



**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:

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

**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.**