

The Regular Meeting of the
 Brian Head Town Council
 Brian Head Town Hall - 56 North Highway 143
 Brian Head, UT 84719
MONDAY, SEPTEMBER 10, 2018 @ 1:00 PM

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; Wendy Dowland, Public Works Assistant, Aldo Biasi, Public Works Director

A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Brian Head Town Council to order at 1:00 pm for September 10, 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. REPORTS / PUBLIC INPUT (Limited to three (3) minutes) Non-Agenda Items

Council Member Mulder

1. Patchwork Parkway has a new interpretive project for the 2017 Brianhead Fire. The project is now in the beginning stages. Council Member Mulder reported she will no longer be participating as a member of the Patchwork Parkway Committee and encouraged any other Council Members to take her place on the committee.
2. During the upcoming Rockoberfest event scheduled for September 15, 2018, she along with others, will be selling the fire department's t-shirts and sweatshirts. The Local Fire Council will also be distributing brochures on fire mitigation during the event.

Mayor Calloway reported he and Aldo Biasi attended the Iron County Coordinating Council (ICCC) meeting in Enterprise. One topic of discussion was the Enterprise Community Park project that was funded by a grant and volunteer work.

Council Member Freeberg commented on the newly paved town walking trail in which the project far exceeded his expectations and believes it is a great benefit to the town. Council Member Freeberg reported he is seeing a lot of people using the trail now.

Bret Howser, Town Manager

1. Attended the Community Impact Board (CIB) meeting with Aldo Biasi and Chief Dan Benson on the town's grant application for the Mountain View waterline project. The town was awarded \$732,000 in all grant funds for the project. Bret reported the town had saved \$700,000 towards the million-gallon tank to the Salt Pile Tank dedicated line which would give the Salt Pile tank the capacity to service the area and requested CIB match the town's funding of the water tanks towards the Mountain View waterline as either part grant and loan. CIB granted the entire Mountain View waterline as grant. Staff will now



- 1 be updating the engineering and will be sending out the requests for proposals (RFP's)
 2 for the project this winter with the anticipation of beginning construction in spring 2019.
 3 2. Aldo Biasi, Public Works Director, will be acting Town Manager for the rest of the week.
 4 Bret explained he will be out of town and will not be answering his regular emails.
 5

6 **Tom Gurr, Public Works**

- 7 1. Orton Excavation, the contractor for the Village Way sewer line replacement, has tied into
 8 the sewer line on Village Way. A new waterline was also installed under the sewer line.
 9 The contractor is in the final stages of completing the project. The crews will be doing
 10 some water testing on the waterline before it can be turned into the town's system.
 11 2. Twin D company will be cameraing 20% of the town's sewer lines. They will camera from
 12 Village Way to Steam Engine Drive.
 13 3. Asphalt crushing is now complete. The invoice for the crusher was 35% lower than
 14 anticipated. Bret explained the department was able to put out approximately three
 15 years' worth of material with this project this year. Multiple town roads were paved that
 16 were originally scheduled for future years.
 17 4. Bret explained staff is working on an action step in which paved aprons will be installed
 18 on where the ATV trail come onto the roads. This project is scheduled for next week.
 19 5. Crack sealing is scheduled to be started next Monday on the town roads.
 20 6. New plows will be ordered for the upcoming winter season. A blade for the loader and
 21 the tire chains will be refaced in anticipation of winter.
 22 7. The crew will be chlorinating Mammoth Spring that was recently rehabbed before it is
 23 turned into the system.
 24 8. Since the town detoured traffic through Thunder Mountain Motorsports lot during the
 25 Hunter Ridge / Circle Drive road realignment, the department used some of the asphalt
 26 millings on their parking area.
 27 9. Council Member Freeberg inquired if the Chair #1 parking lot that was recently asphalted
 28 will receive a chip seal. Bret responded that staff discussed this originally but decided
 29 not to go with a chip seal and to wait a year to see how the parking lot is holding up.
 30 Staff will determine if a slurry seal will be used as a maintenance item and the parking lot
 31 will be merged into the town's pavement preservation plan. If it is determined that the
 32 public is struggling with traction on the parking lot, then staff will revisit using a chip seal
 33 for the parking lot. The town is not planning on painting any parking stripes on the
 34 parking lot.
 35 10. Mayor Calloway explained there is a homeowner from Evergreens Condos who reported
 36 they have a water pressure issue and have scheduled a plumber to change out their
 37 pressure reducing valve (prv). Tom responded the water had to be shut off for the Village
 38 Way project and in the process, it cancelled the loop in the system. Black Diamond
 39 Condos has also reported they are experiencing low water pressure, which was at 50psi.
 40 Once the chlorination testing is completed and the water turned back into the system,
 41 their water pressure should increase.
 42

43 **Council Member Mulder** inquired if staff has checked the north and south entry way signs for log
 44 stability which was a request of the Council during a previous meeting. Bret responded he and Aldo
 45 looked at both signs, and the signs looked to be in good condition, but staff will talk with the
 46 contractor who will be updating the signs to check the logs and let staff know if they can see any
 47 issues. Work on the entry way signs began this weekend.
 48

49 **E. APPROVAL OF THE MINUTES:**

50 **August 13, 2018 Town Council Minutes**
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Motion: Council Member Freeberg moved to approve the August 13, 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).

G. AGENDA ITEMS:

1. PUBLIC HEARING FOR LAND MANAGEMENT CODE AMENDMENT. A public hearing to receive public comment on a proposed amendment to the Land Management Code, Chapter 2 (Definitions) and Chapter 12 (Design Standards).

Wendy Dowland, Public Works Assistant, explained the town has received several requests to change the Land Management Code. Wendy then gave a summary of the proposed changes:

1. Chapter 2 (Definitions) to be added just in case it needed to be added for Light Reflective Value (LRV) colors.
2. Roof colors: The town has received several requests for copper colored roofs. Staff has stated this color is currently prohibited in the LMC, but staff is unsure if they can make that determination and would like clarification from the Council.
3. Foundations that are exposed over four feet (4') and the town's current requirement to have any exposed foundation over four feet covered with natural looking materials was discussed.
4. A request for corrugated metal in small quantities has been submitted. The LMC currently prohibits reflective metals.
5. Accessory structure height to be re-evaluated. Currently the code allows 80% of the main structure height for an accessory structure and if the structure is a single level, the owner would not be allowed to construct a detached garage.

Wendy explained these items have been presented to the Planning Commission for a public hearing and a recommendation to the Council.

Mayor Calloway recessed the regular meeting of the Town Council and opened the public hearing to receive public comment on the proposed Land Management changes at 1:25 pm.

No comments were submitted. Mayor Calloway closed the public hearing and reconvened the regular meeting of the Town Council at 1:26 pm.

2. ORDINANCE AMENDING THE LAND MANAGEMENT CODE, CHAPTER 2 (DEFINITIONS) AND CHAPTER 12 (DESIGN STANDARDS). An ordinance amending the Land Management Code, Chapter 2 and Chapter 12.

Wendy Dowland, Public Works Assistant, presented a draft ordinance with proposed changes to the Land Management Code (see attached). Wendy explained the Planning Commission held a public hearing during their regular meeting on September 3, 2018 and have forwarded their recommendations onto the Council.

The Council discussed the following proposed changes to the Land Management Code:

9-12-7 Buildings; (G) Colors (2) Roof Colors:

1. The Planning Commission's recommendation was no change to the LMC, but identify an administrative policy identifying Light Reflective Value (LRV) of 30 or lower. Also decided to add a definition to Chapter 2 (Definitions) for LRV's.



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2. Council Member Marshall commented she agrees with the Planning Commission recommendation for roof colors.
3. Staff submitted a chart of colors which identifies the light reflective values (LRV) and recommends the town use an LRV of 30 or lower (see attached) as an administrative policy instead of a change to the LMC.
4. Mayor Calloway commented staff should attached a chart of LRV to the Land Management Code as a reference.
5. Bret explained those colors that are bright are prohibited and staff would direct the contractor to contact the paint manufacture to determine what the LRV is in order to be in compliance with the town’s standards.
6. Council discussed a scenario in which a minor addition was made to a non-conforming roof and if staff would require the roof color to come into conformance with the Land Management Code or allow the homeowners to continue with the non-conforming color. Bret explained the town has a provision in the non-conforming uses in which they would have to change out the entire roof to a roof color in order to be in conformance with the Land Management Code, unless it was a small section of the roof.
7. Bob Whitelaw, business owner, commented he noticed there are only four homes that stand out on Google Maps that have a prohibited color such as a bright red or bright blue roof and that it is a small percentage of those that have prohibited colors.

Consensus of the Council: ADD “reflective light value (LRV) exceeding 30” after the sentence “Reflective materials: reflective light value (LRV) exceeding 30 shall not be used.

9-12-7 Buildings (F)(2) Exterior Walls: (exposed foundations)

1. Mayor Calloway commented he believes the code should dictate that the front of the home facing the roadway should have a nicer appearance, but that, in his personal opinion, it is a waste of money to cover the side and back of a home with stone or other materials on the exposed foundation walls that do not face any roadways. Council Member Freeberg agreed and stated he may have a conflict of interest since his home does not meet the current code for exposed foundations. Mayor Calloway explained his home would be considered a non-conforming use.
2. Wendy reported the Planning Commission was not against the frontage, especially when a home slopes and part of the home goes into hillside. Their discussion centered on a home that is visible to roadways on all sides and the Planning Commission could not determine how to address it and left it alone. They did discuss whether a percentage factor should be used or if any of the home frontage, sides or back are visible to a roadway it should be covered. Council Member Freeberg commented that anything facing the road should be finished, but he is unsure how to evaluate it.
3. Wendy reported the Planning Commission decided to leave the code as is and forwarded a recommendation of no change to this section of the LMC.
4. Council Member Mulder commented she believes covering the exposed foundations fit into the aesthetics of the town.
5. Council Member Freeberg inquired if exposed aggregate would be allowed. Bret responded anything over four feet (4’) would need to be covered and simulated to look like a natural material.
6. Shaun Kelly, Planning Commission Member, reported the Planning Commission did not like the look of raw concrete right out of the form, but they were okay with stained concrete. The Commission did not like the unfinished look.
7. The Planning Commission agreed with allowing textured cinder blocks.
8. Wendy explained the code states that walls over four feet (4’) must be covered and be resistance to snow piling and water damage and blend in with the rest of the structure.

Consensus of the Council: Leave the code as is. No changes.



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9-12-7(J)(9)(2) Accessory Structures (9) Maximum Height

- 1. Mayor Calloway explained the idea behind this proposed change was to present a mass and scale of two structures in which one is the primary structure and the other is an accessory structure. The current code identifies an accessory structure can only be 80% of the primary structure with a maximum height of 25'. Mayor Calloway stated this item is being addressed due to a new construction in which the owner is requesting a mother-in-law apartment and Mayor Calloway stated he believes there should be an allowance in the code for the height to be equal to the primary structure for a mother-in-law apartment on a property that is at least one acre. He would like to keep the accessory structure at 80% of the primary structure and eliminate the max of 25'.
- 2. Mayor Calloway commented the mother-in-law apartments are a separate issue and suggested addressing it as a conditional use instead.
- 3. Wendy explained the accessory structure cannot exceed 3,000 square feet and cannot exceed 50% of the primary structure which is identified in the current code. The homeowner who is requesting the change in the code is proposing a mother-in-law apartment that is 1,600 square feet and has 40 acres of property.

Consensus of the Council: No change to this provision and staff will review the mother-in-law apartment exemption for the one acre or more for amendments as a conditional use.

§9-12-7(F)(2) Exterior Walls (Metal Siding)

- 1. Bret presented pictures of different homes which have metal siding on them (see attached).
- 2. Mayor Calloway commented the galvanized metal that is shown on the picture is a nice look in his opinion. Another picture presented of a home that had the galvanized metal oxidized and was not as aesthetically pleasing. Mayor Calloway commented if the metal is in limited quantity, it would be an attractive feature.
- 3. Wendy reported the Planning Commission's recommendation was to leave this provision as is in the code. No change.
- 4. Staff recommended that the provision be amended to allow a limited quantity of metal such as trim and accent panels (30% or less).

Consensus of the Council: No change, leave as is.

Definitions: Light Reflective Value (LRV)

- 1. Wendy explained if the Council does not identify the LRV in any other section of the code, there is not a need to identify a definition for LRV's.
- 2. Wendy explained it was staff's recommendation to identify the LRV's as an administrative policy instead and would eliminate the need for the definition to be identified in the code.
- 3. Mayor Calloway commented he would like to have it identified in writing in the code instead of as an administrative policy which could be easily lost.
- 4. Bret explained it would be a written administrative policy but would also identify it in the building packet. If it were identified in the code, it would reduce the flexibility if there are other options available that would be better suited for the town.
- 5. Council Member Freeberg suggested identifying the LRV as an administrative policy and if staff determines there are issues with it as an administrative policy, then it would be brought back to the Council for adoption into the LMC.
- 6. Mayor Calloway suggested making a small change in the code referring to the LRV under Chapter 12-7-G(2) Roof colors instead of in the definitions.

Consensus of the Council: No definition will be added. No change.



1 **Motion:** Council Member Mulder moved to adopt Ordinance No. 18-0009, an
2 ordinance amending the Land Management Code with the following
3 changes:

- 4 1. ADD to 12-7-G(2) Roof Colors to read: “Reflective materials:
5 reflective light value (LRV) exceeding 30 shall not be used.
- 6 2. Mother-in-law apartments will be reviewed by staff for possible
7 changes to the conditional uses in Chapter 7, Zone District
8 Regulations.

9 Council Member Hunter seconded the motion.

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

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15 **3. MANZANITA TRAIL RE-ROUTE.** Bret Howser, Town Manager. A new trail location for the
16 Manzanita Trail.

17
18 Shaun Kelly, Trails Committee Member, reported this item was addressed due to the fact that
19 the Alpine Creek Loop trail is not suitable for use due to the 2017 Brianhead Fire. Shaun
20 explained the town was looking for an easy short hike which looped for the guests and
21 visitors to use. Bret presented a proposed trail map of the Manzanita trail re-route (see
22 attached). The proposed trail would have three arms to the trail with a looped system. The
23 existing Manzanita Trail is mostly roads and would be more beneficial as an ATV trail instead
24 of a walking trail. An old town hiking trail was identified which the re-routed trail would also
25 use. The trail needs to be cleaned up from fallen logs and the trail established.

26
27 The Council held discussion on the following:

- 28 1. Bret explained a small parking area could be established as a trailhead at the town pit
29 area which would identify approximately five to six parking spaces.
- 30 2. Shaun explained some of the key issues he has noticed that need to be in place for a
31 successful trail system is a comprehensive signage program would need to be
32 established for the trails on how and where to access the trails and identifiers along the
33 trails going in both directions.
- 34 3. Bret explained the town’s walking trail would access the Manzanita Trail which is located
35 on the northwest side of the town boundaries.
- 36 4. The trail would be between three to two miles on the average and is relatively flat for the
37 upper and lower loops of the trail.
- 38 5. Bret reported the area has the potential to be a good recreational area for the town. One
39 example would be a dispersed camping area.
- 40 6. It was suggested the town consider contacting a conservation core from Southern Utah
41 University and, along with volunteer worker, they would bring the trail up to the town’s
42 standards.
- 43 7. The trail would be identified in different phases; the red line identifying the trail on the
44 map would be the first phase.
- 45 8. Shaun suggested the Council consider a “point person” who would check the trails
46 especially after storms to identify any damage to the trails along with identifying signage
47 in key locations throughout all of the town’s trails.
- 48 9. Mayor Calloway commented the town would have to take a more active role in managing
49 the trail system instead of relying on volunteers.

50
51 **Consensus of the Council:** This item will be identified during the FY2020 Strategic
52 Planning Retreat for funding. Staff will move forward with the trail.
53
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1 **4. TOWN SLOGAN APPROVAL.** A change in the town's slogan from "4 Seasons of Fun" to
2 "Mountains of Memories".
3

4 Bret Howser, Town Manager, explained several years ago, a committee was created to
5 review the town's branding in which the town's slogan "4 Seasons of Fun" was identified and
6 approved by the Town Council. Since that time, the Council identified an action step to revisit
7 the town's slogan again. Bret inquired if the Council would want to create a committee or
8 leave it as an administrative item
9

10 Bret explained the town participated in a marketing co-op in which Roger Brooks and the
11 Tourism Bureau presented marketing materials and one slogan that was presented was
12 "Mountain of Memories" for Brian Head. Bret explained he started using the slogan
13 unofficially on radio advertisements and on the visitbrianhead.org website. Bret
14 recommended the town's slogan be changed to "Mountains of Memories" unless the Council
15 would like to do the process with a committee.
16

17 The Council held discussion on the following:

- 18 1. Mayor Calloway commented the proposed slogan has two different meanings and has
19 more merit than the original slogan and is in favor the new slogan.
- 20 2. Council Member Mulder commented she likes the proposed slogan.
- 21 3. Bret explained the original slogan "4 Seasons of Fun" was taken literally and that the
22 town doesn't really have four seasons. The slogan was too generic and doesn't reinforce
23 the town's brand which is a family friendly mountain resort town.
- 24 4. Council Member Freeberg suggested a small change to the proposed slogan "Create
25 Mountains of Memories". Council Member Marshall disagreed with the added word of
26 "create".
- 27 5. Council Member Hunter commented he was in favor of the proposed slogan.
28

29 **Motion:** Mayor Calloway moved to approve "Mountains of Memories" as the
30 town's official slogan. Council Member Marshall seconded the motion.

31 **Action:** **5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council
32 Member Hunter, Council Member Freeberg, Council Member Marshall,
33 Mayor Calloway).
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36 **5. ORDINANCE AMENDING THE BUSINESS LICENSE CODE 3-2A-21-2 MOBILE**
37 **VENDORS.** An ordinance amending the Business License Code addressing Mobile Vendors.
38

39 Bret Howser, Town Manager, presented a draft ordinance amending the Business License
40 code addressing mobile vendors (see attached). Bret explained this item was tabled in a
41 previous Council meeting with the direction to staff to research with legal to determine
42 whether the provision for the franchise agreements can be eliminated from the Business
43 License Code
44

45 Bret reported in working with legal on whether there was a state requirement for franchise
46 agreements. It was determined the town did not need to identify a franchise agreement for
47 mobile vendors who want to locate their business on town property.
48

49 Mayor Calloway stated he is not in favor of the town allowing a mobile vendor to operate on
50 town property at all unless it is for a special event. The revised ordinance eliminates the
51 franchise agreement from the code.
52



- 1 **Motion:** Mayor Calloway moved to adopt Ordinance No. 18-010, an ordinance
 2 amending Title 3, chapter 2A Business License Code as presented. Council
 3 Member Mulder seconded the motion.
 4 **Action:** **5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council
 5 Member Hunter, Council Member Freeberg, Council Member Marshall,
 6 Mayor Calloway).

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9 **6. CONTRACT AWARD FOR THE VILLAGE CORE MULTI-MODAL**
 10 **TRANSPORTATION PLAN.** Contract award for the Village Core transportation plan

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12 Bret Howser, Town Manager, explained as one of the action steps in the town's strategic
 13 plan, a plan was to be developed for the Village Core area for vehicles, ATV's, pedestrians,
 14 and parking. The town currently has a policy identified allowing parking along Village Way for
 15 meeting the parking requirement for the Village Core development.

16
17 Bret reported the town advertised a request for proposals and received one bid who
 18 submitted a bid of \$15,000 (see attached). The company, Jones & DeMille Engineering will
 19 draft a plan and submit it to the Council as well as draw preliminary engineering designs.
 20 The plan will identify any needed additional right-of-way in order to make it feasible.

21
22 The Council held discussion on the following:

- 23 1. Council Member Freeberg commented the town should not be encroaching onto the
 24 meadow area to develop the Village Core but should move more towards the east side
 25 of Village Way instead.
 26 2. Mayor Calloway commented that he is split on this item, since he is not sure what will
 27 happen once the Village Core develops and whether the town should spend \$15,000 for
 28 a plan that would give the Council an idea of what could happen for the area.
 29 3. Bret explained he would have liked to receive more bids in order to get an idea of what
 30 the plan needs and an idea of the costs. Bret reported \$25,000 was budgeted for this
 31 plan.
 32 4. Council Member Mulder commented she believes the town needs the plan with the
 33 understanding that it is a pre-engineered situation and that the plan wouldn't be
 34 implemented right away but would give the staff the start to scope it out.
 35 5. Mayor Calloway inquired if a timeline was established for the plan to be completed. Bret
 36 responded he would need to review the plans but will identify a deadline in the contract.

37
38 **Motion:** Mayor Calloway moved to award the contract to Jones & DeMille for the
 39 Multi-Modal Transportation Plan in the amount of \$15,000. Council
 40 Member Hunter seconded the motion.

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

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46 **7. CONTRACT AWARD FOR THE GENERAL PLAN UPDATE.** Contract award for the
 47 General Plan update.

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49 Bret reported staff sent out a request for proposal for the town's General Plan update. Bret
 50 explained he contacted several Land Use Planners to determine what to expect for a General
 51 Plan update. The town budgeted \$25,000 for the update and the town received two bids (see
 52 attached).



1 Bret recommended the Council award the General Plan update contract to Rural Community
 2 Consultants in which Mike Hanson will be the lead in completing the General Plan for the
 3 town. Bret reported Mr. Hanson recently completed the town's Sustainable Recreational and
 4 Tourism Master Plan and is familiar to Brian Head and the area. Mr. Hanson also completed
 5 the General Plan for Parowan City.
 6

7 Mayor Calloway inquired if the General Plan should be labeled as 2019 instead of 2018 as
 8 proposed.
 9

10 **Motion:** Mayor Calloway moved to award the town's General Plan update to
 11 Rural Community Consultants in the amount of \$25,000 as presented.
 12 Council Member Marshall seconded the motion.

13 **Action:** **5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council
 14 Member Hunter, Council Member Freeberg, Council Member Marshall,
 15 Mayor Calloway).
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18 **8. POTENTIAL FUTURE AGENDA ITEMS.** The Council will discuss potential future agenda
 19 items
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21 **Public Works On-Call Response Time Policy**

22 Mayor Calloway reported he would like the Council to review the on-call response time for the
 23 public works department for a future agenda item. Mayor Calloway reported the current policy
 24 allows for substantial time for response in which the public works employees have two hours to
 25 respond. He would like to review from a user's point of view instead of staff's point of view.
 26

27 **Consensus of the council:** The Public Works on-call response time will be reviewed on a
 28 future Council agenda.
 29

30 **Speed Limit Signs**

31 Mayor Calloway reported he would like the Council to evaluate the speed limits for the town's dirt
 32 roads and the ATV trails. Mayor Calloway reported the current speed limit on residential roads
 33 is 25 mph which he believes is excessive and creates dust issues. He would like to see the
 34 speed limit reduced to 15 mph on all non-paved roads including those with asphalt millings on
 35 them.
 36

37 **Consensus of the Council:** The speed limits will be reviewed at a future Council agenda.
 38

39 **Garbage Pick-ups.**

40 Mayor Calloway reported that during major holiday weekends, the garbage is piling up at some
 41 of the town's dumpsters. Currently the town picks the garbage up on Mondays and Thursdays
 42 and he would like to see the strategic plan identify garbage pickup on busy weekends. Mayor
 43 Calloway stated that the budget would need to identify funds for this item.
 44

45 Bret reported staff can amend the FY2019 Strategic Plan since this would have an impact on the
 46 budget. Bret reported he will meet with Aldo Biasi, Public Works Director, on the overtime for
 47 the department and will identify it on the next Council agenda for the budget adjustment since
 48 the holidays are approaching.
 49

50 **Consensus of the Council:** Garbage pickup scheduled for busy holidays and weekends will be
 51 addressed as a budget amendment.
 52

53 **Town Paved Walking Trail**

54 Mayor Calloway stated that as part of the FY2020 Strategic Planning retreat, the maintenance of
 55 the new walking trails needs to be addressed for budgeting purposes. Currently the new trail



1 has a lot of run off across the trail. Shaun Kelly reported the contractors did not follow the
2 engineering for the drainage on the uphill side of the trail. Bret reported the culvert for the trail
3 has already been plugged up twice and he isn't sure how effective the culverts will be. Council
4 Member Freeberg suggested the town install grates over the culverts which would be easier to
5 clean
6

7 Council Member Mulder inquired if hand railings will be installed over the gabion basket area of
8 the trail going down to highway 143 to Steam Engine Drive as a safety issue. Bret responded
9 that this area may not be part of the contract. Mayor Calloway requested the handrails be
10 installed before the trail is paved.
11

12 **Employee Compensation/Benefits**

13 Mayor Calloway commented the Council is responsible for reviewing the benefits of the staff for
14 comparison of the benefits to the market. Bret responded that as part of the budgeting process,
15 an overall compensation is researched which includes sick and vacation time. Bret reported he
16 already completed an analysis on the leave policy and will come before the Council for
17 consideration with the recommendation that Council grandfather the existing employees and
18 accept a lower accumulation of vacation to those newer employees that have not yet reached
19 the graduated levels.
20

21 **The Lofts at Brian Head**

22 Council Member Mulder inquired as to the status of the Lofts at Brian Head with their exposed
23 foundations that have been sitting there for the past ten years. Bret responded he had several
24 conversations with Jeff Peterson in which the town has requested they clean the area up. There
25 is an action step to beautify and finish projects. Bret reported he will research options for the
26 town regarding this item.
27

28 **Construction Debris in Dumpsters**

29 Council Member Freeberg commented the Council has discussed the issues with construction
30 debris in the town's dumpsters. Council Member Freeberg reported construction debris has
31 been dumped in one dumpster located on Forest Drive several times this past summer and
32 inquired as to the status of the town installing trail cameras at the dumpster's sites.
33

34 Council Member Freeberg suggested the town provide a roll off dumpster twice a year for
35 residents who remodel their cabins/condos for their construction debris. Bret reported staff is
36 already looking at purchasing the motion cameras at dumpster locations.
37

38 **Fire Mitigation**

39 Council Member Freeberg reported there is a plan for fire mitigation, but there is a problem with
40 debris from the trees and slash. Council Member Freeberg suggested the town get rid of the
41 slash for those private citizens who are participating in fire mitigation. This would encourage the
42 residents to participate in the fire mitigation process. Mayor Calloway commented that he
43 believes the lots should be cleaned and that the owners can find a way to do that without having
44 the taxpayers subsidize and haul their slash off the mountain.
45

46 Council Member Freeberg reported there have been a lot of properties sold and the new owners
47 are clearing the properties. Council Member Freeberg inquired if a tree removal permit is
48 required and if a site plan is submitted as part of the application process. Council Member
49 Freeberg inquired as to how to get the information of the process to the public and those who
50 have purchased raw land before they begin clearing their properties. Council Member Freeberg
51 reported a 50' wide swath of property was recently cleared going up the mountain side on
52 Ponderosa and dropped the trees on the opposite side of the road. Council Member Freeberg
53 suggested staff work with the real estate agents to get the information to new land owners



1 making them aware of the town’s requirements for tree removal. Bret reported staff can identify
2 a post on social media along with the newsletter and the town’s websites.
3

4 Bret reported there is a local group that is working on the issues and recommended they report
5 to the Council on possible solutions and to give the Council some suggestions. This would be a
6 report from the local Community Wildland Fire Preparedness Plan (CWPP).
7

8 **RV Parking**

9 Mayor Calloway explained the Planning Commission briefly discussed the use of recreational
10 vehicles (RV’s) on private property. Shaun Kelly, Planning Commission member, reported the
11 last thing approved by the Planning Commission was that it was easier to stay on private
12 property instead of Forest Service property. Mayor Calloway reported the land owners are
13 cutting down trees in order to park their RV’s on their property. Mayor Calloway stated the town
14 wants homes located on the property instead of RV’s. Staff will research the minutes from the
15 Planning Commission and Town Council to determine the status of this item. Bret explained
16 code enforcement should be looking for violations of the town’s code.
17

18 Bret reported the September 24, 2018 Council meeting will be cancelled.
19
20

21 **H. ADJOURNMENT**

22
23 **Motion:** Council Member Freeberg moved to adjourn the regular meeting of the Brian
24 Head Town Council for September 1, 2018. Council Member Marshall seconded
25 the motion.

26 **Action:** **5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council Member
27 Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).
28

29 The regular meeting of the Brian Head Town Council was adjourned at 3:47 pm for September 10, 2018.
30

31
32 October 8, 2018
33 Date Approved
34
35

36
37 _____
38 Nancy Leigh, Town Clerk

