



Mountainland Association of Governments

Executive Council Meeting

Kamas City Hall
170 North Main
Kamas, UT

February 22, 2018
7:00 p.m.

MINUTES

Attending:

Mayor Trever Johnson, Chair
Mayor Jeff Acerson, Vice Chair
Mayor Brenda Kozlowski
Mayor Celeste Johnson
Mayor Kelleen Potter
Mayor Richard Brunst
Mayor Andy Beerman
Mayor Wendy Pray
Mayor Tom Westmoreland
Mayor Bill Wright
Mayor pro-tem Neil Brown
Mayor Wade Woolstenhulme
Mayor Matt McCormick
Mayor Kay Richins
Mayor Richard Child
Mayor Celeni Richins
Mayor Jenney Rees
Mayor Byron Ames
Mayor Mark Johnson
Mayor Rod Mann
Mayor Brad Frost
Council Member Lon Lot
Council Member Danny Goode
Council Vice Chair Kim Carson
Council Member Kendall Crittenden
Council Member Glenn Wright

Representing:

Coalville
Lindon
Charleston
Midway
Heber City
Orem
Park City
Woodland Hills
Eagle Mountain
Payson
Genola
Oakley
Kamas
Henefer
Springville
Wallsburg
Cedar Hills
Francis
Lehi
Highland
American Fork
Alpine
Wasatch County
Summit County
Wasatch County
Summit County

Excused:

Mayor Troy Stout
Mayor Kirk Hunsaker

Mayor Marty Larson
Council Member Michelle Weeks

Staff:

Andrew Jackson
Shawn Seager
Shauna Mecham

Melanie Haws
Bonnie Lewis

Heidi DeMarco
Michelle Carroll

Mayor Trever Johnson called the meeting to order at 7:00 p.m. listing the excused Executive Council Members.

Andrew Jackson asked that agenda item 7 be moved after item 3.

Approve meeting minutes for October 26, 2017

Council Member Glenn Wright noted that he is listed on the October 26, 2017 meeting minutes attendance as representing Wasatch County. It should have read Summit County.

Council Member Glenn Wright moved to approve the October 26, 2017 meeting minutes with the correction noted. Mayor Celeni Richins seconded the motion. The motion passed unanimously.

Public Comment

None

Approve MAG 2018 Scheduled Meeting Calendar – Andrew Jackson

A recommendation was made to adopt the MAG 2018 Scheduled Meetings Calendar as indicated on the calendar provided in the agenda packet. The MAG Executive Council meeting has been reduced from twelve meetings a year to four. Meetings will be held during critical times of the year, including adopting the MAG budget and approving the annual audit.

Mayor Brad Frost moved to approve the MAG 2018 Scheduled Meetings Calendar as presented. Council Member Kim Carson seconded the motion. The motion passed unanimously.

MAG Bylaw Review – Andrew Jackson

A check with the State Auditor's office revealed that MAG isn't required to have an Elected Official as Secretary for the Executive Council. A staff person may be the Secretary/Clerk as long as the Staff person is not the Chair or Treasurer of the Organization.

It was proposed that the by-laws be changed to read the following:

The ~~Secretary~~-Treasurer shall supervise the financial affairs of the Association under direction of the Executive Council. He/She shall oversee the preparation of all financial statements disbursement of all monies; and shall submit all financial accounts for an annual audit. The ~~Secretary~~-Treasurer shall perform such other duties as may be assigned by the Executive Council.

The Secretary position shall be filled by the Association staff assigned as Secretary to the Executive Council and shall be responsible for compliance with all Open Meetings Laws and Government Records Access Management Act requirements for Interlocal Agencies.

Mayor pro-tem Neil Brown moved to amend the MAG Executive Bylaws as stated above to separate the Secretary and Treasurer positions and to identify Executive Council Secretary as the MAG staff person assigned as such. Mayor Richard Child seconded the motion. The motion passed unanimously.

Election of MAG Executive Council Officers – Andrew Jackson

Annually the MAG Executive Council elects officers to serve as Chair, Vice-Chair, Treasurer, and Secretary. The requirements are that every other position is filled with an elected official from Utah County and the other positions are filled with elected officials, one each from Wasatch and Summit Counties.

Typically, there is a rollover in officer positions, but due to the turn-over in mayors, the treasurer from last year was not re-elected leaving the vice chair is open. The vice chair position will need to be filled by a mayor from Utah County. Andrew Jackson recommended appointing Mayor Jeff Acerson to serve as vice chair and asked for the Council's opinion. The Council agreed to appoint Mayor Jeff Acerson as vice chair.

Mayor Brad Frost moved to elect the following individuals as Officers to the MAG Executive Council. Mayor Wendy Pray seconded the motion. The motion passed unanimously.

Chair: Mayor Trever Johnson, Coalville

Vice Chair: Mayor Jeff Acerson, Lindon

Treasurer: Council Member Kendall Crittenden, Wasatch County

Secretary: Melanie Haws, MAG Staff

Ratify Appointments for MAG Advisory Committees – Andrew Jackson

A recommendation was made to adopt the committee's membership as indicated on the schedules provided in the agenda packet.

Council Member Danny Goode moved to adopt the Mountainland AOG Advisory Committees membership as presented. Council Member Kim Carson seconded the motion. The motion passed unanimously.

Open and Public Meeting Training – Andrew Jackson

Public bodies are required annually to have training on the Open and Public Meeting Act. Actions and deliberations are to be taken openly. This training helps to understand the policies behind the Act.

An overview of the following sections was given and can be found on the Utah State Legislature website.

<https://le.utah.gov/xcode/Title52/Chapter4/52-4.html>

52-4-102 Declaration of public policy.

52-4-104 Training.

52-4-201 Meetings open to the public--Exceptions.

52-4-203 Written minutes of open meetings--Public records--Recordings of the minutes. (1)

52-4-204 Closed meeting held upon vote of member--Business--Reasons for meeting recorded. (1)(a)(4)

52-4-205 Purpose of closed meeting--Certain issues prohibited in closed meetings. (1)(a-h)(n)(3)(a-c)

52-4-206 Record of closing meetings. (1)(a)(b)

52-4-207 Electronic meetings--Authorization--Requirements. (1)

52-4-210 Electronic message transmissions.

Examples were given of meetings held that did not meet the Open and Public Meeting Act requirements and the ramifications.

MAG FY-2018 Budget Mid-Year Review – Andrew Jackson

MAG has a fiscal year which runs July 1 to June 30. The majority of MAG's budget has already been established by contracts that will be allocated within six months to two years. It is rare that budget amendments need to be made, unless there is a repeal of federal or state funding. Currently MAG is 50% through the budget year and right on track. The MAG FY-2019 budget will be determined after the legislative session ends. Budget information will be provided often as MAG goes through the budgetary process.

May for Meals: Invitation for Elected Officials to Deliver Meals – Heidi DeMarco

Over the past several years, MAG has coordinated an event to involve the elected officials in our service area in delivering meals to seniors. The event will be held during the week of May 7-11, 2018 as part of Older American's Month. MAG would like to encourage participation from elected officials in delivering meals to bring awareness of the program and to give them the opportunity to visit homebound seniors in their communities. A flier for the event was provided.

Retired Senior Volunteer Program Recognition Events – Bonnie Lewis

The Retired and Senior Volunteer Program (RSVP) engages older adults, age 55 and older, to serve in a variety of volunteer capacities throughout Summit, Wasatch and Utah counties. RSVP has approximately 500 volunteers in the Mountainland service area that provide more than 60,000 volunteer hours per year.

Beginning in March, the program will hold a volunteer recognition event in Summit County, Wasatch County, and three in Utah County. RSVP would like to encourage participation by local elected officials to help recognize the volunteers in their communities. An invitation to the volunteer recognition and volunteer information were provided.

MAG's Process to Avoid Fraud – Andrew Jackson

Due to the rise in fraud in the public and private sector, MAG has safeguards put in place to reduce the potential risk. Andrew reviewed MAG's process in regards to travel, mileage, timesheets and credit card transactions, in addition to general expenses and reimbursements process. It is required that elected officials provide a signature for expenses requested by MAG. An updated travel budget was provided.

Strategic Plan Update – Shawna Meham

The Langdon Group is working with MAG to create a Strategic Plan to refine the vision and mission of MAG as a whole; to better guide departments and explore services that MAG could add or remove to better serve the region.

Last year, Joshua King and Derek Moss from The Langdon Group interviewed several mayors, commissioners, city staff, and MAG employees to understand MAG's strengths, weaknesses, and opportunities in serving the region. More research will be conducted into MAG's core purpose and then refining the outcome into a Strategic Plan. Transparency, communication with mayors and their staff, and better interaction with elected officials in Summit and Wasatch counties are some of the core purpose items that have been identified

through the interviews and research. MAG will share the findings with the Executive Council and ask for input on MAG's proposed course of action.

Legislative Update – Andrew Jackson

Legislators are requesting local mayors contact them directly with concerns regarding their community. They will take their concerns into consideration as they understand the mayors have a fair gage of what their community wants. Andrew Jackson can help facilitate the connection.

HB256: Will limit municipal power companies from expanding outside their current areas even if it is with an annexation. This will impact many "power" cities in the MAG area. Several mayors are currently working on this with ULCT.

SB136: Overhaul of transportation includes changes to UTA and changes in local option sales tax. Legislators want to know from local elected officials how they feel about it.

Other Business

Opportunity Zones: Federal Tax Incentive for Investments – Michelle Carroll

Opportunity Zones is a new program that came out of the Tax Cuts and Jobs Act of 2017 to encourage investment in low-income communities in the United States. The state of Utah has asked each Association of Governments to identify census tracts and make recommends where they would like to see private investments. There are thirty-five in the Mountainland region, all of which are located in Utah County as based on federal qualifications. The state is asking for recommendations of 8-10 areas out of the thirty-five.

Utah Communication Authority Regional Advisory Committee Update & Recruitment – Andrew Jackson

Utah Communication Authority Mountainland Regional Advisory Committee needs to recruit more members. An application and information will be sent to the Council to be passed on to eligible emergency service representatives in their area.

Utah Valley Transportation Summit – Shawn Seager

MAG, UDOT and UTA would like to invite city leaders, city council representatives, and city engineering and planning staff in setting the local vision for the 2019-2050 Regional Transportation Plan. The Utah Valley Transportation Summit will be held in the following areas:

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| South Utah Valley March 15, 4:00 p.m. - 6:00 p.m. Spanish Fork Fairgrounds, Chaparral Meeting Room 475 South Main, Spanish Fork | Central Utah Valley March 21, 4:00 p.m. - 6:00 p.m. Utah County Administration Office, Basement Conf. Room 100 East Center Street, Provo, | North Utah Valley March 22, 4:00 p.m. - 6:00 p.m. Mountainland Technical College Thanksgiving Point Campus 2301 West Ashton Blvd., Lehi |
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Next Executive Council Meeting

Thursday, May 24, 2018 at Clyde Companies located at 730 North 1500 West, Orem, UT.

Council Member Danny Goode moved to adjourn the meeting at 8:35 pm. Council Member Kim Carson seconded the motion. The motion passed unanimously.