

**ELK MEADOWS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD
MAY 23, 2025
COUNTY COMMISSION CONFERENCE ROOM**

APPROVED MINUTES

Members Present – Dee Draney; Chairman, Paul Burgon; Member, Wade Hollingshead; Member

Electronic Participation – Shane Gadbaw; Member, Phil Emerson; Member, Gaye Christiansen; Member

Members Absent – Scott Chamberlain; Member

Officers Present – Brandon Jensen; District Manager, Brady Derbidge; Assistant District Manager, Leo Kanell; District Attorney

Electronic Participation – None

Officers Absent – Heidi Eyre District Secretary, David White; District Treasurer,

Audience – Kalie Goff, Colton Smith,

9:00 a.m.

Call to Order – Dee Draney called the meeting to order at 9:00 a.m.

Review and Approve April 25, 2025, Minutes. The board reviewed the April 25, 2025, minutes for approval and corrections if necessary.

Motion – Paul Burgon made the motion to approve the minutes. Wade Hollingshead seconded. All approved without objection.

The approved minutes will be posted to the Utah Public Notice Website at www.pmn.utah.gov

Water Meters – Brandon asked for an update on the status of the letter to homeowners authorizing access to install meters. Dee responded that the board had discussed including a notice with the billing. Paul inquired about the timeline for ordering the meters. Brandon stated that he would place the order once he has received access from homeowners.

The board discussed the functionality and implementation of the meters. Brandon noted that he hopes to complete the installation before winter. Brandon reported that approximately 40 meters have been installed and that he has another 20 in stock ready to be installed.

Shane offered to assist in drafting the letter to cabin owners and said he is also willing to make phone calls if provided with contact information. He then asked whether there has been a regular review of data from the meters already in use.

Brandon confirmed that there has been a review of the data, and it has been reliable. He explained that each meter undergoes a flow test prior to deployment, and a data sheet is included showing the accuracy, which is typically within 1–2%. He added that the system sends alerts in cases of continuous flow or excessive usage over a certain time. The meters can be programed for each property for example, a studio or three bedrooms etc.

Shane recommended that once all meters are installed, there should be a defined measurement period to evaluate the data. After that, the board will need to determine how to revise the billing system, acknowledging that the process could be complex.

The board discussed options for rates and billing. The board also discussed no longer requiring meter pits. More research will need to be done. Leo will review the ordinance and bring any revisions to the board.

Project Update – Dee reported that he met with Tushar to discuss completion of the project. Brandon provided an update on the Triple Chair Spring, noting that a clean water sample was not obtained. To be approved, the source must test clean for 12 consecutive months. However, Sunrise Engineering believes the state may allow its use in the interim, given the current shortage in available sources.

Brandon stated that the water source should stabilize and clear up over time. He also identified priority items for the project, including addressing the SCADA system and completing the remaining pipe work for Tushar.

Leo inquired about whether Puffer Spring had been discussed. Brandon asked if an easement was in place. Leo responded that, since the county now owns the property, an easement may no longer be necessary. He added that the county could take the position that the property is collectively owned, eliminating the need for additional permissions.

Brandon stated that they plan to dig an exploratory hole to assess whether further development is worthwhile. Wade will seek approval to proceed with that work.

Water Project Rehabilitation- The board discussed the reseeding of the project area, a topic carried over from the previous meeting. Brandon will obtain pricing and proceed with the reseeding immediately rather than waiting until fall. The projected completion date for the overall project is six weeks from Monday.

Water System Status – Brandon reported that the tanks are full. The Forest Service Spring is pumping 100 gpm Puffer is pumping 55 gpm. Brandon also reported that he did a flow test on triple chair spring, and it is pumping 45 gpm.

Roads – Brandon reported that road work has been ongoing. The washout at Hyrum Lee was filled in with dirt. Paul asked if there are any preventative measures that could be taken. Brandon shared that he received a quote from Mountain Land Supply for culvert installation on the mountain. The cost for the pipe alone is just under \$20,000 for approximately 20–25 culverts, which would help prevent future washouts.

Paul noted that the return on investment is worthwhile if it helps preserve the roads. Wade asked if the project would require engineering. Brandon replied that it likely would not. Wade emphasized that if the project proceeds, it should be done correctly. Brandon added that he can install some of the culverts himself, but the estimate does not include road base.

Kallie brought up the issue of the road between the lodge, Mt. Holly and West Village, and the need for surveying, referencing a surveyor from last year. Brandon noted that trees are located where the road passes near Snowflake and Hex House, and that it would benefit everyone to have the area surveyed. Dee supported the idea and suggested that both engineering and surveying should be completed.

Equipment status – Brandon reported that the equipment is doing great.

Agenda Request – Discussion on Joint Storage Shed with Aspen Crest HOA - Colton Smith, President of the Aspen Crest HOA, proposed exploring a joint solution for storing salt for salting the roads. He suggested starting a conversation to discuss potential options, noting that while EMSSD currently stores salt, they lack a way to keep it dry. One idea is to collaborate on constructing a shared shed for salt storage. Colton mentioned that he has investigated storage structures similar to those used in Utah County, with estimated costs ranging from \$4,000 to \$6,000 depending on size.

Leo asked how a joint contract would be structured, emphasizing the importance of defining responsibilities. He noted that, historically, operations have been kept separate, and while caution is needed, he sees no issue with exploring this option. Brandon suggested placing a block wall down the center of the shed to keep the salt from each party separate and indicated that the shed could be in the EMSSD yard.

Wade asked whether UDOT would be interested in participating, and Brandon confirmed that they may be. Colton and Brandon agreed to meet and determine the appropriate size for the structure, while Wade will reach out to UDOT to discuss potential involvement.

Leo concluded that if all parties agree to split the cost of the shed while storing their own salt separately, the arrangement should be straightforward.

Fire Department Update – Brandon reported Mark would flow test fire hydrants first of June.

Water Right Update – Leo reported that he has nothing to present to the board today. Leo stated that he continues to work on water rights negotiations.

Resort Update – Shane updated the board on the status of the cell tower. An Archaeologist is coming next week to look for the Native American artifacts to see if the new cell tower will pass the test. This is a requirement of the federal government. If that goes well the tower should be functional by the end of the year.

Motion – Paul Burgon made a motion to adjourn.

The next EMSSD meeting will be held on Friday, June 27, 2025, at 9:00 a.m. in the Beaver County Commission Chambers.