

1 **Cache County Council Appropriations Committee**
2 **September 15, 2025**
3 **Minutes**

4
5 The Cache County Council Appropriations Committee met in regular session on September,
6 2025 at 3:00 p.m. in the County Council Conference Room, Cache County Historic Court
7 House, 199 North Main Street, Logan, Utah 84321
8

9 **ATTENDANCE**

10
11 **Board Members Present:**

12 Sandi Goodlander – County Council
13 Nolan Gunnell – County Council
14 Kathryn Beus – County Council
15 Matthew Funk – County Auditor
16 Brittany Kingston – Sr. Financial Analyst
17 Bartt Nelson – Information Technology
18 Amy Adams – Personnel Management
19 Taylor Sorenson – County Attorney
20 Chad Jensen – County Sheriff
21

22 **Board Members Absent:**

23 Dirk Anderson – Chief Deputy Executive
24

25 **Others in Attendance:**

26 Andrew Erickson – Policy Analyst
27 Megan Izatt – Minutes
28 Bart Esplin – Fairgrounds
29 Alma Burgess - Grants
30 Bryson Behm – County Clerk
31 George Daines – County Executive
32 Angie Zetterquist – Development Services
33 Jason Winn – County Fire District
34 Bob Lowe – Airport
35

36 **03:04:00**

37
38 **Call to Order**

39
40 **Action Items**

41 **#1 Approval of Minutes of Last Meeting (June 17, 2025)**

42
43 **ACTION: A motion was made by Beus to approve the minutes from June**
44 **17, 2025 and was seconded by Gunnell. The vote in favor was unanimous,**
45 **3-0.**

1 **03:06:00**

2
3 **#2 2025 Budget Amendment (Quarter 3)**
4 **Requirements**

5
6 **Amendment Items**

7
8 **Committee** and **Staff** discussed the fleet management request for vehicle maintenance
9 from Personnel Management.

10
11 **Nelson** and **Kingston** reviewed the AARPA rollover request from IT.

12
13 **Funk** reviewed the finance requests for the Ice Rink match, #4 regarding the 2024
14 RAPZ municipal service transfer, and #5 regarding the transportation sales tax from the
15 1st quarter.

16
17 **Behm** explained the request for Civic Review software.

18
19 **Funk** reviewed item #7 regarding the election machines.

20
21 **Behm** explained the need for a new mail ballot verify machine and the discount being
22 offered.

23
24 **Committee** and **Staff** discussed how the current machine has an end of life of 2026
25 and why it will no longer be compatible with the software updates by the vendor
26 company.

27
28 **Funk** explained #8 and the COLA that was at the Sheriff's office earlier this year.

29
30 **Winn** explained request #9 which is a yearly subscription of \$5,700 from the fire district
31 and how the change will make data collection easier.

32
33 **Committee** and **Staff** discussed the memos from the Fire District. The first memo is for
34 \$4,700 for software and the second memo for \$100,000 for a feasibility analysis for the
35 Cache County Fire Board to possibly transition to a true district structure. The study will
36 include looking at all assets for fire services in the county. The fire district has received
37 3 bids and \$100,000 is on the higher end. There is a statutory deadline of February that
38 the Fire Board is trying to meet with making decisions.

39
40 **Funk** reviewed #10 regarding utilities for the library building in Providence.

41
42 **Zetterquist** reviewed items #11-17 for trails management regarding grants that have
43 been received.

44
45 **Kingston** explained that item #13 was a donation that was actually received in 2022
46 and those are restricted funds.

1 **Committee** and **Staff** discussed item #16 which is a grant to conduct a feasibility study
2 regarding the Sherwood Hills property and the best use of that land. The conservation
3 agreement between Wellsville and the County was discussed and that agreement
4 should be approved soon. There does need to be active recreation on the property to
5 meet some of the requirements of at least one grant that has been received. An
6 example of active recreation is bike trails or cross-country skiing trails. At this time, the
7 property will have no motorized vehicle access including e-bikes.

8
9 **Funk** explained item #18 and the shortfall for the Deep Canyon project.

10
11 **Committee** and **Staff** discussed the RAPZ and AARPA funding that item 18 used.

12
13 **Funk** explained item #20, the vehicle for Meals on Wheels.

14
15 **Committee** and **Staff** discussed the vehicle needed for Meals on Wheels, maintenance
16 truck for the Senior Citizen Center, and how more clarification is needed before a
17 decision is made on the vehicle.

18
19 **Bob Lowe** reviewed items #21 and 22. For item #21, USU does reimburse for those
20 expenses at the end of the year since they are the reason the airport has a T139
21 certificate.

22
23 **Committee** and **Staff** discussed the agreement with USU, the requirements for the
24 T139 certificate, landing fees for planes 6,000 lbs. and above, and that there is a verbal
25 agreement to cover the needed repairs on the truck. For item #22, the request is for
26 \$30,000 for pavement maintenance program. The airport has been re-signing land
27 lease agreements at a higher rate so the request is to use the \$30,000 from those land
28 lease agreements to help with the pavement maintenance request.

29
30 **Funk** informed the Board that item #44 for vehicle maintenance is for fleet management
31 and coming from the tax administration.

32
33 **Bart Esplin** reviewed item #23 from the fairgrounds regarding the installation of backup
34 generator and point to point services. The fairgrounds have had \$92,000 of matching
35 funds from the County that has been rolled back to the general fund and the request is
36 to use part of the \$92,000 to help pay for the shortfall on the backup generator and point
37 to point services.

38
39 **Committee** and **Staff** discussed using the RAPZ funding for the municipal service
40 transfer that was discussed earlier in the meeting for the backup generator and point to
41 point service request.

42
43 **Funk** explained the change to requiring departments to have amendment changes into
44 the finance office at least 10 days before the appropriations committee meeting and
45 how items 24-44 were previously approved and just waiting for the exact accounts.

1 **Committee** and **Staff** discussed the tax allocation and making sure that changes to
2 those allocations for transportation and public safety and the resolution are done by the
3 end of September.

4
5 **Next Scheduled Meeting**

6
7 November 24, 2025 at 3:00 pm

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9 **04:09:00**

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11 **ACTION: A motion was made by Beus to adjourn and was seconded by**
12 **Gunnell. The vote in favor was unanimous, 3-0.**

13
14 **Adjourn**