MINUTES
BOX ELDER COUNTY COMMISSION
JUNE 01, 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 4:45 p.m. on **June 01, 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
5. Budget Review – Tom Kotter

The Administrative/Operational Session adjourned at 4:58 p.m.

The regular session was called to order by Chairman Summers at 5:00 p.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 Clerk Marla Young.

APPROVAL OF MINUTES

THE MINUTES OF THE REGULAR MEETING OF MAY 18, 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

NACO Conference – Commissioners

Commissioner Summers reported on attending the NACO conference in Jackson Hole Wyoming. He stated Utah is the envy of the western states because of how well transportation issues like installing bridges and snow removal are handled. Commissioner Summers said they were able to express their concerns about state and federal lands and there were good discussions about wild horses and monuments.

Chairman Scott stated the sheriff from Flagstaff, Arizona has offered to conduct an active shooter training for free.

BRAG Anniversary – Commissioners

Commissioner Hadfield reported on the 45 year anniversary of BRAG (Bear River Association of Governments). He stated there were several speakers who were recipients of assistance from BRAG and the gratitude of those recipients was humbling.

FORMER AGENDA ITEMS FOLLOW-UP – COMMISSIONERS

E-mail Commending Website – Chairman Scott

Chairman Scott shared an e-mail sent to Commissioner Summers commending the clerk's office on the ease of using their website and ordering a marriage license.

FISCAL YEAR 2017 AREA PLAN/BEAR RIVER MENTAL HEALTH – REED ERNSTROM

Director of Bear River Mental Heath Reed Ernstrom presented the 2017 Area Plan and Budget relative to the services provided. He highlighted a few programs such as crisis intervention and early intervention in schools. He said there were legislative changes in HB437 expanding Medicare services. Mr. Ernstrom spoke about the Justice Reinvestment Initiative and commended the sheriff's office for their support with a new case manager working in the jail.

PUBLIC HEARING/CIP BUDGET AMENDMENTS – TOM KOTTER

(See Attachment No. 2 – Attendance List.)

Chairman Scott opened the public hearing at 5:20 p.m.

Auditor Tom Kotter explained the public hearing is being held to receive comments regarding the amendment to increase the budget for the Public Safety Storage Facility. He said about $455,000 was originally budgeted for the project. When the bids came back the CIP Committee recommended increasing the cost to $720,000 which includes a ten percent contingency.

Chairman Scott asked for comments from those in attendance.

DeAnna Hardy of Brigham City stated she supports the sheriff's office but is concerned they are spending too much and not bringing in revenue. She said they should not go forward with spending when they are low in budget and feels it would be wise to hold off for a while.

> MOTION: Commissioner Summers made a motion to close the public hearing. The motion was seconded by Commissioner Hadfield and the hearing was closed.

RESOLUTION #16-03/AMENDING 2016 BUDGET – TOM KOTTER

Auditor Kotter explained Resolution #16-03 authorizes the amendment to the budget for the sheriff's storage facility.

> MOTION: Commissioner Hadfield made a motion to approve Resolution #16-03. The motion was seconded by Commissioner Summers and unanimously carried.

(See Attachment No. 3 – Resolution.)

SR30 ENVIRONMENTAL STUDY FOLLOW-UP – VINCE IZZO

Mike Pepper of UDOT presented updates on the SR30 environmental study. The study identifies the needs of the SR30 corridor such as accident data, safety, functionality, congestion issues, intersections, and road capacity. He said planning is through the year 2040.

Commissioner Summers reminded them to consider safety concerns regarding the exit that goes to the Hampton Ford Theater.

Rod Terry of UDOT stated they will be working on the passing lanes of SR23 and it will impact the passing lanes between Beaverdam and Collinston.

(See Attachment No. 4 – Study.)

USE OF COUNTY FACILITIES FOR HERITAGE ARTS FESTIVAL – PAUL LARSEN

Brigham City Economic Development Director Paul Larsen requested use of county facilities and grounds for the Heritage Arts Festival on June 10-11, 2016. He stated the Tour De Cure will also be using a portion of the parking lot south of the courthouse and has a need for using the parking lot at the justice center. He stated both events have liability insurance.

> MOTION: Commissioner Summers made a motion to authorize the use of county grounds at the courthouse and the justice building for the Heritage Arts Festival and the Tour De Cure on June 10-11, 2016. The motion was seconded by Commissioner Hadfield and unanimously carried.

MECHAM SUBDIVISION PHASE 2 – SCOTT LYONS

This item was postponed.

8800 N ROADSHED ROAD MAINTENANCE – BILL GILSON

Road Supervisor Bill Gilson stated he has been working with the town of Elwood concerning problems with 8800 North. He said with all the county trucks utilizing the road the pavement is deteriorating. Elwood Town would share in the costs of widening the road and making the road safer.

> MOTION: Commissioner Summers made a motion to authorize the 8800 North road maintenance. The motion was seconded by Commissioner Hadfield and unanimously carried.

GATE ON PIGEON MOUNTAIN LOOP ROAD – BILL GILSON

Road Supervisor Bill Gilson stated he met with Kirt Robertson who owns property east of Lucin on the Pigeon Mountain Loop Road. Mr. Robertson has put up temporary gates and has requested permission from the county to keep the gates in place. Mr. Gilson explained crops have grown over the road and the road cuts through an irrigation pivot. He said it is a "D" class road and cannot be locked or have a no trespassing sign posted.

Attorney Stephen Hadfield said they could post a sign stating it is a public road and to close the gate after entry.

> MOTION: Commissioner Hadfield made a motion to allow an unlocked gate with the appropriate signage. The motion was seconded by Commissioner Summers and unanimously carried.

FAIR CONCERT CONTRACT – JAN RHODES

Fairgrounds Manager Jan Rhodes stated they have a contract with the band Restless Heart for the fair concert. She stated Attorney Hadfield has reviewed the contract and has suggested a few changes.

Chairman Scott said he was concerned with some of the ancillary items and would like to know the true cost to the county and to make sure the ticket sales will cover the cost of the concert.

Commissioner Summers stated the concert will again be a benefit for the Honor Flight which should be a draw to the concert.

> MOTION: Commissioner Summers made a motion to approve the fair concert contract with the recommended changes. The motion was seconded by Commissioner Hadfield and unanimously carried.

CDA AGREEMENT WITH PROCTER & GAMBLE – MITCH ZUNDEL

Economic Development Director Mitch Zundel explained Procter & Gamble is requesting a confidentiality agreement for upcoming discussions.

Attorney Stephen Hadfield explained the agreement needs to follow the right procedure so it does not conflict with GRAMA requirements. He explained P&G is asking for confidentiality agreements with those who may participate in future negotiations.

> MOTION: Commissioner Summers made a motion to sign the CDA with the pertinent people involved. The motion was seconded by Commissioner Hadfield and unanimously carried.

PUBLIC COMMENT PERIOD

DeAnna Hardy of Brigham City stated she went to the Mantua City Council regarding voting by mail. She thinks the ADA requirements are just an excuse to vote by mail as there are plenty of public buildings in Mantua. She said all elections should be by secret ballot and she feels the county clerk can manipulate the elections. She encouraged the commission to stand up and fight for the rights of the citizens.

WARRANT REGISTER – COMMISSIONERS

The Warrant Register was signed and the following claims were approved for payment: Claims 99514 through 99586 in the amount of $745,113.90. Claims 99587 through 99640 in the amount of $67,419.39. Claims 99290 and 99511 were voided.

PERSONNEL ACTIONS/VOLUNTEER ACTION FORMS – COMMISSIONERS

ATTORNEY:	Stephanie Quintero, compensation change, effective 06/06/2016
BLDG & GROUNDS:	Amber Maughan, separation, effective 05/20/2016
BLDG & GROUNDS:	Emily Mott, new hire, effective 05/31/2016
CLERK:	Jenessa May, new hire, effective 05/26/2016
FAIRGROUNDS:	Hailee Garrett, new hire, effective 05/16/2016
FAIRGROUNDS:	Jack Forsberg, new hire, effective 06/01/2016
SHERIFF:	Steven Downey, transfer, effective 05/20/2016
SHERIFF:	Jason Harris, compensation change, effective 06/20/2016
SHERIFF:	Cade Palmer, compensation change, effective 06/13/2016
SHERIFF:	Brandon Fullmer, compensation change, effective 06/17/2016
TREASURER:	Ilene Call, compensation change, effective 03/27/2016
WEED DEPT:	Josie Payne, new hire, effective 05/31/2016
WEED DEPT:	Nicole Villafuerte, new hire, effective 05/31/2016
WEED DEPT:	Heather Hutchinson, new hire, effective 05/31/2016

ADJOURNMENT

A motion was made by Commissioner Summers to adjourn. Commissioner Hadfield seconded the motion, and the meeting adjourned at 6:16 p.m.

ADOPTED AND APPROVED in regular session this 15th day of June 2016.

Stan Summers, Chairman

Jeff Scott, Commissioner

Jeff Hadfield, Commissioner

COUNTY CLERK STATE SEAL OF UTAH BOX ELDER COUNTY

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 **4:45 p.m.** and a regular **Commission Meeting** commencing at **5:00 p.m.** **Wednesday June 1, 2016** in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

Administrative/Operational Session
*4:45 p.m.

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

*4:55 p.m.

5. Budget Review – Tom Kotter

*5:00 – 5:05	Call to Order: Chairman Scott Invocation: Commissioner Scott Pledge: Clerk Marla Young Approval of Minutes of May 18, 2016
*5:05 – 5:08	Administrative Review/Reports/Future Agenda Items – Commissioners
*5:08 – 5:10	Former Agenda Items Follow-Up – Commissioners
*5:10 – 5:20	Fiscal Year 2017 Area Plan/Bear River Mental Health – Reed Ernstrom
*5:20 – 5:25	Public Hearing/CIP Budget Amendments – Tom Kotter
*5:25 – 5:27	Resolution #16-03/Amending 2016 Budget – Tom Kotter
*5:27 – 5:42	SR30 Environmental Study Follow-Up – Vince Izzo
*5:42 – 5:44	Use of County Facilities for Heritage Arts Festival – Paul Larsen
*5:44 – 5:46	Mecham Subdivision Phase 2 – Scott Lyons

*5:46 – 5:51	8800 N Roadshed Road Maintenance – Bill Gilson
*5:51 – 6:01	Gate on Pigeon Mountain Loop Road – Bill Gilson
*6:01 – 6:03	Fair Concert Contract – Jan Rhodes
*6:03 – 6:08	CDA Agreement with Procter & Gamble – Mitch Zundel
*6:08 – 6:18	Public Comment Period Rules: (1) Please Speak Only Once (Maximum of 3 Minutes) (2) Please Speak in a Courteous and Professional Manner
*6:18 – 6:23	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 5:00 p.m.

Prepared and posted this 26th day of May 2016.

Mailed to the Box Elder News Journal, the Leader, and the Standard Examiner this 26th day of May 2016.

Diane Fuhrman

Marla R. Young
Box Elder County Clerk

Senior 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.

①

June 1, 2016 Public Hearing
CIP Budget amendments

Name	phone #
Rebecca Dilg	435-734-3347
Bob Thayer	435-279-6666
Dr. Anna Hardy	744-2456
Vince 1220	406 396 6223
Tom Kotter	734-3317
Jenica Baggs	734-3364
Kevin Potter	734-3814
Scott Sandall	435-279-7551
Mitch Zander	435-734-3331
Nelson Phillips	[illegible]
Cari Doutre	The leader 257-5182

Att #2

Resolution 16-03

A resolution by the Box Elder County Board of Commissioners amending the 2016 budget for Box Elder County.

WHEREAS, the Box Elder County Board of Commissioners has authority to amend the budget for Box Elder County,

THEREFORE, BE IT RESOLVED that the Box Elder County Board of Commissioners does hereby amended the attached accounts of the 2016 budget.

Adopted this 1st day of June, 2016.

Box Elder County Board of Commissioners

Jeff Scott, Chairman

Stan Summers, Member

Jeff Hadfield, Member

COUNTY CLERK STATE SEAL OF UTAH

Attest:

Marla Young, Clerk

Att #3

Box Elder County, UT

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT08151 - 2016 CIP - PS Facility

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000053	Tentative Budget	2016 CIP - Public Safety Storage Facility	6/1/2016

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
	Appropriated Fund Balance	2016 CIP - Public Safety Storage Facility	-1,218,000.00	-264,350.00	-1,482,350.00

January:	-22,029.17	April:	-22,029.17	July:	-22,029.17	October:	-22,029.17
February:	-22,029.17	May:	-22,029.17	August:	-22,029.17	November:	-22,029.17
March:	-22,029.17	June:	-22,029.17	September:	-22,029.17	December:	-22,029.13

		Public Safety	2016 CIP - Public Safety Storage Facility	600,000.00	264,350.00	864,350.00	

January:	22,029.17	April:	22,029.17	July:	22,029.17	October:	22,029.17
February:	22,029.17	May:	22,029.17	August:	22,029.17	November:	22,029.17
March:	22,029.17	June:	22,029.17	September:	22,029.17	December:	22,029.13

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CORRIDOR STUDY

I-15 to 1000 West

MAY 2016

STUDY RECOMMENDATIONS

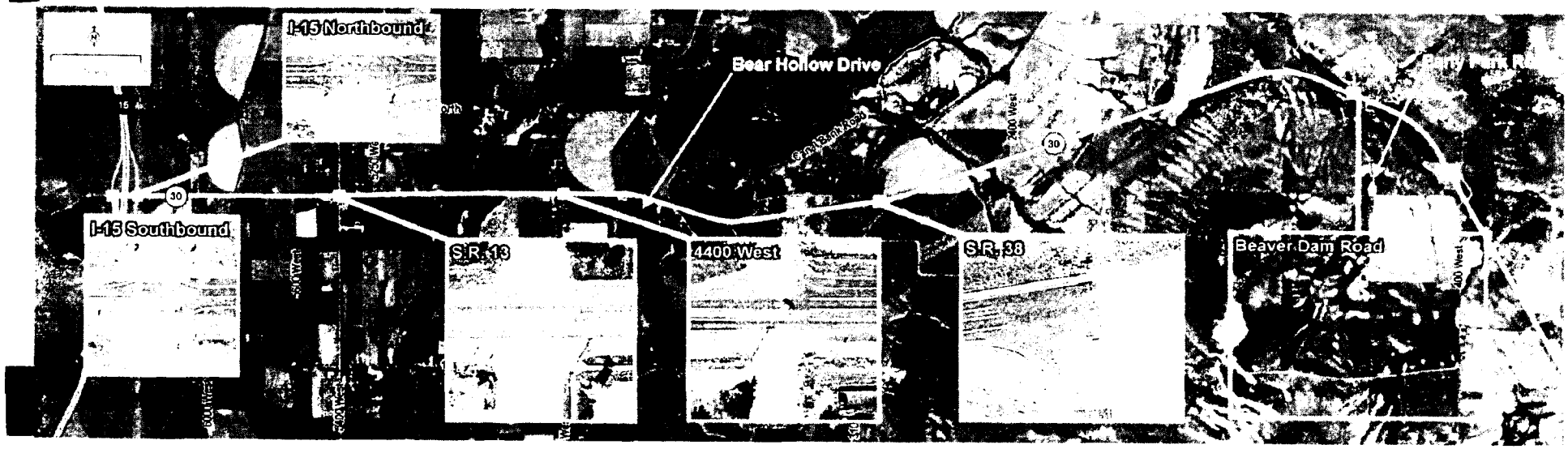
UDOT

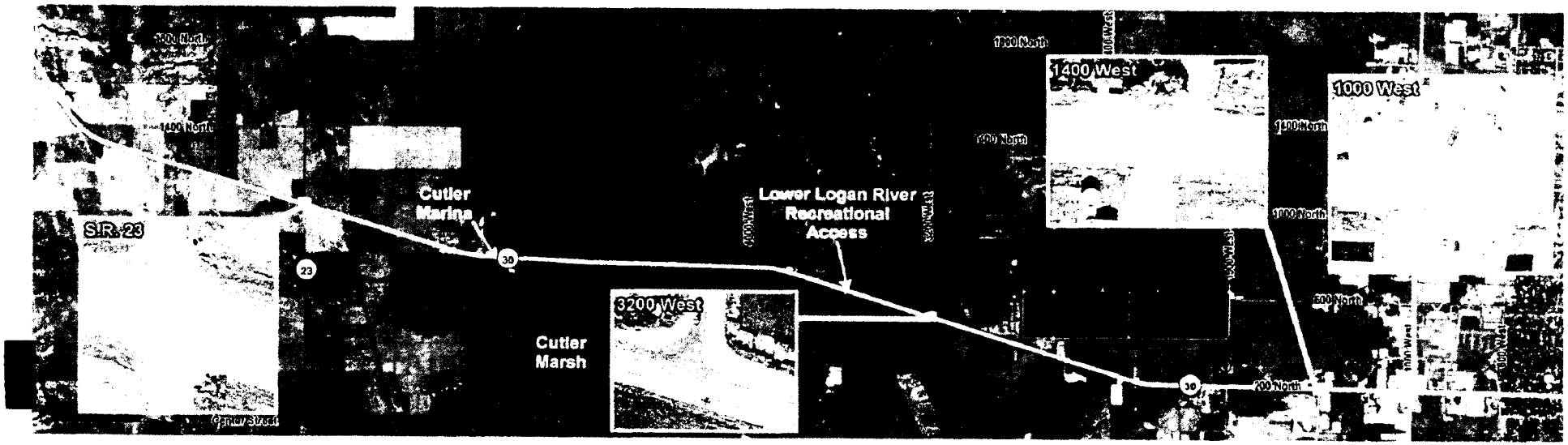
Att #4

Study Overview

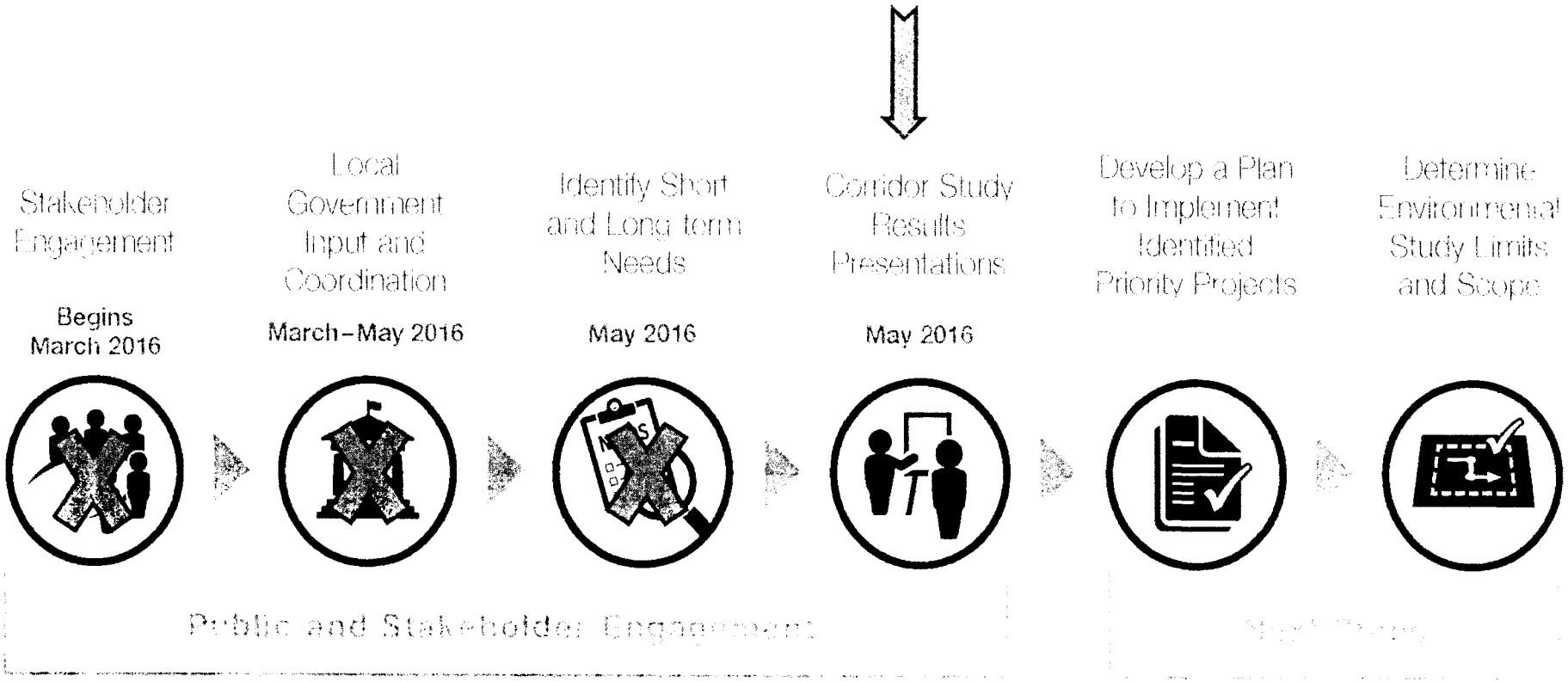
- Identifies current and future roadway needs
- Study limits – I-15 to 10th West, Logan (17.5 miles)
- Two counties
  - Box Elder
  - Cache
- 2040 Planning Horizon
- Not an environmental study (EA or EIS)
- Does not include alignment changes

Study Area

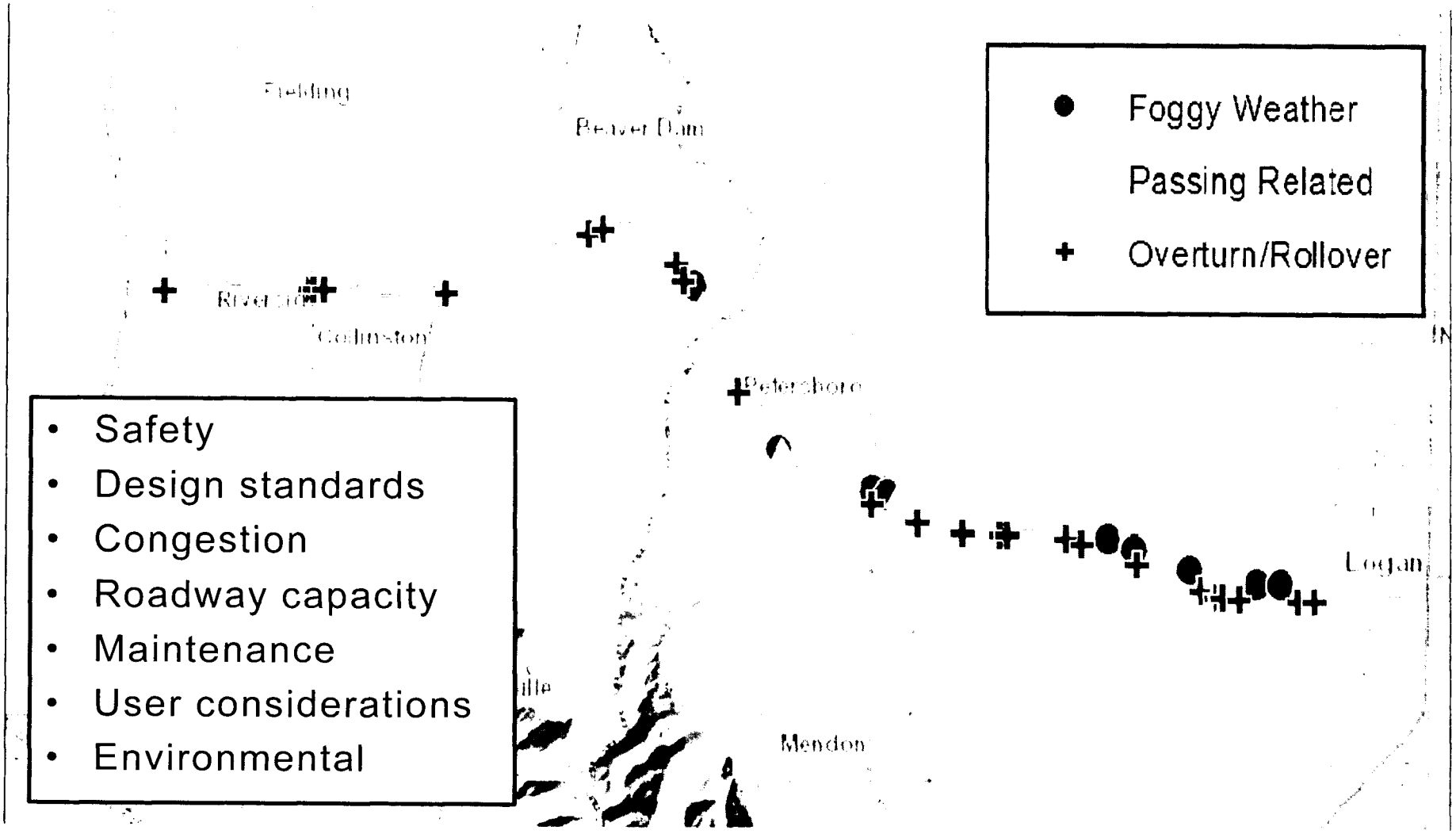

I-15 Northbound
Bear Hollow Drive
I-15 Southbound
S.R. 13
4400 West
S.R. 38
Beaver Dam Road


1400 West
1000 West
S.R. 23
Cutler Marina
Lower Logan River Recreational Access
3200 West
Cutler Marsh

Study Overview

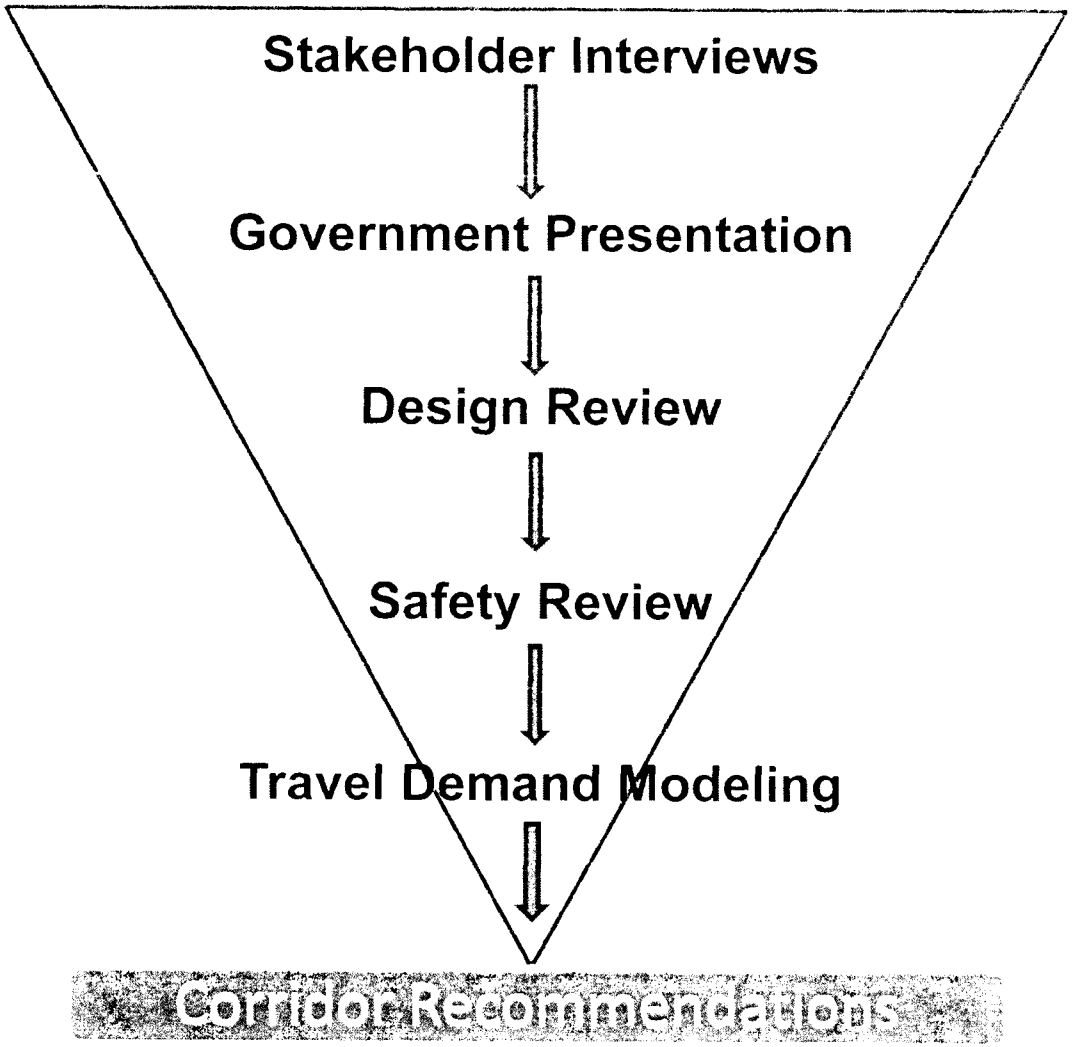


Study Purpose: To identify corridor needs



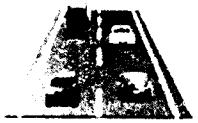
- Safety
- Design standards
- Congestion
- Roadway capacity
- Maintenance
- User considerations
- Environmental

Corridor Study Process



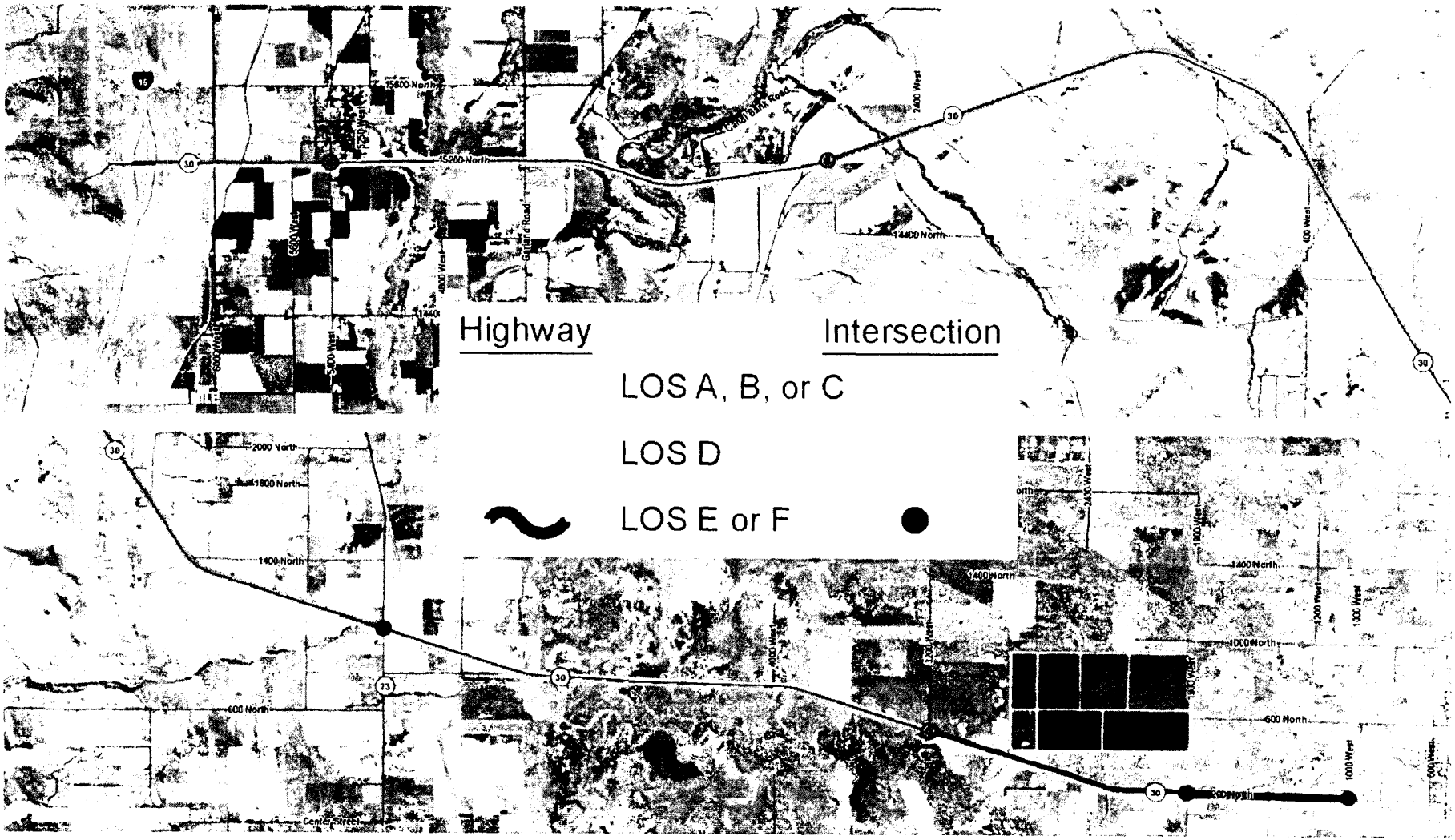
Levels of Service

for Two-Lane Highways

Level of Service	Flow Conditions	Descriptions
		Highest quality of service. Free traffic flow with few restrictions on maneuverability or speed.
		Stable traffic flow. Speed becoming slightly restricted. Low restriction on maneuverability.
		Stable traffic flow, but less freedom to select speed, change lanes, or pass.
		Traffic flow becoming unstable. Speeds subject to sudden change. Passing is difficult
E		Unstable traffic flow. Speeds change quickly and maneuverability is low.
F		Heavily congested traffic. Demand exceeds capacity and speeds vary greatly.

UDOT 's Goal for Rural Highways is LOS C or Better

S.R. 30 2040 Level of Service (LOS)



S.R. 30 LOS

S.R. 30 SEGMENTS NOT MEETING LOS GOALS IN 2040

I 15 to S.R. 23

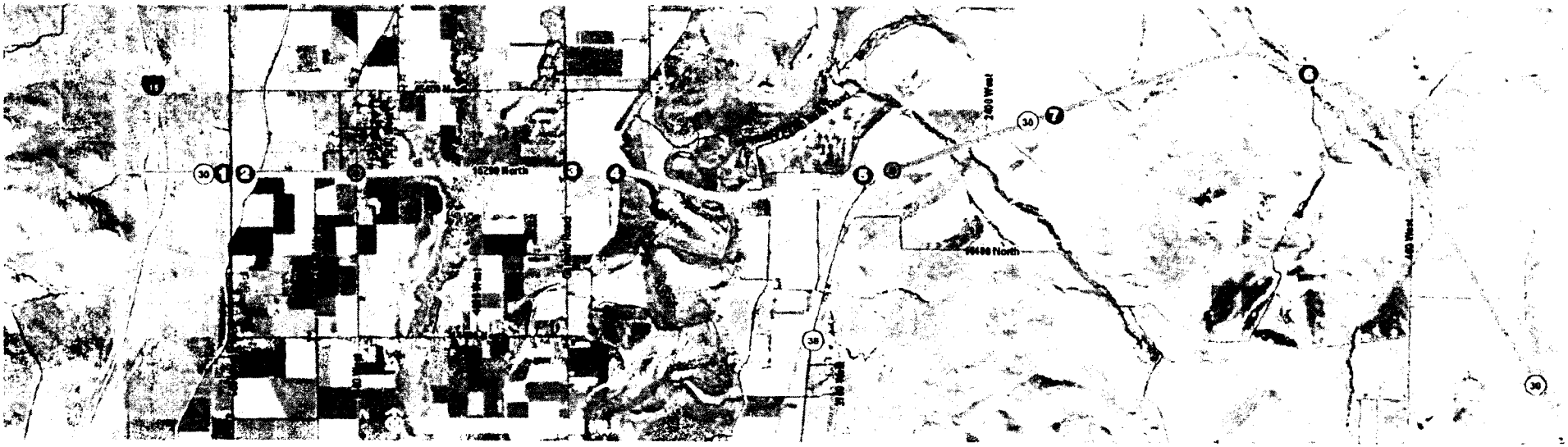
S.R. 23 to 10TH West

- 1900 West to 10th West westbound - LOS E and F
- 10th West to 3200 West eastbound – LOS E and F

INTERSECTION LOS

- S.R. 23 – LOS F
- 1400 West – LOS E
- 10th West – LOS F

S.R. 30 Safety Recommendations
I-15 to S.R. 23



WHAT ARE THE S.R. 30 CORRIDOR STUDY POTENTIAL RECOMMENDATIONS FROM I-15 TO S.R. 23?

Potential Highway Capacity Improvements

- I-15 to S.R. 38

Potential Highway Safety Mitigation

MP 91.3 Railroad crossing
- Add pull out for school buses

6000 West/S.R. 30 Intersection
- Add intersection lighting and turn lanes

S.R. 81/S.R. 30 Intersection
- Add intersection lighting

Bear Hollow Drive/S.R. 30 Intersection
- Add intersection lighting and warning signs

S.R. 38/S.R. 30 Intersection
- Add intersection lighting, improve geometry, and lengthen left turn lane

Beaver Dam Road/S.R. 30 Intersection
- Add intersection lighting and improve intersection geometry

S.R. 81 to Beaver Dam Road
- Reduce wildlife strikes with fencing and wildlife crossing signs

S.R. 30 Recommendations

S.R. 23 to 10th West

WHAT ARE THE S.R. 30 CORRIDOR STUDY POTENTIAL RECOMMENDATIONS FROM S.R. 23 TO 10TH WEST?

Potential Highway Capacity Improvements

- S.R. 23 to 10th West

Potential Highway Safety Mitigation

S.R. 23/S.R. 30 Intersection
- Improve intersection geometry

MP 102.6 Railroad Crossing
- Add pull out for school buses

Cutler Marsh Marina/S.R. 30 Intersection
- Add left turn and acceleration lanes

Lower Logan River Access
- Add left and right turn and acceleration lanes

3200 West/S.R. 30 Intersection
- Add intersection lighting and right turn lane

MP 107.2 Curve
- Widen shoulders

S.R. 23 to 1900 West
- Widen shoulders, add weather alert system for fog, add turn lanes to access points, and consider bike safety

1900 West to 10th West
- Add continuous left turn lane, improve right turn lane access to businesses, add shoulders, and consider bike safety

Implementation Plan

Spot Improvement Locations

- *Capacity Improvements I-15 to S.R. 38*
- *MP 91.3 Rail crossing*
- *6000 West Intersection*
- *Bear Hollow Drive*
- *S.R. 81 Intersection*
- *S.R. 38 Intersection*
- *Beaver Dam Road Intersection*
- *S.R. 81 to Beaver Dam Road – Wildlife Warning Signs*

Implementation Plan

Environmental Document

- *S.R. 23 to 10th West*
- *Evaluate alternatives and develop recommendations to address the numerous safety and access deficiencies*
- *Evaluate alternatives and develop recommendations to address capacity needs and LOS goals*
- *Start process in summer 2016*

Question & Answer

- What are your comments on the S.R. 30 Corridor Study recommendations?

- **Additional input:**

  - Phone: (435) 554-1136

  - Email: SR30study@utah.gov