Cache County Council Ordinance and Policy Review Committee
November 14, 2025
Minutes

The Cache County Council Ordinance and Policy Review met in regular session on November 14, 2025 @ 8:30 am, in the County Council Conference Room, Cache County Historic Court House, 199 North Main Street, Logan, Utah 84321

ATTENDANCE

Board Members Present:
Barbara Tidwell – County Council (Voting Member)
Dave Erickson – County Council (Voting Member)
Mark Hurd – County Council (Voting Member)
Matthew Funk – County Auditor
George Daines – County Executive
Bryson Behm – County Clerk
Amy Adams – Director, OPM
Chad Jensen – County Sherrif

Board Members Absent:
Taylor Sorensen – County Attorney
Jeris Kendall – Deputy Civil Attorney
Curt Webb – County Deputy Executive

Others in Attendance:
Andrew Erickson – Policy Analyst
Eric Davis – Deputy Civil Attorney

Others in Attendance Electronically:
Ronnie Keller -

Call to Order

Tidwell called the meeting to order.

Approval of Minutes
#1 Minutes from September 12, 2025 and October 10, 2025

> **ACTION: A motion was made by Erickson to approve the minutes from September 12, 2025 and October 10, 2025 and was seconded by Hurd. The vote in favor was unanimous, 3-0.**

Initial Proposals

#2 Council Leadership Succession Plan Procedure Amendments

A. Erickson reviewed the proposed amendments to the Council Leadership Succession Plan Procedure.

Board and **Staff** discussed making sure the procedure that is currently being used is what is written into the amendments, possibly changing to a 2-year term rather than a 1-year term, and making sure the chair and vice chair are motioned in 2 separate motions.

> **ACTION: A motion was made by Erickson to move the proposed amendments to the Council Leadership Succession Plan Procedure to the County Council and was seconded by Hurd. The vote in favor was unanimous, 3-0.**

#3 Privacy Program Policy

Behm reviewed the privacy program policy.

Board and **Staff** discussed making sure that the ordinance includes language to the effect that when the State updates ordinances and laws, the County ordinance follows those changes accordingly.

> **ACTION: A motion was made by Hurd to move the Privacy Program Policy on to the County Council and was seconded by Erickson. The vote in favor was unanimous, 3-0.**

#4 Proposed Amendments to Cache County Fire District Bylaws
Pending Items

Davis informed the Board that the bylaw changes have been approved by the Fire District and reviewed the proposed amendments to the Cache County Fire District Bylaws.

Board and **Staff** discussed the implications of the proposed changes and how that gives the Fire District taxing authority and independent elections will need to be held, the double taxation for Logan City, and coverage of services in the County and how each district can cross out of their boundaries if needed. The possibility of the Council retaining the board status and making the changes that would require and independent election were also discussed.

> **ACTION: A motion was made by Hurd to move the proposed amendments to the Cache County Fire District Bylaws to the County Council and was seconded by Erickson.**

#5 Cache County Attorney's Office Policy Revisions

Keller informed the Board that he reviewed the policy with Amy and made the necessary changes to follow with the OPM office.

Board and **Staff** discussed what changes were suggested from Amy. This item will remain on Pending Items.

Executive Daines expressed concerns with the policy not having been reviewed by his office as he has the responsibility for supervision of the attorney's office and some of his concerns with the proposed revisions.

Board and **Staff** discussed what happens with a chief deputy attorney goes back to the career attorney pool.

Board and **Staff** discussed the flow of oversight for elected officials and the Executive's office

#6 Establishing an Anchor Location & Electronic Meeting Procedures for the Purposes of the Utah Open and Public Meetings Act (OMPA)

A. Erickson reviewed the information for establishing an anchor location & electronic meeting procedures for the purposes of the Utah OPMA.

Board and **Staff** discussed if this policy would preclude being able to meet at an alternate location, how members would call in for a meeting and if they could vote, streaming meetings, and equipment and IT support for evening meetings,

#7 County Property Acquisition, Management, and Disposal Policy

Board and **Staff** discussed management of recently acquired property. Staff will resend the policy out in a google doc so board members can add comments.

Items on Hold
#8 Purchasing Policy

Hurd informed the Board that a frame work and details have been worked on and should be ready next time for the agenda.

#9 Ordinance on Pioneering Agreements

Board and **Staff** discussed how this kind of stalled due to other items being more pressing. **Phillips** will continue to work on this and bring it back next meeting.

#10 Fleet Management Policy

Adams informed the Board that the Risk Management and Fleet Coordinator has started reviewing the policy and asked if this should be an ordinance or policy and for some more details.

Board and **Staff** discussed how the Sheriff's office would be included in this policy, finances and how they are handled for vehicles, gas cards for vehicles, maintenance for vehicles, and a system to track vehicles and where they belong.

#11 Amendments to the Cache County Optional Plan (i.e., The Organic Act)

Will be on the agenda for January,

Items for Discussion

#12 Water and Development Related Regulation

A. Erickson informed the Board a special meeting is being held on the following Monday with the County Council, Planning Commission, and others who have been invited.

#13 Requirements for a Business License to Operate a Short-Term Rental

Board and **Staff** discussed parking for short-term rentals, the need for planning commission to help with this item, and this will be on the agenda for January.

Adjourn

Next Scheduled Meeting: December 12, 2025 at 8:30 a.m.

> **ACTION: A motion was made by Hurd to adjourn and was seconded by Erickson. The vote in favor was unanimous, 3-0.**

Adjourned.