

**MINUTES  
BOX ELDER COUNTY COMMISSION  
APRIL 20, 2016**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative/Operational Session at the County Courthouse, 01 South Main Street in Brigham City, Utah at 11:15 a.m. on **April 20, 2016**. The following members were present:

Jeff Scott	Chairman
Stan Summers	Commissioner
Jeff Hadfield	Commissioner
Marla R. Young	Clerk

The following items were discussed:

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports – Agenda Related
4. Correspondence

The Administrative/Operational Session adjourned at 11:25 a.m.

The regular session was called to order by Chairman Scott at 11:30 a.m. with the following members present, constituting a quorum:

Jeff Scott	Chairman
Stan Summers	Commissioner
Jeff Hadfield	Commissioner
Marla Young	County Clerk

The prayer was offered by Chairman Scott.

The Pledge of Allegiance was led by Commissioner Hadfield.

**APPROVAL OF MINUTES**

**THE MINUTES OF THE REGULAR MEETING OF MARCH 30, 2016 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER SUMMERS, SECONDED BY COMMISSIONER HADFIELD AND UNANIMOUSLY CARRIED.**

**AGENDA: ATTACHMENT NO. 1****ADMINISTRATIVE REVIEW/REPORTS/FUTURE AGENDA ITEMS – COMMISSION****UAC Management Conference – Commissioner Summers**

Commissioner Summers reported on the Utah Association of Counties Management Conference. He felt the breakout sessions were good and was impressed how well UAC put the conference together.

**Visit with Representatives – Commissioner Hadfield**

Commissioner Hadfield reported he and Commissioner Summers went to Washington D.C. and visited with Senator Hatch, Senator Lee, and Representative Rob Bishop about issues affecting our county.

**Letter Regarding NADO Appointment – Chairman Scott**

Chairman Scott read a letter from Governor Herbert commending Commissioner Summers on his appointment to the NADO Board of Directors.

*(See Attachment No. 2 – Letter.)*

**2015-2016 EMPLOYEE WELLNESS AWARD – CHAIRMAN SCOTT**

This item was cancelled.

**BOX ELDER INSTACARE INTRODUCTION – SALLY STOCKER**

Sally Stocker of Box Elder InstaCare presented flyers to the commissioners regarding the opening of a new facility in the county. She stated they plan on opening May 23, 2016 and will be located in the old workforce services building. She said they will accept most insurance and will have lab and x-ray capabilities on site.

**SEMI-TRUCK BIDS – TOM PERKINS**

Road Department Supervisor Tom Perkins explained they requested bids to purchase two trucks and trade-off two trucks. Mr. Perkins said Kenworth had the lowest bid and recommended the bid be awarded to Kenworth in the amount of \$178,800. They received bids from Peterbilt in the amount of \$184,050 and Tri-State Truck in the amount of \$277,450.

**MOTION:** Commissioner Hadfield made a motion to award the bid for two trucks to Kenworth in the amount of \$178,800. The motion was seconded by Commissioner Summers and unanimously carried.

**ROAD CLOSURE 7200 N FOR BRIDGE WORK – TOM PERKINS**

Road Supervisor Tom Perkins explained the road department is making repairs to a bridge and needs to close the road during the construction. The dates of closure are April 25-30, 2016 and he is recommending closing 7200 North and 4600 West. He stated the landowners, businesses, school district, and public safety will be notified of the closure.

MOTION: Commissioner Summers made a motion to close 7200 North and 4600 West from April 25, 2016 to April 30, 2016 to make the necessary bridge repairs. The motion was seconded by Commissioner Hadfield and unanimously carried.

**CANAL SAFETY MANAGEMENT PLAN – DARRIN MCFARLAND**

Darrin McFarland of Bear River Canal Company stated there have been some bills run in the legislature regarding canal safety. He said the canal company is in the process of assessing and mapping safety concerns for their canal safety management plan. He asked the commission for recommendations of contacts within the county.

Commissioner Summers stated it would be good to give the information to the Emergency Manager Mark Millett, Road Department Manager Bill Gilson, and Commission Secretary Rebecca Dilg. He encouraged Mr. McFarland to let the commissioners know when there is a legislative issue so they can be aware of the bills and track them. He stated the county would like to include Mr. McFarland in the process when creating the resource management plan.

**TAX DELAY IN PAYMENT ACCOUNT #R0029194 – MIKELA BOURNE**

Mikela Bourne presented information regarding account #R0029194. She stated her mother passed away and she needs more time to get the taxes current. She asked the commission to remove the home from the tax sale and extend the time so she can get the home prepared to be sold to pay the taxes.

Chairman Scott stated the extension to pay property taxes is typically one year.

MOTION: Commissioner Summers made motion to approve a one year extension on the property taxes on account # R0029194. The motion was seconded by Commissioner Hadfield and unanimously carried.

**WRITE OFF BAD DEBT/SEND TO COLLECTIONS – TOM KOTTER**

Auditor Tom Kotter stated there are several accounts for stall rentals at the fairgrounds that need to be sent to collections. The accounts are #02-0021 in the amount of \$4,390.94, #02-009 in the amount of \$647.01, #02-0033 in the amount of \$73.04, and #02-0029 in the amount of \$704.81.

MOTION: Commissioner Summers made a motion to send the referred accounts to collections. The motion was seconded by Commissioner Hadfield and unanimously carried.

**PUBLIC COMMENT PERIOD**

DeAnna Hardy of Brigham City stated she opposes the tourism tax. She stated government builds and expands at the expense of the citizens and encouraged the commissioners to get rid of the tourism tax. Ms. Hardy commented about Commissioner Summers being appointed to the NADO Board and stated regional government is part of Agenda 21.

**RECESS**

MOTION: At 12:16 p.m. Commissioner Summers made a motion to recess to hold an RDA and an MBA meeting. The motion was seconded by Commissioner Hadfield and the meeting recessed.

MOTION: Commissioner Summers made a motion to reconvene into regular commission meeting. The motion was seconded by Commissioner Hadfield and the meeting reconvened at 12:45 p.m.

**WARRANT REGISTER – COMMISSIONERS**

The Warrant Register was signed and the following claims were approved for payment: Claims 99075 through 99123 in the amount of \$213,131.60. Claims 99124 through 99206 in the amount of \$527,796.64. Claims 99207 through 99252 in the amount of \$55,848.16. Claim 97083 was voided.

**PERSONNEL ACTIONS/VOLUNTEER ACTION FORMS – COMMISSIONERS**

- HUMAN RESOURCE: Diane Olson, compensation change, effective 04/20/2016
- RECORDER: Faylene Brown, promotion, effective 04/13/2016
- ROAD DEPT: Mike Hansen, re-hire, effective 04/18/2016
- ROAD DEPT: Mike Hansen, cell phone allowance, effective 04/18/2016
- SHERIFF’S OFFICE: Ryan Fielding, compensation change, effective 03/29/2016
- SHERIFF’S OFFICE: Kenneth Sheridan, compensation change, effective 03/29/2016
- SHERIFF’S OFFICE: Paula Jo Gomez, compensation change, effective 04/05/2016
- SHERIFF’S OFFICE: Daniel Nelson, new hire, effective 04/11/2016
- SHERIFF’S OFFICE: Daniel Nelson, separation, effective 04/15/2016
- SHERIFF’S OFFICE: Jason Tilby, compensation change, effective 04/08/2016
- WEED DEPT: Betty Jo Spencer, re-hire, effective 03/28/2016
- WEED DEPT: Betty Jo Spencer, cell phone allowance, effective 03/28/2016
- WEED DEPT: Steve Johnson, re-hire, effective 03/28/2016
- WEED DEPT: Steve Johnson, cell phone allowance, effective 03/28/2016
- WEED DEPT: Terry Harrison, cell phone allowance, effective 03/28/2016



CLOSED SESSION

Strategy session to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms;

MOTION: At 12:45 p.m. a motion was made by Commissioner Summers to move into a closed session. The motion was seconded by Commissioner Hadfield and unanimously carried.

MOTION: At 1:24 p.m. a motion was made by Commissioner Summers to reconvene into regular commission meeting. Commissioner Hadfield seconded the motion and regular commission meeting was reconvened.

ADJOURNMENT

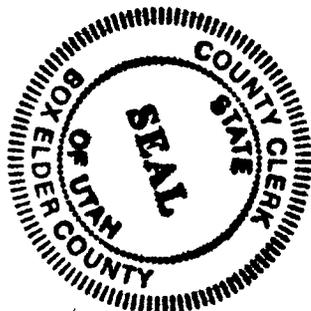
A motion was made by Commissioner Hadfield to adjourn. Commissioner Summers seconded the motion, and the meeting adjourned at 1:25 p.m.

**ADOPTED AND APPROVED** in regular session this 4<sup>th</sup> day of May 2016.

  
Jeff Scott, Chairman

  
Stan Summers, Commissioner

  
Jeff Hadfield, Commissioner



ATTEST:

  
Marla R. Young, Clerk

BOX ELDER COUNTY CLERK  
Box Elder County Courthouse  
01 South Main Street  
Brigham City, Utah 84302

**NOTICE and AGENDA**

*Public Notice* is hereby given that the Box Elder County Board of County Commissioners will hold an **Administrative/Operational Session** commencing at **11:15 a.m.** and a regular **Commission Meeting** commencing at **11:30 a.m. Wednesday April 20, 2016** in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

Administrative/Operational Session

\*11:15 a.m.

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports – Agenda Related
4. Correspondence

\*11:25 a.m.

- \*11:30 – 11:35 Call to Order: Chairman Scott  
Invocation: Chairman Scott  
Pledge: Assessor Rodney Bennett  
Approval of Minutes of March 30, 2016
- \*11:35 – 11:38 Administrative Review/Reports/Future Agenda Items – Commissioners
- \*11:38 – 11:40 Former Agenda Items Follow-Up – Commissioners
- \*11:40 – 11:42 2015-2016 Employee Wellness Award – Chairman Scott
- \*11:42 – 11:47 Box Elder InstaCare Introduction – Sally Stocker
- \*11:47 – 11:52 Semi-Truck Bids – Tom Perkins
- \*11:52 – 11:57 Road Closure 7200 N. for Bridge Work – Tom Perkins
- \*11:57 – 12:12 Canal Safety Management Plan – Darin McFarland
- \*12:12 – 12:27 Tax Delay in Payment Account #r0029194 – Mikela Bourne

- \*12:27 – 12:29 Write-Off Bad Debt/Send to Collections – Tom Kotte
- \*12:29 – 12:39 Public Comment Period  
Rules: (1) Please Speak Only Once (Maximum of 3 Minutes)  
(2) Please Speak in a Courteous and Professional Manner
- \*12:39 – 12:44 Warrant Register, Personnel Actions & Cell Phone Allowances & Volunteer  
Action Forms – Commissioners

Closed Session

**Adjournment**

These assigned times may vary depending on length of discussion, cancellation of scheduled agenda items or agenda alteration. Therefore, the times are estimates of the agenda items to be discussed. If you have any interest in any topic, you need to be in attendance at 11:30 a.m.

Prepared and posted this 15<sup>th</sup> day of April 2016.

Mailed to the Box Elder News Journal, the Leader, and the Standard Examiner this 15<sup>th</sup> day of April 2016.



Marla R. Young *Senior Clerk*  
Box Elder County Clerk

**NOTE: Please turn off or silence cell phones and pagers during public meetings.**

**This facility is wheel chair accessible and accessible parking spaces are available.** Requests for accommodations or interpretive services must be made three (3) working days prior to this meeting. Please contact the Commission Secretary's office at 734-3347 or FAX 734-2038 for information or assistance.



# STATE OF UTAH

OFFICE OF THE GOVERNOR  
SALT LAKE CITY, UTAH  
84114-2220

GARY R. HERBERT  
GOVERNOR

SPENCER J. COX  
LIEUTENANT GOVERNOR

April 7, 2016

Stan Summers, Commission Chair  
Box Elder County Commission  
1 South Main Street  
Brigham City, UT 84302

Dear Commissioner Summers.

It is my pleasure as governor to congratulate you on your appointment to the Board of Directors of the National Association of Development Organizations (NADO). What a tremendous opportunity this is for you personally and for Box Elder County and the state of Utah to be at the forefront of solving area-wide issues and addressing the fundamental building blocks required for competitive and sustainable communities and economies.

I commend your leadership in the Box Elder County Commission, Bear River Economic Development District Board, and Bear River Association of Governments to foster collaboration between public and private entities. Your experience in creating partnerships will serve our nation well as NADO represents more than 500 regional government organizations nationwide and works to strengthen America's local governments, communities, and economies through collaborative regional strategies and partnerships.

Indeed, the state of Utah has been recognized nationally for our collaborative and entrepreneurial spirit. It has been ranked consistently as the best state for business in the country, and it currently enjoys job growth that is twice the national average. One of the reasons for our success is to have translated collaboration into tangible benefits that improve residents' quality of life.

Again, congratulations and best wishes for your success as you serve on the NADO Board of Directors during the next two years.

Sincerely,

Gary R. Herbert  
Governor

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