

# GOVERNING BOARD MEETING

Monday, November 30, 2022  
Academy Conference Center – Brigham Room  
58 North Main in Brigham City, Utah

## MINUTES

### PRESENT

Commissioner Jeff Scott	Council Member Karl Ward
Commissioner Stan Summers	Mayor Larry Jacobson
Commissioner Jeff Hadfield	Commissioner Bill Cox
County Executive David Zook	Commissioner Sim Weston (Zoom)
Council Member Paul Borup	Mayor Holly Daines
Mayor DJ Bott	Commissioner Jon Lee
Mayor Lyle Holmgren	Mayor Mike Leonhardt

### EXCUSED

Mayor Scott Sabey

### BRAG STAFF PRESENT

Brian Carver	Karen Merkley
Adam Chandler	

### OTHERS PRESENT

Shawn Milne – Cache County Economic Development  
Chandler Beutler – Senator Mitt Romney’s Office  
Nathan Jackson – Senator Mike Lee’s Office  
Ben Palmer - Congressman Moore’s Office  
Eden Johnson – Utah Rural Outreach Manager, Governor’s Office of Economic Development  
Helen Hanson – DWS Service Director (Zoom)  
Kolton Braegger - Wiggins and Company  
Suzy Larsen – Suzy’s Senior Companionship Services

### WELCOME, INTRODUCTIONS AND MINUTES

Commissioner Jeff Scott, Chair, opened the meeting and welcomed everyone. He excused Roger Jones, who was in the hospital and asked everyone to keep him in their thoughts and prayers.

Scott asked to entertain a MOTION to **APPROVE** the minutes from the September 28, 2022 Governing Board meeting and the special Governing Board meeting on October 26, 2022. Commissioner Stan Summers made a MOTION to approve both sets of minutes. Commissioner Jeff Hadfield **SECONDED** the MOTION and it **PASSED UNANIMOUSLY**.

### ANNUAL EXTERNAL AUDIT REPORT FOR FISCAL YEAR 2022

Kolton Braegger, CPA, of Wiggins and Company, presented the results of the required annual external audit of all BRAG operations for Fiscal Year 2022 (July 1, 2021 – June 30, 2022).

The audit is conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Copies of the Management Report and the Financial Report for the Year Ended June 30, 2022 were distributed to board members. Electronic copies of the audit reports were previously sent to all board members and will also be posted on BRAG's website.

Kolton began with the Financial Report and stated that it was a clean audit. Referring to page 1 of the report, Kolton explained a new audit standard for this year that the firm implemented. He then referred the board to BRAG Statement of Net Position on page 9, stating that under current assets, the cash amount is doing well and much of that is from ARPA funds that haven't been spent yet.

The Management Report showed two findings listed on page 5. The auditors noted a few of the payments made after year end were for services completed in fiscal year 2022. An invoice of \$453,855.32 should have been recorded in the year incurred regardless of when paid. Response to this has been made. It was recommended to BRAG directors that they inform accounting personnel if expenses do not reflect year incurred. The auditors also noted many journal entries that lacked detailed descriptions of the purpose of the entries. And that year end journal entries were not reviewed in a timely manner. All findings have been resolved.

Kolton asked if anyone had any questions after reading through the reports. Adam Chandler, BRAG's Controller was also available to answer any questions concerning the external audit. Chandler told the board that this would be the last year that Wiggins and Co. would be doing audits. Moving forward, the company will only be focusing on taxes. Wiggins and Co. has conducted the external audit for BRAG for many, many years. BRAG has appreciated the relationship with them and their great work. Commissioner Jeff Scott offered to give Chandler information about different auditors BRAG could send out bids to in the search. Commissioner Scott appreciates the financial transparency of BRAG and recognized that the past few years have been unique with all the additional funds related to COVID.

He then asked for a **MOTION** to accept the Bear River Association of Governments External Audit Report by Wiggins and Company for Fiscal Year 2022—year ending June 30, 2022 as presented. Commissioner Bill Cox **MOVED** to **ACCEPT** the audit report. Mayor Mike Leonhardt **SECONDED**. The motion **PASSED** unanimously

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**PUBLIC HEARING TO GATHER INPUT ON PROPOSED PROJECTS**

Commissioner Bill Cox moved to **DECLARE** that Bear River Association of Governments (BRAG) **OPEN** its Public Hearing to Gather Input on Proposed Projects. Mayor DJ Bott **SECONDED** the MOTION and the Hearing **OPENED**.

Brian Carver, BRAG Community and Economic Development Director shared that the purpose of this hearing is to gain citizen input regarding community needs and potential CDBG projects. BRAG applies to the State of Utah for these funds and the State delegates the authority to rate and rank the applications to the BRAG Governing Board. Approximately \$750,000 is available. BRAG will keep a portion of the funds for administration and the rest will be used for the

projects. Carver stated that examples of eligible activities can be found in the CDBG Application Policies and Procedures manual that is available to the public. Some examples included public works and facilities such as water and sewer lines and fire stations, as well as property acquisition and provision of public services such as food banks and homeless shelters. BRAG has provided its capital investment plan as part of the regional Consolidated Plan. Carver said the Grant Workshop, which is a requirement for interested organizations to learn what types of projects are eligible and the specifics on how to fill out the application form, was the highly attended with 23 organizations represented. After applications are filed and ranked, Carver will present the list of projects at a future BRAG Governing Board meeting.

Carver then referred the hearing to **public comment**.

Suzy Larsen, owner of Suzy's Senior Companionship Services, shared information about her company, which is based out of Layton but serves clients in Box Elder, Cache, and Rich Counties. In 2019, the company went non-profit and has a staff of over 100. Her goal is to provide service to everyone and say no to no one. The project she would like approved is funding for two wheelchair accessible vans with one of the vehicles being a rear entry wheelchair van. There is a great need to provide clients with transportation to get to their medical appointments such as kidney dialysis, especially in the Tremonton area. If BRAG funds are used to purchase the needed vans, BRAG would not be the administrator, it would be subcontracted to Suzy's Senior Companionship Services and they would be responsible to comply with the rules.

The board thanked Suzy for her insightful presentation and thanked her for the many services her company provides for the older adult population in the area.

Mayor Bott moved to CLOSE the public hearing and Commissioner Cox SECONDED the motion followed by UNANIMOUS APPROVAL.

### **OUR GROWING AGING POPULATION**

This agenda item was moved to the next governing board meeting.

### **GROWTH ISSUES IN BOX ELDER COUNTY**

Brigham City Mayor DJ Bott said that growth in Brigham City has been up and down lately. Developments that are planned start, then the cost of materials go up and construction stops, then they'll start building again then cost of inflation or a cement issue will halt it for a while. In general he feels like inflation is making it tough. However, Brigham City is able to manage the growth well and possibly in part due to these slowdowns in the developments.

Water and power are also concerns for the area. It is hard to get enough electrical transformers for new buildings and currently it takes 140 weeks for a new transformer. He suggested that if anyone wanted to make money, build a manufacturing plant for electric transformers because there is a great need. The supply and demand of electricity is causing clamoring for the few resources available and at high costs. Mayor Daines of Logan City agreed that baseline energy issues are challenging because all cities are bidding for the same limited amount available and charges are \$1,000 per kilowatt. They talked about hydropower availability going down due to the drought, windmills, and solar power options. Mayor Bott requested that he would like to meet with the three federal guests at the meeting to find out how they could get funding from the federal government for the Carbon Free Power Project (CFPP).

Tremonton City Mayor Lyle Holmgren said over the last few years Tremonton has had a growth rate of 15% estimated from Census data. Secondary water is now available to 2/3 of the city. This has been a great leverage to allowing enough culinary water supply to be available for future businesses to open. Tremonton hopes to enhance their water supply by building an aquifer storage. Brigham City said they could help offer information on the specifics of that. Mayor Holmgren said there are still lots of town homes and apartments being built. One development has 304 units. Even still there is a deficiency of affordable homes compared to the demand for jobs in the area. Some of the local companies have considered helping with home down payments if the employee commits to 5 years. In general, some members of the board expressed a desire to implement a component of ownership to these high density housing developments to keep them nice 30 years later.

Commissioner Stan Summers agreed with the others that the growth issues in Box Elder County center on water, power, and people. He said that Autonomous Solutions is trying to help companies have systems that can be automated to allow people to be in “people” jobs. He reiterated that most employees want to stay close to the Wasatch Front and Box Elder County is a spillover of that, so they desire to have the space, resources and housing for them. He commented on additional energy solutions including solar panel and the lithium project on the side of Great Salt Lake. He addressed the challenge of keeping public service type employees such as the police force and fire departments due to lower pay and increasing cost of living.

#### **RECOGNIZE OUTGOING BOARD MEMBERS**

Commissioner Bill Cox, Vice Chair presented a Distinguished Public Service Award plaque to **Commissioner Jeff Scott** for Dedicated and Selfless Public Service for Nine Years as a Box Elder County Commissioner, Nine Years on The BRAG Governing Board and Nine Years on The BRAG Human Services Board.

**Commissioner Jeff Hadfield** for Dedicated and Selfless Public Service for Eight Years as a Box Elder County Commissioner and Eight Years on The BRAG Governing Board.

**Cache County Council Member Paul Borup** for Dedicated and Selfless Public Service for Four Years as a Cache County Council Member and Four Years on The BRAG Governing Board.

Appreciation for their incredible leadership and contribution was expressed. They will be missed.

#### **DELEGATION OF SIGNATORY AUTHORITY**

In December of 2020 the board approved to allow either BRAG’s Executive Director or BRAG’s Governing Board Chair to sign BRAG contracts. BRAG would like more people with signatory authority available, especially in the case of time sensitive contracts and BRAG Human Services Memos when the executive is not available and the Governing Board Chair lives in a different county. After discussion by the board, a **MOTION** to recommend Jeff Kearl, who has been with BRAG for 22 years as the Housing Rehabilitation and Development Director as well as the Governing Board Vice Chair to be allowed to also have alternate signatory authority for BRAG documents, creating a total of four signer options was **MADE** by Commissioner Bill Cox. Commissioner Stan Summers **SECONDED** the **MOTION** and it **PASSED UNANIMOUSLY**.

**OTHER BUSINESS**

Reminder for BRAG's Christmas Social and Nathan Pacheco Concert on Saturday, December 10.

Commissioner Jeff Scott closed the meeting by saying it has been an honor to work with the BRAG Organization, he thanked the BRAG Governing board and BRAG staff. He ended with this tagline "We Do Things People Just Think Happen".

**ADJOURN**

The Governing Board meeting **ADJOURNED** at 2:30 p.m. with a **MOTION** by Commissioner Bill Cox and a **SECOND** by Mayor DJ Bott.