

1 **Cache County Council Ordinance and Policy Review**
2 **Committee**
3 **April 11, 2025**
4 **Minutes**

5
6 The Cache County Council Ordinance and Policy Review met in regular session on April 11,
7 2025 @ 8:30 am, in the County Council Conference Room, Cache County Historic Court
8 House, 199 North Main Street, Logan, Utah 84321
9

10 **ATTENDANCE**

11
12 **Board Members Present:**

13 Barbara Tidwell – County Council
14 David Erickson – County Council
15 Mark Hurd – County Council
16 David Zook – County Executive
17 Matthew Funk – County Auditor
18 Bryson Behm – County Clerk
19 Chad Jensen – County Sheriff
20 Amy Adams – Director, O&P
21 Jeris Kendall – Deputy Civil Attorney
22

23 **Board Members Absent:**

24 Taylor Sorensen – County Attorney
25 Dirk Anderson – Chief Deputy Executive
26

27 **Others in Attendance:**

28 Andrew Erickson – Policy Analyst
29 Eric Davis – Deputy Attorney
30 Matt Phillips – Public Works Director
31 Tennille Johnson – County Recorder
32 Megan Izatt – Minutes
33

34 **08:31:00**

35
36 **Call to Order**

37
38 **Tidwell** called the meeting to order.
39

40 **Approval of Minutes**

41 **#1 Approval of Minutes for March 14, 2025**

42
43 **ACTION:** A motion was made by Erickson to approve the minutes from
44 **March 14, 2025** with the addition of Amy Adams to the attendance and was
45 seconded by Hurd. The vote in favor was unanimous, 3-0.

1 **08:33:00**

2
3 **Items for Initial Consideration**
4 **#2 Creating A Surveying Department**

5
6 **Davis** reviewed State Code for electing a County Surveyor.
7

8 **Staff** and **Committee** discussed the surveyor being their own department head under
9 the County Executive, if there is a need to have the surveyor as their own department or
10 can it be combined with another department, what departments are currently using a
11 surveyor for and what needs there are in the County for a licensed surveyor. Also
12 discussed was the process of hiring a surveyor as a department head or as an
13 employee in another department, currently how the county surveyor is the county
14 executive and how the contracted surveyors are deputized under the county executive. I
15 A timeline for the needed budget amendments and the best way of posting the job were
16 discussed.
17

18 **ACTION: A motion was made by Erickson to move the surveying**
19 **department head county code piece and hiring for the survey position for**
20 **discussion to the County Council and was seconded by Hurd. The vote in**
21 **favor was unanimous, 3-0.**
22

23 **09:31:00**

24
25 **#3 Fleet Management Policy – Discussion**

26
27 Will be discussed at the next meeting.
28

29 **Pending Items**
30 **#4 Policy on Interim/Acting Officials**

31
32 Will be discussed at next meeting.
33

34 **#5 Personnel Policy and Procedure Manual Amendments**
35 **a. Section VII.S Termination Pay**

36
37 Will be discussed at next meeting.
38

39 **09:33:00**

40
41 **#6 County Contract Code Amendments**
42

43 **Kendall** explained there are some issues with mandatory arbitration clauses with big
44 companies due to County Code requiring no arbitration for contracts. It was suggested
45 in the amendments to take that out of County Code.
46

1 **ACTION: A motion was made by Hurd to recommend approval to the**
2 **County Contract Code Amendments to the County Council and was**
3 **seconded by Erickson. The vote in favor was unanimous, 7-0.**

4
5 **09:36:00**

6
7 **#7 Contract Processing Policy – Eric Davis**

8
9 **Davis and A. Erickson** reviewed the update regarding public exigency to section 4.1.1
10 of the contract processing policy.

11
12 **ACTION: A motion was made by Erickson to recommend approval to the**
13 **County Council for the Contract Processing Policy and was seconded by**
14 **Hurd. The vote in favor was unanimous, 3-0.**

15
16 **09:32:00**

17
18 **#8 Debt Management Policy – Wes Bingham**

19
20 **Funk** updated the Committee on the policy and it will be discussed at a future meeting.

21
22 **09:40:00**

23
24 **Items on Hold**

25 **#9 Purchasing Policy**

26
27 Will be discussed at a future meeting.

28
29 **#10 Fire Code Amendments Relating to Residential Development**

30
31 Will be discussed at a future meeting.

32
33 **Next Scheduled Meeting**

34
35 **April 25, 2025 at 8:30 a.m.**

36
37 **09:42:00**

38
39 **Adjourned.**