

The Regular Meeting of the
Brian Head Town Council
Brian Head Town Hall – Council Chambers
56 North Highway 143 – Brian Head, UT 84719
www.Zoom.us (Click Here)
Via Zoom Meeting ID# 856 8118 7675
TUESDAY, JULY 9, 2024 @ 1:00 PM

MINUTES OF THE TOWN COUNCIL

Roll Call:

Members Present: Mayor Clayton Calloway, Council Member Larry Freeberg, Council Member Martin Tidwell (by electronic means).

Members Absent: Council Member Mitch Ricks, Council Member Kelly Marshall.

Staff Present: Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Ciera Claridge, Deputy Clerk; Chief Dan Benson, Public Safety Director; Shane Williamson, Town Treasurer; Lester Ross, Building and Planning Official; Jason Wallis, Public Works.

A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Brian Head Town Council to order at 1:05 p.m.

B. PLEDGE ALLEGIANCE

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

C. 5-YEAR SERVICE AWARD FOR JASON WALLIS, PUBLIC WORKS

Mayor Calloway presented Jason Wallis, Public Works, with his five-year service award. Mayor Calloway and the Council thanked Jason for his dedicated service to the Town. Photos were taken of Jason, his family, and the Mayor.

D. DISCLOSURES

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

Council Member Tidwell lost contact and was unable to participate in today's Council meeting.

E. APPROVAL OF THE MINUTES:

June 11, 2024, Town Council Meeting

Due to a lack of a quorum, the June 11, 2024, Town Council minutes were not approved.

F. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS. Public input is limited to three (3) minutes on non-agenda items.

Nancy Leigh, Town Clerk, reported the 2024 Brian Head Town Arbor Day is scheduled for Thursday, July 18th beginning at 9 am at the Bristlecone Park. Ryan Johnson, Community Forester, will give a presentation on planting trees in Brian Head and there will be 32 trees planted. Afterward, lunch will be provided for the volunteers. Nancy encouraged the council and public to attend this year's event.

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2 **Mayor Calloway** reported that the 4th of July was a success this year and he received many
3 comments during the holiday. Many of the comments he received were regarding the high Brian
4 Head taxes.

5
6 **Council Member Freeberg** reported that he has been vacationing in Mexico for the past few
7 weeks but is happy to be back home.

8
9 **Bret Howser, Town Manager**

- 10 1. The 2023 Fall Town Cleanup did not have a great turn out and the Council discussed
11 advertising it more this year. Bret explained that the original idea was to hold it on
12 Saturday so secondary homeowners could participate. Bret inquired if the Council is
13 interested in going back to mid-week for the cleanup. Consensus of the Council: Staff will
14 determine when the annual Fall Cleanup will be. Bret reported that the Fall Cleanup will be
15 the first week in September after Labor Day.

16
17 **Jon Ficken, Public Works Director**

- 18 1. Thank the Council and everyone for the warm welcome to the new position of Public
19 Works Director. Jon reported that he is working with Aldo Biasi, former Public
20 Works Director who is a great resource.
21 2. The dumpster enclosure should be completed and out this week on Forest and Steam
22 Engine Drive. Jon reported they are testing one enclosure for the response before
23 they move forward.
24 3. The park benches for the walking trail have been delivered and should be installed
25 by the end of the week.

26
27 **Chief Dan Benson, Public Safety Director**, reported the 4th of July holiday was a success and the
28 fireworks display turned out to be one of the best. Brian Head saw large crowds this year and
29 there were very few isolated instances. There were three life flights during the weekend.

30
31 **Lester Ross, Building and Planning Official**, thanked the Council and staff for his time working
32 for the Town. Lester reported that he will begin his new position with Cedar City on July 15th
33 and is sad to leave Brian Head, but excited to start a new position since he is making a better
34 decision for his family. Mayor Calloway thanked Lester for his hard work and stated that he left
35 a good foundation in the building department. Bret reported that a farewell luncheon is planned
36 on Friday, July 12th at noon at the Town Hall, and the Council is invited.

37
38 **Frank Kopanio, Southview Lodge HOA Board Member**, commented that the Southview HOA
39 met on Friday, July 5th and one item of discussion was the tax bill that was received in December.
40 Mr. Kopanio inquired if the Town could contact the County to request the tax bills be split into
41 semi-annual payments instead of one payment due in November.

42
43 Mr. Kopanio also reported that the dumpsters with the side doors freeze during the winter and
44 they are unable to open them and several of their guests have left garbage on the ground. Mr.
45 Kopanio inquired if there is a way for their homeowners to receive the Town's information by
46 email. He will leave his email information with the front desk.

47
48 **Joe Rudman, Pinetree Condo HOA**, commented that the Town Cleanup is a great event and
49 Pinetree's HOA annual meeting is over the Labor Day weekend and they would like to
50 participate in the cleanup when they are in Brian Head, but not over the Labor Day holiday, but
51 near that time. Mayor Calloway encouraged Mr. Rudman to reach out to the front desk and give
52 them their email address for updates.

G. AGENDA ITEMS:

Mayor Calloway stated there is not a quorum of the Town Council and no action items can be decided today. Mayor Calloway thanked those who attended today's meeting and a special meeting of the Town Council will be scheduled to ensure the action items identified on today's agenda will be addressed. Mayor Calloway asked the audience to watch the Public Meeting Notice Website and the Town's website for updates on the special meeting date.

Mayor Calloway reported that Agenda Item G-2 will be addressed since it is a public hearing and no Council action is needed.

1. **HIDDEN SPRINGS PREMILARY PLAT APPROVAL.** Lester Ross, Building & Planning Official. The Council will review the Preliminary Plat for the Hidden Springs Subdivision.

Agenda Item G-1: Hidden Springs Preliminary Plat Approval was not addressed due to a lack of a quorum.

2. **COMMUNITY DEVELOPMENT BLOCK GRANT 2ND PUBLIC HEARING.** A public hearing to receive comments on a proposed CDBG project for the fire station.

Mayor Calloway opened the second public hearing for the CDBG program at 1:21 p.m. Chief Benson stated that this hearing was called to allow all citizens to provide input concerning the project that was awarded under the 2024 Community Development Block Grant Program. The Town has amended its capital investment plan and decided to apply for funds on behalf of the Brian Head Fire Department located at 535 South Vasels Road, Brian Head, UT.

Mayor Calloway introduced Chief Dan Benson from the Brian Head Fire Department. Chief Benson explained that the application was successful in the regional rating and ranking process and the MagneGrip 100% Source Capture Exhaust Removal System in the grant amount of \$135,000. Chief Benson explained the project to those in attendance. The Mayor then asked for any comments, questions, and concerns from the audience. There were no comments from the public on the project. The Mayor stated that copies of the capital investment plan are available if anyone would like a copy.

There were no more comments and the hearing was adjourned at 1:26 p.m.

3. **A RESOLUTION DECLARING THE INTENTION OF THE TOWN COUNCIL OF THE TOWN OF BRIAN HEAD, UTAH, FOR WATER SYSTEM IMPROVEMENTS AND RELATED IMPROVEMENTS FOR THE RANGER COURT AREA OF THE CEDAR BREAKS MOUNTAIN HOMESITES, UNIT B, BLOCKS A, B & C SUBDIVISION; TO DESIGNATE OR CREATE THE TOWN OF BRIAN HEAD, UTAH SPECIAL TAX ASSESSMENT AREA NO. 2024-01 (RANGER COURT); TO FUND THE COST AND EXPENSES OF SAID ASSESSMENT AREA BY SPECIAL TAX ASSESSMENTS TO BE LEVIED AGAINST THE PROPERTY BENEFITTED BY SUCH IMPROVEMENTS; TO PROVIDE NOTICE OF INTENTION TO AUTHORIZE SUCH IMPROVEMENTS AND TO FIX A TIME AND PLACE FOR PROTESTS AGAINST SUCH IMPROVEMENTS OR THE CREATION OF SAID ASSESSMENT AREA; TO DECLARE ITS INTENTION OF FUNDING A RESERVE FUND IN LIEU OF A GUARANTY FUND; AND RELATED MATTERS.** A resolution adopting the Ranger Court Special Service Area Notice of Intent for water system improvements.

Agenda Item G-3: Ranger Court SAA Notice of Intent was not addressed due to a lack of a quorum.

- 1 **4. A RESOLUTION DECLARING THE INTENTION OF THE TOWN COUNCIL OF THE**
2 **TOWN OF BRIAN HEAD, UTAH, FOR WATER SYSTEM IMPROVEMENTS AND**
3 **RELATED IMPROVEMENTS FOR THE ELK DRIVE AREA OF THE CEDAR BREAKS**
4 **MOUNTAIN ESTATES, UNIT C SUBDIVISION; TO DESIGNATE OR CREATE THE**
5 **TOWN OF BRIAN HEAD, UTAH SPECIAL TAX ASSESSMENT AREA NO. 2024-02 (ELK**
6 **DRIVE); TO FUND THE COST AND EXPENSES OF SAID ASSESSMENT AREA BY**
7 **SPECIAL TAX ASSESSMENTS TO BE LEVIED AGAINST THE PROPERTY BENEFITTED**
8 **BY SUCH IMPROVEMENTS; TO PROVIDE NOTICE OF INTENTION TO AUTHORIZE**
9 **SUCH IMPROVEMENTS AND TO FIX A TIME AND PLACE FOR PROTESTS AGAINST**
10 **SUCH IMPROVEMENTS OR THE CREATION OF SAID ASSESSMENT AREA; TO**
11 **DECLARE ITS INTENTION OF FUNDING A RESERVE FUND IN LIEU OF A**
12 **GUARANTY FUND; AND RELATED MATTERS.** A resolution adopting the notice of intent for
13 the Elk Drive Special Assessment Area for water system improvements.

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15 Agenda Item G-4: Elk Drive SAA Notice of Intent was not addressed due to a lack of a quorum.

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17 **5. SPRING CIRCLE SPECIAL ASSESSMENT AREA PETITION.** A SAA petition for
18 Spring Circle for Water System Improvements.

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20 Agenda Item G-5: Spring Circle SAA Petition was not addressed due to a lack of a quorum.

- 21
22 **6. GENERAL FINANCE MANAGEMENT POLICY AND PROCEDURES.** A resolution
23 for the General Finance Management Policy & Procedures.

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25 Agenda Item G-6: The General Finance Management Policy was not addressed due to a lack of a
26 quorum.

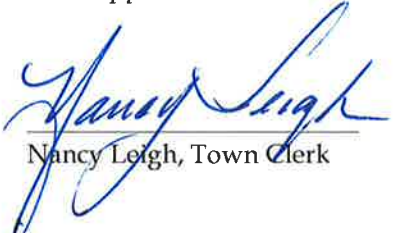
- 27
28 **7. FUTURE AGENDA ITEMS.** The Council will discuss potential items for future agendas.
29 Future Agenda Items were not addressed.

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31 **H. ADJOURNMENT**

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33 Due to a lack of a quorum, the Council meeting was dismissed at 1:22 p.m.

34
35
36 July 23, 2024

37 Date Approved

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39
40
41 
42 Nancy Leigh, Town Clerk

