ELK MEADOWS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD
JUNE 28, 2024
COUNTY COMMISSION CONFERENCE ROOM

APPROVED MINUTES

Members Present – Dee Draney; Chairman, Ron Torgerson; Member, Gaye Christiansen; Member, Phil Emerson; Member, Paul Burgon; Member

Electronic Participation – None

Members Absent – Wade Hollingshead; Member, Shane Gadbaw; Member.

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

Electronic Participation – None

Officers Absent – None

Audience – Rich Gurrola, Matt Clarke, Jon George, Lance Wood, Kallie Goff, Becky Vandemere, David Drown, Ken & Ellen Barney, Jesse McMullin

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 May 24, 2024, Minutes. The board reviewed the May 24, 2024, minutes for approval and corrections if necessary.

Motion – Paul Burgon made the motion to approve the May 24, 2024 minutes. Ron Torgerson seconded. All approved without objection.

The approved minutes will be posted to the Utah Public Notice Website at 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. The board discussed delinquent accounts. Leo explained the current procedure of placing a lien on the property of delinquent accounts.

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.

Grant Update – Dee reported that we received approval for the first stage of the grant. The board discussed the support it has from various political leaders and support letters they have received.

Project Update – Bradon reported that they have started digging the lines over to Puffer and that section is almost complete. Brandon stated that from there they will start on the Triple Chair Spring. There is another crew over by the shop going through the Pinnacle Club area. Brandon also reported that additional contractors will arrive on July 8th to start down in the West Village.

Brandon reported that they had the new leak down test on the tank this week. If it come back clean the engineers can file a request for a certificate of operation.

Forest Service Spring Repairs – Phil Emerson asked for an update on the repairs at the spring. Jesse Mcmullin presented his proposal for making the needed repairs to the board. Jesse reported that he has purchased logs, and they have been delivered to the site. Jesse's bid is for himself and two helpers to construct the fence. Jesse explained the process and permissions he will need to make the repairs. Jesse described the best design for the fence considering conditions and the snow load. Ron stated that he had discussed the project with the Forest Service, and they approved of the work being done. Phil asked if he could complete the project before the snow flies. Jesse responded that is possible if he gets the approval to proceed today. The board agreed that they should move forward with the repairs and the bid from Jesse Mcmullin. The board requested that Jesse take before and after pictures.

Motion – Phil Emerson made a motion to approve the proposed bid received by email from Jesse McMullin to fix the fencing around the Forest Service Spring. Paul Burgon seconded. All approved without objection.

Water System Status – Brandon reported that Forest Service Spring is working correctly. Puffer Spring is currently off.

Roads – Brandon reported that they have graded most of the roads but there is a lot more work to be done. Brandon stated that they have purchased a lot of road base but will need to purchase more. Brandon reported that the Upper Lodge Road is deteriorating. Brandon asked the board to consider chip sealing that road in the next two years.

Paul asked about getting three-inch rock to put down on the steep parts of road. Brandon discussed the conditions and materials needed for improving the steep parts of the road with the board.

Agenda Request – Kallie Goff thanked Brandon for his work on the roads and discussed some needed road repairs. Kallie asked if there was a plan to put road base in the Village. Brandon addressed the plans for continued road improvements.

Agenda Request Rich Gurrola – Rich stated that he would like the board to continue to pursue grants to repair roads. Dee agreed stating that there is some bridge work needed, and the board should see if they can secure a grant for that project. Dee stated that he will secure a bid from Sunrise to install the bridge and ask Five Counties to find a grant.

The board discussed improvements that will be part of the new water system and answered questions from the audience. The board reviewed the functionality of the water meters that were previously installed for testing. The board also discussed the requirement by the State to install water meteres.

Motion – Phil made a motion to approve finalizing the purchase of the water meters to get the project underway. Gaye seconded. All approved without objection.

Fire Department Update – Lance reported that the Fire Department continues to hold regular trainings. Ron reported that he had contacted George, and he is pleased with the way things are going. Ron thanked the Fire Department for their efforts. Gaye reported on the Firewise workshop that she attended.

Water Rights Update – Leo stated that he filed the extension on the three water rights last Friday. Leo reported that he is still waiting on the Rocky Ford attorney to send him the agreement to review with the board. Leo gave a brief history of the Rocky Ford water and negotiations. Ron commended Leo for his work on water rights for the EMSSD.

Old Business

The board reviewed the attendance policy for board members.

Kallie brought up questions about the placement of the garbage dumpsters and the green boxes throughout the community. Phil addressed the question on the dumpsters and why they were placed where they are. The boxes to not belong to EMSSD.

Motion – Ron Torgerson made a motion to adjourn.

The next EMSSD meeting will be held on Friday, August 23, 2024, at 9:00 a.m. in the Beaver County Commission Chambers.