

**ELK MEADOWS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD
APRIL 24, 2026
COUNTY COMMISSION CONFERENCE ROOM**

APPROVED MINUTES

Members Present – Dee Draney; Chairman, Wade Hollingshead; Member, Shane Gadbow; Member, Rich Gurrola; Member

Electronic Participation – Ken Barney; Member Shane Gadbow; Member

Members Absent – Phil Emerson; Member, Scott Chamberlain; Member

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

Electronic Participation – None

Officers Absent – None

Audience – Kevin McNeill, Louise Helton, Becky Vandermeer, Jack Erwig

9:00 a.m.

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

Review and Approve March 27, 2026, Minutes. The board reviewed March 27, 2026, minutes for approval and corrections if necessary.

Motion – Wade Hollingshead made the motion to approve the minutes. Rich Gurrola 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 and Accounts Payable – David presented the financial reports, including bills paid since the last meeting and the current accounts payable for approval

David provided the 2026 budget and reviewed the year to date figures. The Board discussed the

financials and the bills that have been paid. Following the discussion, a motion was made and approved to accept the financial report.

Motion – Shane Gadbaw made the motion to approve the financial reports, bills paid and the accounts payable. Rich Gurola seconded. All approved without objection.

Water System Status – Brandon reported that the water system is operating well following the repair of several significant leaks. He stated that the SCADA system is functioning properly and that the tanks remain full. Brandon further reported that a recent power outage provided an opportunity to test the generators, which performed as expected.

Brandon provided current flow measurements, reporting that the Forest Service Spring is pumping approximately 35 gallons per minute (gpm), the Triple Chair Spring approximately 100 gpm, and the Puffer Spring approximately 100 gpm

Roads – Brandon reported that several large potholes in the Ponderosa area have been patched. He stated that additional road maintenance is needed following winter plowing operations, but that work has been delayed while he waits on the passage of the next storm. Brandon further reported that seed has been purchased for reseeded the pipeline area where construction crossed the ski run.

Dee updated the Board on the pending grant application. Dee stated that he was notified that the district was not selected for the grant. He stated that he was advised that the funding cycle was highly competitive and that the district was encouraged to reapply for the following years' grant. Dee further reported that he requested Brandon to prepare a priority list for remaining infrastructure projects.

Brandon identified connecting Aspen Crest into the remainder of the water system as a top priority, noting that the connection would improve fire flow capacity and complete a system loop. He stated that engineering for the project may already be completed. Brandon identified the next priority as improvements from the vault above Wooded Ridge down to the Village valves, explaining that the pressure reducing valve (PRV) in that area has experienced ongoing issues since installation. He further stated that updating the piping within the Village would be his third priority, as many operational problems in the Village originate from the same PRV issue.

The Board discussed engineering requirements and potential project alternatives. Following discussion, the Board agreed that Dee, Ken, and Brandon would meet with Sunrise Engineering to review project priorities and associated engineering costs.

Shane asked whether the Trust Lands properties have been added to the quarterly fee schedule and whether impact fees have been paid. Shane further asked whether the lots are connected to the

system. Brandon confirmed that the lots are connected and stated that Jim Rains is the developer and primary point of contact for the project.

Fire Department Update – Jack reported that operations are proceeding as usual. He stated that the department has been conducting extensive training in preparation for the upcoming fire season.

Water Rights – Leo reported that he has completed all requirements requested by the State and is currently waiting on a final ruling on the water rights application. He stated that he was informed that the process is approximately 98% complete and expressed hope that a decision will be issued soon.

Leo further reported that, if the application is approved, he intends to immediately retain Sunrise Engineering to prove up on the water rights.

Resort Update - Shane reported that he would like the district's project priorities to be maintained in a written document so they can be reviewed and adjusted as needed. He referenced the ongoing meter project as an example, noting that the project involves meter installation, management and interpretation of collected data, and redesigning the billing process. Shane stated that he believes the meter project should remain a high priority and recommended that progress be reviewed monthly.

Brandon explained that the district previously purchased water meters in bulk under the understanding that installation and activation through the cellular system could be completed separately. He later learned that the process requires installation, collection of pipe information, and return access to each unit in order to complete activation. Brandon stated that gaining access to cabins has been the primary challenge, as many owners are only present seasonally, making follow-up visits difficult.

Shane recommended that Rich assist in coordinating communication with property owners to improve access for meter installation and activation. Rich agreed to work with Brandon on gaining access to the meters and completing the project. Brandon stated that, overall, the meter system appears to be functioning well and that the manufacturer has been responsive in replacing units that experienced issues.

The discussion then shifted to snow removal practices and fire hydrant access. Shane stated that concerns had been raised regarding continued plowing to a hydrant located near Dee's residence. Shane referenced conversations with fire personnel regarding hydrant placement and accessibility during emergency response situations and questioned whether the hydrant location justified continued snow removal to the area.

Dee responded that the hydrant placement was based on markings and direction provided at the time of installation and was not intentionally positioned for personal benefit. He stated that relocating the hydrant would likely cost the district approximately \$6,000. Dee further stated that he did not believe the current placement was improper.

Shane stated that his concern was not necessarily relocation of the hydrant, but rather the usefulness of the hydrant and whether continued plowing to the hydrant should remain in District policy. He noted that the Board had previously ended private driveway snow removal practices and stated that any exceptions or potential conflicts should be openly disclosed and discussed by the Board.

Dee stated that he had no intention of creating a conflict and indicated that he would recuse himself from any Board decision on the matter. Brandon stated that the primary operational question is whether the district intends to continue plowing access to fire hydrants. He explained that if hydrant access remains in district policy, then the area would continue to be plowed; otherwise, it would not. Brandon emphasized that this is ultimately a Board policy decision rather than an operational one.

Wade recommended that the Board invite George to attend a future meeting to provide input regarding fire hydrant access and snow removal practices. He also noted that condominium associations currently receive some snow removal services and stated that the Board should evaluate what responsibilities properly fall within the scope of the Service District. Wade emphasized the importance of consistency in services provided by the district and stated that roads and water infrastructure remain the district's primary responsibilities.

Rich noted that the budget currently includes funding for road maintenance, and that condominium associations contribute toward those services. He suggested that the Board ensure policies are applied consistently across all property owners. Brandon asked whether current snow removal practices should continue in the interim if additional snowfall occurs. Wade responded that operations should continue as usual until the Board reaches a formal decision.

Wade stated that the matter should be resolved before the next winter season and encouraged Board members to keep discussions professional and focused on serving District residents. He further stated that George would be invited to attend a future meeting to assist with the discussion. Leo indicated that he would gather prior resolutions related to snow removal policies for Board review.

Resort Update - The board discussed holding the June meeting on the mountain at the Lodge.

David reported that he is still doing research on different billing options and has nothing to report at this time.

Motion – Shane Gadbaw made a motion to adjourn.

The next EMSSD meeting will be held on Friday, May 29, 2026, at 9:00 a.m. in the Beaver County Commission Chambers.