

SOUTHEASTERN UTAH ASSOCIATION OF LOCAL GOVERNMENTS**Grand County Council Chambers****January 24, 2019**

MEMBERS PRESENT	STAFF	GUESTS
Bruce Adams	Geri Gamber	Larry Ellertson, Congressman Curtis's Office
Joe Lyman	Lorraine Berryhill	Zac Whkitwell, DWS
Emily Niehaus	Dawna Houskeeper	Jason Keith, Public Land Solutions
Kent Wilson	Barbara Fausett	Katie Ross, Public Land Solutions
Roger Swenson	Mike Bryant	Ashley Korenblat, Public Land Solutions
Jaylyn Hawks	Jade Powell	Jack Schons, PTAC
Michael Kourianos on conference line	Michele on conf.	Steven Kiefer, Musinia Art Center
Tony Martines on conference line		Ryan Rasmussen, Smuin, Rich, Marsing
		Shaun Johnson, Smuin, Rich, Marsing
		Doug McMurdo, Times Independent
		Jerry McNeely, SJ Co.
		Michael Jolley, Senator Lee's Office

Michael Kourianos called meeting to order at 1:00 p.m. Quorum was present.

1. CDBG FIRST PUBLIC HEARING NOTICE – CHAIRMAN KOURIANOS

I, Mayor Kourianos, chairman of the SEUALG Board, open the public hearing for the CDBG program. The purpose of this public hearing is to provide citizens with pertinent information about the Community Development Block Grant program and to allow for discussion of possible applications for the 2018 funding cycle. The grant money must be spent on projects benefitting primarily low and moderate-income persons. The Southeastern Utah region is expecting to receive approximately \$707,000 in total in this new program year. The breakdown is as follows:

\$174,000—Single Family Housing Rehab Program
\$50,000—CDBG Administration and Planning
\$483,000—Cities, Counties, and Agencies Grant

All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time at jobs.utah.gov. Several of the eligible activities listed are as follows, but are not limited to: construction of public works and facilities, water and sewer lines, fire stations, acquisition of real property, provision of public services such as food banks or homeless shelters. In the past, SEUALG has received funding for Administration and Planning of the CDBG program and Single Family Housing Rehab. A copy of the regional “Consolidated Plan” is available on the SEUALG’s website at seualg.utah.gov. This identifies that needs of the communities and counties in our Region. Anyone with questions, comments or suggestions during the hearing please identify yourself by name before you speak. Lorraine will include your names in the minutes and we would like to specifically respond to your questions and suggestions during the hearing.

MOTION WAS MADE TO OPEN PUBLIC HEARING (EMILYNIEHAUS/BRUCE ADAMS). VOTE: UNANIMOUS APPROVED.

Are there any further comments? If no further comments, then this public hearing will be closed.

MOTION WAS MADE TO CLOSE PUBLIC HEARING (BRUCE ADAMS/JOE LYMAN). VOTE: UNANIMOUS APPROVED.

2. **REVIEW AND APPROVAL OF DECEMBER 6, 2018, MINUTES**

Board did review the December 6, 2018 minutes.

MOTION WAS MADE TO APPROVE DECEMBER 6, 2018, MINUTES (JOE LYMAN /KENT WILSON). VOTE: UNANIMOUS APPROVED.

3. **INFORMATION: CONGRESSIONAL, STATE, STAFF AND GUEST INFORMATION/ PRESENTATION**

Larry Ellertson from Congressman John Curtis's office told Board Congressman Curtis is very interested in working with the Carbon, Emery, Grand, San Juan, Uintah and Utah Counties to help your counties to get what you may need. Bruce advised Board Larry will be a good contact and he will do all he can to help you.

Zac Whitwell from DWS told Board he would like to be more active with AOG meetings and get to know what issues are your concerns.

Michael Jolley from Senator Mike Lee's office told Board Senator Lee is supporting the Utah Rural Economy Act will protect Utah from presidential Antiquities Act Abuse and give Utah rural communities a real voice on local land management policies. Mr. Jolley told Board Senator Lee is also involved with PILT and if anyone is in need of help to reach to Senator Lee's office.

4. **PRESNTATION: FY 2018 AUDIT – GREG MARSING**

Greg presented FY 2018 Audit for SEUALG. He went through the audit with Board. There were no significant deficiency and no material weaknesses disclosed in internal control by the audit over the financial statements. No instances of noncompliance material to the financial statements were disclosed by audit. There were no significant deficiencies and no material weaknesses in internal control over major programs disclosed by the audit. There are no audit findings to major programs that the auditor is required to report. There was a finding in the Financial Statements Audit.

SEUALG is required to adopt and approve a budget prior to the beginning of the upcoming year. A budget is to be prepared for each fund which includes estimated revenues and expenditures except for permanent trusts and fiduciary funds. Estimated revenues and expenditures must match.

SEUALG does not have legal authority to expend more funds than what has been appropriated as expenditures in the SEUALG approved budget for the year on a fund level. During the year under audit, SEUALG over spent its approved budget which was not in compliance with Utah State budgeting law. During the budgeting process there were some grants and contracts that had not been taken into consideration and failed to be included in the SEUALG approved budget. SEUALG was encouraged to closely monitor expenditures as compared to legally adopted budgeted amounts and follow legal procedures to adjust budgets if necessary to be in compliance. It was recommended that SEUALG review with personnel budgetary requirements and make sure employees responsible for monitoring expenditures as compared to budgets are adequately trained. SEUALG will review more closely the budgeting process and make sure the budget is monitored throughout the year so this oversight does not happen again. There were no findings and questioned costs on major federal award programs audit.

MOTION WAS MADE TO APPROVE FY 2018 AUDIT (BRUCE ADAMS/ROGER SWENSON). VOTE: UNANIMOUS APPROVED.

5. **DISCUSSION: PROCUREMENT TECHNICAL ASSISTANCE CENTER – JACK SCHONS**

Jack told Board he is in the process of getting PTAC Program started in Carbon, Emery, Grand and San Juan Counties. PTAC is funded by the Governor Herbert's Economic Development Agency and Department of Defense Logistics Agency for any small businesses who may be interested in bidding

contracts for the Federal Government mostly for the Defense Department. Jack asked Board for any recommendations from any business who may be interested in this to contact him.

6. **INFO: PUBLIC LAND SOLUTION – ASHLEY KORENBLAT**

Ashley told Board Public Land Solution works with hundreds of outdoor businesses that have interests in public land to utilize recreation assets that support a positive economic impact on surrounding communities. These communities have pursued solutions and policy recommendations to protect and enhance recreation economies in order to plan for a balanced use of multiple uses on public lands. Ashley brought up many examples of how many new businesses that have relocated can use public recreation assets to benefit them and their communities or existing communities that have benefited from their surrounding recreation assets.

7. **INFO: WX/GROUP LIFETREE ADVENTURES WORK CAMPS – BOB TURLEY**

This item was tabled for March meeting.

8. **MOTION: CROOK & TAYLOR LAW REPRESENT SEUALG AS HUMAN RESOURCES LAWYER- GERI**

Geri told Board Crook & Taylor Law is willing to represent SEUALG as a Human Resource Lawyer.

MOTION WAS MADE TO APPROVE CROOK & TAYLOR LAW AS SEUALG HUMAN RESOURCES LAWYER (BRUCE ADAMS/JOE LYMAN). VOTE: UNANIMOUS APPROVED.

9. **MOTION: APPROVAL TO BE FISCAL AGENT FOR GRANTS FOR NAVAJO NATIONS (BROWN/CODWELL)-GERI**

Board recommended that SEUALG must follow Procurement Policies. Geri told Board Crook and Taylor are in the process of producing SEUALG Procurement Policies. Without these policies in place Board stated SEUALG should not become a fiscal agent for grants for Navajo Nations. This item is dead by lack of motion.

10. **INFO: BOARD TRAINING - GERI**

Geri told Board if they have Open Public Meeting they must sign document. Most of the Board did sign this document that they did have training.

11. **DISCUSSION/MOTION: HOLDING EVERY 3RD MEETING AS VIDEO CONFERENCE MEETING - GERI**

Geri asked Board if they are interested in having video conference meeting. Board stated they were interested.

MOTION WAS MADE TO APPROVE HOLDING EVERY 3RD MEETING AS VIDEO CONFERENCE MEETING (BRUCE ADAMS/KENT WILSON). VOTE: UNANIMOUS APPROVED.

12. **MOTION: APPROVAL OF ADDED ITEMS ON BYLAWS-GERI**

Geri told Board the rotation of counties for chairman was added to ByLaws along with having a quorum present through the use of video communication to pass agenda items. The Secretary and Treasurer will be combined and languages will be changed of duties. The ByLaws will be brought back to Board at next meeting.

MOTION WAS MADE TO TABLE THIS ITEM FOR NEXT MEETING (JAYLYN HAWKS/KENT WILSON). VOTE: UNANIMOUS.

13. **DISCUSSION: UAC DISCUSSION-GERI**

Geri told Board Jaylyn Hawks will be replacing Curtis Wells's position on SEUALG Board. Curtis Wells has also stepped down as a representative for UAC. Casey Hopes from Carbon County is also on UAC. Geri asked Board for a representative for UAC. Board suggested Kent Wilson.

MOTION HAS BEEN MADE TO HAVE COMMISSIONER KENT WILSON AS SEUALG REPRESENTATIVE FOR UAC BOARD (BRUCE ADAMS/JAYLYN HAWKS). VOTE: UNANIMOUS.

14. **MOTION: CODE OF CONDUCT REVISION-GERI**

Geri told Board she would like to adopt Code of Conduct done by DWS.

MOTION WAS MADE TO ADOPT REVISED CODE OF CONDUCT (EMILY NIEHAUS/ROGER SWENSON). VOTE: UNANIMOUS APPROVED.

15. **MOTION: HOUSING REHAB PROJECTS/THRESHOLD INCREASE-BARBARA**

Female in Emery County is in need of ADA walk-in shower, toilet, sink/vanity, flooring, grab bars, siding, windows, furnace, and water heater. A CDBG grant up to \$10,000 and OWHLF up to \$25,000 will be used.

A couple in Emery County need to replace bathtub, subfloor and flooring, ADA toilet, grab bars, furnace, windows and roof. A CDBG grant up to \$10,000 and OWHLF up to \$10,000 will be used.

Female in Emery County is in need of ADA walk-in-shower, toilet and replace windows. A CDBG grant up to \$10,000 will be used.

MOTION WAS MADE TO APPROVE HOUSING REHAB PROJECTS (JOE LYMAN /EMILY NIEHAUS). VOTE: UNANIMOUS APPROVED.

Jade told Board on \$10,000 can be used for CDBG grants for housing projects according to SEUALG policies. Jade asked Board to consider raising the threshold from \$10,000 to \$15,000. This will help to cover the gap when bids are over \$10,000 and USDA or OWHLF cannot cover this gap.

MOTION WAS MADE TO RAISE THRESHOLD FROM \$10,000 TO \$15,000 FOR CDBG GRANTS FOR HOUSING REHAB PROJECTS (JAYLYN HAWKS/EMILY NIEHAUS). VOTE: UNANIMOUS.

Barbara gave Board handouts of 20182019 Housing Rehab Project Status for OWHLF, CDBG and USDA funds along with list of clients who have received these funds. This handout also show total project cost and admin earned. Barbara also gave Board a list of contractors for Southeast Utah region. She asked Board's help in getting the word out to apply for Housing Rehab. Emily asked Barbara to send her any kind of information about Housing Rehab.

16. **MOTION: FINANCIALS-MICHELE**

Michele presented to the Board the financials for 12/31/2018.

MOTION WAS MADE TO APPROVE 12/31/2018 FINANCIALS (BRUCE ADAMS/EMILY NIEHAUS). VOTE: UNANIMOUS APPROVED.

17. **MOTION TO RATIFY: LETTER TO SUPPORT OF THE SR 262 AND SR 162 SAFETY & ENERGY CORRIDOR ENHANCEMENTS PROJECT-MIKE**

Board motioned to ratify this letter.

MOTION WAS MADE TO APPROVE RATIFICATION OF LETTER TO SUPPORT OF THE SR 262 AND SR 162 SAFETY & ENERGY COORIDOR ENHANCEMENT PROJECT (ROGER SWENSON/JOE LYMAN). VOTE: UNANIMOUS APPROVED.

18. **MOTION: APPROVAL OF VOUCHER/DOCUMENTS PROGRAM FORMS – MIKE**

Mike presented Voucher and Policy Manual to Board.

MOTION WAS MADE TO APPROVE VOUCHER/DOCUMENTS PROGRAMS FORMS (JOE LYMAN/BRUCE ADAMS). VOTE: UNANIMOUS APPROVED.

19. **MOTION: A-95**

A-95 Long Beach Water Pipeline System – Carbon

MOTION WAS MADE TO APPROVE A-95 (KENT WILSON/EMILY NIEHAUS). VOTE: UNANIMOUS APPROVED.

20: **OTHER BUSINESS**

None

21. **ADJOURN**

MOTION WAS MADE TO ADJOURN AT 3:10 P.M. (BRUCE ADAMS/JOE LYMAN). VOTE: UNANIMOUS APPROVED.

Prepared by

Chairperson