

**MINUTES
BOX ELDER COUNTY COMMISSION
APRIL 21, 2021**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative/Operational Session at the Historic County Courthouse, 1 South Main Street in Brigham City, Utah at 11:15 a.m. on **April 21, 2021**. The following members were present:

| | |
|----------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Marla R. Young | Clerk |

EXCUSED: Jeff Hadfield Commissioner

The following items were discussed:

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

The Administrative / Operational Session adjourned at 11:27 a.m.

The regular session was called to order by Chairman Summers at 11:30 a.m. with the following members present, constituting a quorum:

| | |
|---------------|--------------|
| Stan Summers | Chairman |
| Jeff Hadfield | Commissioner |
| Marla Young | County Clerk |

EXCUSED: Jeff Hadfield Commissioner

The prayer was offered by Chairman Summers.

The Pledge of Allegiance was led by Auditor Tom Kotter.

ATTACHMENT NO. 1 - AGENDA

THE MINUTES OF THE REGULAR MEETING OF APRIL 7, 2021 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER SCOTT, SECONDED BY CHAIRMAN SUMMERS AND UNANIMOUSLY CARRIED.

ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS - COMMISSION

Small Business Development Center - Chairman Summers

Chairman Summers stated they need to review the funding for the Small Business Development Center on a future agenda.

FORMER AGENDA ITEMS, FOLLOW UP - COMMISSIONERS

COVID-19 Update - Commissioner Scott

Commissioner Scott gave an update on COVID-19. He stated the statewide mask mandate was lifted on April 10, 2021. If in groups of 50 or more, still wear a mask. There is not much of a wait for vaccinations and those sixteen years of age and older are eligible for a vaccine. There are currently 75-80 cases within the county.

PUBLIC INTEREST / PRESENTATIONS /CONCERNS

Request for Sign-off on Temporary Beer License - Cesar Sanchez / Justin Housekeeper

Chairman Summers explained a temporary beer license has been approved for Red Robin to provide services at the Hill Climb event in Portage.

MOTION: Commissioner Scott made a motion to approve the sign-off of the temporary beer license to Red Robin for the Hill Climb event. The motion was seconded by Chairman Summers and unanimously carried.

Permission to Use County Grounds - Peach Days - Monica Holdaway

Box Elder Chamber of Commerce Executive Director Monica Holdaway asked permission to use the county grounds for the Peach Days celebration in September. She stated they are continuing to work with the Health Department regarding Covid-19. She said there will be a patriotic theme as it is the 20th anniversary of 9-11.

MOTION: Commissioner Scott made a motion to grant permission of the use of the county grounds September 9-11, 2021 for Peach Days. The motion was seconded by Chairman Summers and unanimously carried.

CLERK'S OFFICE

RFQ for County Fair Book - Marla Young

Clerk Marla Young stated an RFQ was sent to four different companies to request qualifications and a proposal for the Fair Book. She stated Box Elder News Journal responded. She recommended the printing and publishing of the Fair Book be awarded to the News Journal.

MOTION: Commissioner Scott made a motion to grant the printing and production of the Fair Book to Box Elder News Journal for the next three years. The motion was seconded by Chairman Summers and unanimously carried.

Amend Motion on February 3, 2021 and Amendment to March 17, 2021 Minutes - Marla Young

Clerk Marla Young stated Assessor Rodney Bennett brought to her attention an error in some motions made in prior Commission meetings. She stated in the March 17, 2021 minutes the original motion was amended to reflect a reduction in the amount of taxes rather than a change of residential status, but was incorrectly printed in the minutes. She explained that on February 3, 2021 a motion was made to change the status of the residence to a primary rather than secondary residence, when, in fact, the motion should have been to forgive the additional tax instead of changing the status as per statute.

MOTION: Commissioner Scott made a motion to approve the amendment to the March 17, 2021 minutes to reflect the correct motion. The motion was seconded by Chairman Summers and unanimously carried.

MOTION: Commissioner Scott made a motion to amend the motion in the February 13, 2021 minutes to reflect a reduction in the amount of taxes rather than a change of status. The motion was seconded by Chairman Summers and unanimously carried.

ATTACHMENT NO 2. AMENDED MINUTES FOR FEBRUARY 3, 2021

ATTACHMENT NO. 3 MARCH 17, 2021 MINUTES

Authorization to Use Drone Video Footage from the County Fair & Rodeo - Marla Young

This item was canceled.

ROAD DEPARTMENT

Award Chipping Oil Bids - Bill Gilson

Road Supervisor Bill Gilson stated bids were opened in a prior commission meeting for the asphalt and chipping oil products. Staff has reviewed and researched the specifications and gave the following recommendations:

MC800/32 tons to Suncor @ \$617.00 per ton including freight,
GSB88/70 tons to ASI @ \$698.00 per ton, and
CRS2 /30 tons to Idaho Asphalt @ \$400.00 per ton.

He suggested the commission reject the other bids for the LMCRS-2 and CSS1 and go through the state contract as the state bid came in at a lower amount.

MOTION: Commissioner Scott made a motion to approve the asphalt chipping oil bids as recommended. The motion was seconded by Chairman Summers and unanimously carried.

AUDITOR'S OFFICE

Fleet Policy - Cameras & Gateway - Tom Kotter

Auditor Tom Kotter explained they have created a new policy regarding cameras and GPS in fleet vehicles with the exception of the patrol vehicles, EMS vehicles, and fire vehicles. The program being used will alert when an accident or harsh driving occurs. The data is then passed on to the Department Head and Risk Manager.

MOTION: Commissioner Scott made a motion to approve the changes to the Fleet Policy. The motion was seconded by Chairman Summers and unanimously carried.

HUMAN RESOURCES

Policy 10 Update - Jenica Stander

HR Manager Jenica Stander explained the amendment to Policy 10 regards the Affordable Care Act providing breacktime for nursing mothers.

MOTION: Commissioner Scott made a motion to approve the update to Policy 10 of the Employee Handbook. The motion was seconded by Chairman Summers and unanimously carried.

COMMUNITY DEVELOPMENT

Corridor Preservation Fund - 2021 Priority List

Community Development Director Scott Lyons presented the 2021 Priority List for the Corridor Preservation Fund. It outlines the wish list from the county, cities, and towns within the county. The Council of Governments (COG) approved the list on April 5, 2021.

MOTION: Commissioner Scott made a motion to approve the 2021 Priority List for the Corridor Preservation Fund. The motion was seconded by Chairman Summers and unanimously carried.

ATTACHMENT NO. 4 2021 CORRIDOR PRESERVATION FUND PRIORITY LIST

CPF 21-05 Tremonton City - BR Mountain Road Phase 2 - Scott Lyons

Community Development Director Scott Lyons said they received an application from Tremonton City for BR Mountain Road Phase 2. The application is for right of way preservation and has met the required scoring to approve the project. The project has been approved by the COG in the estimated amount of \$350,000.

MOTION: Commissioner Scott made a motion to approve Project #CPF21-05. The motion was seconded by Chairman Summers and unanimously carried.

CPF 21-06 Tremonton City - BR Mountain Road Phase 3 - Scott Lyons

Community Development Director Scott Lyons explained Tremonton City has also applied for the BR Mountain Road Phase 3. He stated the project has met the required scoring, has been approved by the COG, and is estimated to cost \$155,000.

MOTION: Commissioner Scott made a motion to approve Project #CPF21-06. The motion was seconded by Chairman Summers and unanimously carried.

COMMISSIONERS

Parcels Owned by Box Elder County - Stan Summers

Chairman Summers explained there are parcels owned by Box Elder County due to being struck back at tax sales or other reasons. He stated it would be good to look at those parcels and see what could be sold and get them back on the tax rolls. He suggested an RFP be sent out to realtors to help get the parcels sold.

Commissioner Scott suggested the list be reviewed or scrubbed for parcels that the county would retain.

Attorney Stephen Hadfield stated we should look at the list to see if the parcels are properties people would buy.

Auditor Kotter stated this problem has been ongoing for many years. He said Commissioner Scott has already been given the assignment to do this because there are so many offices involved in its resolution. There are many of the parcels out west that are non-conforming parcels and nothing can be done on those until they are conforming parcels. Most of the parcels aren't worth much and not much incentive to the county.

Chairman Summers stated he was talking about parcels that are able to be sold. The RFP would be for a realtor to go through the list and see what is marketable.

WARRANT REGISTER - COMMISSIONERS

The Warrant Register was signed on a motion and the following claims were approved. Claim numbers 114896 through 114943 in the amount of \$276,953.70. Claim numbers 114944 through 114983 in the amount of \$975,129.33 with claim number 114880 voided.

PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS - COMMISSIONERS

| Department | Employee | Action | Date |
|-------------------|-----------------|---------------------|------------|
| Attorney's Office | Ryan Staats | New Hire | 04/12/2021 |
| Auditor's Office | April Jones | Compensation Change | 04/30/2021 |
| Auditor's Office | Shirlene Larsen | Compensation Change | 05/21/2021 |
| Road Department | Kelly Walker | Rehire | 04/12/2021 |
| Sheriff's Office | James Chipp | Promotion | 03/30/2021 |

| | | | |
|------------------|-----------------|----------|------------|
| Sheriff's Office | Brittany Rawson | Transfer | 04/19/2021 |
|------------------|-----------------|----------|------------|

CLOSED SESSION

Strategy session to discuss pending or reasonably imminent litigation

MOTION: At 12:10 p.m. a motion was made by Commissioner Scott to move into a closed session to discuss pending or reasonably imminent litigation. The motion was seconded by Chairman Summers and unanimously carried.

MOTION: At 12:40 p.m. a motion was made by Commissioner Scott to recess from the Closed Session to wait for a participant to arrive. The motion was seconded by Chairman Summers and the Commissioners recessed.

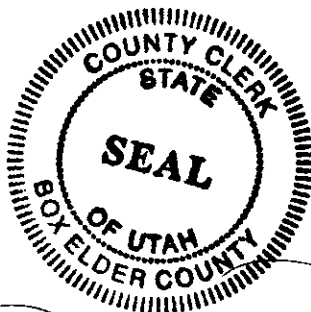
MOTION: At 12:52 p.m. the Commissioners reconvened into a Closed Session.

MOTION: At 1:10 p.m. a motion was made by Commissioner Scott to reconvene into regular Commission meeting. Chairman Summers seconded the motion. The motion carried unanimously and regular commission meeting was reconvened.

ADJOURNMENT

A motion was made by Commissioner Scott to adjourn. Chairman Summers seconded the motion, and the meeting was adjourned at 1:12 p.m.

ADOPTED AND APPROVED in regular session this 5th day of May 2021.



ATTEST:


Marla R. Young, Clerk


Stan Summers, Chairman


Jeff Scott, Commissioner



Wednesday, April 21, 2021
County Commission Meeting

BOX ELDER COUNTY CLERK
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 11:15 A.M. and a regular Commission Meeting commencing at 11:30 A.M. on April 21, 2021 in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

1. ADMINISTRATIVE / OPERATIONAL SESSION

- A. Agenda Review / Supporting Documents
- B. Commissioners' Correspondence
- C. Staff Reports

2. CALL TO ORDER 11:30 A.M.

- A. Invocation Given by: Chairman Summers
- B. Pledge of Allegiance Given by: Auditor Tom Kotter
- C. Approval of Minutes from April 7, 2021

3. ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS

4. FORMER AGENDA ITEMS

5. PUBLIC INTEREST / PRESENTATION / CONCERNS

- A. 11:35 A.M. Request for Sign-off on Temporary Beer License - Cesar Sanchez / Justin Housekeeper
- B. 11:40 A.M. Permission to Use County Grounds - Peach Days - Monica Holdaway

6. CLERK'S OFFICE

- A. 11:42 A.M. RFQ for County Fair Book - Marla Young

B. 11:44 A.M. Amend Motion on February 3, 2021 and Amendment to March 17, 2021
Minutes - Marla Young

C. 11:46 A.M. Authorization to Use Drone Video Footage from the County Fair & Rodeo -
Marla Young

7. ROAD DEPARTMENT

A. 11:48 A.M. Award Chipping Oil Bids - Bill Gilson

8. AUDITOR'S OFFICE

A. 11:50 A.M. Fleet Policy - Cameras & Gateway - Tom Kotter

9. HUMAN RESOURCES

A. 11:55 A.M. Policy 10 Update - Jenica Stander

10. COMMUNITY DEVELOPMENT

A. 11:57 A.M. Corridor Preservation Fund - 2021 Priority List - Scott Lyons

B. 11:59 A.M. CPF 21-05 Tremonton City - BR Mountain Road Phase 2 - Scott Lyons

C. 12:01 P.M. CPF 21-05 Tremonton City - BR Mountain Road Phase 3 - Scott Lyons

11. COMMISSIONERS

A. 12:03 P.M. Parcels Owned by Box Elder County - Stan Summers

12. WARRANT REGISTER

**13. PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS / CELL PHONE
ALLOWANCE**

14. CLOSED SESSION

15. ADJOURNMENT

Prepared and posted this 16th day of April, 2021. Mailed to the Box Elder News Journal and the Leader on the 16th day of April, 2021. These assigned times may vary depending on the length of discussion, cancellation of scheduled agenda times and agenda alteration. Therefore, the times are estimates of agenda items to be discussed. If you have any interest in any topic you need to be in attendance at 11:30 a.m.

Marla R. Young - County Clerk

Box Elder County

NOTE: Please turn off or silence cell phones and pagers during public meetings. This facility is wheelchair 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.

**MINUTES
BOX ELDER COUNTY COMMISSION
FEBRUARY 3, 2021**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative / Operational Session at the Historic County Courthouse, 1 South Main Street in Brigham City, Utah at 4:45 p.m. on **February 3, 2021**. The following members were present:

| | |
|----------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Jeff Hadfield | Commissioner |
| Marla R. Young | Clerk |

The following items were discussed:

1. Agenda
2. Commissioners' Correspondence
3. Staff Reports - Agenda Related
4. Correspondence

The Administrative / Operational Session adjourned at 4:50 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:

| | |
|---------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Jeff Hadfield | Commissioner |
| Marla Young | County Clerk |

The prayer was offered by Commissioner Hadfield.

The Pledge of Allegiance was led by Chief Deputy Sheriff Dale Ward.

APPROVAL OF MINUTES

THE MINUTES OF THE REGULAR MEETING OF JANUARY 6, 2021 AND JANUARY 20, 2021 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER HADFIELD, SECONDED BY COMMISSIONER SCOTT AND UNANIMOUSLY CARRIED.

ATTACHMENT NO. 1 - AGENDA

ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS - COMMISSION

MOTION: Commissioner Hadfield made a motion to change the status of Ms. Gallegos property to a primary residence and reverse the extra charges. The motion was seconded by Commissioner Scott and unanimously carried.

(Amended motion April 21, 2021 Commission Meeting.)

AMENDED MOTION: Commissioner Scott made a motion to amend the motion in the February 13, 2021 minutes to reflect a reduction in the amount of taxes rather than a change of status. The motion was seconded by Chairman Summers and unanimously carried.

Tax Abatement on Parcel #03-095-0065 - Gloria & Gabe Leyva

Gabe Leyva introduced his grandmother Gloria Leyva. He gave a brief explanation of the hardship his grandmother has been facing and explained she missed the deadline for abatements.

Commissioner Scott stated they need a bit more information as to what the taxes would have been with an abatement.

MOTION: Commissioner Hadfield made a motion to table this item for further information. The motion was seconded by Commissioner Scott and the item was tabled.

New Appointee to the Library Board - Heather Nelson

Heather Nelson of the Library Board explained they are needing to replace Tora Brough on the board. She gave a recommendation to appoint Greg Young to complete the term.

MOTION: Commissioner Scott made a motion to appoint Greg Young to the Library Board. The motion was seconded by Commissioner Hadfield and unanimously carried.

Canal Liner PL-566 - Trevor Nielson

Trevor Nielson of Bear River Canal Company gave a presentation regarding a large scale canal improvement project from Cutler Dam to Cutler Canyon. He stated they are in the beginning stages of the project and applying for a grant. He said there are potential benefits for the canal company and the county. He asked the Commission to consider allowing them to work with the county staff to research the project.

UTA's 5 Year Plan and Request for Input - Beth Holbrook

Beth Holbrook of UTA (Utah Transit Authority) presented the five year plan. She shared their vision of a potential study of transportation and safety issues. She introduced Laura Hanson who presented a powerpoint description of the five year plan. She touched on future opportunities, connectivity improvements, and innovative transit solutions.

ATTACHMENT NO. 2 - UTA SLIDE PRESENTATION

Ordinance #524 - Rose Agricultural Subdivision - Scott Lyons

Community Development Director Scott Lyons explained Ordinance #524 regards the Rose Agricultural Subdivision. He states it splits a single family dwelling from the agricultural land. The location of the property is 16390 N 4400 W. It has been reviewed by the Planning Commission and comes with a recommendation of approval.

MOTION: Commissioner Hadfield made a motion to approve Ordinance #524 regarding the Rose Agricultural Subdivision. The motion was seconded by Commissioner Scott and unanimously carried.

ATTACHMENT NO. 5 - ORDINANCE #524

HUMAN RESOURCES

H.S.A. Distributions - Jenica Stander

HR Manager Jenica Stander stated there have been two employees who have requested an early distribution of their HSA funds due to medical hardships.

MOTION: Commissioner Scott made a motion to allow the early distribution of HSA funds to two employees. The motion was seconded by Commissioner Hadfield and unanimously carried.

The Commissioners recessed to hold an RDA meeting.

WARRANT REGISTER - COMMISSIONERS

The Warrant Register was signed on a motion and the following claims were approved. Claim numbers 114311 through 114411 in the amount of \$1,065,051.07. Claim number 114310 in the amount of \$339,996.56. Claim numbers 114412 through 114472 in the amount of \$944,447.24

PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS - COMMISSIONERS

| Department | Employee | Action | Date |
|-------------------|------------------|---------------------|------------|
| Clerk | Natalie Bierer | Re-hire | 01/21/2021 |
| Commission Office | Christin Bennett | Transfer | 01/31/2021 |
| Landfill | Kurt Webb | Compensation Change | 02/15/2021 |
| Sheriff's Office | Mason Averett | Compensation Change | 02/05/2021 |
| Sheriff's Office | Andrew Hopkins | Compensation Change | 02/05/2021 |
| Tourism | Joan Hammer | Compensation Change | 01/01/2021 |

**MINUTES
BOX ELDER COUNTY COMMISSION
MARCH 17, 2021**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative/Operational Session at the Historic County Courthouse, 1 South Main Street in Brigham City, Utah at 11:15 a.m. on **March 17, 2021**. The following members were present:

| | |
|----------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | 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

The Administrative / Operational Session adjourned at 11:20 a.m.

The regular session was called to order by Chairman Summers at 11:30 a.m. with the following members present, constituting a quorum:

| | |
|---------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Jeff Hadfield | Commissioner |
| Marla Young | County Clerk |

The prayer was offered by Commissioner Hadfield.

The Pledge of Allegiance was led by Clerk Marla Young.

ATTACHMENT NO. 1 - AGENDA

THE MINUTES OF THE REGULAR MEETING OF MARCH 3, 2021 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER SCOTT, SECONDED BY COMMISSIONER HADFIELD AND UNANIMOUSLY CARRIED.

ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS - COMMISSION

Business Summit - Commissioners

Commissioner Hadfield stated the Business Summit is set for Friday. He acknowledged the great work that Economic Development Director Mitch Zundel has done in putting it together with the Chamber of Commerce. The Business Summit will be held at the Brigham City Academy Center at 8:00 a.m.

FORMER AGENDA ITEMS, FOLLOW UP - COMMISSIONERS

There were no Former Agenda Items discussed.

EMERGENCY MANAGEMENT ISSUES

COVID-19 Update- Commissioner Scott

Commissioner Scott reported there has been a slight uptick in COVID-19 cases. There were 81 active cases in the county. He stated vaccinations are available for anyone over eighteen years old after April 1, 2021. Most vaccinations are being administered through the Health Department. There are a few pharmacies and a handful of clinics in Logan which are strictly for Logan residents. The mask mandate may be potentially lifted April 10, 2021.

PUBLIC INTERESTS / CONCERNS / PRESENTATIONS

Request for Extension on Commercial Property Taxes for Parcel #02-070-0061 - Kristen Barlow

Kristen Barlow of Brigham City expressed thanks to Commissioner Summers for returning her emails. She explained Dance for Life is a non-profit, affordable dance training in the community that promotes good mental health. She stated the property tax burden for the dance studio property has been an ongoing concern. She gave some circumstances which have made it so they haven't been current on the property tax. She stated they are in the process of selling their home and are moving to Florida and asked for an extension of the property taxes on the dance studio property. With the current real estate market, she feels the home will sell soon.

MOTION: Commissioner Hadfield made a motion to approve an extension on the property taxes for 120 days on parcel #02-070-0061. The motion was seconded by Commissioner Scott and unanimously carried.

Assistance with Taxes on Parcel #08-008-0085 - Camille Pugsley

Camille Pugsley of Snowville explained they purchased a home in Snowville. A letter from the Assessors office was sent to the prior owner and they replied that no one was living in the home. Due to this error the property taxes were changed from a primary residence to a secondary residence. She stated they were, in fact, living in the home and asked to have the status of the property changed back to a primary residence and be able to pay the taxes on that amount.

Assessor Rodney Bennett explained the letter typically is sent to whoever owns the property as of January 1.

MOTION: Commissioner Hadfield made a motion to forgive the difference between the primary residence and secondary residence taxes on parcel #08-008-0085. The motion was seconded by Commissioner Scott and unanimously carried.

(Minutes amended to reflect removing changing residential status April 21, 2021 Commission Meeting)

Request Use of County Grounds - David Walker

David Walker, business owner in Brigham City and Director of Restore Downtown Brigham City, expressed his appreciation for being able to use the county grounds in the past. He asked for permission to use the courthouse grounds and parking lot again for the Farmers Market June 6-September 19, 2021, Art on Main event Memorial Day weekend, and the Third Friday Night Live events through October.

Chief Building Official Codey Illum stated he will work with the group on locations and other details.

MOTION: Commissioner Scott made a motion to approve the use of the courthouse grounds and parking lot for the discussed events. The motion was seconded by Commissioner Hadfield and unanimously carried.

Request Use of County Grounds for Chalk Art Festivities - Lisa Wyatt

This item was canceled.

ROAD DEPARTMENT

Opening Asphalt Oil Bids - Bill Gilson

Road Supervisor Bill Gilson presented the asphalt oil bids and asked the commission to allow staff to review them for the correct specifications.

| Company | | LMCRS- 2 1200 Tons | CSS1 230 Tons | MC800 32 Tons | GSB 88 70 Tons | Freight Cost | CRS2A 30T Durapatcher |
|---|-------------------------------------|--------------------------|------------------|------------------|-------------------|-----------------------------------|-----------------------------|
| Western Emulsions PEAK | Just oil Freight included | \$430 P.T. | \$225 P.T. | | | \$39 P.T. | \$400 P.T. |
| Mountain States Asphalt SUNCOR | Just oil Freight included | \$430 P.T. | \$265 P.T. | \$585 P.T. | | \$32 P.T. | \$425 P.T. |
| ASI | Just oil Freight included | | | | \$658 P.T. | \$40 P.T Min: 35 T Per Load | |
| Idaho Asphalt | | | | \$597 P.T. | | | |

MOTION: Commissioner Hadfield made a motion to table the decision to allow for staff review. The motion was seconded by Commissioner Scott and the item was tabled.

COMMUNITY DEVELOPMENT

Snodgrass Subdivision - 1 Lot Subdivision and Improvement Agreement - Scott Lyons

Community Development Director Scott Lyons presented the Snodgrass Subdivision and Improvement Agreement. He stated the subdivision is a 1-lot subdivision located on the Promontory Peninsula at 3210 N. E. Promontory Road. The plat has been through all the necessary department reviews and is ready for approval.

MOTION: Commissioner Scott made a motion to approve the Snodgrass Subdivision and Improvement Agreement. The motion was seconded by Commissioner Hadfield and unanimously carried.

Corridor Preservation Fund - Perry City Reimbursement Request - Scott Lyons

Community Development Director Scott Lyons explained Perry City has requested reimbursement from the Corridor Preservation Fund for Project #CPF18-01 in the amount of \$21,367.00. The project was originally approved by the C.O.G. (Council of Governments) on October 17, 2018 and by the County Commission on November 7, 2018.

MOTION: Commissioner Hadfield made a motion to approve the reimbursement of \$21,367.00 to Perry City from the Corridor Preservation fund for Project #CPF18-01. The motion was seconded by Commissioner Scott and unanimously carried.

Reappoint Bonnie Robinson to the Planning Commission - Scott Lyons

Community Development Director Scott Lyons explained Planning Commissioner Bonnie Robinson's term expires in March and she is willing to serve another term.

MOTION: Commissioner Scott made a motion to reappoint Bonnie Robinson to the Planning Commission. The motion was seconded by Commissioner Hadfield and unanimously carried.

SHERIFF'S OFFICE

Bailiff & Security Contract #21-08 - Kevin Potter

Sheriff Kevin Potter explained Contract #21-08 is with the State of Utah for Bailiff and Security for the court. He stated the contract has been in place for a long time and is a renewal with no changes.

MOTION: Commissioner Hadfield made a motion to approve Contract #21-08 for Bailiff and Security Services. The motion was seconded by Commissioner Scott and unanimously carried.

ATTACHMENT NO. 2 - CONTRACT #21-08

USU EXTENSION OFFICE

Utah Farm Bureau Century Farm and Ranch Designation - Mike Pace

Mike Pace, USU Extension Agent, explained the Utah Department of Ag and Food honors Ranches and Farms that are 100 years old. An application has been filed by the Pugsley's in Park Valley and reviewed by a committee. Applications are due April 1, 2021.

WARRANT REGISTER - COMMISSIONERS

The Warrant Register was signed on a motion and the following claims were approved. Claim numbers 114686 through 114737 in the amount of \$984,313.95. Claim numbers 114738 through 114772 in the amount of \$74,971.59.

PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS - COMMISSIONERS

| Department | Employee | Action | Date |
|--------------------|----------------|---------------------|------------|
| Assessor's Office | L. Rob Dilley | Compensation Change | 03/20/2021 |
| Recorder's Office | Brock Butler | Separation | 03/05/2021 |
| Sheriff's Office | Austin Bowcutt | Transfer | 03/28/2021 |
| Sheriff's Office | Cade Palmer | Transfer | 03/28/2021 |
| Sheriff's Office | Brandon Yates | Compensation Change | 03/17/2021 |
| Treasurer's Office | Stacy Miles | New Hire | 03/04/2021 |
| Victim Services | Jeremy Nelson | Separation | 03/16/2021 |

CLOSED SESSION

Strategy session to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms;

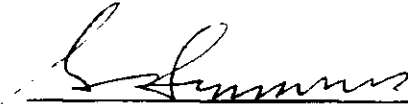
MOTION: At 12:20 p.m. a motion was made by Commissioner Hadfield to move into a closed session. The motion was seconded by Commissioner Scott and unanimously carried.

MOTION: At 12:50 p.m. a motion was made by Commissioner Hadfield to reconvene into regular Commission meeting. Commissioner Scott seconded the motion. The motion carried unanimously and regular commission meeting was reconvened.

ADJOURNMENT

A motion was made by Commissioner Scott to adjourn. Commissioner Hadfield seconded the motion, and the meeting was adjourned at 12:52 p.m.


ADOPTED AND APPROVED in regular session this 7th day of April 2021.


Stan Summers, Chairman


Jeff Scott, Commissioner



ATTEST:


Marla R. Young, Clerk


Jeff Hadfield, Commissioner

**MINUTES
BOX ELDER COUNTY COMMISSION
FEBRUARY 3, 2021**

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| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Jeff Hadfield | Commissioner |
| Marla R. Young | Clerk |

The following items were discussed:

1. Agenda
2. Commissioners' Correspondence
3. Staff Reports - Agenda Related
4. Correspondence

The Administrative / Operational Session adjourned at 4:50 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:

| | |
|---------------|--------------|
| Stan Summers | Chairman |
| Jeff Scott | Commissioner |
| Jeff Hadfield | Commissioner |
| Marla Young | County Clerk |

The prayer was offered by Commissioner Hadfield.

The Pledge of Allegiance was led by Chief Deputy Sheriff Dale Ward.

APPROVAL OF MINUTES

THE MINUTES OF THE REGULAR MEETING OF JANUARY 6, 2021 AND JANUARY 20, 2021 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER HADFIELD, SECONDED BY COMMISSIONER SCOTT AND UNANIMOUSLY CARRIED.

ATTACHMENT NO. 1 - AGENDA

ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS - COMMISSION

County Commission Meeting for February 3, 2021

There were no Administrative Review Items discussed.

FORMER AGENDA ITEMS, FOLLOW UP - COMMISSIONERS

Property Tax Correction for Ken and Margaret Smith - Commissioner Hadfield

Commissioner Hadfield explained after discussions with the County Treasurer and Auditor, the property tax system is unable to refund a partial payment. He explained the Commission made a motion to waive a portion of the tax for Ken and Margaret Smith on December 16, 2020. The full amount has been refunded to the Smiths.

MOTION: Commissioner Hadfield made a motion to approve the full refund to the Smiths. Commissioner Scott seconded the motion carried unanimously.

EMERGENCY MANAGEMENT ISSUES

COVID -19 Update- Commissioner Scott

Commissioner Scott gave a brief update regarding COVID-19. He stated the cases have stayed about the same and the seven day average has been going down. The vaccine is getting out and some people are getting their second dose. He said it is hopeful that the general public will receive it by June.

HR Manager Jenica Stander stated some employees have been receiving the second dose of the vaccine and are seeing some side effects. She recommended an employee be allowed to use COVID sick leave in these cases. She said other agencies are allowing it.

MOTION: Commissioner Scott made a motion to allow the use of COVID sick leave pay if there is an adverse reaction to the covid vaccine. The motion was seconded by Commissioner Hadfield and unanimously carried.

PUBLIC INTERESTS / PRESENTATIONS / CONCERNS

Assistance with Delinquent Property Tax - Yvette Gallegos

Yvette Gallegos of Willard explained her taxes increased by double. She was informed by the Assessors office it was because she was sent a form for information and it was not returned. She said her mailing address had changed for a period of time but she was still living in the home.

Commissioner Hadfield explained the primary residence exemption was taken off since the form was not completed and sent back in.

MOTION: Commissioner Hadfield made a motion to change the status of Ms. Gallegos property to a primary residence and reverse the extra charges. The motion was seconded by Commissioner Scott and unanimously carried.

(Amended motion April 21, 2021 Commission Meeting.)

AMENDED MOTION: Commissioner Scott made a motion to amend the motion in the February 13, 2021 minutes to reflect a reduction in the amount of taxes rather than a change of status. The motion was seconded by Chairman Summers and unanimously carried.

Tax Abatement on Parcel #03-095-0065 - Gloria & Gabe Leyva

Gabe Leyva introduced his grandmother Gloria Leyva. He gave a brief explanation of the hardship his grandmother has been facing and explained she missed the deadline for abatements.

Commissioner Scott stated they need a bit more information as to what the taxes would have been with an abatement.

MOTION: Commissioner Hadfield made a motion to table this item for further information. The motion was seconded by Commissioner Scott and the item was tabled.

New Appointee to the Library Board - Heather Nelson

Heather Nelson of the Library Board explained they are needing to replace Tora Brough on the board. She gave a recommendation to appoint Greg Young to complete the term.

MOTION: Commissioner Scott made a motion to appoint Greg Young to the Library Board. The motion was seconded by Commissioner Hadfield and unanimously carried.

Canal Liner PL-566 - Trevor Nielson

Trevor Nielson of Bear River Canal Company gave a presentation regarding a large scale canal improvement project from Cutler Dam to Cutler Canyon. He stated they are in the beginning stages of the project and applying for a grant. He said there are potential benefits for the canal company and the county. He asked the Commission to consider allowing them to work with the county staff to research the project.

UTA's 5 Year Plan and Request for Input - Beth Holbrook

Beth Holbrook of UTA (Utah Transit Authority) presented the five year plan. She shared their vision of a potential study of transportation and safety issues. She introduced Laura Hanson who presented a powerpoint description of the five year plan. She touched on future opportunities, connectivity improvements, and innovative transit solutions.

ATTACHMENT NO. 2 - UTA SLIDE PRESENTATION

COMMUNITY DEVELOPMENT

High Desert Trail - Letter to BLM - Scott Lyons

Community Development Director Scott Lyons stated the county chose to participate in the High Desert Trail which goes from southern Utah to the northern Utah border. He explained the letter is with cooperating counties requesting an exclusion from the National Environmental Policy Act requirements regarding the High Desert Trail.

MOTION: Commissioner Hadfield made a motion to sign a letter regarding the High Desert Trail. The motion was seconded by Commissioner Scott and unanimously carried.

ATTACHMENT NO. 3 - HIGH DESERT TRAIL LETTER

3600 West Subdivision - Scott Lyons

Community Development Director Scott Lyons stated the 3600 West Subdivision is a one-lot subdivision containing eleven acres. It is located northeast of Fielding. The plat has been through the review process and approved by the necessary departments.

MOTION: Commissioner Scott made a motion to approve the 3600 West Subdivision. The motion was seconded by Commissioner Hadfield and unanimously carried.

Cockrum Subdivision - Scott Lyons

Community Development Director Scott Lyons explained the Cockrum Subdivision is a one-lot subdivision located south of Procter & Gamble at 4132 N 6800 W. It is six acres in size and has been through the review process of all applicable departments.

MOTION: Commissioner Hadfield made a motion to approve the Cockrum Subdivision. The motion was seconded by Commissioner Scott and unanimously carried.

Ordinance #523 - Zoning Map Amendment - Scott Lyons

Community Development Director Scott Lyons explained they received a request for rezone of 66.71 acres from the MU-160 zone to the RR-5 zone. A public hearing was held at the Planning Commission level and is recommended for approval. He said the adjacent properties are currently at RR-5.

MOTION: Commissioner Scott made a motion to adopt Ordinance #523. The motion was seconded by Commissioner Hadfield and unanimously carried.

ATTACHMENT NO 4 - ORDINANCE #523

Ordinance #524 - Rose Agricultural Subdivision - Scott Lyons

Community Development Director Scott Lyons explained Ordinance #524 regards the Rose Agricultural Subdivision. He states it splits a single family dwelling from the agricultural land. The location of the property is 16390 N 4400 W. It has been reviewed by the Planning Commission and comes with a recommendation of approval.

MOTION: Commissioner Hadfield made a motion to approve Ordinance #524 regarding the Rose Agricultural Subdivision. The motion was seconded by Commissioner Scott and unanimously carried.

ATTACHMENT NO. 5 - ORDINANCE #524

HUMAN RESOURCES

H.S.A. Distributions - Jenica Stander

HR Manager Jenica Stander stated there have been two employees who have requested an early distribution of their HSA funds due to medical hardships.

MOTION: Commissioner Scott made a motion to allow the early distribution of HSA funds to two employees. The motion was seconded by Commissioner Hadfield and unanimously carried.

The Commissioners recessed to hold an RDA meeting.

WARRANT REGISTER - COMMISSIONERS

The Warrant Register was signed on a motion and the following claims were approved. Claim numbers 114311 through 114411 in the amount of \$1,065,051.07. Claim number 114310 in the amount of \$339,996.56. Claim numbers 114412 through 114472 in the amount of \$944,447.24

PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS - COMMISSIONERS

| Department | Employee | Action | Date |
|-------------------|------------------|---------------------|------------|
| Clerk | Natalie Bierer | Re-hire | 01/21/2021 |
| Commission Office | Christin Bennett | Transfer | 01/31/2021 |
| Landfill | Kurt Webb | Compensation Change | 02/15/2021 |
| Sheriff's Office | Mason Averett | Compensation Change | 02/05/2021 |
| Sheriff's Office | Andrew Hopkins | Compensation Change | 02/05/2021 |
| Tourism | Joan Hammer | Compensation Change | 01/01/2021 |

CLOSED SESSION

Strategy session to discuss pending or reasonably imminent litigation and the discussion of the character, professional competence, or physical or mental health of an individual.

MOTION: At 6:18 p.m. a motion was made by Commissioner Hadfield to move into a
A closed session to discuss pending litigation and personnel issues. The motion was seconded
by Commissioner Scott and was unanimously carried

MOTION: At 6:38 p.m. a motion was made by Commissioner Hadfield to reconvene into a
regular commission meeting. Commissioner Scott seconded the motion. The motion carried
unanimously and a regular commission meeting was reconvened.


ADJOURNMENT

A motion was made by Commissioner Hadfield to adjourn. Commissioner Summers seconded the
motion, and the meeting adjourned at 6:39 p.m.

ADOPTED AND APPROVED in regular session this 17th day of February 2021.

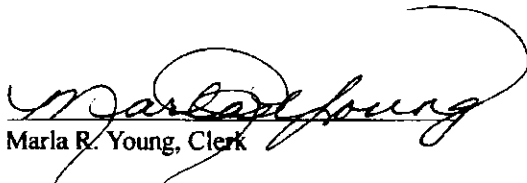

Stan Summers, Chairman


Jeff Scott, Commissioner


Jeff Hadfield, Commissioner



ATTEST:


Marla R. Young, Clerk

**Box Elder County Local Transportation Corridor Preservation Fund
2021 Priority List**

CORRIDOR PRESERVATION

Box Elder County

- 7325 South – From Hwy 89 to 600 West
- Properties along SR-30

Brigham City

- 1500 North – From Watery Lane to 500 West

Garland

- 350 West – From 1025 South to 1400 South
- 200 North – From 5400 West to 350 East

Perry

- Development Agreement and roadway planning with UDOT for Hwy 89 (PLANNING)

Tremonton

- Right-of-way for the expansion of 2250 East (Hughes and McMurdie Property)
- Intersection of BR Mountain Road (3965 W.) and 1000 North a Minor Arterial (Project 1 on Detail)
- Intersection of 3430 West and 1000 North Collector Road (Project 2 on Detail)
- Intersection of 3400 West and 1000 North Collector Road (Project 3 on Detail)
- Intersection of 3100 West and 1000 North Collector Road (Project 4 on Detail)
- Intersection of 2650 West and 1000 North Collector Road (Project 5 on Detail)
- Intersection of 8500 West and SR 102 Collector Road (Project 6 on Detail- Currently in unincorporated Box Elder County)
- Intersection of 8100 West and SR 102 Collector Road (Project 7-Currently in unincorporated Box Elder County)
- Intersection of 500 North and SR 13 Collector Road (Project 9 on Detail)
- Intersection of 1360 East and 1000 North Collector Road (Project 11 on Detail would connect into Garland)
- Intersection of 850 S and Iowa String Collector Road (Project 12 on Detail)
- Commerce Parkway from Iowa String to SR 102 Minor Arterial Road (Currently in unincorporated Box Elder County)
- BR Mountain Road extension a Minor Arterial Road from 2915 West to 2630 West and 2300 West to 2000 West
- 2300 West extension south of Main Street which loops around and connects back to 2000 West
- Fill slope easements necessary to expand 1000 North Street

Willard

- 500 West – From Center St. to 750 North

Bear River City

- 4900 West – From 5600 North to 6200 North

Multi-Jurisdictional (Willard, Perry, Box Elder County, Brigham City)

- Frontage Road along west side of I-15 from 750 North in Willard to Forest Street in Brigham City

MAINTENANCE & CONSTRUCTION

Brigham City

- 400 South – From 800 West to 1200 West
- Forest Street – From 800 West to 1100 West
- 1500 North – From Watery Lane to 500 West

Perry

- 1200 West – Maddox Lane – Road Maintenance
- 1400 South – From 450 West to Hwy 89

Tremonton

- Iowa String Pulverize and Repave

Garland

- 839 East Factory – New access for city park
- West Factory Street – From 300 West to 1400 West
- 200 North – From 5400 West to 450 East