

CACHE COUNTY COUNCIL

January 23, 2024 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinions or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

MEMBERS PRESENT: Chair David Erickson, Vice-Chair Barbara Tidwell, Councilmember Karl Ward, Councilmember Sandi Goodlander, Councilmember Nolan Gunnell, Councilmember Mark Hurd, Councilmember Kathryn Beus.

MEMBERS EXCUSED:

STAFF PRESENT: David Benson, Rod Hammer, Bartt Nelson, Brittany Kingston, Nathan Argyle

OTHER ATTENDANCE: Justin Clawson, Kyler Clawson

Council Meeting

1. **Call to Order 5:00p.m.** – Council Chair David Erickson [:12](#)

2. **Opening Remarks and Pledge of Allegiance** – Councilmember Mark Hurd [:27](#)

3. **Review and Approval of Agenda APPROVED** [2:13](#)

Action: Motion made by Councilmember Kathryn Beus to approve the agenda; seconded by Councilmember Nolan Gunnell.

Motion passes. [2:19](#)

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

Nay: 0

4. **Review and Approval of Minutes APPROVED WITH AMENDMENT** [2:31](#)

Action: Motion made by Councilmember Mark Hurd to amend the election and appointment section of chair and vice chair from January 9, 2024 minutes. Councilmember Hurd was noted as abstained from vote, however his intent was to vote nay.

Motion seconded by Councilmember Kathryn Beus. [2:34](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

Nay: 0

Sandra Goodlander brought up concerns of ads being played before watching minute video clips. Council discussed account settings for YouTube and what department would handle this. [3:30](#)

Action: Motion made by Councilmember Barbara Tidwell to approve the January 9, 2024 minutes; seconded by Councilmember Sandi Goodlander. [4:56](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

Nay: 0

5. **Report of the County Executive** [5:09](#)

David Zook spoke to council of Cache Open Space Advisory Committee vacancy from Jodi Harris resigning; proposed advice and consent for Reagan Wheeler to move into that voting member position and appointing Justin Clawson as the non-voting member in Reagan Wheeler's place. [5:12](#) David Zook spoke about appointment changes to RAPS and Restaurant Tax Committees who review applications for grants at the beginning of the year. Each councilmember needs to recommend someone to represent their district. At recommendation from Councilmember Barbara Tidwell, citizen Kathy Robison represents Logan District 2; In Logan District 1, citizen Andy Jorgeson asked to be released. After consultation from Karl

Ward, an offer was extended to Joe Needham for Logan District 1; SE District seat was previously filled by citizen Cody Sorenson, who has moved out of the district. That seat was presented to be filled by Councilmember Kathryn Beus; other appointments to remain the same. [7:20](#) Appointments for Cache County Fire District Board of Trustee member appointments still need to be consulted with county attorneys before decisions are made. [10:27](#)

A. Appointment-Cache Open Space Advisory Committee

Action: Motion made by Councilmember Karl Ward to approve appointment of Reagan Wheeler as a voting member and Justin Clawson as a non-voting member; seconded by Councilmember Mark Hurd [6:37](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd, David Benson

Nay: 0

B. Appointment - RAPS and Restaurant Tax Committee

Action: Motion made by Councilmember Karl Ward to approve appointment of David Zook, David Erickson, Damon Cann, Joe Needham, Kathy Robison, Bruce Cook, Kathryn Beus, and Reed Baldwin for the RAPS and Restaurant Tax Committee; seconded by Councilmember Kathryn Beus [10:10](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd, David Benson

Nay: 0

6. Items of Special Interest [11:05](#)

A. Discussion of Remaining ARPA Funds – Alma Burgess, Finance Division Grant Manager

Alma Burgess gave an update on ARPA Funds with a document showing money available that needs to be obligated in contracts for projects and their deadlines. Cache County received just shy of 25 million dollars, 10 million of which could be used for any government services. [11:19](#) County Executive David Zook stated that Cache County had reported to the state that the \$10 million had been used for sheriff deputies salaries. [12:16](#) Alma Burgess reported that the remaining 15 million dollars needed to be used for eligible projects. He explained how the remaining funds would be allocated. Currently there is just over \$10 million remaining, with \$1.7 million already obligated out to contracts. The remaining \$8.5 million needs to be obligated in contracts by the end of the year. [12:28](#) Councilmember Kathryn Beus asked if the remaining 10 million amount included allocation for department requests but have not secured contracts for projects. Alma Burgess agreed and explained in more detail where that number was coming from. [16:41](#) Karl Ward asks for an emailed spreadsheet showing eligible projects the money can be used for. Alma said he could send some general guidelines. [17:51](#) County Executive David Zook clarified that the guidelines were working with the needs to use funds in response to the pandemic. [18:25](#) Councilmember Nolan Gunnell asked if the departments' assigned money can report their projects costs to determine if funds can be reserved as previously planned. [18:48](#) Alma Burgess suggested talking with the department heads. David Zook replied by mentioning that a reminder has been given to department heads and to start with those that have already applied for funds [19:17](#) County Executive David Zook asked how many applications were received compared to how many funds. [20:15](#) Councilmembers Sandi Goodlander and Kathryn Beus ask about funds to the senior center and uncovered needs since department allocations. Alma Burgess responded with what the senior center has received. [20:54](#) Chair David Erickson asks for a spreadsheet with awarded projects in detail. Alma Burgess explains the spreadsheet he will send, and brings up concerns getting the money obligated by the deadline, which is echoed by councilmembers. [22:12](#) Further explanation is given by Alma of contract details and that there will be no more extensions given. [23:35](#) Chair David Erickson asked if any interest earned from the ARPA money had to stay in the ARPA budget. Alma will look into that. [24:55](#) Councilmember Nolan Gunnell asks about expected software for the finance department. Alma responded that Insuite has plans in place for an in person demonstration on February 14 for anyone that would like to attend. [25:31](#)

B. Approval of Updated Council District Maps to include Mountainous Regions – Cache County Clerk/Auditor [27:06](#)
David Benson speaks to council as Auditor about the software demonstration inviting council and executive David Zook to attend. [27:18](#) David Benson speaks to council as Clerk regarding inhabited sections with no registered voters in mapping system used proposing a change to code and maps that Inhabited District 1 becomes part of council District North and Inhabited Parcel 2 be recorded as part of SE District. [28:08](#) Councilmember Sandi Goodlander mentioned a conversation from 2023 with previous acting Clerk Bryson Behm and Councilmember Karl Ward of boundary changes from the census that don't makes sense geographically. A change to the mapping line was expected to be presented to council but had not been yet. [33:02](#) David Benson answers this will be checked into separately as his first recommendation was for council to review and an ordinance will be presented in February to vote on. His office will review all district boundaries over the year with similar populations. [33:48](#) Executive Zook brings up known residents in one of the areas and suggests using an alternate name to label it. Council discusses area landscape and boundaries for districts and precincts. [34:52](#) David Benson explains further of the small canyon areas district assignments and agrees a different name can be used in his modified proposal in February. [36:45](#)

7. Department or Committee Reports

8. Public Hearings [38:06](#)

A. Reschedule Public Hearing for February 13, 2024 – Resolution 2024-01 – Opening the 2024 Cache County Budget [38:06](#)

Discussion:

Action: Motion made by Councilmember Barbara Tidwell to approve rescheduling the public hearing for February 13, 2024; seconded by Councilmember Karl Ward. [38:17](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

Nay: 0

9. Pending Action

10. Initial Proposals for Consideration of Action [38:42](#)

A. Ordinance 2024-01 An Ordinance creating a Council Appropriations Committee and Council Ordinance and Policy Review Committee.

Micah Safsten speaks to council about the organization of the County Ordinance and Policy Review, Budget, and Audit Committees bringing awareness only the Audit committee is in code; proposed to council the three committees describing the structure and functions in recommendations. [38:53](#) Council discusses and Barbara Tidwell asks how appointments to each committee will be given [44:50](#) Micah answers the process is up to council how those will be determined noting the difference of six positions on the committees and seven individuals on council. Council proceeds to vote with recommendation from Micah to make those assignments after vote. [45:29](#) Council makes assignments to committees. Appropriations: Nolan, Kathy, Sandi. Ordinance and Policy: Mark, Barbara, Karl; Micah will be attending all meetings. [47:09](#)

Discussion:

Action: Motion made by Councilmember Karl Ward to approve Ordinance 2024-01; seconded by Councilmember Kathryn Beus. [46:29](#)

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

Nay: 0

11. Other Business [51:17](#)

A. UAC County Official Day on the Hill

Wednesday, January 24, 2024

-All Council Members

[51:17](#)

B. UAC Building Utah Conference

April 10-11, 2024

-Barbara Tidwell, Sandi Goodlander, Kathryn Beus?

[51:32](#)

C. UAC Management Conference

April 30 – May 1, 2024 in St. George

-Barbara Tidwell, Karl Ward, David Erickson?, Mark Hurd?

[51:57](#)

D. Review 2023 Goals [52:21](#)

Councilmember Mark Hurd expresses his grasp on the role over the year and his plans to be more engaged and involved with department heads in 2024 to continue finding ways to cut expenses. [52:46](#) Councilmember Nolan Gunnell mentions workshops for committees; the desire and need to learn the full capabilities of Caselle; workshop with planning and zoning to discuss water. [54:41](#) Kathryn Beus speaks to her goals from 2023 doing ride along tours of departments and her plans to carry this goal to 2024 to develop further relationships; big focus on budget and catching up from 2023. [56:28](#) Councilmember Barbara Tidwell plans to learn Caselle 1-1 with Micah; expressed excitement for new committees for O&P; would like to be more involved in UAC and better able to report to the board; create a bind together as council. [58:02](#) Councilmember Sandi Goodlander speaks to understanding entity structures and work with BRAG; understanding the budget for organizations she is a personal liaison to familiarize and prepare for 2025. [59:50](#) Councilmember Karl Ward speaks to his continued goal of finishing Davenport road; redistricting that will continue to be worked on; carefully study the budget process and develop a line item budget. [1:01:06](#) Executive Zook speaks to 2023 goal of improvements in collaboration between branches of government to continue in 2024; invites chair member to monthly elected officials lunch to discuss issues; open communication with concerns to establish leadership in county that sets a good example and holds accountability for good leadership to strengthen morale with employees and residents; expresses gratitude to council and asks to continue serving together. [1:02:10](#) Chair David Erickson speaks to refining and solidifying financial processes with auditors to streamline processes; learn Caselle; reports vetted and overseen by council responsible for appropriations; would like to see a refined policy of travel, vehicle use, and credit cards to eliminate the missing data in Caselle; Fire District detailed and refined; Emergency Management workshop; fluidity strengthened in O&P; expresses excitement for new committees and asked all things be developed and vetted including feedback from all; 2023 goals reorganized due to circumstances throughout the year. [1:06:01](#) Chair David Erickson confirms the budget as a strong common goal amongst the council and asks if there are any others. Councilmember Sandi Goodlander echoes the goal from Barbara Tidwell for open communication amongst council members. [1:10:15](#) Chair David Erickson agrees and thanks Micah Safsten for his help keeping everyone informed. [1:11:14](#) Councilmember Nolan Gunnell brings attention to sensitivity of the budget and the need for close monitoring to ensure processes are vetted if a tax increase is possible. [1:11:52](#)

E. Set 2024 Goals

F. Discuss any updates from the legislative session [1:12:15](#)

Micah Safsten gives an overview of bill SB67 which covers the 'rights of way' that go through private property. [1:12:22](#) Councilmember Karl Ward asks about restrictions of use in the last 10 years gives no place for accommodation for when property owner gates road off [1:45:54](#) Micah Safsten proposed an amendment that excluded any road unlawfully obstructed by landowner that was rejected by the bill sponsor; speaks to challenges and solutions would be a court order or legislative body. [1:15:16](#) Councilmember Mark Hurd asks how the road would be monitored [1:17:22](#) Micah answers a negative proof would be needed. [1:17:46](#)

G. December 2023 Treasurer's Reconciliation Report [1:17:57](#)

Executive David Zook gives an overview of bill HB270 and the effort for a statewide treasurer software mentioning concerns of costs and challenges. Letter sent to committee, bill sponsor and UAC expressing concerns of truth and taxation process and whether or not the software will be forced or not. David Zook was informed tax increase would be removed from bill. [1:17:57](#) Micah confirms this is on the agenda Thursday at 2:00 and asks if a workshop or meeting would be helpful for either bills. Councilmember Nolan Gunnell answers a zoom call or conference with an update from Micah would be helpful. [1:24:43](#) Council and Micah Safsten discuss the approved method of meeting and when that will be. [1:25:34](#) Councilmember Mark Hurd mentions right of way for canals [1:26:11](#) Councilmember Nolan Gunnell brings concerns to UAC creating a bill and appointing themselves in control of it. [1:27:16](#) Council discusses with David Zook giving final explanation of understanding UAC involvement is to have more of a voice compared to private companies developing the software. [1:27:56](#) Chair David Erickson clarifies might be a reasoning giving the benefit of the doubt. [1:29:58](#) Sandi Goodlander asks about a land use bill for clarification [1:29:02](#) Council discusses possible new water control bill with Chair David Erickson closing [1:30:42](#);

12. Councilmember Reports [1:32:00](#)

David Erickson – Encourages council to reach out to county comrades and ask what the ARPA money spent on [1:34:23](#)

Sandi Goodlander – Met with chamber legislative affairs committee, UAC and will keep council updated [1:33:38](#)

Karl Ward – Audit committee meeting Thursday to discuss RFP for external auditor [1:33:56](#)

Barbara Tidwell – Nothing [1:33:35](#)

Kathryn Beus – Cache Open Space Advisory Committee (COSAC) would like to be on agenda for February [1:33:08](#)

Nolan Gunnell – Nothing [1:33:03](#)

Mark Hurd – Library 2023 summary [1:32:06](#)

Adjourn: 7:30 PM



APPROVAL: David Erickson, Chair
Cache County Council

Handwritten signature: David Benson on behalf of David Benson

ATTEST: David Benson, Clerk
Cache County Council





ARPA Report to Council

January 23, 2024

\$24,918,634 is the total ARPA amount Cache County received
\$10,000,000 Standard Allowance, Government Services

\$14,918,634 for ARPA eligible projects

\$515,000 awarded to eight nonprofit organizations

\$370,000 awarded to three component units

\$12,924,777.26 - YTD reported to US Treasury, includes \$10,000,000 for standard allowance

\$10,295,122.74 - unspent

\$1,765,906.61 - obligated

\$8,529,216.13 + \$435,334 = \$8,964,550.13 needs to be obligated by December 31, 2024

\$435,334 - awarded into eligible projects

- **Buffer Amount** – held \$435,334 back as a buffer for any cost overages for already approved projects
- **During the first quarter of 2024**, an administrative process of determining the use of those funds should begin to give ample time to obligate those funds by December 31, 2024

Important Dates

- **December 31, 2024** – unspent ARPA funds need to be obligated
- **December 31, 2026** - all ARPA funds must be spent



CACHE COUNTY ORDINANCE No. 2024-01

**AN ORDINANCE CREATING A COUNCIL APPROPRIATIONS COMMITTEE
AND COUNCIL ORDINANCE AND POLICY REVIEW COMMITTEE**

- A) WHEREAS, the County Council may pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging its powers and duties pursuant to Utah Code § 17-53-223(1); and
- B) WHEREAS, the County Council may take any action required by law and necessary to the full discharge of its duties, even though the action is not expressly authorized by statute pursuant to Utah Code § 17-53-201(2); and
- C) WHEREAS, the County Council exercises all legislative powers within county government, pursuant to Utah Code § 17-53-201(1); and
- D) WHEREAS, the appropriating of county funds and the writing of county ordinances, resolutions, and policies are legislative powers;

NOW, THEREFORE, the Cache County Council ordains as follows:

SECTION 1; Section 2.12 of the Cache County Code is amended to read in full as follows, with a redline copy attached as Exhibit 1:

2.12.220: COMMITTEE MEETINGS

A. The council may convene committee meetings at any time for the purpose of study, discussion, investigation, formal hearings or inquiries, workshops, or presentations by and responses from citizens or other interested persons or groups.

B. No official action may be taken in committee meetings.

C. Committee meetings shall be open to the public and public notice shall be given of all committee meetings in the same manner as required for regular meetings.

D. The Council shall organize and convene the following committees:

1. An Appropriations Committee, which shall meet at least once prior to the passage of an annual budget and at least once prior to each planned amendment of the current year's budget. The Committee shall review any budget proposal that will later receive a public hearing, as required by the Uniform Fiscal Procedures Act for Counties for the State of Utah.

a. The Committee shall not make any actual appropriations, but shall make recommendations to the full body of the Council by vote of all voting members of the committee.



b. The Committee shall be comprised of three (3) voting members, all of whom shall be members of the County Council, with one of these three voting members serving as Chair of the Committee. Other non-voting members may be included at the discretion of the Council.

2. An Ordinance and Policy Review Committee, which shall meet at least once a month and shall review all ordinances, resolutions, and policies prior to being considered by the full body of the Council.

a. The Committee shall not approve any ordinances, resolutions, or policies for final passage, but shall make recommendations to the full body of the Council by vote of all voting members of the committee. The recommendation of the Committee shall not be necessary for the full approval of the Council, nor shall it infringe on the right of an individual council member to propose any lawful ordinance, resolution, or policy of Cache County in a council meeting.

b. The Committee shall be comprised of three (3) voting members, all of whom shall be members of the County Council, with one of these three voting members serving as Chair of the Committee. Other non-voting members may be included at the discretion of the Council.

3. Any other committee the council requires for the performance of its duties or otherwise set forth in State law or county code

SECTION 2: This ordinance takes effect 15 days following its passage and approval by the County Council.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY,
 UTAH THIS 23 DAY OF JANUARY 2023.

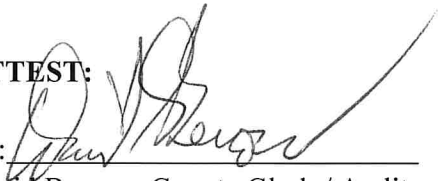
	In Favor	Against	Abstained	Absent
Sandi Goodlander	X			
David Erickson	X			
Nolan Gunnell	X			
Barbara Tidwell	X			
Karl Ward	X			
Mark Hurd	X			
Kathryn Beus	X			
Total	7	∅	∅	∅



CACHE COUNTY:

By: 
David Erickson, Chair

ATTEST:

By: 
David Benson, County Clerk / Auditor

ACTION OF THE COUNTY EXECUTIVE:

Approve: _____

Disapprove: _____ (Statement of Objection Attached)

By: _____
David Zook, County Executive



EXHIBIT 1

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2. An Ordinance and Policy Review Committee, which shall meet at least once a month and shall review all ordinances, resolutions, and policies to be approved by the full body of the Council.

a. The Committee shall not approve any ordinances, resolutions, or policies for final passage, but shall make recommendations to the full body of the Council by vote of all voting members of the committee. The recommendation of the Committee shall not be necessary for the full approval of the Council, nor shall it infringe on the right of an individual council member to propose any lawful ordinance, resolution, or policy of Cache County in a council meeting.

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