

**MINUTES OF THE ADMINISTRATIVE CONTROL BOARD OF THE WESTERN KANE COUNTY
SPECIAL SERVICE DISTRICT NO.1.**

November 13, 2025

Orderville, Utah

Board Members present: JD Maxwell, Tim Esplin, Carrie Heaton, Ben Alderman

Board Members present via phone: Chris Heaton, Robert Houston

Board Members absent: Zach Hascall

Others present: Danny Little, Justin Powell, Ben Beckstead

1. **MEETING CALLED TO ORDER** at 7:03 pm by JD Maxwell.
2. **RECOGNITION OF GUESTS** There are no guests in attendance.
3. **REVIEW AND APPROVE PRIOR MINUTES** The minutes from the October 9, 2025, board meeting are reviewed. Tim makes a motion to approve the minutes. Carrie seconds the motion. All members vote aye.
4. **TELEVISION EQUIPMENT AND MAINTENANCE REPORT** Danny notes there have been some issues with TV signal in the Valley and the Parsons are aware. They are also still working on the internet switch affecting Kanab.

Ben Beckstead states he met with the Kanab City manager, Kyler Ludwig, yesterday to discuss the municipality MOU that had been drafted earlier this year. Kyler had concerns about those who have signed an affidavit stating they do not utilize the TV or FM radio stations and are not billed for the \$3 monthly fee. Ben indicates the affidavit is impossible to enforce and does not take into account the emergency communications aspect the towers provide. The board discusses this affidavit and whether it should continue under the new MOU. Ben provides numbers for revenue lost with the affidavit in place and also the profit/loss of discontinuing the affidavit but reducing the monthly fee to \$2. This will be placed on the December agenda for further discussion.

5. **SOLID WASTE EQUIPMENT AND MAINTENANCE REPORT** Danny notes the concrete work for the scales should be wrapping up. He anticipates them being up and running around the beginning of the year. JD questions how the District will be billing with the scales in place, and Danny and Ben B. indicate they would like at least a couple months where the gate personnel are running the scales in tandem with the current system to ensure there is no significant increase or decrease in gate revenue.

Danny states the Cedar Mountain burn/slash pit has been closed for the year, and the individual who chips the pit plans to begin that work soon.

They have started some of the pit work for the new permitting at the Kanab landfill. Danny is grateful for the individual who is helping with consulting on that project.

- A. **VALLEY LANDFILL EXPANSION** – Danny has received a bid for the dirt work at the Valley landfill with the anticipated acquisition of the new parcel there. He will be reaching out to Lamb Excavating for a second bid.

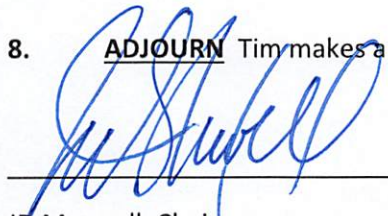
6. **REVIEW FINANCES AND EXPENDITURES**

- A. **REVIEW AND APPROVE 2026 TENTATIVE BUDGET AND SET BUDGET HEARING DATE** – Ben B. presents and reviews the tentative budgets for the TV and solid waste funds for 2026. Board members discuss, and questions were answered. Tim makes a motion to approve the 2026 tentative budgets for the TV and solid waste funds and set the 2026 public budget hearing for December 11 at 6 pm at the Kane County Administration Building conference room. Carrie seconds the motion. All members vote aye. The public hearing will be noticed appropriately.

7. **OTHER BUSINESS** –

- A. **EMPLOYEE CHRISTMAS BONUSES** – Last year's Christmas bonuses were \$1000 for full-time employees and \$350 for part-time. Tim makes a motion to match the 2024 Christmas bonuses. Carrie seconds the motion. All members vote aye.
- B. **2026 MEETING SCHEDULE** – The 2026 meeting schedule is presented and reviewed. Tim makes a motion to approve the 2026 meeting schedule. Ben seconds the motion. All members vote aye. The 2026 meeting schedule will be published on the website.
- C. **OPEN BOARD POSITIONS** -- Ben B. notes that the current Kanab and Orderville board member terms are expiring at the end of the year. The County has already posted a notice of the vacancies. JD reminds the board that those positions are chosen by the respective city councils and are then submitted to the County Commission. Chris Heaton will ask for this to be on the next Kanab City council agenda, and Tim Esplin will reach out to the Orderville administration.
- D. **OPEN AND PUBLIC MEETINGS ACT TRAINING** – The Utah Open and Public Meetings Act training is viewed by all in attendance. The names of those in attendance will be submitted to the County to receive credit for the training. Members not in attendance can view the training individually or with other boards they are currently serving on.

8. **ADJOURN** Tim makes a motion to adjourn at 8:08 p.m. The meeting is adjourned.



JD Maxwell, Chairperson