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The Regular Meeting of the  
Brian Head Town Council Acting as the Governing Body of  
Brian Head Special Service District  
Brian Head Redevelopment Agency  
Brian Head Municipal Building Authority  
Town Hall - 56 North Highway 143  
Brian Head, UT 84719  
**TUESDAY, JUNE 14, 2016 @ 1:00 PM**

**Roll Call.**

**Members Present:** Mayor H.C. Deutschlander, Council Member Larry Freeberg, Council Member Clayton Calloway, Council Member Reece Wilson, Council Member David Bourne.

**Staff Present:** Bret Howser, Nancy Leigh, Cecilia Johnson, Wendy Dowland, Tom Gurr, Chief Dan Benson

**A. CALL TO ORDER**

Mayor Deutschlander called the regular meeting of the Brian Head Town Council acting as the governing body of the Brian Head Special Service District, Redevelopment Agency and Municipal Building Authority to order at 1:00 pm.

**B. PLEDGE OF ALLEGIANCE**

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

**C. DISCLOSURES**

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

**D. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items**

**Council Member Calloway**

1. Had a conversation with the Washington County Public Works Director regarding assistance with the town's recycling program. Council Member Calloway went on to report that Washington County Solid Waste would consider assisting Brian Head in their recycling as long as their costs were covered. Council Member Calloway explained he has given staff their information for interested parties.
2. Updated the Council on the progress of the issue the cattle that graze in Brian Head during the late summer month. Both the town and resort are working together with the cattlemen to come to a resolution.

**Bret Howser, Town Manager**

1. Updated the Council on the Public Works Director position. Bret reported four candidates will be interviewed and a social has been scheduled for Monday, June 20, 2016 from 5:00 to 6:00 pm at the Town Hall. Council Members and members of the community have a chance to meet the candidates at this time.



2. The Public Works candidates will be interviewed by an interview panel consisting of Chief Dan Benson, Mac Hatch from Brian Head Resort and the Mayor. Once the candidates have been interviewed by the panel, they will proceed to an interview with Bret. Staff is anticipating the position will be filled by June 28, 2016.
3. Chief Benson will be the acting Town Manager for Friday, Saturday and Sunday, June 17<sup>th</sup> – 19<sup>th</sup>. Bret reported he will be out of town.

#### **Tom Gurr, Public Works**

1. Updated the Council on the progress of the Bristlecone Pond landscaping project. Council Member Freeberg commented he is disappointed the town destroyed the natural vegetation in lieu of sod and was not aware that the entire south end of the pond area would be covered in sod. Bret reported this was part of the landscaping project.
2. The department is looking at options to prevent erosion on the north side of Bristlecone Pond.

**Linda Ames, Resident**, commented that during the past weekend she visited the Brian Head Town website and was impressed with the professionalism of the website and the fact the Council packets are now on the website for the public to view. Ms. Ames went on to comment that it is imported to see what decisions the Council is making and providing that information to the public.

**Kyle Greco, Grand Lodge General Manager**, introduced himself and reported the Grand Lodge will be opening June 21<sup>st</sup>. The restaurant will not yet be open, but will provide food in the bar area. Mr. Greco reported the Grand Lodge is currently in receivership and is currently hiring on employees. Council Member Bourne reported he is impressed with Mr. Greco's energy and is looking forward to working with them.

## **E. APPROVAL OF THE MINUTES:**

### **1) May 24, 2016 Town Council Meeting**

**Motion:** Council Member Calloway moved to approve the May 24, 2016 Town Council minutes. Council Member Bourne seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Council Member Bourne, Council Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor Deutschlander).**

### **2) May 31, 2016 Town Council Special Meeting**

**Motion:** Council Member Calloway moved to approve the May 31, 2016 Town Council Special Meeting minutes. Council Member Bourne seconded the motion.

**Action:** **Motion carried 4-0-1 (summary: Yes = 4, No = 0, Abstain = 1 Vote: Yes: Council Member Bourne, Council Member Calloway, Council Member Wilson, Mayor Deutschlander. Abstain: Council Member Freeberg explaining he did not attend the meeting).**

## **F. AGENDA ITEMS:**

1. **PUBLIC HEARNG: FISCAL YEAR 2016 AMENDED BUDGET.** Public input on the fiscal year 2016 Amended Budgets for the Town, Special Service District, Redevelopment Agency and Municipal Building Authority.

Cecilia Johnson, Town Treasurer, presented the amended budget for fiscal year 2016 (see attached). Cecilia reported the budget is required to be adopted by June 30, 2016. Cecilia explained there are still outstanding invoices that will be included in the amended budget.



1 Council Member Freeberg inquired if there were any significant changes. Cecilia reported the Council  
 2 approved a withdraw from the Debt Service Fund to the Water Fund for bond payments. Bret explained  
 3 there have been adjustments along the way which have been approved by Council. The state requires  
 4 the amended budget match the actuals which staff is in the process of completing. The budget is  
 5 scheduled for adoption at the next Council meeting.

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 8 **Motion:** Council Member Calloway moved to recess the regular meeting and open the public hearing  
 9 for the fiscal year 2016 amended budget. Council Member Freeberg seconded the motion.

10 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Council Member Bourne, Council**  
 11 **Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor**  
 12 **Deutschlander).**

13  
 14 The Mayor opened the public hearing at 1:24 pm.

15  
 16 Linda Ames, Resident on Hunter Ridge Road, commented she did not review the budget therefore she  
 17 has no comment on the proposed budget.

18  
 19 There were no other comments.

20  
 21 **Motion:** Council Member Bourne moved to close the public hearing and reconvene the meeting.  
 22 Council Member Wilson seconded the motion.

23 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Council Member Bourne, Council**  
 24 **Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor**  
 25 **Deutschlander).**

26  
 27 The public hearing was closed and the meeting was reconvened at 1:29 pm.

28  
 29  
 30 **2. ORDINANCE ADOPTING FISCAL YEAR 2017 TOWN BUDGETS.** An ordinance adopting the fiscal  
 31 year 2017 budgets for the Town, Special Service District, Redevelopment Agency and Municipal Building Authority  
 32 to take effect on July 1, 2016.

33  
 34 Bret Howser, Town Manager, presented the fiscal year 2017 budget for approval (see attached). Bret  
 35 reported a public hearing was held for the fiscal year 2017 budget during the June 14<sup>th</sup> Town Council  
 36 meeting and is ready for adoption. Council Member Freeberg inquired if there were any significant  
 37 changes to the budget. Bret reported there were three changes made:

38 1) The Public Safety department new full-time position was originally budgeted for a tier 1 retirement  
 39 instead of tier 2, it reduced the general fund by \$9,500.

40 2) The performance review of the Town Manager was completed and an increase of \$3,000 was made  
 41 for the position.

42 3) The sewer fund increased expenditures of \$20,000 for rodding the sewer system. This project was  
 43 not originally identified but is needed. This amount will not affect the sewer rates. Bret reported the  
 44 rodding of the system will take place in late July and early August.

45  
 46 **Motion:** Council Member Calloway moved to adopt Ordinance No. 16-005, an ordinance adopting  
 47 the fiscal year 2017 budget as presented. Council Member Wilson seconded the motion.

48 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Council Member Bourne, Council**  
 49 **Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor**  
 50 **Deutschlander).**

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 53 **3. MEADOW MASTER PLAN DISCUSSION.** A discussion on a draft Meadow Master Plan.

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 55 Bret Howser, Town Manager, presented a draft of the Bearflat Meadow Preserve Master Plan (see  
 56 attached). Bret gave a brief history of the meadow which begun with a public hearing and from that a



1 committee was established to address the preservation of the meadow. The committee met and held  
2 discussion on the concept of preservation and there was not a lot of support for a third party  
3 conservation easement, but the committee wanted a master plan that encourages additional  
4 preservation of the meadow. The basic idea is to take the area and identify it as a nature preserve to the  
5 public and would be less politically feasible to develop the meadow in the future. Any development the  
6 town does is light and geared towards calling attention to the meadow as a nature preserve.  
7

8 The Council held discussion on the following:

- 9 1. The name "Bearflat Meadow Preserve" was chosen because of the history of the area in which  
10 the length of town where the original meadow was located was named Bearflat.
- 11 2. The committee recommended a sign be installed identifying Bearflat Meadow Preserve and  
12 would center on an area that is already disturbed.
- 13 3. The area around the Bearflat pump house will have picnic benches and a park like area with a  
14 kiosk identifying the history of the area and what the meadow used to look like. Parking will be  
15 on the edge of Village Way.
- 16 4. The committee discussed the relocation of the power lines to the west side of highway 143.  
17 Staff will be contacting Rocky Mountain Power on this project and will take measures not to  
18 damage the meadow.
- 19 5. The committee discussed a walking trail into the meadow for the public to have a fuller  
20 experience of the meadow in which signage identifying native plants will be installed along the  
21 trail. Some options for the trail are a boardwalk, or a dirt path trail. The boardwalk trail will give  
22 it a nature preserve feel and communicates that idea to the public and will keep the public on the  
23 trail while giving an opportunity for the public to experience some of the meadow areas without  
24 damage to the meadow.
- 25 6. The committee thought the boardwalk could be installed within the footprint of the boardwalk  
26 area and would be developed in conjunction with the village core development.
- 27 7. Bret reported the committee would like to do a survey of the plant life in the meadow to  
28 determine what is native and non-native species along with mitigating any noxious weeds.
- 29 8. Council Member Freeberg congratulated Bret on the professional writing of the master plan.  
30 Council Member Freeberg inquired if the committee looked at the Parowan Canyon area which  
31 currently has a wilderness area identified in it in which the Division of Natural Resources handles  
32 that area. Bret reported the committee may have not looked at the Division of Natural  
33 Resources.
- 34 9. Discussion took place regarding the issue if a future Council determines to develop the area, it  
35 would take a simple majority vote for the allowance of development and if a super majority vote  
36 could be mandated instead. Bret explained the law would need to be changed first. Council  
37 Member Freeberg commented he has concerns of leaving the preservation of the meadow to  
38 future Council if the decision to develop would be left to three votes of the Council.
- 39 10. Staff will revise the trail locations identified in the plan to show the accurate location of the trails.
- 40 11. Peg Simons, Parowan resident, inquired as to how the snowmobiles will go over the boardwalk  
41 without damaging the trail and would like to see a plan in place. Bret responded the town would  
42 keep the snowmobile trail away from the boardwalk area and would identify signage during the  
43 winter seasons.
- 44 12. Council Member Calloway recommended removing the word "grazing" from the weed  
45 management practice on page 8 of the draft. Staff will update the plan.
- 46 13. Council Member Calloway thanked the meadow committee and Bret for the drafting of the  
47 master plan and commented he would like to see the sign highlighted on the corner but would  
48 like to see some planning on the location of the sign.
- 49 14. Linda Ames, Meadow Committee Member, commented she would like to see the sign be tasteful  
50 and volunteered to be involved in the process of designing the sign.
- 51 15. Council Member Freeberg commented that in reviewing the master plan it appears to be the  
52 town's intention to preserve the meadow without a third party conservation easement involved.  
53 Bret responded this is the recommendation of the meadow committee and the town will identify  
54 it as a nature preserve.
- 55 16. Council Member Freeberg suggested the town begin with a plant survey of the meadow.



1 17. Linda Ames, Meadow Committee Member, commented she thought the 3<sup>rd</sup> goal “the variety of  
2 recreational opportunities available to Brian Head guests’ should have some language identified  
3 that it is important not to proceed with any development and the boardwalk trail would only be  
4 developed in conjunction with the village core development.  
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6 Staff will updated the master plan draft and bring back to Council for approval.  
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10 **4. 2016-2017 TOWN TRANSIT CONTRACT AWARD.** The contract for the 2016-2017 winter season town  
11 shuttles.  
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13 Bret Howser, Town Manager, presented a draft contract for the 2016-2017 winter season (see attached).  
14 Bret explained the town has posted a request for proposals for the winter season transit system in which  
15 the town received three proposals: St. George Shuttle, Mountain Express Shuttle and Amore Transit/Salt  
16 Lake Express (see attached bid tabulation spreadsheet). A committee was formed to review the  
17 proposals and make a recommendation to the Council in which the committee unanimously agreed upon  
18 Amore Transit/Salt Lake Express. Salt Lake Express/Amore Transit’s proposal was for \$135,000 which  
19 also included Thanksgiving weekend and the following weekend, December 2-4, 2016.  
20

21 The Council held discussion on the following:

- 22 1. Salt Lake Express currently has an app that guests can download and see where the buses are  
23 in transit. This would help with the wait time for the buses.
- 24 2. The town experienced some negative experiences with St. George Shuttle from the 2015-2016  
25 winter season which also played into the determining factor.
- 26 3. Another proposal required the town to front a majority of the money so buses could be  
27 purchased for the transit system.
- 28 4. Bret reported the town has not worked with Salt Lake Express, but believes they have a fleet of  
29 vehicles that could be utilized at any time for the town’s services.
- 30 5. Mayor Deutschlander inquired in the event of a breakdown, where would the location of a spare  
31 vehicle be. Bret responded they have a location in Cedar City that is dedicated to the service.  
32 They will keep three vehicles in Cedar City and three vehicles in Brian Head.
- 33 6. Salt Lake Express has newer vehicles to use for the service which would be a plus for the  
34 guests.  
35

36 Bret recommended the Council award the 2016-2017 winter transit system contract to Amore  
37 Transit/Salt Lake Express for \$135,000.  
38

39 **Motion:** Council Member Calloway moved to award the 2016-2017 winter transit services to Amore  
40 Transit/Salt Lake Express in the amount of \$135,000 as recommended. Council Member  
41 Bourne seconded the motion.

42 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Bourne, Council  
43 Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor  
44 Deutschlander).  
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47 **5. BRIAN HEAD HISTORICAL DISPLAY PRESENTATION.** Council will give their input on a proposed  
48 historical display in the Town Hall Council Chambers.  
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50 Nancy Leigh, Town Clerk, presented a drawing of a proposed Brian Head Town historical display that  
51 would be created in the Council’s chambers (see attached). Nancy explained there will be four walls of  
52 the Council Chambers that will have some type of display on them: 1) a five piece canvas picture of  
53 Brian Head Peak 2) pictures of Brian Head’s Mayors along with the town’s logos and mission  
54 statements. 3) Two aerial pictures one from 1970’s and a current view, sitting side-by-side. 4) A wall  
55 that has the backdrop of the old redwood water tank wood along with pictures from the 50’s to current.  
56 The pictures will be framed and will be in a plexi glass case along with an identifying tag showing the



1 date and place. The small wall adjacent to the display will hold a shelf which will have the town's  
2 scrapbooks.

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4 Council approved the display.

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7 **G. ADJOURNMENT**

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9 **Motion:** Council Member Wilson moved to adjourn the regular meeting of the Town Council acting as  
10 the governing body of the Brian Head Special Service District, Redevelopment Agency and  
11 Municipal Building Authority. Council Member Calloway seconded the motion.

12 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Bourne, Council  
13 Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor  
14 Deutschlander).

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16 The meeting of the Brian Head Town Council was adjourned at 2:30 pm.

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20 June 28, 2016

21 Date Approved

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26 Nancy Leigh, Town Clerk

