

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](http://www.Zoom.us) (Click Here)  
Via Zoom Meeting ID# 843 1108 7944  
**TUESDAY, MARCH 12, 2024 @ 1:00 PM**

## **MINUTES OF THE TOWN COUNCIL**

### **Roll Call.**

**Members Present:** Mayor Calloway, Council Member Tidwell, Council Member Ricks.  
**Members Absent:** Council Member Freeberg, Council Member Marshall  
**Staff Present:** Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Chief Dan Benson, Public Safety Director; Lester Ross, Building & Planning Official.

### **A. CALL TO ORDER**

Mayor Calloway called the regular meeting of the Brian Head Town Council to order at 1:09 P.M.

### **B. PLEDGE 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 with the Town Clerk and are available for public inspection during normal business hours.

### **D. APPROVAL OF THE MINUTES:**

#### **February 27, 2024, Town Council Meeting**

**Motion:** Council Member Tidwell moved to approve the February 27, 2024, Town Council minutes as presented. Council Member Ricks seconded the motion.

**Action:** **Motion carried 3-0-0 (Summary: Yes = 3 Vote: Yes: Council Member Tidwell, Council Member Ricks, Mayor Calloway. Absent: Council Member Freeberg, Council Member Marshall).**

### **E. 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 Volunteer Firefighters are hosting the Annual Snowmobile Poker Run on March 16, 2024. Registration begins at 10 a.m. at the Public Safety Building and the prize ceremony will be held at 3 pm at the public safety building. This year it is a five-card draw with five card stops for participants.

Mayor Calloway

1. Complemented Lester Ross, Building and Planning Official on the Building Report submitted to the Council. Council Member Ricks inquired as to the residential permit valuations. Lester explained that every permit is assigned a market value.

2. The annual Business Breakfast held on February 29, 2024, had a positive turnout from the local businesses. Mayor Calloway commented on Brian Head Resort’s report of having a record number of skiers on December 20, 2023, of 15,000 for that day alone which was an interesting fact.
3. Utah ranks number 3 in home prices behind California and Hawaii. The Mayor commented that the cost of resolving affordable housing will be challenging.
4. The Town had some sewer loading testing completed and it was his understanding that the town was over the limit. Aldo Biasi, Public Works Director, explained that the sewer lagoon is designed to run in series and the gates can be adjusted to split the flow. The load testing did look like the loading was too high, but in a parallel operation, the numbers were 23 and they can go up to 33 to 35. The loading test was to determine the strength of the sewer (the oxygen demand to disintegrate the material to move it).

Aldo Biasi, Public Works Director

1. The public works crew has been busy with snow removal, welding chains, and trash removal.
2. The water infrastructure projects are out for bid and there is a scheduled bid opening on March 21, 2024.
3. The public works crew will be working in Parowan Canyon on the ATV trail for cleanup and maintenance.
4. Crews will be patching potholes due to the freeze/thaw on town roads. This will be a temporary patch until the warmer weather.
5. One dump truck has been sent off for maintenance before the construction season begins and they will be rotating other equipment for maintenance.
6. Crews will be working in Dry Canyon on the springs collection area to clear out tree and vegetation roots from the waterlines along with some other projects in the Parowan Canyon. Council Member Ricks asked if he could take a tour of the area to familiarize himself with the annual projects.
7. Council Member Ricks inquired about the meter reading system if the MXUs are being resolved and if there will be a true-up for those who have used a lot of water. Aldo responded that the majority are the condominium complexes in which each condominium unit is allotted 5,000 gallons and some of the meters that are working have lasted a long time and they are replacing the MXUs.

Lester Ross, Building and Planning Official

1. Updated the Council on the building permits that are being submitted. Lester reported that some subdivisions are coming in that are not identified on the building report submitted in the Council’s packet.
2. The upcoming building season looks to be busy in Brian Head. The majority of building permits are single-family residential permits, but he is seeing more people moving toward townhomes.
3. Council Member Ricks inquired as to what level of improvements are required for subdivisions. Lester reported they are required to bring in the utilities and pave the roads and the subdivision infrastructure must be 100% complete before the Town will accept it. Lester reported that the challenge is the subdivisions that were established in the 1960s and 70s and the Town annexed these subdivisions that did not have any improvements to them but have existing homes. Some homeowners are installing sewer instead of septic systems.

**F. AGENDA ITEMS:**

1. **FY 2025 STRATEGIC PLAN REVIEW.** A first review of the FY2025 Strategic Plan.

1  
2 Bret Howser, Town Manager, presented the first draft of the fiscal year 2025 Strategic Plan (see  
3 attached). Bret reported that Billy Joe Miller, an Artist, is present on Zoom Meetings, to  
4 discuss kiosks and entryway signs with the Council. Bret reported that there is not an action  
5 step identified in the Strategic Plan to deal with art as it relates to the kiosks and entryway  
6 signs and in a discussion with Mr. Miller, the cost came in at \$8,000 per sign, which was  
7 higher than the kiosk itself. Bret explained he would like the Council to review the material  
8 and design for the kiosks and entryway signs for the Strategic Plan and budget. There will  
9 also be a planter under the sign itself that was originally constructed but never used. This will  
10 be cleaned up and will have water running to it for the vegetation.

11  
12 **Entryway Signs:** The options for the pinecone lantern for the entryway signs were either  
13 aluminum with a powder coating or bronze with a patina design. The Council chose the  
14 bronze with the patina design and staff will measure the sign for the correct height of the  
15 pinecone interior lanterns. This will be a higher priority than the information kiosks. The Art  
16 Committee will reconvene to review and approve a design that will be presented to the  
17 Council for approval. A new action step will be identified for the pinecone for the entryway  
18 signs.

19 **Information Kiosks:** The Artist will give a cost estimate for the aluminum pinecone for the  
20 top of the kiosks in the town. The Art Committee will also review this. An action step will be  
21 pending depending on the cost.

#### 22 23 **Public Works Department Strategies and Action Steps:**

##### 24 **New Action Steps:**

- 25 • ST01: Earth Bind on Roads: Aldo reported that he was planning to rent a water truck  
26 to spray the mag chloride and earth bind but may be looking to purchase a water  
27 truck instead.
- 28 • Bre proposed that instead of trying to do earth bind on a trial basis, adjust the budget  
29 and go away from the asphalt millings due to the challenges in getting the millings  
30 and begin a program of using mag chloride instead.
- 31 • ST02: New Action Steps: Sweep the streets before and after major weekends. ADD  
32 "as needed".
- 33 • ST03: New Action Step: Culvert install for the top of Steam Engine Drive to repair  
34 the current one.
- 35 • ST03: Council Member Ricks inquired as to the ice build-up on the Mall's roof that  
36 falls onto Village Way which is a town-owned road and the town's liability. Aldo  
37 reported that his crew has been instructed to plow off the Mall's wall by 1' and will be  
38 blowing the snow there will be no parking in front of the Mall and there will be 2 hr.  
39 parking at the Ice Rink. The Mall is supposed to have their snow removal company  
40 remove the snow shed from the room, but the town will remove the snow when doing  
41 snow removal on Village Way. Mayor Calloway expressed his concerns about vehicles  
42 parked in front of the Mall with the roof shed and the Town's liability. The Mall's  
43 owner, Kade Bryant, reported that he will install No Parking signs in front of the Mall.  
44 Mayor Calloway suggested staff get legal advice on the Town's liability.
- 45 • ST06: Council Member Tidwell inquired if the action steps have been completed or  
46 moved. Bret reported that they have been moved to be part of the Core Beautification  
47 Project and the street sign package as well in ED09.
- 48 • ST07: New Action Step: Applying for funding for the Town Trail Phase 4.
- 49 • PK02: EDIT Action Step: The Pavilion Project will include fire rings, benches, etc. will  
50 have projects identified in () including the restrooms.
- 51 • PK03: New Action Step: Design Interpretative Signage for Manzanita Trail & Aspen  
52 Meadows Loop Trail, to implement the signage next year.
- 53 • PK03: New Action Step: Eliminate the thistles on the Manzanita Trail.

1  
2 Asset Management Strategies and Action Steps

- 3 • AM02: EDIT Action Step: Clean the chairs as well as the carpet in the Town Hall and  
4 Public Safety Building.

5  
6 Community Development Strategies and Action Steps

- 7 • CD01: The Planning Commission will revisit all of the parking requirements and  
8 snow storage.

9  
10 **Economy Goal:**

11 #2: Mayor Calloway commented that the Town has reached a plateau and attracting is not a  
12 priority as much as managing it is.

13  
14 Administration Department

- 15 • PIO1: New Action Step: Partner with the Resort to gather input on a resort survey that is  
16 emailed to their guests.
- 17 • PI02: Edited Action Step: Popup Community Input: Ideas were presented for the annual  
18 Community Input Forum where the public would be more interactive by putting post-it  
19 notes of their thoughts/projects, etc.; 4<sup>th</sup> of July Mayor's booth and identifying pop-up  
20 information event for a trail basis; swag giveaways; questionnaires with QR codes;  
21 community input engagement activity at the Fireman's Breakfast.
- 22 • PI05: Edited Action Step: Fall Town Cleanup: Advertise the Fall Town Clean up better,  
23 possibly have the businesses assist with the cleanup (Council Member Ricks)
- 24 • ED02: Council Member Ricks inquired if the Town has thought about doing marketing  
25 through the schools. Bret gave a brief explanation of the Town's marketing co-op and the  
26 Town's experience with the SUU marketing class in 2014-2015.
- 27 • ED02: New Action Step: Have Maria Twitchell, Tourism Bureau, report to the Council  
28 each Fall on the Tourism Stats.
- 29 • ED07: Parking lot on the lot adjacent to the Town Hall (east). Bret reported that the lot  
30 will be graded out and asphalt millings will be laid down. The Planning Commission  
31 will review it for compliance with the Town regulations.
- 32 • ED08: Visitor Center, Saturday Coverage: Bret reported that there may be some  
33 interested applicants who are willing to cover Saturdays at the Town Hall. This will be  
34 on a trial basis.
- 35 • ED10: Business Owner Contact: Council Member Ricks requested to participate with the  
36 Town Manager when he meets with the businesses.

37  
38 Council Member Tidwell commented that there were three items he would like to see added to  
39 the Strategic Plan as action steps:

- 40 1. Increasing the impact fees.
- 41 2. Short-Term Rental Fees.
- 42 3. Who is responsible for populating and maintaining the informational kiosks?

43  
44 Bret reported the Council will continue to review the Strategic Plan at the next Council  
45 meeting on March 26<sup>th</sup>.

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47  
48 **2. ENGINE BRAKE RESTRICTION ORDINANCE.** An ordinance restricting engine brakes.

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50 Bret Howser, Town Manager, presented a draft ordinance amending Town Code Title 4  
51 (Health & Sanitation) and Title 6 (Motor Vehicles) that would restrict engine breaks through  
52 Brian Head (see attached). Bret reported that in a discussion with the Utah Department of  
53 Transportation (UDOT), they gave specific locations where signs could be located; north of

1 Georg's Ski Shop (612 South Highway 143 and south of Apple Annies Country Store (509  
2 North Highway 143) along with an example of their approved signage (see attached).  
3

4 The Council discussed the following:

- 5 1. The proposed ordinance identifies a decibel level limit for engine brakes which is  
6 taken 20" to 24" away from the engine brake. Chief Benson explained that this would  
7 be enforced by those who are loud and the staff would be trained.
- 8 2. Chief Benson explained that certain trucks with straight stacks are the offenders.
- 9 3. Council Member Ricks inquired if the speed limits are low enough, why would the  
10 trucks need to use their engine breaks. Chief Benson explained that they would gear  
11 down to slow their vehicle down.  
12

13 **Motion:** Council Member Ricks moved to adopt ordinance No. 24-002, an ordinance  
14 amending the Town Code restricting engine brakes as presented. Council  
15 Member Tidwell seconded the motion.  
16

17 Council Member Tidwell commented that the sign that is in the staff report says, "breaks  
18 restricted" and why not say "within the Town limits". Bret explained that the example was  
19 provided by UDOT.  
20

21 **Action:** **Motion carried 3-0-0 (summary: Yes = 3 Vote: Yes:** Council Member Tidwell,  
22 Council Member Ricks, Mayor Calloway. **Absent:** Council Member Freeberg,  
23 Council Member Marshall).  
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26 **3. FUTURE AGENDA ITEMS.** The Council will discuss potential items for future agendas.  
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28 The Council reviewed the March 26, 2024, Town Council tentative agenda:

- 29 1. Special Service District Water Rights Lease Agreement
- 30 2. Bid Award for the 2024 Water Projects
- 31 3. Sewer Parameter Resolution
- 32 4. FY2025 Strategic Plan Review
- 33 5. Patchwork Parkway Annual Report  
34

35 Bret reported that Ryan Ricks, Sponsor of the Ranger Court Special Assessment Area (SAA) is  
36 moving forward with a waterline to his cabin. Ryan reported that he was counting on having  
37 the waterline installed through the SAA but was informed that it would not be done until  
38 2025. Bret reported that depending on the bids received for the Snowshoe/Toboggan SAA  
39 project, staff will try to accommodate the Ranger Court SAA as a change order.  
40

41 Council Member Ricks inquired as to the next steps for the annexation process. Nancy  
42 reported that the next step is the verification of property owners and then notification and  
43 public hearings.  
44

45 Mayor Calloway inquired about the progress of the resort in participating in the funding for  
46 the new well. Bret reported that he met with the resort on the Village Core but neglected to  
47 bring it up. He will contact them this week.  
48

49 Council Member Ricks commented that in past years there was an opportunity to look at the  
50 summer events and inquired if there is still that opportunity. Nancy reported that the resort  
51 will typically give the Town a list of their summer events, but we do not receive that until May  
52 or the first of June.  
53  
54

1 **G. ADJOURNMENT**  
2

3 **Motion:** Council Member Tidwell moved to adjourn the regular meeting of the Brian  
4 Head Town Council for March 12, 2024. Council Member Ricks seconded the  
5 motion.

6 **Action:** **Motion carried 3-0-0 (summary: Yes = 3 Vote: Yes:** Mayor Calloway, Council  
7 Member Tidwell, Council Member Ricks. **Absent:** Council Member Marshall,  
8 Council Member Freeberg).  
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10 The regular meeting of the Brian Head Town Council was adjourned at 3:59 p.m. on March 12, 2024.  
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14 Date Approved

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18 Nancy Leigh, Town Clerk  
19

DRAFT