



The Regular Meeting of the
Brian Head Town Council

Brian Head Town Hall – Council Chambers
56 North Highway 143 – Brian Head, UT 84719

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Via Zoom Meeting ID# 853 4824 4651

TUESDAY, SEPTEMBER 22, 2026 @ 1:00 PM

MINUTES OF THE TOWN COUNCIL

Roll Call.

Members Present: Mayor Clayton Calloway, Council Member Larry Freeberg, Council Member Martin Tidwell, Council Member Logan Cruz.

Members Absent: Council Member Duane Nyen

Staff Present: Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Amanda Hunter, Code Compliance; Deputy Marshall Caylor Mathews; Sgt. Jon Bettridge; Greg Sant, Planning & Building Administrator; Amber Burton, Public Safety Admin. Assistant; Sgt. Dan Guymon; Shane Williamson, Administrative Service Director/Town Treasurer; Ciera Claridge, Deputy Clerk; Jared Tubbs, Public Works Director.

A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Town Council to order at 1:00 pm

B. PLEDGE ALLEGIANCE

Mayor Calloway led the Council and others in the Pledge of Allegiance.

C. EMPLOYEE 5-YEAR SERVICE RECOGNITION: Deputy Caylor Mathews & Sgt. Jon Bettridge.

Public Safety Chief Dan Benson recognized Deputy Caylor Mathews and Sergeant Jon Bettridge for five years of service with Brian Head. Chief Benson acknowledged that both employees have accumulated additional years of service beyond their time with Brian Head and expressed appreciation to their families for their ongoing sacrifice and support.

D. DISCLOSURES

- Council Member Tidwell disclosed a potential conflict of interest regarding Agenda Item G.2, the Steam Engine Meadows Pocket Park Proposal, noting his membership in the Steam Engine Meadows Owners Association, though he stated he had no financial interest in the matter.
- Mayor Calloway disclosed a potential perceived conflict of interest regarding Agenda Item G.1, the Construction Mitigation Policy Amendment, due to his profession as a general contractor, though he similarly noted no personal financial benefit.

There were no other conflicts of interest with today's agenda items. Mayor Calloway stated that the disclosure statements are on file with the Town Clerk and are available for public inspection during normal business hours.

E. APPROVAL OF THE MINUTES:

August 25 , 2026, Town Council Meeting

Mayor Calloway invited corrections to the minutes from the August 25, 2026, Town Council Meeting. No corrections were offered.

Motion: Council Member Freeberg moved to approve the August 25, 2026, Town Council minutes as presented. Council Member Cruz seconded the motion.

Action: **Motion carried 3-0-1 (summary: Yes = 3, No = 0, Abstain = 1 Vote: Yes:** Mayor Calloway, Council Member Freeberg, Council Member Cruz.

Abstain: Council Member Tidwell. **Absent:** Council Member Nyen).

F. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS. Public input is limited to three (3) minutes on non-agenda items.

Town Clerk Nancy Leigh reported that the Town's website had been relaunched the prior week and that she was in the process of finalizing links and content. She encouraged council members and the public to report any missing pages or broken links.

Mayor Calloway noted that he had attended a ribbon cutting at the Brian Head Peak for a recent reconstruction project. Mayor Calloway expressed enthusiasm for a planned Phase 2, which would include interpretive information and directional telescopes, and indicated he would share information on any upcoming funding drive.

Council Member Freeberg offered a public service comment regarding the upcoming winter season, noting forecasts pointing to a high probability of a record-breaking El Niño event with potentially significant snowfall. Council Member Freeberg encouraged residents to prepare their properties accordingly, particularly with respect to driveway clearance and snow management.

Town Manager Bret Howser offered several updates:

- Thanked those who attended the retirement party for Brian Johnson, noting that the retiree appeared happy.
- Mentioned a potential ultramarathon special event in Brian Head being coordinated through Iron County Economic Development, with distances under consideration including a 50K and a 100K.
- An RFP for engineering services for Town Trail Phase IV has been issued.
- Shuttle stop construction was nearing completion, with minor remaining work including roofing, electrical, and finish items. Three crosswalk projects were substantially complete but would require asphalt tie-in work deferred until the following year due to seasonal constraints. Bret clarified that the shuttle stops would be fully functional for winter, and that shuttle schedule signage would be posted at all stops.
- The town hall building was nearing completion; the contractor was reminded to install permanent LED holiday lights on the building prior to the holiday season.

- A new electronic sign had been installed out front, though it was not yet fully functional due to wiring issues being resolved by the contractor. Town Manager Howser noted the sign's capability to display video and indicated he was the sole current operator while staff training was pending.
- The Fall Community Hike event took place the prior Saturday with approximately 25 participants. Bret described it as a well-received annual event in its fifth or sixth year. Council Member Tidwell commented that the Fall Community Hike is a good event and it connects the community.

Building & Planning Administrator Greg Sant provided the following updates:

- Attended the American Planners Association (APA) conference, where two hot topics were Accessory Dwelling Units (ADUs), now required by all municipalities by October 1st, and mixed-use zoning overlays. Greg noted that Brian Head's existing ordinances were consistent with APA best practices in both areas.
- The Trails at Navajo ski tunnel project, approximately a year and a half in the making, had not been approved for the current season due to the inability to complete the required work in the right-of-way prior to the October 15th deadline. Greg noted conflicting signals from the HOA regarding whether the project had been cancelled or would proceed and stated the Town had informed the representative that it would not be approved this season but could be reconsidered the following summer.
- A zone change application from Ivan Szu for three lots along Highway 143 – seeking to rezone from R-2 back to R-3. It is scheduled to be heard at the next Planning Commission meeting. Required notices had been mailed and posted in advance of the 10-day deadline.
- In response to Mayor Calloway's inquiry, Greg explained the ongoing commercial development visible between Aspen and Fir Streets. The property is State Trust Land zoned General Commercial, which allows nightly rentals. UDOT has approved only one access point for all properties in that corridor, and the Town has requested the developer provide an easement through his property to enable shared access and a water line for adjacent lots. Greg reported that in an agreement for the easement, the applicant purchased the other two adjacent lots and is in contact with the other property owners for an easement to Aspen Drive.

Flint Decker, Aspen Meadows Development, reported that there will be a Ski Tower Viewing for Stephanie's lift in honor of Stephanie Hartlemaier. The viewing is scheduled for Friday, September 25, 2026, beginning at 10:30. There will be refreshments and the public is encouraged to bring lawn chairs. The location is 1034 Steam Engine Drive. The schedule opening for the lift is the 2027-28 winter season.

Troy Benson, resident, addressed the Council regarding construction impacts on residents, particularly related to dust, contractor conduct, and property damage. Troy described repeated incidents involving contractors working on public projects – including damage to his driveway, blocked property access, lost rental revenue, and destroyed landscaping on a neighbor's property. Troy noted that a contractor's attitude was dismissive when he raised concerns, stating he was told that "Jared and the Town are just going have to learn this is how construction is." Troy proposed the formation of a community committee to review existing construction regulations, identify gaps, and improve enforcement. Troy specifically requested that dust mitigation requirements be revisited.

Phil Renzi, a resident at Edelweiss Condominiums, addressed the Council regarding what he described as an inequitable water billing structure. Phil stated that the association's 29 units pay

1 approximately \$3,990 per month despite only two full-time year-round residents. Phil requested
2 that the Council explore metered billing as a more equitable alternative and indicated willingness
3 to cooperate in installing a meter to measure actual consumption. Mayor Calloway
4 acknowledged this as a long-standing challenge without a ready solution but welcomed further
5 exploration of the matter.

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8 **G. AGENDA ITEM:**

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10 **1. CONSTRUCTION MITIGATION POLICY AMENDMENT FOR WINTER**
11 **RIGHT-OF-WAY.** A resolution amending the Construction Mitigation Policy for the winter right-
12 of-way.

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14 Building & Planning Administrator Greg Sant presented the revised draft of the
15 Construction Mitigation Policy, incorporating changes and clarifications requested by the
16 Council at the August 25th meeting.

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18 Key amendments included:

- 19 • Scope clarification (Item 1): The policy applies to all new builds, additions, and
20 exterior remodels that increase the building footprint – not to interior remodels or re-
21 roofing. Council Member Tidwell sought clarification that the policy applied to all
22 building construction, not only single-family residential, which Greg confirmed.
- 23 • Enforcement (Item 2d): All violations will be directed to the permit holder – whether
24 a general contractor or owner-builder – rather than to subcontractors.
- 25 • Pre-construction meeting requirements (Item 2): Prior to any pre-construction
26 meeting, permit holders must have signage in place, property corners marked, caution
27 tape or fencing along the limits of disturbance, and a toilet facility. Once concrete
28 work commences, a concrete washout basin and dumpster are also required.
- 29 • Dumpster placement (Item 5): Dumpsters may be placed in the right-of-way only with
30 staff approval, to accommodate lots where on-site placement is not feasible.
- 31 • Adjacent property use (Item 8): Clarified that written permission from adjacent
32 property owners does not authorize use of their property, as current ordinance does
33 not allow it.
- 34 • Aspen Meadows exemption: Aspen Meadows is exempt from the winter right-of-way
35 permit because its roads are private and maintained by the HOA, though all other
36 provisions of the policy still apply.

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38 Discussion among the Council and Town Manager Bret Howser touched on a specific recent
39 incident in which a road contractor blocked Steam Engine Drive on a Saturday without
40 proper traffic control, despite being directed to do so on prior occasions. Bret indicated he
41 had confronted the contractor directly, who responded by threatening to shut the entire
42 project down and leave an open hole in the road. The Council expressed concern about
43 contractor attitude and conduct and discussed the merits of performance-based bonds –
44 specifically, bonds from which fines could be deducted for non-compliance – in addition to
45 standard completion bonds. Council Member Tidwell emphasized that the Town should
46 consider not awarding future contracts to contractors who exhibit such conduct.
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Motion: Council Member Tidwell moved to adopt resolution No. 26-578 amending the Construction Mitigation Policy as presented. Council Member Freeberg seconded the motion.

Public comment from Mr. Troy Benson reiterated his concerns about dust mitigation, property damage, and contractor accountability, and asked the Council to specifically revisit the dust permit requirements.

Action: **Motion carried 3-0-1 (summary: Yes = 4, No = 0, Abstain = 1 Vote: Yes:** Council Member Freeberg, Council Member Tidwell, Council Member Cruz. **Abstain:** Mayor Calloway. **Absent:** Council Member Nyen).

2. STEAM ENGINE MEADOWS POCKET PARK PROPOSAL. A proposal for a pocket park in Steam Engine Meadows.

Town Manager Bret Howser introduced the item, explaining that the Steam Engine Meadows Owners Association had approached town staff with a proposal to donate a 3.9-acre parcel of HOA-owned land to the town for development as a pocket park. The proposal also included a financial contribution from the HOA toward construction costs.

Paul Sanders, a member of the Steam Engine Meadows HOA board, presented on behalf of the association via Zoom. Paul described the proposal as a win-win for both the HOA and the town: the HOA would contribute the land and matching funds while the town would provide the maintenance and operational capacity the HOA lacks. Potential amenities discussed included a gazebo, a dog park, a short walking trail through the trees (estimated at approximately 0.3 miles), and potentially a restroom facility. AI-generated concept images were shared with the Council. Grant opportunities at the state, county, and federal levels were noted as potential funding sources.

Mr. Sanders reported that initial feedback from property owners adjacent to the parcel was generally positive, particularly regarding the dog park, though there was some hesitance about a permanent restroom facility. Final HOA approval would require a 51% vote at the annual November HOA meeting.

Council Member Tidwell, who disclosed his HOA membership, expressed support for the proposal and noted that the location would provide a more accessible dog park than the previously identified archery range site. Council Member Tidwell described the short walking trail as an ideal family-friendly amenity. He proposed that the HOA and town split remaining costs 50/50 after grant funding, up to a maximum of \$50,000 from the HOA's share.

Dave Mason, resident (participating via Zoom), whose property is directly across the street, expressed support for the proposal and endorsed the gazebo concept near the steam engine. Dave also raised the possibility of donating a parcel on the corner of his property, noting that it could serve as a direct trail link to the Aspen Loop Trail. Dave supported the idea of restroom facilities given the presence of a gazebo.

Council Member Freeberg expressed support for the concept while raising practical questions, including whether adjacent homeowners would object to the view of a dog park, the cost of fencing for the dog park area, and the ongoing maintenance burden on the town,

particularly during the off-season. Bret noted that the plan was to use split-rail fencing with range wire to preserve a rustic aesthetic while containing dogs.

Mayor Calloway expressed strong support and suggested that the HOA consider incorporating a deed restriction to ensure the property is preserved for its intended purpose.

The Council reached general consensus to move forward contingent on HOA approval at the November meeting.

Bret confirmed that the strategic plan reference to a dog park at the archery range would be updated to reflect the new direction: a pocket park at Steam Engine Meadows.

No formal motion was made. The Council provided direction to staff to proceed with planning in support of the Steam Engine Meadows Pocket Park, contingent on HOA approval at the November annual meeting, with costs to be split 50/50 between the HOA and the town after grants, up to a maximum HOA contribution of \$50,000.

3. CONTRACT AWARD – SNOWMAN RD. TO LOOKOUT CIRCLE WATERLINE ENGINEERING. Contract award for engineering for a waterline from Snowman Rd. to Lookout Circle.

Town Manager Bret Howser presented the staff report for the Waterline Infrastructure Design and Construction Management contract for the Snowman Road to Lookout Circle project. No substantive discussion took place beyond the staff report.

Motion: Council Member Tidwell moved to award the contract for the waterline infrastructure design and construction management on Snowman Road to Lookout circle project to Alpha Engineering in an amount not to exceed \$56,481, in a form approved by the Town Attorney. Council Member Cruz seconded the motion.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Tidwell, Council Member Cruz, Council Member Freeberg, Mayor Calloway. Absent: Council Member Nyen).

4. BOBCAT ROAD DISCUSSION. A discussion regarding Bobcat Road.

Town Manager Bret Howser led a discussion regarding the feasibility and desirability of improving Bobcat Road as a primary access route into properties currently served by a problematic connector segment off Circle Drive.

Mayor Calloway described the existing access situation as hazardous, noting that turning from Highway 143 onto Circle Drive involves a blind turn, and that severe erosion at the bottom of Circle Drive has at times reduced the usable road width to approximately ten feet, with deep ditches on either side. The town was currently extending a culvert in that area and adding rock lining to address drainage, though Mayor Calloway expressed doubt that the rock being installed was large enough to handle peak water volumes.

Bret explained the underlying drainage problem in detail: a culvert under Spruce Street had plugged, causing water to overflow the highway, carry loose dirt from the prior year's waterline project, and deposit material through the drainage corridor. Bret acknowledged that the long-term solution would likely require a comprehensive storm drain system, potentially funded by a storm drainage grant, and noted that the immediate work was aimed at getting through the coming winter.

The preferred long-term solution discussed was to work with property owners to establish an access easement across the Bobcat Road corridor, allowing the town to improve and maintain it as an official access route. Bret noted that such easement acquisition involves significant staff time, surveyor costs, and effort, and that it would go right through the middle of affected properties. Bret expressed more optimism about feasibility after reviewing the actual lot sizes, noting that the primary affected parcel appeared to be approximately three-quarters of an acre – likely large enough to accommodate a right-of-way without rendering the lot non-conforming.

Mayor Calloway noted that he had spoken with the current owner of the red roof cabin – the most directly impacted property – who did not express strong opposition to the idea.

Tisha Diggman, 268 W. Bobcat Rd, participating via Zoom, stated that her property was not directly in the path of the proposed easement and that she saw benefits in having the road maintained. Her primary concern was that if improvements were undertaken, they should be phased so that residents would not be cut off from access during construction – specifically, that at least one end of the road remain open at all times.

Brian Castro, owner of the red roof cabin and a directly affected property owner on Bobcat Road, addressed the Council and asked for clarification on how close the road would be to his property, how speed would be managed coming off the highway, and how the road would narrow near other driveways. Bret clarified that no decisions had been made beyond directing staff to explore the matter further. Mayor Calloway indicated that the current easement runs very close to Mr. Castro's deck and that any future road design would look at shifting alignment southward to provide more buffer.

The Council reached general consensus to direct staff to begin exploring easement acquisition along the Bobcat Road corridor after the current winter season.

5. FUTURE AGENDA ITEMS. Discussion on potential items for future Council agendas.

The following items were identified for future Council agendas:

- **Construction Standards Community Impact:** Mayor Calloway indicated that he had spoken with Troy Benson and that the Town would address construction contractor standards internally before considering forming a formal committee. Mr. Benson had indicated he was satisfied with that approach, provided there was visible action on the topic.
- **Snowmobile Trail Protection:** Mayor Calloway raised awareness of the fragility of the snowmobile trail corridor through town, noting that ongoing construction activity had repeatedly encroached on or near the trail, and that recently planted Arbor Day trees had been run over. Mayor Calloway proposed a future agenda item to address policy or awareness measures to protect the designated snowmobile trail.

Town Clerk Nancy Leigh noted the following items already scheduled for the October 13, 2026, Council Meeting: a surplus and budget adjustment, a resort summer lift operations report, a code compliance report, and the zone change application for Ivan Szu, pending Planning Commission action.

H. ADJOURNMENT

Motion: Council Member Freeberg moved to adjourn the regular meeting of the Town Council. Council Member Cruz seconded the motion.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Freeberg, Council Member Cruz, Council Member Tidwell, Mayor Calloway. **Absent:** Council Member Nyen).

The regular meeting of the Brian Head Town Council was adjourned at 2:45 pm on September 22, 2026.

October 13, 2026

Date Approved

Nancy Leigh

Nancy Leigh, Town Clerk