

**Cache County Form of Government Study Committee
Meeting Minutes - June 25, 2025**

Time: 3:00 PM – 4:32 PM (MDT)

Place: Cache County Council Chambers (199 N Main St., Logan, UT, 84321)

Present Persons Other than Committee Members/Staff:

- Bryson Behm (Cache County Clerk)
 - Dr. Damon Cann (USU Political Science Department Chair & Professor)
 - Dirk Anderson (Cache County Deputy Executive)
 - Gavin Anderson (Salt Lake District Attorney's Office)
 - Jack Charlesworth
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1. Call to Order (0:00)

2. Roll Call and Introduction of Committee Members (1:10)

The following Committee members were present:

- Jack Draxler (Chair)
- Jordan Mathis (Vice Chair)
- Ed Buist
- Bryan Cox
- Blake Wright

- Andrew Erickson, Committee Secretary, was also present.

Call to Order: Chair Jack Draxler called the meeting to order at approximately **3:00 PM (0:26)**. A quorum was established.

Items of Business:

1. Roll Call of Committee Members

- Roll call was conducted, and a quorum was confirmed **(0:45)**

2. Approval of Minutes from June 19, 2025 Meeting

- Committee members reviewed the draft minutes from the June 19, 2025 meeting.
- Blake Wright raised a point regarding item number five, stating that the minutes indicated 'Dr. Cann' made a motion to appoint Andrew Erickson as Committee Secretary **(1:27)**.
- Andrew Erickson confirmed that the edit could be made, noting that the motion was likely made by Jack Draxler **(1:35)**.
- Jack Draxler acknowledged the correction, stating that Professor Campbell (Dr. Cann) was not in a position to make a motion and did not **(1:51)**.
- A motion was made and seconded to approve the minutes as corrected **(2:21)**.
- The motion passed unanimously **(2:22)**.

3. Discussion on Ideal Committee Timeline and Calendar

- Andrew Erickson presented a proposed ideal timeline, structured into four phases and a post-submission phase **(2:47)**.
- The timeline suggested activities for each phase, aiming for a report submission by November 2025.

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- Ed Buist suggested meeting every two to three weeks instead of monthly, emphasizing the need for more frequent meetings to hear presentations and allow for public opportunity **(4:43)**.
- Committee members discussed preferences for meeting days and times **(5:30)**.
- A motion was made and seconded to set regular committee meetings for the **first and third Thursdays of each month at 7:00 PM in the Cache County Council Chambers (8:57)**.
- Andrew Erickson confirmed the room availability, noting the Planning and Zoning Commission meets until 7:00 PM, suggesting a 7:15 PM actual start time might be more realistic, but setting the meeting for 7:00 PM is still possible **(8:22)**.
- The motion passed unanimously **(9:24)**. Andrew Erickson will send out calendar invites **(9:32)**.
- The issue was raised regarding the importance of public education on the four forms of government *before* soliciting public input, noting that many citizens are unaware of the options **(14:54)**.
- Discussion ensued regarding multimedia approaches to public education, including outreach to radio and newspaper, developing low-budget YouTube videos, and utilizing QR codes on city bills **(16:21)**.
- Damon offered to contact Courtney Flint from the USU Wellbeing Study for ideas on public dissemination methods **(19:20)**.
- Andrew Erickson offered to pursue a dedicated informational webpage for the committee, coordinating with Damon's contact **(21:13)**.
- Dirk Anderson expressed concern about depoliticizing the question for voters and ensuring adequate public education **(23:36)**.
- Discussion included engaging county employees and officials, focusing on what works and doesn't work within the current structure, rather than personalities **(26:01)**. Andrew Erickson will work with Ed Buist on developing standardized questions for these interviews **(1:27:38)**.
- The committee voted to adopt the proposed timeline and phases as a framework, to be a standing agenda item for review at each meeting **(32:45)**.

4. Overview of County Government Forms in Utah

- Gavin Anderson from the Salt Lake County Attorney's Office was introduced as the guest speaker **(33:26)**.
- Mr. Anderson provided an overview of the four optional forms of county government in Utah **(35:51)**.
- He noted that 22 counties have three-member commissions, two (Cache and Salt Lake) have elected executive with a council, three (Summit, Wasatch, Tooele) have an elected council with an appointed manager, and two (Morgan and Grand) have an expanded county commission **(35:00)**.
- He mentioned that attempts to change government forms in Utah County, Davis County, and San Juan County had failed at the ballot box **(35:51)**.
- Mr. Anderson emphasized that the distinguishing characteristic among forms is the separation of powers **(37:05)**.
- He stated there is no ideal or terrible form of government; effectiveness often depends on the elected individuals **(38:04)**.
- He detailed legislative powers (enacting ordinances, setting budgets/taxes) and executive powers (administration, management) **(41:50)**.
- He clarified that three-member commissions can be districted, though none currently are **(44:33)**.
- He discussed the role of other elected county officials (e.g., Clerk, Attorney, Sheriff) as largely independent, performing state functions at a local level, with limited oversight from the commission/council/executive over overall administration and budget **(48:22)**.
- He mentioned the possibility of consolidating offices (e.g., Clerk/Auditor, Recorder/Surveyor) and the statutory process for doing so **(52:50)**.
- He briefly touched on city-county consolidation as a legal but rarely implemented option **(54:50)**.

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- He cautioned against partisan staff within county council/commission structures **(56:35)**.
- Mr. Anderson offered to consult with the committee in the future **(1:19:19)**.

5. Information Gathering and Research

- Andrew Erickson provided an update on GRAMA requests sent to other counties, stating they had been sent and expedited, but no responses received yet **(1:22:12)**.
- A suggestion was made to contact Utah County directly for their optional plan file and study materials, as they conducted a thorough process despite the ballot failure **(1:22:49)**.
- Andrew Erickson confirmed that copies of Cache County's current optional plan and County Council minutes related to the committee's formation had been provided to members for review **(1:23:08)**.
- Gavin Anderson commented on the complexity of districting for equal population under federal law **(1:24:23)**.

6. Planning and Committee Operations

- Gavin Anderson strongly recommended obtaining external legal counsel for the committee, distinct from the County Attorney, given the complexity of the statutes **(1:25:35)**.
- Andrew Erickson suggested working with Ed Buist to develop a standardized set of questions for engaging county staff and officials, focusing on factual aspects rather than personalities. The committee agreed to this **(1:27:38)**.
- Andrew Erickson noted that the current AV system in the meeting room is dysfunctional and makes remote participation difficult, though an overhaul is anticipated **(1:28:24)**.
- Discussion occurred regarding seeking an advisory opinion from the County Attorney on communication boundaries with the County Council. Gavin Anderson indicated it might not be a major issue but advised caution **(1:28:58)**.

7. Other Business

- Blake Wright raised a question about the veto override power in the Council-Manager form, noting a discrepancy in a handout **(1:31:07)**. Gavin Anderson clarified that the appointed County Manager has no veto power, thus no veto override is needed from the council **(1:31:15)**. Andrew Erickson acknowledged the error in the handout and will correct it **(1:31:43)**.

Adjournment: A motion was made and seconded to adjourn the meeting **(1:32:13)**. The motion passed. The meeting was adjourned at approximately **4:32 PM (1:32:21)**.

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NEXT COMMITTEE MEETING SET FOR: Same location on Thursday, July 3, 2025, at 7:00 PM.