5 town's ISO points for the fire trucks. The department would also train their employees and
6 they could back up Brian Head on any fires.
7

8 **FD08: Create opportunities for a more visible role of fire personnel giving a greater**
9 **sense of their presence in and around the community:** Chief Benson explained the
10 annual public safety open house has been eliminated off the action steps since it was
11 identified under another strategy. Chief Benson explained the department is still doing an
12 open house.
13

14 Chief Benson reported the department will be burning slash piles at the Hutchings cabin
15 on the north end of town this spring. Mayor Calloway inquired if there is any fire mitigation
16 planned for the hazardous trees along highway 143 from Hunter Ridge Road to the north
17 entrance sign. Chief Benson reported they have approval to clear out any hazardous
18 trees and the permit will be re-issued this fall, the town would need to notify UDOT of any
19 clearing along the highway.

20 **ACITON STEP TO BE ADDED:** Under the first impression of Brian Head Strategy: "Clean
21 up trees within the right-of-way of UDOT and fall hazardous trees along the highway".
22

23 **Public Works Department**

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25 **ST01: Streets: Maintain and improve gravel roads:** Council Member Freeberg reported
26 one of the roads adjacent to Falcon Court and near Forest Drive had asphalt millings put
27 down on the road last year, but due to standing water, the road has deteriorated to the
28 point where the road is almost impassable due to the mud on the road. Shane
29 Williamson, Public Works Director, reported he will check the condition of the road.

30 **NEW ACTION STEP:** Evaluate drainage issues on the connector road between Forest
31 Drive and Falcon Court.
32

33 **ST02: Maintain Paved Roads:** Council Member Marshall inquired as to the frequency
34 on sweeping the town's roads. Bret reported the town currently sweeps the roads once a
35 year. Mayor Calloway suggested that with the ATV traffic, the town consider sweep the
36 roads twice a year. Shane reported the town could address the ATV crossings more
37 frequently with the town's equipment.
38

39 Bret updated the Council on the chip seal project fail on Ridge View and Hunter Ridge
40 Road in which the general contractor is responsible and not the sub-contractor. Shane
41 reported the contractor will come back and fix the road to the town's satisfaction. Shane
42 reported when meeting with the contractor, Ashdown Brothers wanted to know if the
43 Council would consider giving him the full amount requested. Shane informed him he
44 could approach the Council with his request but couldn't guarantee what the Council
45 would decide.
46

47 Bret reported there is a chip seal project scheduled for Steam Engine Drive area which is
48 not an overlay and Circle Drive is also scheduled to be paved. The town is working with
49 UDOT for the culver and cross pavement. This will be in front of Apple Annies Country
50 Store.
51

52 **ST05: Snow Removal: Action Step: Clear each road within 4 hours and after 4" of**
53 **accumulation.** Discussion was held regarding the meaning of clearing the roads during a
54 snow storm. Shane explained that the wording gives the wrong meaning that all of the
55 roads will be clear within four hours. Bret explained the goal is that each road should have
56 at least one pass within four hours. **STAFF WILL REVIEW FOR A POSSIBLE CHANGE**



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IN THE WORDING FOR THIS ACTION STEP. Bret explained it does not mean every road would be cleared within four hours, but that operations will begin when there is 4" of snow. Council Member Freeberg suggested staff review the snow removal policy and determine what the action step would state.

ST06: Street Lights & Signs: Shane explained these action steps are in line with the first impression of Brian Head. Mayor Calloway suggested the town work with UDOT on the signs that are knocked down within the UDOT right of way. Mayor Calloway explained that one sign by Circle Drive is down along with another one on Forest Drive for the ATV crossing. Staff will follow up.

ST07: Begin moving toward a long-term storm drain system: Mayor Calloway asked what Bret's thoughts are on the storm drain funding. Bret responded that utility fee would be a small fee and would be the logical way to implement a new system. Shane reported Cedar City charges around \$2.00 to \$3.00 and the town may be looking at \$1.50 but would need to see what the utility model is looking like before a final number is determined and staff needs to do the research first which is what the action step addresses.

ST08: Improve Multi-Modal Transportation Options: Mayor Calloway inquired if the town is going to continue to pursue a crosswalk with UDOT? Shane responded the town has designated crossing points and we need to have the location specific to have the public use that area. The town will let UDOT know as soon as possible so they are able to identify it in their plans. The town cannot install a crossing sign on the highway, only UDOT can permit to put in crossing signage, but the town can install signage outside the right of way to direct the public to the crossing. Shane explained UDOT has reviewed the locations for the crosswalk and indicated they want us to keep it in the plans.

ST09: Clean in 2017: Bret explained that this strategy has been eliminated from the new plan. Mayor Calloway commended the department on their efforts in cleaning up the maintenance shop but believes there are still a few items that need to be addressed and think that something should be identified in the plan. Shane explained the action step was the big initial push to clean the maintenance yard, but the crew will continue to clean up the area.

Parks & Recreation Department (PK)

Council Member Freeberg commented that instead of having an action plans on beautification for Brian Head with all the painting and repairing of different items, but to identify them all under one heading. Bret responded there is a strategy, ED10, Beautify Brian Head which addresses beautifying Brian Head and staff can move some of the items spread throughout the plan to this strategy.

Council Member Mulder inquired as to why the fish cleaning station was taken out of the proposed strategic plan. Bret responded the cleaning station was removed this year due to budget constraints. Bret went on to explain that he is not sure the town has a lot of problems with dead fish at Bristlecone Pond and if one was installed, it could create a problem.

Mayor Calloway reported the town will be constructing a new project with the Chair #1 parking lot and restrooms and believes that it is important to tie the pond to the parking lot and restroom with a walking trail connector.

NEW ACTION STEP: Trail connector walkway from the Chair #1 parking lot / restrooms to Bristlecone Pond.



1 **PK01:** Maintain and enhance recreation infrastructure, Action Step: Incorporate pieces of
2 the zig zag fence. Mayor Calloway commented that he has looked at where the
3 snowmobile trail is and could see where it would be a problem, but that it is a historical
4 piece of Brian Head's history. Mayor Calloway asked staff for their point of view on a
5 partial installation of the zig zag fence. Shane explained that the Land Management Code
6 (LMC) promotes open spaces in town and discourages fences. Shane went on to explain
7 there seems to be a lot going on between the road and meadow in the area and it would
8 create more conflict with the snowmobile trail and the UDOT's expectation of snow
9 storage. Shane then showed an area of where the fence could be installed. Bret explained
10 the fence is to restore something that would give historical character of something that
11 was lost and not a barrier to keep people out and staff recommends doing it in segments
12 where it won't interfere with recreational activities. The goal is restoring the historical
13 character without interfering with the recreational activities. Mayor Calloway added that it
14 would be a landscape feature to the pond but will let staff address it.

15
16 **PK02: Increase awareness of public recreation facilities:** Mayor Calloway inquired if
17 there are any changes made to the trail map brochure due to the 2017 Brianhead Fire
18 destroying some of the trails? Bret responded staff will need to make some minor
19 changes and update it. Staff plans to use the remaining brochures and then determine
20 what the landscape look like at that point before any major updates to the trial brochure.
21 Mayor Calloway inquired if the Bunker Creek and Dark Hollow mountain bike trails would
22 still be closed when an update to the brochures is made.

23
24 **PK03: Enhance trails system consistent with Trails Master Plan:** Mayor Calloway
25 stated a new action step needs to be identified to maintain the OHV trail going down
26 Parowan Canyon. Mayor Calloway commented the trail is in disrepair. Shane responded
27 the crew had bladed it before the 2017 Brianhead Fire and since Second Left Hand
28 Canyon was shut down and the floods have taken their toll on the trail, the trail has
29 deteriorated. Mayor Calloway inquired if there was a possibility of leaving the asphalt that
30 UDOT put down when they were widening the 25-mph curve since it is the area where the
31 ATV's were routed to. Shane responded UDOT is planning to remove the asphalt from
32 the inside corner of the 25-mp curve. Mayor Calloway stated he believes the trail will be a
33 valuable asset in the future and the town should continue to maintain it since it will be a
34 connector trail to Parowan.

35 **NEW ACTION STEP: Clean up and maintain the OHV trail in Parowan Canyon. The**
36 **Public Works crew will work on the trail during the same time frame the department**
37 **is working in Dry Canyon.**

38
39 Mayor Calloway commented he would like to see the town pave or do some type of
40 improvements on the ATV trail crossings onto the town roads in an effort to avoid dirt and
41 rocks being scattered onto the town roads. Shane responded the town could pave an
42 apron onto the ATV trail in an effort to keep the road clean of dirt and rocks.

43 **NEW ACTION STEP: Pave portion of ATV trails where it intersects onto the town**
44 **roads.**

45
46 Mayor Calloway commented that it is his understanding that the town does not have a
47 recorded easement for trails on the large parcel of property south of Brian Head, formerly
48 known as the Summit. Bret responded he believes there may be an easement, but staff
49 will research the plat for the trail system to ensure the trails going thru that area are
50 identified.

51 **Asset Management (AM)**

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54 Bret explained this strategy addresses the replacement of the town's assets such as the
55 vehicles, electronics and the second strategy is for facilities and the third strategy is for the
56 depreciable replacement. Bret explained that if there is equipment that impacts a specific



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strategy it is identified in that strategy, otherwise, it would be identified under the Asset Management Strategy, but that he may make some changes if needed. Bret reported he will be drafting a policy to address the replacement of the asset and it will be evaluated at that time by a committee to review and determine if that particular asset is needing to be replaced. Bret went on to explain that with the smaller assets such as cell phones and computers, he will make that determination.

AM02: Maintain Public Facilities: Action Step: Clean carpets at Town Hall and Public Safety Building. Bret explained he may change the lead person for this action item since Chief Benson is currently working on getting someone to clean the carpets for both buildings. Mayor Calloway commented that the carpets need to be addressed.

Mayor Calloway inquired as to the retaining wall on Steam Engine Drive and if the town can do something with the rocks that are moving. Bret inquired if the Council wants staff to develop a solution for the retaining wall. No consensus was given for this item.

Water System (WA)

Mayor Calloway inquired if the water serving Ridge View Street comes from the Crystal Mountain well. Shane responded the area is served by the Crystal Mountain Well.

WA02: Ensure Sufficient Water Supply: Mayor Calloway inquired as to the blockage by Decker Spring and the million-gallon tank and if it was due to the hillside that is shifting in the area. Mayor Calloway inquired as to how much water the town is losing in this area. Shane responded the town is losing approximately 30 gallons per minute.

Sewer System (SE)

SE01: Maintain and Improve the Town’s wastewater collection system to DEQ Standards. Shane reported he plans to have the department supervisor working with UDOT in Parowan Canyon for risk mitigation on the town’s sewer line where UDOT will be working.

Bret reported the town has been videoing 20% of the town’s sewer system every year along with doing repairs on the system so that within five years the entire sewer system has been videoed. The Utah Local Government Trust (ULGT) who is the town’s insurance company, wants the entire sewer system inspected 100%, which staff believes is unreasonable. Shane explained there are two phases to the inspection process in which a crew member must crawl into the manhole along with videoing the sewer lines. Bret went on to explain the town disagrees with the Trust on the percentage that needs to be done annually and the Trust has threatened to withhold the town’s insurance rebate. Bret wanted the Council to be aware of the situation in which the town receives approximately \$1,300 for the rebate and there are over 300 manholes that would have to be inspected annually.

Solid Waste

Council Member Freeberg suggested the town install new stickers on the town’s dumpster identifying the ordinance and penalty for depositing construction debris in the dumpsters. Shane reported he was planning on identifying the ordinance number but agreed the penalty should also be included.

Mayor Calloway suggested the town do a spring clean up around the dumpsters. Mayor Calloway went on to explain that it is frustrating for the volunteers to clean around the road areas and then when they get to the dumpster area, they spend more time cleaning up around the dumpsters. The lids are maintaining, but trash is still blowing out the



1 dumpsters. Council Member Freeberg commented the dumpsters that are located on
 2 Forest Drive usually have trash on the outside of the dumpster.

3
 4 Mayor Calloway suggested a dumpster site cleanup twice a year; once in the spring or
 5 after each holiday. Shane reported there are approximately 20 to 30 dumpster sites
 6 located throughout the town.

7 **NEW ACTION STEP: Monitor and put plan into place for cleaning the community**
 8 **dumpster site locations.**

9
 10 **SW02: Collect Recyclable Materials Regularly and transport to Recycle Facility.**

11 Mayor Calloway inquired as to the town's state of recycling cardboard and when he is
 12 looking in those dumpsters, he is noticing the cardboard is contaminated. Mayor Calloway
 13 asked if the recyclable load is going to the landfill or to St. George to be recycled. Shane
 14 responded the last time the town received any money for recycling was in August 2017
 15 and was a small amount that was paid.

16
 17 Mayor Calloway inquired if the recycling survey has been sent to the community yet.
 18 Shane responded staff will get the survey out. The survey will be on the town's website
 19 and will also do an email survey to all the homeowners. Shane reported if the town wants
 20 to move towards the Washington County model, it would be a transfer station.

21
 22 Mayor Calloway asked what the new Council Members feelings were on recycling in town:
 23 Council Member Marshall commented she would like to see recycling happen.
 24 Council Member Freeberg commented that it comes down to how much are the residents
 25 willing to pay for recycling since it is expensive for the town to provide recycling services.
 26 Cedar City currently contracts with Washington County for recycling services. Staff has
 27 contacted Washington County and they indicated they would go to Parowan, but not to
 28 Brian Head. Shane suggested the town contact Parowan City again to see if they would
 29 coordinate efforts on recycling since a majority of the Council has new members. Staff will
 30 send out the survey and report back to the Council and may have another solution for the
 31 town's garbage and recycling services.

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 33 **Motion:** Council Member Hunter moved to adopt Resolution No 471, a resolution
 34 adopting the fiscal year 2019 Strategic Plan with the following changes:

- 35 1. **ACTON STEP TO BE ADDED:** Under the first impression of Brian Head
 36 Strategy: "Clean up trees within the right-of-way of UDOT and fall
 37 hazardous trees along the highway"
- 38 2. **NEW ACTION STEP:** Evaluate drainage issues on the connector road
 39 between Forest Drive and Falcon Court
- 40 3. **ST05: Snow Removal: Action Step: Clear each road within 4 hours**
 41 **and after 4" of accumulation:** Staff will review for a possible change in
 42 the working for this action step.
- 43 4. **NEW ACTION STEP:** Trail connector walkway from the Chair #1 parking
 44 lot / restrooms to Bristlecone Pond.
- 45 5. **NEW ACTION STEP:** Clean up and maintain the OHV trail in Parowan
 46 Canyon. The Public Works crew will work on the trail during the same
 47 time frame the department is working in Dry Canyon.
- 48 6. **NEW ACTION STEP:** Pave portions of the ATV trails where it intersects
 49 onto the town roads.
- 50 7. **NEW ACTION STEP:** Monitor and put a plan into place for cleaning the
 51 community dumpster site locations.

52 Council Member Mulder seconded the motion.

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



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G. ADJOURNMENT

Motion: Council Member Freeberg moved to adjourn the regular meeting of the Brian Head Town Council for March 26, 2018. Council Member Hunter seconded the motion.

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

The regular meeting of the Brian Head Town Council was adjourned at 4:00 pm for March 26, 2018.

April 23, 2018
Date Approved

Nancy Leigh, Town Clerk

