ELK MEADOWS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD
OCTOBER 25, 2024
COUNTY COMMISSION CONFERENCE ROOM

APPROVED MINUTES

Members Present – Dee Draney; Chairman, Ron Torgerson; Member, Gaye Christiansen; Member, Phil Emerson; Member, Paul Burgon; Member, Wade Hollingshead; Member, Shane Gadbaw; Member.

Electronic Participation – None

Members Absent – None

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 – Devan Shields, Kyler LaRose, Kallie Goff, Becky Vandermere, Lance Wood

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 August 30, 2024, Minutes. The board reviewed the August 30, 2024, minutes for approval and corrections if necessary.

Motion – Shane Gadbaw made the motion to approve the August 30, 2024, minutes. Paul Burgon 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. David discussed the expenses associated with the projects. David noted the purchase of the new vehicle. Brandon stated that they traded the white truck on a new Jeep. The board had approved the trade in a prior meeting and through email. David reported that with approval of the board he has started reimbursing Brandon and Brady for their health insurance. It costs around $200 a month.
David reported a notable increase in the Rocky Mountain Power bill for pumping. Brandon stated that it could be for multiple reasons including leaks. David stated that he paid the lease on the backhoe but noticed that they are charging a property tax on it. David also stated that he thought the EMSSD would be tax exempt. Brandon responded that he would investigate that and get back to David.
David stated that there are approximately 30 people that have not made their payment on the assessment area. The board discussed the due on sale clause and the process for delinquent accounts.

Leo asked if the lots that were on standby that now have water are being billed correctly. Brandon responded that he would get the lot numbers to David so he can update the billing.

Motion – Gaye Christiansen made a motion to approve the financial reports, bills that have been paid since the last meeting. Shane Gadbaw seconded. All approved without objection.

Sunrise Project Update - David presented a summary of the Assessment Area project to the board. David stated that, according to the pay request received from Sunrise Engineering, there would be $534,000 worth of work remaining. Devan from Sunrise stated that they are expecting to come in under budget by approximately $150,000. Devan also mentioned that, on some items, the estimated costs came in under budget, while others came in over. Leo stated that he needs to discuss two things related to that.

There is one lot owner who had combined two lots into one. If we let that stand, there would be $27,000 available because the work wasn't performed. That money would be transferred to the construction fund to help pay the loan off. Additionally, there is another lot owner who installed a line into their lot. EMSSD gave them credit for that, which is an adjustment because the contractor didn't need to perform that work. Those funds would go back into our account and be applied toward the loan. Sunrise reported that these two credits have already been reflected in the anticipated $150,000 surplus.

Shane asked about the remaining work on the project. Kevin Carter with Sunrise stated that approximately 1,100 feet of pipe still needs to be installed. Kevin gave a detailed description of where the remaining pipe needs to be installed. He reported that the pipe should be installed by Monday or Tuesday next week, after which they will be ready for Bac-T testing and flushing. Devan stated that they have a lot of time left on their contract but want to wrap things up by the end of the season. Devan also mentioned that the project should be completed before winter.

Division of Drinking Water Project – Devan reported that Tushar has struggled, and the triple-chair spring development has been more challenging than expected. Devan discussed some of the issues they encountered, and the compromises made to resolve them and move the project forward. While the spring development was more expensive than anticipated, overall, it will work.

Devan reported that two of the collection areas have been installed and have passed the Bac-T test. However, a third area has been installed but did not pass the Bac-T test. Kevin stated that they will continue to run the Bac-T test and ensure the testing is being conducted correctly. Shane asked if they could report on the flow measurements. Kevin estimated the flow to be approximately 30–35 gpm. Shane asked if there was any chance the project could be completed before winter. Devan responded that it would not be completed before winter.

Dee stated that if there is an opportunity to work on the Forest Service Spring, it should be pursued. Dee mentioned that Ron has obtained approval for them to improve the Forest Service Spring, although it was not included in the original project costs. Dee also reported that they have 250,000-gallon capacity tanks, all of which are now operational. He noted that their current position is better than it has ever been. Shane commented that they now have twice the storage capacity they previously had. Dee added that an alarm has now been installed on the tank.

Shane asked if the project is expected to stay within budget. Dee replied that money was saved by not installing the pipe on one side of Puffer Spring. Devan stated that the one major unknown is whether they pursue the lower Puffer Spring development. The board discussed the lower Puffer Spring development and potential options to develop the Forest Service Spring.

Devan reported that the anticipated change order is $15,000. Kyler clarified that this is in addition to the contingency. Devan stated that, including the lower spring development and the additional $15,000, the total anticipated cost is $133,000. Kevin added that approximately 2,000 feet of pipe still needs to be installed in Pinnacle. The contract end date is November 11, but they will not meet that deadline.

Leo discussed an as-built easement, and Devan stated that they could complete it.

Grant Update – Dee stated that the grant is still in limbo. Rich has made some substantial connections and will continue to work on that.

Water System Status – Brandon reported that as previously mentioned the water tank is now online. The alarm is on, and the tanks are full. There was a leak in a vault that was repaired. The systemic leaking is minimal at approximately 12-15 gpm that could be a couple of running toilets and a leaking seal in a pipe. Brandon reported that Puffer Spring estimated to be pumping 110 gpm. The Forest Service Spring is pumping 40 gpm.

Roads – Brandon reported that Rollins is planning to bring in a bulldozer to fix the roads. They have been holding off until the pressure testing is complete to make those repairs. Shane brought up the roads and the right of way between Canyonside Lodge and Mount Holly Village. Shane stated that both parties are in the road right of way. Shane discussed the current safety issues with the road. Brandon stated that he could get the qualifications for the road and contact the county surveyor. Phil asked if Brandon could move forward with the survey. Brandon replied that he would work on that.

Equipment – Brandon stated that everything is in tip top shape. They have started putting chains on.

Fire Department Update – Ron stated that there were no updates. Dee stated that he was happy to report that the insurance was 15% off.

Water Rights Update – Leo stated that the person that purchased a lot from Shane by Puffer Lake also purchased some of the water that is being banked with EMSSD. He plans to put in a couple of Yurts and may be interested in us supplying water. Additionally, EMSSD is banking 50-acre feet of water that Beaver County acquired through the property transfer of Puffer Lake. The county may also be interested in working with EMSSD to supply water. Leo stated that these are future developments, but he wanted to make the board aware of them.

Resort Update – Shane reported that they are currently finishing up some construction. The first Pole Star building should be completed in about three weeks and the next one will be six weeks after that. The resort will open on December 20th.

Old Business

Heidi reported that she had investigated a recording device for the meetings on the mountain. The county has one it just starting using for economic development meetings and would be reporting back on how well it works.

David stated that he is having surgery and would be unable to attend the meeting on November 15th . David also stated that it is the pre-budget meeting. The board felt that it is important for David to attend to discuss the tentative budget and decided to move the meeting to November 22nd. Heidi will post notice of the change on the public notice website.

Motion – Ron Torgerson made a motion to adjourn.

The next EMSSD meeting will be held on Friday, November 22, 2024, at 9:00 a.m. in the Beaver County Commission Chambers.