

**ELK MEADOWS SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE CONTROL BOARD  
MARCH 22, 2024  
COUNTY COMMISSION CONFERENCE ROOM**

**APPROVED MINUTES**

**Members Present** – Dee Draney; Chairman, Gaye Christiansen; Member, Ron Torgerson; Member, Wade Hollingshead; Member, Phil Emerson; Member.

**Electronic Participation** – Shane Gadbow, Paul Burgon

**Members Absent** – None

**Officers Present** – Leo Kanell; District Attorney Brandon Jensen; District Manager, Brady Derbidge; Assistant Manager, David White; District Treasurer, Heidi Eyre District Secretary

**Electronic Participation** – None

**Officers Absent** – None

**Audience** – Rich Gurrola, Jack Erwig, Pamela McCue, Louise Helton, Meghan Brascia-Burns

**9:00 a.m.**

**Call to Order** – Dee Draney called the meeting to order at 9:00 a.m. stating that a quorum is present.

**Review and Approve February 23, 2024, Minutes.** The board reviewed the February 23, 2024, minutes for approval and corrections if necessary.

**Motion** – Ron Torgerson made the motion to approve the minutes. Phil Emerson seconded. All approved without objection.

The approved minutes will be posted to the Utah Public Notice Website at [www.pmn.utah.gov](http://www.pmn.utah.gov)

**Review and approve monthly bills** – David presented the financial reports, bills that have been paid since the last meeting, and the accounts payable for approval. The board discussed expenses, accounts payable and receivable.

**Motion** – Phil Emerson made a motion to approve the financial reports, bills that have been paid

since the last meeting Gaye Christiansen seconded. All approved without objection.

**Assessment Area DEQ/CIB** – Leo reported that he was preparing a bill to go out on the Assessment Area. The majority of lot owners opted to go with the payment plan. Leo stated that the bill will go out right away and be due on May 1<sup>st</sup>. That gives EMSSD a year to collect the money from lot owners. The payments are approximately \$2,000.00 a year for 15 years.

**UASSD Bill** – David stated that last year the board voted to discontinue their membership with Utah Association of Special Service Districts. David reported that he received a bill again this year and wants to confirm the board does not want him to pay it. After a brief discussion the board members agreed that they did not want to pay for membership in the UASSD.

**Grants for Paving Roads** – Rich reported that since the last meeting he has been working with the grant writer and was able to negotiate the price down a little bit. Rich stated that they found some things that could be taken out to reduce cost. Rich stated that the grants could be used for roads and to finish water improvements.

Meghan from Capital Advocacy Partners discussed different grant option with the board and explained her company's involvement and what services they could provide to EMSSD. Meghan reported that her company only does federal advocacy, and their success rate was about 85% right now. Meghan stated that her company would charge EMSSD \$4000.00 a month with a year's contract. Meghan stated that Rich had told her that EMSSD would need 30-million dollars for the projects.

Leo stated there would need to be an analysis of the project to determine how much we need and who would pay for it. For the projects currently underway it was determined that the 4-million-dollar project was something that would benefit the whole service district. It was determined that the 1.7-million-dollar project only benefited the lot owners that were going to get water to their lots. EMSSD assesses those lots individually. The property owners are questioning if they must pay for these projects. We analyze the project to see who is going to benefit. If EMSSD is going to be paying money out of our budget for it, we need to determine where that money is coming from. If the benefit is only to a certain group within the service district, we need to develop that by an assessment area. We must analyze who gets the benefit and who is going to pay for it.

Dee stated that the 30 million we would request is to pave every road on the mountain. Shane stated that to him the most immediate project should be to repair the water lines in the Village and then pave the roads. Shane also stated that EMSSD would need to hire Sunrise Engineering to get the project engineered. Wade stated that he feels the priority should be first water and then roads. Shane commented that the board could try to get the grant available from the State of Utah unassisted. Ron stated that he is the mayor of his community, and he uses Six Counties who has four community advisors hired. They assigned one advisor to his town and that person has been helping write grants. The advisor gets paid through Six Counties.

Meghan proposed that EMSSD could try her company at a reduced price of \$2,500 a month for the first six months if the board is not satisfied after that they could end the contract.

**Closed Session - Motion** – Phil Emerson made a motion to enter closed session to discuss the road and water grant project proposal. Ron Torgerson seconded. Roll call vote: Phil “aye”, Wade “aye”, Gaye “aye”, Ron “aye”, Dee “aye”, Paul “aye”, Shane “aye”.

Closed session declared adjourned by Chairman Dee Draney.

Reconvened in regular session

Dee stated that the board would not enter into a contract for grant writing for a road and water project at this time. Dee thanked Meghan for taking time to come and present to the board.

**Water System Status** – Brandon reported that the Puffer Spring is pumping 47 g.p.m. Forest Service Spring is frozen. Brandon stated that the tanks are full, and everything is flowing good. Brandon also stated that he has isolated the leak. The leak is in a service connection that goes to a lot. Leo commented that depending on where the leak is located it might be the property owner's responsibility. Brandon responded that there is a two-inch service connection that goes down to the lot. The water had to be shut off at the main to stop the leak. Brandon stated that he does not know exactly where the line is broken. It is covered in five feet of snow, and it is off a steep hill. There is no chance of getting it dug up until summer. Brandon stated that he would find out who the owner of the lot was and talk to them.

Brandon reported that he had Rural Water come and use their listening device to help locate the leak. It is a high-tech device. They were able to point us right to where that service connection came from the main. We could hear the water going through the service connection and to that lot. Dee stated that we need to find out what leak detector they have and invest in one. The board discussed the purchase of a leak detector for the water system.

**Motion** – Phil Emerson made a motion to authorize Brandon to get a price on a leak detector and email the pricing information to the board for approval. Gaye seconded. All approved without objection.

**Roads** – Brandon reported that the roads are covered in snow. Road improvements will start again this spring. Brandon stated that they had to dig up parts of the roads looking for the leak. They will need to be repaired when the snow melts.

**Equipment status** – Brandon reported that the equipment is in good condition. The truck repairs have been completed.

**Old Business** – Brandon stated that he wanted to update the board on the alarm system for the tank. This was discussed at the last meeting. Brandon reported that Sholtzens is delivering one this week.

**Fire Department Update** – Jack stated that they have held some training, and more training is scheduled. Wildland training will start Monday. Jack reported that they have had good

participation with the crew. There will be more people in the summer, and training will be increased to twice a month. Dee asked if they were still doing controlled burns. Jack responded that they are still burning and will keep burning. There are piles all over the mountain they will be burning when they think it is feasible.

**Water Rights Update** – Leo reported that he had nothing new to report

Ron reminded the board that the board of trustees is planning on being at the resort on June 19<sup>th</sup> and planning on a lunch. Ron notified Shane that they would contact his manager soon, if they had not already.

**Resort Update** – Shane stated that he has nothing new to report

**Motion** – Ron Torgerson made a motion to adjourn.

The next EMSSD meeting will be held on Friday, May 24, 2024, at 9:00 a.m. in the Beaver County Commission Chambers.