

# MINUTES

## ELECTRONIC STEERING COMMITTEE MEETING APRIL 13, 2012 ANCHOR LOCATION - ST. GEORGE, UTAH

### MEMBERS PARTICIPATING IN CALL

Commissioner Clare Ramsay, Chair  
Mayor Jerry Taylor, Vice-Chair  
Ken Platt  
Commissioner Chad Johnson  
Craig Wright for Mayor Mark Yardley  
Carolyn White  
Commissioner Dale Brinkerhoff  
Mayor Connie Robinson  
Alan Adams  
Commissioner Douglas Heaton  
Mayor Nina Laycook  
Mayor Darrin LeFevre

### REPRESENTING

Garfield County Commissioner Representative  
Garfield County Mayor Representative  
Garfield County Schools Representative  
Beaver County Commissioner Representative  
Beaver County Mayor Representative  
Beaver County Schools Representative  
Iron County Commissioner Representative  
Iron County Mayor Representative  
Iron County Schools Representative  
Kane County Commissioner Representative  
Kane County Mayor Representative  
Washington Co. Mayor Representative

### OTHERS PARTICIPATING IN CALL

Ken Sizemore  
Diane Lamoreaux

Five County Association of Governments  
Five County Association of Governments

### MEMBERS NOT PARTICIPATING

Wendy Allan  
Commissioner Denny Drake  
LuAnne Forrest  
Dorian Page  
Frank Lojko

Kane County Schools Representative  
Washington Co. Commissioner Representative  
Washington Co. Schools Representative  
Southern Utah University  
Dixie State College of Utah

## I. WELCOME AND CONFIRMATION OF A QUORUM

Commissioner Clare Ramsay, Chair, welcomed those joining the conference call. Mr. Sizemore confirmed that a quorum was participating for conduct of business. Mr. Craig Wright is representing Mayor Mark Yardley, Beaver County Mayor Representative.

## II. MINUTES OF MARCH 14, 2012 - REVIEW & APPROVE

Commissioner Ramsay, Chair, presented minutes of the March 14, 2012 meeting for Board consideration.

**MOTION WAS MADE BY MAYOR NINA LAYCOOK TO ACCEPT MINUTES OF THE MARCH 14, 2012 MEETING AS PRESENTED. MOTION WAS SECONDED BY MS. CAROLYN WHITE.** Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre abstained from voting. **MOTION CARRIED.**

### III. EXECUTIVE COMMITTEE ACTION

Mr. Ken Sizemore reviewed Executive Committee actions for consideration of ratification as follows: **1) Fringe Benefit Package**-- Mr. Sizemore noted that the bulk of the fringe benefit is the health insurance premiums. The insurance carrier for Five County is IHC Select Health. An initial notice of a ten percent (10%) premium increase was lowered to seven percent (7%), provided that the AOG did not shop around this year. Proposals for insurance coverage will be taken next year. The average increase for all of the five counties was seven percent (7%). The Executive Committee initiated a flat co-pay amount of \$100.00 per month for each employee. The merit system was also reinitiated for the upcoming fiscal year, beginning July 1, 2012; **2) Cost-of-Living Adjustment FY 2013**-- A 1% cost of living adjustment was authorized for employees effective July 1, 2012; **3) County Participation**-- Each county contributes an annual assessment to Five County for general administrative costs. That contribution will remain at \$15,000 for the upcoming fiscal year; **4) Indirect Cost Allocation Plan for FY 2013**-- The indirect cost allocation rate remains at 11.1% for FY 2013; **5) Budget Revisions**-- Executive Committee members reviewed budget revisions for individual cost centers. This activity generally occurs in February but was delayed due to the retirement of Bob Rasmussen and the benefit of having Scott Leavitt, the new CFO, participate in this process. Major changes in costs centers was additional revenue for various programs; and **6. Meal Per Diem Revisions for FY 2013**-- Per diem rate adjustments were approved for in-state and out-of-state meals. In-state costs will increase from \$30.00 to \$36.00 per day and out-of-state meals will increase from \$38.00 to \$45.00. This reflects reimbursement provided by the state of Utah. Mileage rates will not change from \$.30 per mile.

Chairman Ramsay entertained discussion on items reviewed in conjunction with the fringe benefit package. Commissioner Dale Brinkerhoff suggested that consideration be given to providing a flat rate based on salaries for all employees which would provide additional compensation to those employees on the lower end of the pay scale to prevent the gap from widening. He also noted that Iron County did not provide a cost-of-living adjustment to their employees. Mayor Nina Laycook suggested that consideration be given to PEHP when shopping for insurance next year. The percentage increase for Kanab City this year was only 4.8% and this rate could have been lowered to 2.8% with a lower plan option. Commissioner Brinkerhoff reported that Iron County's rate increase was 2%. However, Five County employee participation in the health insurance premium outweighs the 1% cost-of-living adjustment. Ms. Carolyn White indicated that the Beaver County School District rate increased 19% with Altius Insurance. Other Board members agreed with using a flat rate rather than a 1% across the board for the cost-of-living adjustment and asked that calculations be provided via e-mail for this change.

**MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF TO APPROVE EXECUTIVE COMMITTEE ACTIONS, WITH THE ADJUSTMENT IN CALCULATION OF THE COST-OF-LIVING FOR EMPLOYEES. MOTION WAS SECONDED BY MAYOR NINA LAYCOOK.** Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

#### IV. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

##### A. FY 2012 PROJECT RATING AND RANKING

Mr. Sizemore reported that sufficient funds are in place for FY 2012 to fund all applications to the CDBG program. The Five County AOG will receive \$950,764 for allocation throughout the region. He reviewed the staff funding recommendation as follows: **1) Five County AOG, \$90,000--** To provide program administration, Consolidated Plan update, rating and ranking, housing program delivery and economic development technical assistance/planning. The amount of funding to the AOG has decreased from the previous level of \$150,000; **2) Iron County on behalf of the Beryl Fire SSD, \$300,000--** Expansion of the fire station. Funding for year one and year two of multi-year project; **3) Big Water Town, \$150,000--** Sewer laterals for LMI eligible households; **4) Hatch Town, \$150,000--** Acquire a new fire truck; **5) Minersville Town, \$193,764--** Library Expansion with funding for year one and a portion of year two (\$43,764) of a multi-year project. The remainder of funds will be committed from the FY 2013 allocation for year two for a total project cost of \$300,000; and **6) Orderville Town, \$67,000--** To install a backup generator for the Red Hollow Wells. Mr. Sizemore mentioned that the allocation to Big Water Town for sewer laterals is contingent on a June bond election approving the construction of the sewer system.

**MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF AND SECONDED BY MAYOR JERRY TAYLOR TO APPROVE STAFF RECOMMENDATION FOR ALLOCATION OF FY 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING.** Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

##### B. CONSOLIDATED PLAN RESOLUTION

Ms. Diane Lamoreaux reported that the Five County Association of Governments is required to prepare a five-year consolidated plan. Each year a one-year action plan is required to outline goals and policies in Community Development, Economic Development and Housing Development. An Excel tool which addresses performance measures is included as well as updated capital improvement lists. This plan is submitted to the state of Utah for inclusion into the State of Utah Consolidated Plan which is due to the Department of Housing and Urban Development in May.

**MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MR. ALAN ADAMS, TO ADOPT THE FY 2012 ONE-YEAR ACTION PLAN, EXCEL TOOL AND APPENDICES BY FORMAL RESOLUTION.** Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan

Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye.  
Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

**V. AREAWIDE CLEARINGHOUSE REVIEWS**

Mr. Ken Sizemore outlined three reviews from State Trust Lands for Board consideration as follows: 1) Fire Seeding located on SITLA land in Iron County; 2) Pinyon/Juniper re-vegetation project in Beaver County; and 3) John's Valley vegetation improvement project in Garfield County. All reviews have supportive staff recommendations.

**MOTION WAS MADE BY MR. KEN PLATT TO APPROVE THE A-95 REVIEWS AS PER STAFF RECOMMENDATIONS. MOTION WAS SECONDED BY COMMISSIONER CHAD JOHNSON.** Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

The next meeting is scheduled for Wednesday, May 9, 2012 in Panguitch. The meeting is scheduled to be held at the Panguitch City Library, but the location may change if the newly remodeled courthouse is completed.

Being no further business, the conference call concluded at 10:25 a.m.