

1 **Cache County Council Ordinance and Policy Review**
2 **Committee**
3 **August 22, 2025**
4 **Minutes**

5
6 The Cache County Council Ordinance and Policy Review met in regular session on August 22,
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 Dave Erickson – County Council
14 Nolan Gunnell – County Council
15 Mark Hurd – County Council
16 Amy Adams – Director, OPM
17 Chad Jensen – County Sheriff
18 Jeris Kendall – Deputy Civil Attorney
19

20 **Board Members Present Electronically:**

21 Dirk Anderson – Chief Deputy Executive
22

23 **Board Members Absent:**

24 Barbara Tidwell – County Council
25 David Zook – County Executive
26 Taylor Sorensen – County Attorney
27

28 **Others in Attendance:**

29 Andrew Erickson – Policy Analyst
30 Eric Davis – Deputy Civil Attorney
31
32

33 **Call to Order**

34
35 **Tidwell** called the meeting to order.
36

37 **Approval of Minutes**

38 **#1 Minutes Pending**

39
40 Will approve minutes at next meeting.
41

42 **Pending Items**

43 **#2 County Attorney Policy Revisions**
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1 **Staff** reviewed the reasons behind the county attorney policy revisions due to it being
2 outdated.

3
4 **Committee** and **Staff** discussed the use of the word office versus department in the
5 policy, if cities don't have attorneys that responsibility will fall back on the county, and
6 how bailiffs are currently paid for and will be paid for in the future.

7
8 **#3 Establishing an Anchor Location & Electronic Meeting Procedures for the**
9 **Purposes of the Utah Open and Public Meetings Act**

10
11 **A. Erickson** informed the committee that a resolution from 2022 was passed with
12 procedures regarding electronic meetings. That ordinance should be moved to under
13 the rules and procedures section of county code.

14
15 **Committee** and **Staff** discussed the resolution from 2022 and making sure an
16 ordinance with the rules and procedures is created and added to the correction section
17 of county code.

18
19 **#4 Parental Leave**

20
21 **Adams** reviewed the proposed parental leave policy.

22
23 **Committee** and **staff** discussed a few examples of times the parental leave policy
24 would be used.

25
26 **ACTION: A motion was made by Hurd to advanced the Parental Leave**
27 **Policy to the County Council and was seconded by Gunnell. The vote in**
28 **favor was unanimous, 3-0.**

29
30 **#5 Amendments to the Cache County Optional Plan (i.e., The Organic Act)**

31
32 **Davis** reviewed the history for the optional plan and the amendments to the Cache
33 County Optional Plan.

34
35 **Committee** and **Staff** discussed what an optional plan actually is, what the differences
36 between the optional plan and ordinance are, the phased approach to the suggested
37 amendments, the timeline for approval, and making sure all members of the council are
38 familiar with the plan and what is happening with the amendments.

39
40 **ACTION: A motion was made by Erickson to move phases 1 and 2 of the**
41 **amendments to the Cache County Optional Plan to the County Council and**
42 **Hurd seconded. The vote in favor was 2, 0 with Gunnell abstaining.**

43
44 **#6 County Property Acquisition, Management, and Disposal Policy**
45

1 **Kendall** reviewed State Code for disposing of property and the request for a county
2 property acquisition, management, and disposal policy to be written.

3
4 **Committee** and **Staff** discussed how approval from the County Council is given to the
5 executive session regarding property acquisition and disposal, to make sure all real
6 property deals are approved by the County Council, and the possibility of the County
7 Council to create a working committee for this item.

8
9 **Items on Hold**

10 **#7 Purchasing Policy**

11
12 Will be discussed at a future meeting.

13
14 **#8 Ordinance on Pioneering Agreements**

15
16 Will be discussed at a future meeting.

17
18 **#9 Debt Management Policy**

19
20 Will be discussed at a future meeting.

21
22 **#10 Fleet Management Policy**

23
24 Will be discussed at a future meeting.

25
26 Next Meeting: September 12, 2025 at 8:30 a.m.