

CACHE COUNTY COUNCIL

April 9, 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, Councilmember Karl Ward, Councilmember Sandi Goodlander, Councilmember Nolan Gunnell, Councilmember Kathryn Beus.

MEMBERS EXCUSED: Vice-Chair Barbara Tidwell, Councilmember Mark Hurd

STAFF PRESENT: Dianna Schaeffer, Bartt Nelson, Alma Burgess, Brittany Kingston, Nathan Argyle, Chad Jensen, Naomi Clark

OTHER ATTENDANCE: Bryson Behm

Council Meeting

1. **Call to Order 5:00p.m.** – Council Chair David Erickson [0:21](#)

2. **Opening Remarks and Pledge of Allegiance** – Councilmember Sandi Goodlander [0:36](#)

3. **Review and Approval of Agenda APPROVED 2:13**

Action: Motion made by Councilmember Nolan Gunnell to approve the agenda; seconded by Councilmember Karl Ward. [2:19](#)

Motion passes.

Aye: 5 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward,

Nay: 0

4. **Review and Approval of Minutes APPROVED 2:29**

Action: Motion made by Councilmember Karl Ward to approve the minutes for March 26, 2024; seconded by Councilmember Sandi Goodlander. [2:49](#)

Motion passes.

Aye: 5 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward,

Nay: 0

Action: Motion made by Councilmember Sandi Goodlander to approve the minutes for the Board of Canvassers on March 18, 2024; seconded by Councilmember Nolan Gunnell. [3:07](#)

Motion passes.

Aye: 4 Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward,

Nay: 0

Abstain: 1 David Erickson

5. **Report of the County Executive 3:30**

A. **Discussion:** Dirk Anderson shared that the Fire District Board of Trustees applications are open. [3:40](#)

6. **Items of Special Interest**

A. ARPA Funds Discussion – Alma Burgess, Cache County Grants Manager [4:12](#)

Discussion: Alma Burgess discussed the Dec 31, 2024 deadline when all ARPA funds need to be contractually obligated.

[4:24](#) Alma Burgess presented a request from Terry Warner for a reallocation of her awarded ARPA funds. [5:20](#)

Councilmember Karl Ward asked what the funds were originally going to be used for. [8:27](#)

Action: Motion made by Councilmember Nolan Gunnell to approve the request to move \$12,700 from various categories to help compensate the Victim Advocates for call out during Covid; seconded by Councilmember Kathryn Beus. [10:46](#)

Motion passes.

Aye: 5 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward,

Nay: 0

Alma Burgess gave an update on the applications received from the county departments. [11:15](#) Councilmember Kathryn Beus asked if the applications would use up all of the remaining ARPA funds. [12:59](#) Alma Burgess discussed his quarterly report to the US Treasury. [14:06](#) Alma Burgess discussed projects that could help use the unused ARPA funds. [14:38](#) Alma discussed other available funds through the American Rescue Act via the Local Assistance Tribal Consistency Funds. [19:56](#) Council discussed Alma giving regular updates on ARPA funds to the appropriations committee. [21:38](#) Alma Burgess discussed the importance of getting the funds that were set aside for accounting software obligated or spent before the deadline. [22:36](#) Councilmember Sandi Goodlander discussed the importance of researching and gathering all the facts before changing software. She will be compiling her research to share with the council. [24:42](#)

7. Department or Committee Reports

8. Public Hearings

9. Pending Action

10. Initial Proposals for Consideration of Action [26:37](#)

A. *Resolution 2024-08* **A Resolution Organizing the Introduction, Format and Table of Contents of the Countywide Policy Manual for Cache County**

Discussion: Micah Safsten presented and explained Resolution 2024-08. [27:02](#) Council chair David Erickson clarified the process for adding ordinances to the County Policy Manual. [31:19](#) Micah Safsten mentioned that the County Policy Manual would be posted on the county website. [32:35](#)

Action: Motion made by Councilmember Kathryn Beus to suspend the rules and approve Resolution 2024-08; seconded by Councilmember Nolan Gunnell. [33:07](#)

Motion passes.

Aye: 5 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward,

Nay: 0

11. Other Business [33:34](#)

- A. **UAC Building Utah Conference** April 10-11, 2024

- B. **UAC Management Conference** April 30-May 1, 2024 in St. George
[Barbara, Karl, Dave, Mark, Kathryn, Sandi](#)
Council verified hotel details for the conference.
- C. **Smithfield Health Days Parade** May 11, 2024 @ 10:00AM

- D. **Richmond Black & White Days Parade** May 18, 2024 at 5:00PM

- E. March 2024 Building Permits

12. Councilmember Reports [35:32](#)

David Erickson – nothing

Sandi Goodlander – She discussed an upcoming BRAG meeting regarding Broadband. [35:42](#)

Karl Ward – nothing

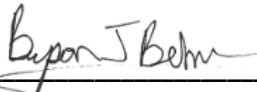
Kathryn Beus – nothing

Nolan Gunnell – nothing

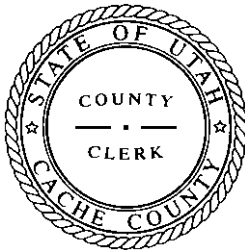
Adjourn: 5:35 PM



APPROVAL: David Erickson, Chair
Cache County Council



ATTEST: ~~Dianna Schaeffer~~ Bryson Behm
~~Acting County Clerk~~ County Clerk
Cache County Council





**CACHE COUNTY
RESOLUTION NO. 2024 - 08**

A RESOLUTION ORGANIZING THE INTRODUCTION, FORMAT, AND TABLE OF CONTENTS OF THE COUNTYWIDE POLICY MANUAL FOR CACHE COUNTY

- (A) WHEREAS, Resolution 2023-28 of the Cache County Council created a Countywide Policy Manual for Cache County; and
- (B) WHEREAS, many existing policies of Cache County have been passed, but are not housed in a central location; and
- (C) 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);

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

SECTION 1:

The Countywide Policy Manual for Cache County is hereby organized in the format found below as **Exhibit A**.

SECTION 2:

No amendments to this Countywide Policy Manual shall be made, unless passed by resolution of the Cache County Council.

SECTION 3:

This Countywide Policy Manual shall be made publicly available on the Cache County website.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS 9 DAY OF April 2023.


	In Favor	Against	Abstained	Absent
David Erickson	x			
Sandi Goodlander	x			
Nolan Gunnell	x			
Barbara Tidwell				x
Karl Ward	x			



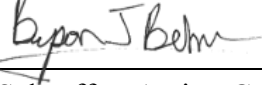
**CACHE COUNTY
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Mark Hurd				X
Kathryn Beus	X			
Total	5	-	-	2

CACHE COUNTY:

By: 
David L. Erickson, Chair

ATTEST:

By: 
~~Dianna Schaeffer, Acting County Clerk~~
Bryson Behm, County Clerk



**CACHE COUNTY
RESOLUTION NO. 2024 - 08**

EXHIBIT A



Countywide Policy Manual

March 2024



Table of Contents

Section 1 – Introduction	3
Section 2 – Ethics	X
2-100: Subject 1	X
2-200: Subject 2	X
Section 3 – Revenue and Finance	X
Section 4 – Buildings, Grounds, and Maintenance	X
Appendix – Forms	X



Introduction

The Countywide Policy Manual for Cache County was created by the Cache County Council on December 12, 2023 with Resolution 2023-28. Under Utah Code § 17-53-223(1), 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. The Countywide Policy Manual will serve as a central location for all such policies, aside from those included in the Cache County Personnel Policy & Procedure (PPP) Manual.

While the PPP Manual serves to establish only those county policies related personnel matters, and those administered by the Office of Personnel Management, the Countywide Policy Manual serves to establish any other policies the County Council passes through resolution.