

1 **Cache County Council Ordinance and Policy Review**
2 **Committee**
3 **February 27, 2026**
4 **Minutes**

5
6 The Cache County Council Ordinance and Policy Review met in regular session on February
7 27, 2026 @ 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 (Voting Member)
14 Mark Hurd – County Council (Voting Member)
15 Keegan Garrity – County Council (Voting Member)
16 George Daines – County Executive
17 Dane Murray – County Attorney
18 Matthew Funk – County Auditor
19 Chad Jensen – County Sheriff
20 Amy Adams – OPM Director
21 Andrew Erickson – Policy Analyst
22 Bryson Behm – County Clerk
23

24 **Board Members Absent:**

25 Eric Davies – Deputy County Attorney
26

27 **Others in Attendance:**

28 Curt Webb – Deputy County Executive
29 Matt Phillips – Director of Public Works
30 Brian Abbott – Director of Development Services
31 Megan Izatt - Minutes
32

33 **Call to Order**

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

37 **#1 Election of Committee Chair**

38
39 **Garrity** nominated **Hurd** and he accepted the nomination for chair and it was approved.
40

41 **ACTION: A motion was made by Erickson to approve the agenda and was**
42 **seconded by Garrity. The vote in favor was unanimous, 3-0.**
43

44 **#2 2026 Committee Meeting Schedule**
45

1 **Committee** discussed 2026 meeting schedule and meeting arrangements.

2
3 **ACTION: A motion was made by Erickson to approve the 2026 Committee**
4 **Meeting Schedule and was seconded by Garrity. The vote in favor was**
5 **unanimous, 3-0.**

6
7 **08:38:00**

8
9 **#3 Approval of Minutes**

10
11 **ACTION: A motion was made by Erickson to approve the minutes from**
12 **November 14, 2025 and was seconded by Garrity. The vote in favor was**
13 **unanimous, 3-0.**

14
15 **08:39:00**

16
17 **Initial Proposals**

18 **#4 Code Enforcement Officer Powers Modification**

19
20 **A. Erickson** reviewed the information for the code enforcement officer powers
21 modification.

22
23 **Committee** and **Staff** discussed the audit that led to this modification, the man power
24 needed for enforcement and civil litigation, administrative search warrants, if liens can
25 be used, making sure fines and liens are being collected, if enforcement should fall
26 under the Sheriff's office, and how the number of complaints is increasing. This item will
27 come back at the next meeting.

28
29 **09:16:00**

30
31 **#5 Per Diem, Reimbursement, and Travel Policy Amendments**

32
33 **Funk** reviewed the amendments for the per diem, reimbursement, and travel policy.

34
35 **Committee** and **Staff** discussed removing per diem from the code due to it being
36 regulated by the State, taking the County Executive's office out of the reimbursement
37 and travel policy and having the auditor's office take care of those needs, making sure
38 inventories of fixed assets are being kept, how surplus is being handled, how purchase
39 orders are currently being handled and possibly taking the executive's office out of the
40 process of signing purchase orders, and the review process of contracts, making sure
41 contracts are attached to the budget, and including the auditor's office in contract
42 reviews.

43
44 **ACTION: A motion was made by Garrity to recommend approval to the**
45 **County Council for the Per Diem, Reimbursement, and Travel Policy**

1 Amendments and was seconded by Erickson. The vote in favor was
2 unanimous, 3-0.

3
4 **09:59:00**

5
6 **#6 Appointment and Advice and Consent Procedures Establishment**
7

8
9
10 **09:40:00**

11
12 **#7 Proposed Code Enactment Requiring Online Publication of Council**
13 **Ordinances, Resolutions, Appointments, Etc.**
14

15 Behm informed the Committee that these items are being published to the County's
16 website now.

17
18 **ACTION: A motion was made by Erickson to recommend approval for the**
19 **proposed code enactment requiring online publication of council**
20 **ordinances, resolutions, appointments, etc. and was seconded by Garrity.**
21 **The vote in favor was unanimous, 3-0.**
22

23 **#8 Proposed Code Enforcement Requiring Tracking of Appointments and**
24 **Memberships of Committees, Boards, Etc.**
25

26 Behm informed the Committee that this item puts the Clerk's office in charge of keeping
27 the records of all appointments, memberships, and boards and the term expirations for
28 the boards. The clerk's office will alert the executive's office of terms that are expiring.

29
30 **Committee** and **Staff** discussed appointments, information collected for the people
31 beings suggested for appointments and how that information is being handled/stored,
32 expiring terms, and how removing members from boards and committees' works.
33

34 **ACTION: A motion was made by Erickson to recommend approval to the**
35 **County Council for the proposed Code Enforcement Requiring Tracking of**
36 **Appointments and Memberships of Committees, Boards, Etc. and was**
37 **seconded by Garrity. The vote in favor was unanimous, 3-0.**
38

39 **Pending Items**

40 **#9 N/A**
41

42 No pending items at this time.
43

44 **Items for Discussion**

45 **#10 Cell Phone Stipend Policy Amendment**
46

1 This item will be discussed at a future meeting.

2
3 **Items on Hold**

4 **#11 Cache County Attorney's Office Policy Revisions**

5
6 This item will be moved to the bottom of the list.

7
8 **#12 Establishing an Anchor Location & Electronic Meeting Procedures for the**
9 **Purposes of the Utah Open and Public Meetings Act**

10
11 This item will remain on hold.

12
13 **#13 County Property Acquisition, Management, and Disposal Policy**

14
15 This item will remain on hold.

16
17 **#14 Purchasing Policy**

18
19 This item will remain on hold.

20
21 **#15 Ordinance on Pioneering Agreements**

22
23 This item will remain on hold.

24
25 **#16 Fleet Management Policy**

26
27 This item will remain on hold.

28
29 **#17 Amendments to the Cache County Optional Plan (i.e., The Organic Act)**

30
31 This item will remain on hold.

32
33 **10:02:00**

34
35 **Adjourned.**

36
37 **Next Meeting: March 13, 2026 at 8:30 am**