

Cache County Form of Government Study
Committee Meeting Minutes – September 17, 2025

DRAFT

Time/Date: App. 7:00 PM - 8:43 PM (MDT) on September 17, 2025

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

Present Committee Members:

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

Present Committee Staff:

- Dr. Damon Cann, Committee Consultant
- Andrew Erickson, Committee Secretary

Excused Committee Members/Staff:

- None

Others Present:

- Corbin Allen (Herald Journal)
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1. Call to Order (0:02)

Chair Jack Draxler called the meeting to order. He noted that all committee members were present and expressed a desire to complete the committee's work by the end of November or early December.

2. Review and Approval of Minutes from September 3, 2025 Meeting (0:44)

A motion was made by Bryan Cox to approve the September 3, 2025, meeting minutes. The motion was seconded and passed. Ed Buist abstained from the vote as he was not present at the previous meeting.

3. Review of Committee Timeline Framework & Progress (1:14)

Andrew Erickson reported that the committee is on schedule and remains in Phase Two: In-Depth Study and Outreach. He confirmed that the committee is progressing toward deliberation and a decision by the target date.

4. Public Outreach & Communications Plan (2:02)

Chair Draxler confirmed the dates and locations for the three upcoming public meetings:

- Thursday, September 25, 7 PM: Hyrum City Council Chambers (arranged by Blake Wright).
- Thursday, October 16: Logan City Council Chambers (arranged with Mayor Daines).
- Thursday, October 23: Smithfield City (arranged by Bryan Cox).

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The committee discussed promoting these meetings. Dr. Damon Cann proposed a three-step outreach plan, which he offered to execute: issuing a press release to media outlets, utilizing the county-wide messaging system, and contacting mayors in each community to encourage resident notification. Corbin Allen (Herald Journal) offered to run short informational paragraphs in the Tuesday edition of the newspaper before each meeting.

Dr. Cann presented a draft agenda for the public forums. Andrew Erickson and Dr. Cann would deliver the presentation on the four forms of government (slotted for about 30 minutes), followed by a question-and-answer period after each form, and then a 45-minute open public comment period (three minutes per speaker). The committee emphasized that their primary role during the public input section is to listen and not engage in debate.

The use of brief, scannable QR code surveys at the public forums was discussed. The committee agreed the survey should be short and simple, focusing on the rank order of the four government choices to gather critical input for the committee's use, with the results to be held until all three meetings are complete to avoid bias.

5. Research Updates (22:51)

Dr. Damon Cann presented summarized results from two new surveys of stakeholders.

Survey of City and County-Adjacent Organization Officials (25:50)

- Response Rate: Approximately 50%.
- Challenges: Eleven of 17 respondents (a clear majority) primarily attributed challenges in county operations to personality differences rather than the form of government.
- Roles: Respondents expressed concern over whether the roles and responsibilities of the County Council and Executive are well defined.
- Alternative Forms: The statement that administrative functions would benefit from a county manager scored about 6.1 on a 10-point scale. The Commission form of government was rated low (about 1.8 on the 10-point scale).

Survey of Cache County Employees (51:00)

- Response Rate: Approximately 37.5% (166 responses).
- Workplace Environment: The majority viewed Cache County as a "reasonably positive place to work."
- Challenges: The employee group showed even stronger agreement than the previous group that challenges are primarily the result of personality differences.
- Roles: Employees were more favorable to the Council's understanding of its role and more skeptical of the Executive's understanding of their role, although both groups perceive room for improvement.
- Alternative Forms: The majority disagreed that the county would be better off with a different form of government. Interest in the county manager option scored lower (about 4.1 or 4.2) than with the city/county-adjacent officials.

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- Qualitative Feedback: Qualitative responses reinforced the need to clarify roles and improve communication between the Council and the Executive, with several suggestions for considering a professional, hired manager.

The committee concurred that the data, while sometimes contradictory, provides a clear sense of the "common threads" and areas for improvement, which will inform their final recommendation.

The committee then reviewed the draft citizen survey, agreeing to refine it to be concise and center around ranking the four proposed forms of government.

6. Other Business (1:46:13)

Jordan Mathis made a motion to cancel the regularly scheduled committee meeting on Wednesday, October 15, to focus on the public meeting in Logan scheduled for October 16. The motion was seconded by Ed Buist and passed unanimously.

7. Adjournment (1:48:40)

A motion to adjourn was made and passed unanimously. The meeting was adjourned.