

COUNCIL MEETING  
MINUTES 11/26/96

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**COUNCIL MEETING  
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**CACHE COUNTY COUNCIL MEETING MINUTES**

November 26, 1996

The Cache County Council met in regular session the 26th day of November, 1996 in the County Council Chambers located at 120 North 100 West, Logan, Utah 84321

**ATTENDANCE**

Council Chairman Sarah Ann Skanchy and Vice Chairman C. Larry Anhder were present. Council members present were: Guy Ray Pulsipher, Layne M. Beck, H. Craig Petersen, Jerry L. Allen and Darrel L. Gibbons.

Others present were: Cache County Executive, M. Lynn Lemon, Cache County Clerk, Stephen M. Erickson, Cache County Attorney Scott Wyatt, Cache County Auditor, Tamra Stones, Cache County Zoning Administrator, Lorene Greenhalgh, Cache County Administrative Assistant, Michael Nilson, Cache County Sheriff Sidney P. Groll, members of the local news media and other interested citizens.

**CALL TO ORDER**

Chairman Sarah Ann Skanchy called the meeting to order at 5:00 p.m. and welcomed those who were in attendance.

**INVOCATION**

The invocation for this meeting was given by Councilman Layne M. Beck.

**AGENDA**

The agenda for the meeting was reviewed, adjusted and approved.

**EXECUTIVE SESSION**

The County Executive, M. Lynn Lemon told the Council that there were personnel matters to be discussed and an Executive Session was needed to discuss those matters at the conclusion of the regular Council meeting.

Councilman Gibbons made a motion to approve an executive session of the Council at the end of the regular council meeting. It was seconded and passed unanimously.

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**MINUTES**

The minutes of the regular Council meeting held on November 12, 1996 and sent to all members of the Council were discussed, corrected and approved.

**COUNTY EXECUTIVE REPORT**

The County Executive, M. Lynn Lemon reported on the following items:

1. Jacobsen, Christen: Lemon reported that Christen Jacobsen, worked for the County as a Custodial Engineer died on November 25th.

2. Ant Flat and Avon-Liberty Roads: The County Executive and the County Road Superintendent have visited the Ant Flat and Avon-Liberty roads and have determined that there was no need to close those roads at the present time. Road closure will be determined by the weather (snow storms etc.).

3. Election Results-1996 General Election: The results of the 1996 General election were presented to the Council and will be filed as part of this council meetings minutes.

(See attachment #1)

4. Warrants: The warrants dated Nov. 9, Nov. 15 & Nov. 16, 1996 were presented to the County Clerk for filing.

**BUDGETARY MATTERS**

The following Intra-Departmental transfers were presented for the Councils consideration:

1. Extension: \$500.00

A motion to approve this transfer was made by Vice Chairman Anhder. It was seconded and passed unanimously.

2. Extension: \$150.00

A motion to approve this transfer was made by Vice Chairman Anhder. It was seconded and passed unanimously.

3. Surveyor: \$308.00

A motion to approve this transfer was made by Vice Chairman Anhder. It was properly seconded and carried unanimously.

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4. Surveyor: \$800.00

A motion to approve this transfer was made by Vice Chairman Anhder. It was seconded and carried unanimously.

5. Victim Services: \$3,500.00

6. Victim Services: \$2,500.00

A motion to approve budget transfers numbers 5 & 6 was made by Vice Chairman C. Larry Anhder. It was seconded and carried unanimously.

(See attachment #2)

**PUBLIC HEARING SET: BUDGET OPENING-1996**

Chairman Skanchy said that the 1996 budget has to be opened for adjustments and a Public Hearing is necessary.

It was moved by Vice Chairman Anhder to set the 1996 budget opening Public Hearing on December 10, 1996 at 6:00 p.m.. It was seconded and carried unanimously.

**THE COUNCIL ADJOURNED FROM THE REGULAR COUNCIL MEETING INTO A BOARD OF EQUALIZATION.**

**BOARD OF EQUALIZATION**

**TAX APPEAL APPLICATIONS: DISCUSSION & ACTION**

The Board of Equalization considered the following three (3) Tax Appeal Applications:

1. Herff Jones Inc-Personal Property

(See attachment #3)

It was moved by Board Member Anhder to deny the Jones application and refer it the State Tax Commission. It was seconded and passed unanimously.

2. John David Rich

(See attachment #4)

**COUNCIL MEETING  
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It was moved by Board Member Anhder to deny the Rich application. It was seconded and carried unanimously.

3. Erwin Zellers: Appeal for high auto mileage.

(See attachment #5)

It was moved to grant Mr. Sellers his request and return \$30.00 to him based on the high mileage table. The motion was made by Board Member Anhder. It was seconded and passed on a 5 "Yes" to 2 "No" Vote.

**TAX EVALUATION CHANGES**

The Secretary of the Board of Equalization, Tamra Stones presented to the Board a list of those parcels of property whose value were corrected or adjusted from September 25th through November 25th 1996.

It was moved by Board member Gibbons to approve the listed tax adjustments. It was seconded and carried unanimously.

(The list of parcels are on file in the County Auditors Office.

**THE BOARD OF EQUALIZATION ADJOURNED BACK INTO THE REGULAR COUNCIL MEETING.**

**AUDIT MANAGEMENT LETTER-1995: DISCUSSION**

Chairman Skanchy read portions of a letter that had been received from the State Auditors Office regarding the external (1995) audit. The letter informed our external auditors that the county has complied with the necessary requirements based on the external audit. The letter is requesting that a long term use of assessing and collecting funds be established.

Vice Chairman Anhder made a motion to have as Cache County Policy: That we use Assessing and Collecting excess funds to purchase GIS equipment, to hire Commercial Appraisers and to identify eligible costs and allocate those costs to that fund on an ongoing basis. It was properly seconded and carried unanimously.

The Council further reviewed the Audit Management Letter and the responses made.

(See attachment #6)

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**CAPITAL IMPROVEMENT PLAN-1997: DISCUSSION**

The Council discussed the 1997 Cache County Capital Improvement Plan.

(See attachment #7)

Councilman Allen moved to include in the Capital Improvement Plan the construction of a County Administrative Complex. It was seconded and carried unanimously.

**FARMLAND PRESERVATION LETTER: ANHDER, C. LARRY**

Vice Chairman Anhder read aloud a revised letter to be sent to Representative Evan Olsen concerning the preservation of farmland.

(See attachment #8)

Vice Chairman Anhder moved to approve the letter. It was properly seconded.

Councilman Allen moved to amend the letter to include at the end of number two the wording "or other options". It was seconded and passed unanimously.

The vote on the original motion was called for and passed on a vote of 4 "Yes" to 3 "No".

Councilman Anhder will send the letter to Representative Olsen.

**TAX EXEMPTIONS FOR VETERANS, BLIND ETC.: APPROVAL**

The Council discussed the list of and the amount of tax abatement given to the Veterans, Blind and others who qualify for tax abatement.

(The list is on file in the Auditors Office)

A motion to waive the rules of first and second reading and approve the list was made by Councilman Petersen. It was seconded and carried unanimously.

**PUBLIC HEARING: BUDGET-1997**

Chairman Skanchy convened a public hearing at 6:00 p.m. to receive public input on the proposed 1997 County Budget. The County Auditor, Tamra Stones reviewed the proposed budget with

**COUNCIL MEETING  
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recommended changes. Stones reported that the 1997 budget presented to the council reflects a 4% increase. However, the increase does not call for an increase in property taxes but comes from the normal growth in the County. Members of the audience were asked for comment.

**Greenhalgh, Lorene:** The County Zoning Administrator Lorene Greenhalgh, reviewed her recommended changes to the fee schedule in her office. The Council who had previously revised the fee schedule again with Greenhalghs recommendations changed some areas in the fee schedule. The fee schedule will be presented later as a Resolution.

Chairman Skanchy again asked the audience for comment. No further comments were made.

Councilman Petersen moved to close the Public Hearing. It was seconded and carried unanimously.

**RESOLUTION NO. 96-36: ZONING FEES**

Councilman Petersen moved to adopt Resolution No. 96-36. It was properly seconded.

Vice Chairman Anhder moved to amend the motion to include the separation of the Single Family dwelling and the Commercial Building Zoning applications and the fee be to \$50.00. The motion was seconded and carried unanimously.

Councilman Allen moved to amend the schedule to include the \$50.00 fee increase for single family dwelling. It was seconded and passed on the vote of 5 "Yes" to 2 "No".

The vote on the orginal motion was called for and it passed unanimously.

(See attachment #9)

**ORDINANCE NO. 96-08: SALARIES OF ELECTED OFFICERS-1997**

Councilman Gibbons moved to adopt Ordinance No. 96-08. It was seconded and carried unanimously.

(See attachment #10)

**ORDINANCE NO. 96-09: SALARIES OF COUNTY COUNCIL MEMBERS-1997**

A motion to adopt Ordinance No. 96-09 was made by Vice Chairman Anhder it was seconded and carried unanimously.

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(See attachment #11)

**RESOLUTION NO. 96-37: BUDGET-1997- ADOPTION**

Councilman Allen moved to adopt Resolution No. 96-37 and to thank those who worked hard and for their professionalism in presenting the 1997 balanced budget. It was seconded.

(See attachment #12)

Councilman Gibbons suggested that the county use their portion of the transit room tax to help build a County convention center and county administrative facility.

Councilman Gibbons moved that our policy be to use a portion of the transit room tax, not to exceed 30%, for the building of a County Facility and Convention Center. It was seconded and carried unanimously.

The vote on the original motion to adopt Resolution No. 96-37 was called for and it passed unanimously.

The total budget with the proposed changes are on file in the County Auditors Office.

**CAPITAL IMPROVEMENT PROJECTS: APPROVAL**

It was moved to approve the 1997 Capital Improvement Projects by Councilman Gibbons. It was seconded and carried unanimously.

**WATER MEETING: REPORT**

The water meeting held on November 21, 1996 will be reported on during the next Council meeting.

**BRAG MEETING: REPORT**

The BRAG meeting held on November 26, 1996 was reported on by Executive Lemon.

**CENTENNIAL CHRISTMAS TREE: CACHE VALLEY MALL**

Chairman Skanchy reported that a Centennial Christmas tree with decorations has been placed in the Cache Valley Mall. She encouraged those in attendance to visit the mall to see the tree.

**COUNCIL MEMBER REPORTS**

Councilman Gibbons: Commented on comments made by The



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Bridgerland Tourist Council Director, Maridene Alexander during the Logan City Hearing on their liquor ordinance.

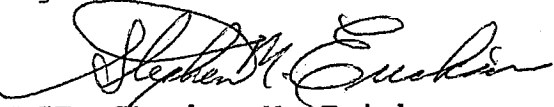
A motion was made by Councilman Petersen to go into Executive Session after the Council meeting. It was seconded and carried unanimously.

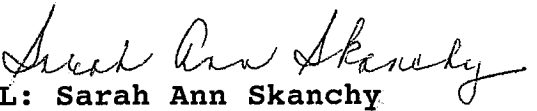
**ADJOURNMENT**

No further business was presented and the regular Council meeting adjourned at 6:45 p.m.

**EXECUTIVE SESSION**

The Council went into an Executive session to discuss Litigation and Personnel matters.

  
**ATTEST: Stephen M. Erickson  
Cache County Clerk**

  
**APPROVAL: Sarah Ann Skanchy  
Council Chairman**

Cache County			State Senate, District 25		
Precincts Counted	59	100.00%	Precincts Counted	44	100.00%
Registered Voters	45,479	100.00%	Registered Voters	32,516	100.00%
Ballots Cast	27,713	60.94%	Ballots Cast	18,998	58.43%
Straight Party Vote			For State Senate, District 25		
Republican	5,923	75.62%	Lyle Hillyard, Rep	15,682	99.93%
Democratic	1,669	21.31%	State Representative, District 1		
Independent American	89	1.14%	Precincts Counted	5	100.00%
Independent	54	0.69%	Registered Voters	1,958	100.00%
Libertarian	16	0.20%	Ballots Cast	1,703	86.98%
Natural Law	9	0.11%	For State Representative, Dist 1		
Reform	57	0.73%	Eli Anderson, Dem	1,007	100.00%
U S Taxpayers	16	0.20%	State Representative, District 3		
For President/Vice President			Precincts Counted	20	100.00%
Bob Dole/Jack Kemp, Rep	16,832	63.77%	Registered Voters	14,872	100.00%
Bill Clinton/Al Gore, Dem	6,595	24.99%	Ballots Cast	9,723	65.38%
Diane Templin/Gary Van Horn, IA	59	0.22%	For State Representative, Dist 3		
A.Peter Crane/Connie Chandlr, Ind	47	0.18%	Craig Buttars, Rep	6,671	73.07%
Harry Browne/Jo Jorgensen, Lib	103	0.39%	Monte Williamson, Dem	2,458	26.93%
John Hagelin/Mike Tompkins, NL	52	0.20%	State Representative, District 4		
Ross Perot, Ref	2,399	9.09%	Precincts Counted	18	100.00%
Howard Phillips/Herbrt Titus, UST	112	0.42%	Registered Voters	15,200	100.00%
Ralph Nader/Winona LaDuke, Green	170	0.64%	Ballots Cast	8,151	53.63%
Earl Dodge/Rachel Kelly, Prohib	2	0.01%	For State Representative, Dist 4		
James Harris/Laura Garza, Soc Wks	11	0.04%	Fred Hunsaker, Rep	5,613	73.89%
Monica Moorehead/Gloria LaRva, WW	12	0.05%	John Neuhold, Dem	1,983	26.11%
Mary Hollis (Write-in)	0	0.00%	State Representative, District 5		
Madison Parker II (Write-in)	0	0.00%	Precincts Counted	16	100.00%
Johan Rust (Write-in)	0	0.00%	Registered Voters	13,449	100.00%
Louie Youngkeit (Write-in)	0	0.00%	Ballots Cast	8,895	66.14%
Jack Mabardy (Write-in)	0	0.00%	For State Representative, Dist 5		
Jack Fellure (Write-in)	0	0.00%	Evan Olsen, Rep	5,246	61.32%
Clarene Trambley (Write-in)	0	0.00%	Monti Jones, Dem	3,309	38.68%
Roger Davis (Write-in)	0	0.00%	County Council, Logan No 1		
Debra Schultz (Write-in)	0	0.00%	Precincts Counted	9	100.00%
Hans Gregerson (Write-in)	0	0.00%	Registered Voters	6,908	100.00%
Lawrence Topham (Write-in)	0	0.00%	Ballots Cast	3,880	56.17%
Charles Collins (Write-in)	0	0.00%	For County Council, Logan No 1		
For U S Representative, District 1			Cory Yeates, Rep	2,759	96.00%
James Hansen, Rep	19,138	72.78%	Joyce Howell (Write-in)	111	3.86%
Gregory Sanders, Dem	6,735	25.61%	County Council, Logan No 2		
Randall Tolpinrud, NL	421	1.60%	Precincts Counted	9	100.00%
For Governor/Lt Governor			Registered Voters	7,964	100.00%
Michael Leavitt/Olene Walker, Rep	22,872	85.10%	Ballots Cast	4,446	55.83%
Jim Bradley/Shari Holveg, Dem	3,614	13.45%	For County Council, Logan No 2		
Ken Larsen/Lamont Harris, IA	187	0.70%	Sarah Skanchy, Rep	3,446	99.91%
Dub Richards/Ed Little, Ind	103	0.38%	County Council, North District		
Robert Lesh/Wm Scott Shields, NL	102	0.38%	Precincts Counted	11	100.00%
Gene Metzger-Agin (Write-in)	0	0.00%	Registered Voters	3,880	100.00%
For Attorney General			Ballots Cast	3,103	79.97%
Scott Burns, Rep	14,216	52.60%	For County Council, North District		
Jan Graham, Dem	12,422	45.96%	Darrel Gibbons, Rep	2,475	99.88%
W Andrew McCullough, Ind	282	1.04%			
W Andrew McCullough, Lib	109	0.40%			
For State Auditor					
Auston Johnson, Rep	17,696	68.59%			
Karen Truman, Dem	8,104	31.41%			
For State Treasurer					
Edward Alter, Rep	18,305	70.39%			
D'arcy Pignanelli, Dem	6,800	26.15%			
Hugh Butler, Lib	899	3.46%			

County Council, South District			Cache Co School District No. 3		
Precincts Counted	7	100.00%	Precincts Counted	5	100.00%
Registered Voters	5,292	100.00%	Registered Voters	3,846	100.00%
Ballots Cast	3,774	71.32%	Ballots Cast	2,918	75.87%
For County Council, South District			For Cache Co School District No. 3		
Guy Pulsipher, Rep	2,935	99.86%	Tamara Grange	1,437	58.61%
Cache County Courts			Kenneth Wade	1,015	41.39%
Judge, Court of Appeals			Logan City School District No. 2		
Retain Norman Jackson			Precincts Counted	5	100.00%
Yes	17,487	86.94%	Registered Voters	3,958	100.00%
No	2,626	13.06%	Ballots Cast	2,570	64.93%
Retain James Davis			For Logan City School Dist. No. 2		
Yes	17,077	86.12%	Ronald Peterson	1,742	100.00%
No	2,752	13.88%	Logan City School District No. 3		
Retain Judith Billings			Precincts Counted	4	100.00%
Yes	17,014	86.33%	Registered Voters	4,787	100.00%
No	2,695	13.67%	Ballots Cast	2,792	58.32%
Retain Gregory Orme			For Logan City School Dist. No. 3		
Yes	16,943	86.28%	Ann Geary	1,906	100.00%
No	2,695	13.72%	Logan City School District No. 4		
Retain Russell Bench			Precincts Counted	6	100.00%
Yes	17,051	86.87%	Registered Voters	5,116	100.00%
No	2,578	13.13%	Ballots Cast	2,693	52.64%
Retain Pamela Greenwood			For Logan City School Dist. No. 4		
Yes	17,086	86.43%	Fred Duersch, Jr.	1,057	58.49%
No	2,683	13.57%	Douglas P. Ringle	750	41.51%
Judge, First District Court			Cache County		
Retain Gordon Low			Proposition 1		
Yes	17,241	79.49%	For	17,934	73.52%
No	4,448	20.51%	Against	6,458	26.48%
Retain Ben Hadfield			Proposition 2		
Yes	17,582	86.69%	For	17,070	73.14%
No	2,699	13.31%	Against	6,268	26.86%
For State Board of Education, Dis 4			Proposition 3		
Cheryl Ferrin	10,393	46.85%	For	20,431	83.72%
Morris Poole	11,789	53.15%	Against	3,973	16.28%
Cache Co School District No. 1			Proposition 4		
Precincts Counted	6	100.00%	For	16,606	69.25%
Registered Voters	4,904	100.00%	Against	7,374	30.75%
Ballots Cast	3,481	70.98%	Proposition 5		
For Cache Co School District No. 1			For	20,983	85.65%
Jacqueline White	1,233	42.84%	Against	3,516	14.35%
Bruce Darley	1,645	57.16%	Proposition 6		
Cache Co School District No. 2			For	16,526	68.11%
Precincts Counted	6	100.00%	Against	7,739	31.89%
Registered Voters	4,795	100.00%	College/Young Township		
Ballots Cast	3,597	75.02%	Precincts Counted	1	100.00%
For Cache Co School District No. 2			Registered Voters	552	100.00%
Brent Parker	2,660	99.92%	Ballots Cast	672	>100.00%
			For College/Young Township		
			Planning and Zoning Board		
			Vote for 3		
			Elo Herzog	139	12.41%
			Hal Olsen	269	24.02%
			Kent Olsen	221	19.73%
			George Whitney	137	12.23%
			Orson Wilson	164	14.64%
			Glen Zilles	190	16.96%

Millville City

Precincts Counted	1	100.00%
Registered Voters	710	100.00%
Ballots Cast	744	>100.00%

Millville Bond

For the Bond	305	63.94%
Against the Bond	172	36.06%

Write-in Section

Joyce Howell (Write-in)	111	100.00%
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REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: EXTENSION  
DATE: 25-Nov-96

Amount to be transferred -- (rounded to the nearest dollar) \$500.00

Transfer From --  
Line Item No. : 10-4610-290  
Fund Designation: RENTALS OF FACILITIES

Original Budget: \$500.00  
Current Budget: \$500.00  
Expenditures to date: \$0.00  
Balance before transfer: \$500.00  
Balance after Transfer: \$0.00

Transfer To --  
Line Item No. : 10-4610-280  
Fund Designation: TELEPHONE

Original Budget: \$2,400.00  
Current Budget: \$2,400.00  
Expenditures to date: \$2,481.13  
Balance before transfer: (\$81.13)  
Balance after Transfer: \$418.87

Description of needs and purpose of transfer --  
TRANSFER TO MEET TELEPHONE COSTS FOR NOVEMBER AND DECEMBER.

*David A. Huber*  
Department Head

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 25-Nov-96

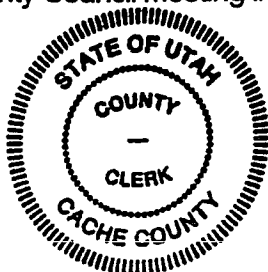
*Janna Stones*  
Cache County Auditor

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 11/26/96

*M. Lynn Leonard*  
Cache County Executive

Consented by the Cache County Council meeting in regular session on the 26th day of Nov., 1996.



*Stephen M. Eves*  
Cache County Clerk

REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: EXTENSION  
DATE: 25-Nov-96

Amount to be transferred -- (rounded to the nearest dollar) \$150.00

Transfer From --  
Line Item No. : 10-4610-621  
Fund Designation: MISCELLANEOUS SERVICES

Original Budget: \$900.00  
Current Budget: \$900.00  
Expenditures to date: \$302.84  
Balance before transfer: \$597.16  
Balance after Transfer: \$447.16

Transfer To --  
Line Item No. : 10-4610-280  
Fund Designation: TELEPHONE

Original Budget: \$2,400.00  
Current Budget: \$2,900.00  
Expenditures to date: \$2,481.13  
Balance before transfer: \$418.87  
Balance after Transfer: \$568.87

Description of needs and purpose of transfer --  
TRANSFER TO MEET TELEPHONE COSTS FOR NOVEMBER AND DECEMBER.

[Signature]

Department Head

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 25-Nov-96

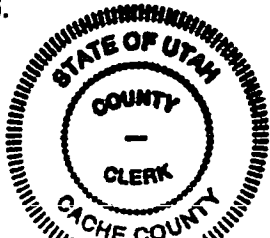
[Signature]  
Cache County Auditor

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 11/26/96

[Signature]  
Cache County Executive

Consented by the Cache County Council meeting in regular session on the 26th day of Nov., 1996.



[Signature]  
Cache County Clerk

# REQUEST FOR INTRA-DEPARTMENT BUDGET TRANSFER

DEPARTMENT: Surveyor  
DATE: November 22, 1996

Amount to be Transferred -- ( rounded to the nearest dollar ) \$308.00

### TRANSFER FROM--

Line Item No. : 10-4147-120

Fund Designation: Temporary Employees

Original Budget	\$3500.00
Current Budget	\$3500.00
Expenditures to Date	\$3192.00
Balance before Transfer	\$308.00
Balance after Transfer	\$0.00

### TRANSFER TO --

Line Item No. : 10-4147-250

Fund Designation: Equipment, Supplies, and Maintenance

Original Budget	\$2400.00
Current Budget	\$2880.00
Expenditures to Date	\$2687.00
Balance before Transfer	\$193.00
Balance after Transfer	\$501.00

### DESCRIPTION OF NEEDS AND PURPOSE OF TRANSFER

Repairs on the Dodge Ramcharger. (Starter motor, tune up, carb. Work)



Department Head Approval

RECOMMENDATION:  Approval [ ] Disapproval

COMMENTS:

Date: 11/22/96

Jamie Stones  
County Auditor

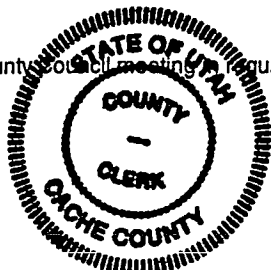
RECOMMENDATION:  Approval [ ] Disapproval

COMMENTS:

Date: 11/25/96

M. Kayman  
County Executive

Consented by the Cache County Council meeting regular session on the 26th day of Nov, 1996



Stephen E. Evans  
County Clerk

REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Surveyor  
DATE: 19-Nov-96

Amount to be transferred -- (rounded to the nearest dollar) \$800.00

Transfer From ---  
Line Item No. : 10-4147-480  
Fund Designation: SPECIAL DEPT SUPPLIES

Original Budget: \$800.00  
Current Budget: \$800.00  
Expenditures to date: \$0.00  
Balance before transfer: \$800.00  
Balance after Transfer: \$0.00

Transfer To ---  
Line Item No. : 10-4147-740  
Fund Designation: EQUIPMENT

Original Budget: \$2,395.00  
Current Budget: \$2,395.00  
Expenditures to date: \$2,395.00  
Balance before transfer: \$0.00  
Balance after Transfer: \$800.00

Description of needs and purpose of transfer ---  
SURVEY MONUMENTS PURCHASED IN ACCT 250. PURCHASE NEEDED EQUIPMENT  
WITH 1996 BUDGET FUNDS (PRINTER FOR JIM'S COMPUTER & HAND HELD GPS RECEIVER.

[Signature]  
Department Head

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 19-Nov-96

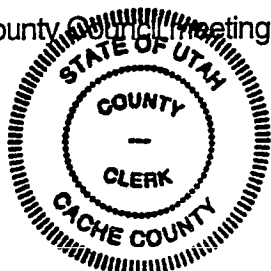
[Signature]  
Cache County Auditor

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 11/21/96

[Signature]  
Cache County Executive

Consented by the Cache County Council, meeting in regular session on the 26th day of Nov., 1996.



[Signature]  
Cache County Clerk



REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: VICTIM SERVICES  
DATE: 21-Nov-96

Amount to be transferred -- (rounded to the nearest dollar) \$3,500.00

Transfer From ---		
Line Item No. :	<u>10-4148-110</u>	
Fund Designation:	<u>SALARY</u>	
Original Budget:		<u>\$0.00</u>
Current Budget:		<u>\$37,277.00</u>
Expenditures to date:		<u>\$16,830.70</u>
Balance before transfer:		<u>\$20,446.30</u>
Balance after Transfer:		<u>\$16,946.30</u>

Transfer To ---		
Line Item No. :	<u>10-4148-740</u>	
Fund Designation:	<u>EQUIPMENT</u>	
Original Budget:		<u>\$0.00</u>
Current Budget:		<u>\$3,471.00</u>
Expenditures to date:		<u>\$2,705.00</u>
Balance before transfer:		<u>\$766.00</u>
Balance after Transfer:		<u>\$4,266.00</u>

Description of needs and purpose of transfer ---  
GRANT TRANSFER APPROVED 11/21/96. TRANSFER FOR TELEPHONE EQUIPMENT AND A COMPUTER.

[Signature]  
Department Head

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 21-Nov-96

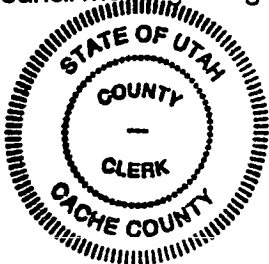
Jamie Stokes  
Cache County Auditor

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 11/21/96

M. Lynn Jensen  
Cache County Executive

Consented by the Cache County Council meeting in regular session on the 29th day of Nov., 1996.



[Signature]  
Cache County Clerk

REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: VICTIM SERVICES  
DATE: 21-Nov-96

Amount to be transferred -- (rounded to the nearest dollar) \$2,500.00

Transfer From ---  
Line Item No. : 10-4148-110  
Fund Designation: SALARY

Original Budget: \$0.00  
Current Budget: \$39,777.00  
Expenditures to date: \$16,830.70  
Balance before transfer: \$22,946.30  
Balance after Transfer: \$20,446.30

Transfer To ---  
Line Item No. : 10-4148-240  
Fund Designation: OFFICE SUPPLIES

Original Budget: \$0.00  
Current Budget: \$1,164.00  
Expenditures to date: \$1,634.40  
Balance before transfer: (\$470.40)  
Balance after Transfer: \$2,029.60

Description of needs and purpose of transfer ---  
GRANT TRANSFER APPROVED 11/21/96. TRANSFER FOR OFFICE EXPENSES  
PROJECTED TO YEAR END.

[Signature]  
Department Head

Recommendation:  Approval [ ] Disapproval  
Comments:

Date: 21-Nov-96

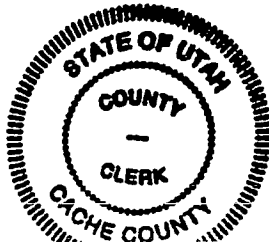
Jamya Jones  
Cache County Auditor

Recommendation:  Approval [ ] Disapproval  
Comments:

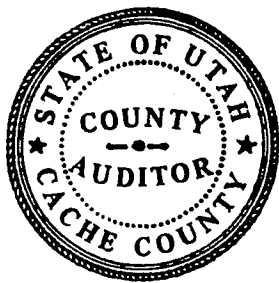
Date: 11/21/96

M. Suzanne Bennett  
Cache County Executive

Consented by the Cache County Council meeting in regular session on the 26th day of Nov., 1996.



[Signature]  
Cache County Clerk



CACHE COUNTY

COPY

Office of the County Auditor

179 NORTH MAIN  
LOGAN, UTAH 84321

Tamra Stones  
COUNTY AUDITOR

**M E M O**

TO: Cache County Council

FROM: Cache County Auditor's Office

DATE: November 26, 1996

SUBJECT: Tax Appeal Applications -Personal Property

Appeal Application: Herff Jones, Inc.- There was a state audit performed for the years 1994, 1995, and 1996. The state auditor made several mistakes. These mistakes have been identified on the attached paper work.

**FINDINGS OF FACT - UAC 59-2-1005(2)**

Find that as the audit was performed by a state tax commission auditor, the county Board of Equalization is unable to correct a state audit. The council finds that this appeal should be denied for immediate referral to State Tax Commission for the purpose of amending state tax personal property audit.

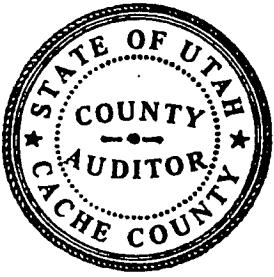
**DETERMINATION**

\_\_\_\_\_ APPROVED      \_\_\_\_\_ TABLED        ✓   DENIED

Sarah Ann Skarsky  
Cache County Council Chairman  
Attested:

11-26-96  
Date

Tamra Stones  
Tamra Stones, Clerk Board of Equalization



CACHE COUNTY  
Office of the County Auditor

179 NORTH MAIN  
LOGAN, UTAH 84321

Tamra Stones  
COUNTY AUDITOR

**M E M O**

TO: Cache County Council

FROM: Cache County Auditor's Office

DATE: November 26, 1996

SUBJECT: Tax Appeal Applications -Personal Property

Appeal Application: **Mr. John-David Rich** - Snowmobile appeal registered in the appealants name. The snowmobile is a 1996 Yamaha Model--VX600XTWV-MAX XT. Mr. Rich requests that the value be adjusted to \$4,250 a value suggested by Cache Valley Honda Yamaha Shop, from the blue book.

**FINDINGS OF FACT - UAC 59-2-1005(2)**

The value is established as of January 1, which is the lien date for all property. The value will recieve more depreciation in a future year. The council finds that the tax for this snowmobile was computed correctly based on the State Tax Commission schedule of depreciation (10% for 1996) and denies the appeal.

**DETERMINATION**

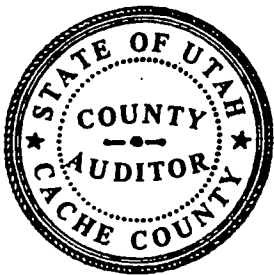
\_\_\_\_\_ APPROVED      \_\_\_\_\_ TABLED        ✓   DENIED

Sarah Ann Stacey  
Cache County Council Chairman

11-26-96  
Date

Attested:

Tamra Stones  
Tamra Stones, Clerk Board of Equalization



CACHE COUNTY

Office of the County Auditor

179 NORTH MAIN  
LOGAN, UTAH 84321

Tamra Stones  
COUNTY AUDITOR

# MEMO

TO: Cache County Council

FROM: Cache County Auditor's Office

DATE: November 26, 1996

SUBJECT: Tax Appeal Applications -Personal Property

Appeal Application: **Mr. Ervin Zeller** - Vehicle appeal registered in the name of Sherley Zeller. The vehicle is a 1991 Ford LTD Crown Victoria with mileage of 166,536.

### FINDINGS OF FACT - UAC 59-2-1005(2)

Based on the law all adjustments requested under an appeal are to be made to the average retail of the car. Based on the blue book the average retail value of this car is \$6,675. Based on the high mileage table the high mileage deduction should not exceed 40% of the value of the car. Therefore \$6,675 less the deduction of \$1,980 leaves a value on the car of \$4,695.

The council finds that due to high mileage they will grant a refund of \$30.34 to Mrs. Zeller. Passed on a vote of 5 to 2.

### DETERMINATION

APPROVED       TABLED       DENIED

Sarah Ann Stanchy

Cache County Council Chairman

Attested:

Tamra Stones

Tamra Stones, Clerk Board of Equalization

11-26-96  
Date

5

PARTNERS:

Gary D. Jones, CPA  
Robert L. Wright, CPA  
Paul D. Simkins, CPA  
Michael C. Kidman, CPA  
Kent S. Sandberg, CPA

PROFESSIONALS:

John T. Barker, CPA  
Susan J. Drown, CPA  
Mark R. Montgomery, CPA  
Deborah H. Eshelman, CPA  
Brian D. Potts, CPA  
Curtis J. Roberts, CPA

 JONES  
WRIGHT  
SWENSON  
& SIMKINS  
LLP

CERTIFIED PUBLIC ACCOUNTANTS

95, West 100 South, Suite #200, P.O. Box 747, Logan, Utah 84323-0747  
Phone (801) 752-1510 FAX (801) 752-4878

May 13, 1996

Cache County Council  
Logan, UT 84321

We have audited the financial statements of Cache County, Utah for the year ended December 31, 1995, and have issued our report thereon dated May 13, 1996.

In planning and performing our audit of the financial statements of Cache County for the year ended December 31, 1995, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We noted no conditions during our review of the control structure that we believe are material weaknesses. Our audit did, however, disclose the following other conditions that although not considered by us to be reportable conditions, are weaknesses in internal accounting control for which corrective action might be taken.

Council

We suggest the following:

1. A follow up on the recommendations in this letter should be made by the Council and reflected in the council minutes before the next year's budget is adopted. Some of the recommendations in this letter are repeated from prior year recommendations. Repeat items have been noted with an "\*" by the suggestion number.

2. The Council should develop a long-term strategy for the use of excess assessing and collecting funds. These funds can legally only be used for assessing and collecting purposes.

Council Response:

The Council will follow up on the recommendations in this letter and will discuss the strategy for using the excess assessing and collecting funds.

County Executive

We suggest the following:

- \* 1. A timetable should be developed for the completion of the master County policy and procedures manual and a final determination made as to whether the manual will include department policies and a summary of Council oversight areas.
- \* 2. A policy should be developed by the Data Processing Manager and the County Executive to clarify how computer hardware and software purchases and their installation should be coordinated.
3. The County should comply with its personnel policy statement on Drug Free Workplace requirements and provide a copy of this policy to each employee.
4. A policy should be developed addressing the County's responsibility to communicate contract requirements to recipients of federal pass-through funds. The County is potentially responsible for repayment if recipients do not comply with grant requirements.
5. Excess assessing and collecting funds should not be deposited with the Multi-County Appraisers Trust. By the end of January 1996, County funds of approximately \$200,000 were deposited in this trust. Excess assessing and collecting funds should be deposited in a qualified depository which earns interest in accordance with the Utah Money Management Act.
6. Controls over billing for inter-local agreements should be reviewed and strengthened. A summary of all inter-local agreements and their billing procedures could be used to monitor that both the County and the City bill for inter-local charges on a timely basis.

Management Response:

1. An inquiry was made in January, 1996, to determine the status of written policies and procedures in each individual department. Several departments (i.e., Sheriff, CVCC,

- Senior Citizens Center) have policies and procedures in place. A review of these policies needs to be made by the County Council prior to January, 1997. The status of written policies and procedures in other departments range from some to none. An effort will be made by the County Executive to evaluate the costs and benefits of a master County policy manual and determine a timetable for completion of such.
2. Due to changes in personnel the 1995 management response was not met. The County Executive's Administrative Assistant and the Data Processing Manager will draft a policy and present a plan which will coordinate both hardware and software purchases and resources within County Departments.
  3. The Cache County Personnel Policies and Procedures manual was amended on January 23, 1996 to include Drug Free Workplace requirements. A copy of the amendments were provided to each employee on May 14, 1996.
  4. The County Executive will develop a policy addressing the County's responsibility to communicate contract requirements to recipients of federal pass through funds.
  5. The County Executive will work with the County Auditor and County Treasurer to develop a plan and procedures for accounting for and reflecting properly the excess assessing and collecting funds. Excess assessing and collecting funds currently deposited with the Multi-County Appraisers Trust will be withdrawn and placed in a qualified depository which earns interest in accordance with the Utah Money Management Act.
  6. The County Executive will develop a summary review document for each interlocal agreement to monitor and make certain that interlocal charges are being made on a timely basis.

#### Auditor's Office

We suggest the following:

1. The County Auditor's Annual Report on the City of Logan A-1 Redevelopment Project should be corrected as follows:
  - a) Exemptions should be increased for factoring
  - b) The base year reduction attributable to the change in state school levy should be corrected for the factoring change noted above.



2. On certain purchases reviewed, better documentation was needed to demonstrate that the purchases were complying with the County's purchasing ordinance. Purchases from sole sources should clearly document why three sources could not be located and a sole source purchase was approved.
3. Controls need be improved over recording encumbrances at year end. Several encumbrances were recorded as accounts payable and certain payables were recorded as encumbrances.

Management Response:

1. The RDA reports for Logan Downtown A-1 have been corrected.
2. The purchasing policy will be distributed to departments again to refresh everyone's memory regarding the procedures. We will be more diligent in enforcing the policy.
3. We will review controls for year end encumbrances and accounts payable to avoid future problems.

Treasurer's Office

We suggest the following:

- \* 1. The Treasurer, Auditor and Data Processing offices should jointly develop a schedule to help ensure that the final distribution of taxes is completed by March 31, of each year. The schedule should identify required information, the reporting format for that information, and an appropriate time table to see that the Auditor's office charges the taxes and then reports that information to the Treasurer so that distribution of taxes collected is completed by March 31 of each year.
2. Unclaimed property in the form of double payments needs to be remitted in accordance with the Utah Code to the State Treasurer and the 1995 Form ST-2 for unclaimed property needs to be filed as soon as possible.
3. The additions and deletions to the back tax report should be reconciled quarterly. This report is not properly taking into account all redemptions and cancellations.

Management Response:

1. We will develop a schedule with the County Auditor and the Data Processing Department to help with the timely distribution of taxes.
2. We are completing the Form ST-2 to remit all applicable double payments to the State Unclaimed Property Division.
3. We are working with the Data Processing Department to correct our redemption reports and will reconcile the back taxes quarterly.

Data Processing

We suggest the following:

- \* 1. Documentation of software programs used in the County should continue to be given a high priority. Steps have been taken during the past year to improve the documentation of software programs and their application, however, this process has not yet been completed.
- \* 2. An action plan should be developed to improve the security over the County's hardware and software assets. The County's physical controls over hardware and software assets currently places these items at fairly high risk for impairment.
- 3. During the audit, we became aware that the County's off-site backup tape is over one year old. Tape backup policies and procedures should include frequency needs and location of storage.
- 4. Before property tax notices are processed in November, a procedure needs to be performed to prohibit changes to property tax information until the next tax year. This procedure was not performed in 1995. Documenting of certain critical processing events such as this in writing will help minimize these type of errors when there is personnel turnover..

Management Response:

1. The County Executive and the Data Processing Manager will continue to give documentation of software programs a high priority. The schedule established in 1995 was not feasible with the changes in personnel that occurred over the last year. The County Executive believed that it was in the best interest of Cache County to delay the schedule in order to facilitate documentation to be performed by the current staff.

2. Reasonable efforts will be made to improve physical security and these needs will be evaluated with the long term building needs currently being considered. A hardwood door and electronic code lock will be placed at the entry to the server room.
3. The County has established a procedure for off-site backup tapes to be updated on a weekly basis with the location established at Zions Bank located at 99 North Main Street, Logan, Utah, in a safe deposit box.
4. The Data Processing Manager will write a procedure prior to November, 1996 to prohibit changes to the property tax information after the tax roll has been closed.

The following prior year suggestion was set aside for further study and has not been repeated, all other prior year suggestions were acted upon:

Review whether on-line receipting stations or cash registers could be installed at all cash collection points to strengthen controls.

We express our appreciation for the courtesy and assistance extended to us by County officials and their staffs during the course of our audit. A considerable amount of time was provided by department personnel to help prepare schedules, locate documents and meet with our audit staff during the audit. This cooperation was extremely helpful.

We will be pleased to discuss any of these recommendations at your convenience.

This report is intended solely for the use of the County Council, County officials and certain regulatory bodies and should not be used for any other purposes.



JONES, WRIGHT, SWENSON & SIMKINS LLP  
Certified Public Accountants

CACHE COUNTY  
COMMUNITY DEVELOPMENT & HOUSING PLAN  
1997Update

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CACHE COUNTY CAPITAL IMPROVEMENT PLAN

<u>Description of Improvements</u>	<u>Cost</u>	<u>Source of Funds</u>
(1997)		
Airport RPZ Easements 10/28 & 17/35	\$ 40,000	FAA/State/ Authority
Airport Apron Development	\$ 100,000	FAA/State/ Authority
Airport Airport Layout Plan	\$ 100,000	FAA/State/ Authority
Airport Taxiway Lighting	\$ 150,000	FAA/State/ Authority
Assessor's Office Vehicles and Equipment	\$ 76,145	County
Attorney's Office Equipment	\$ 800	County
Bridgerland Literacy New Program (Children)	\$ 25,000	CDBG/Other
Buildings & Grounds Improvements & Equipment	\$ 21,000	County
Buildings & Grounds Court House-New Roof Covering	\$ 32,616	County
Buildings & Grounds Parking Lot-100W, 200N	\$ 20,000	County
Buildings & Grounds BRAG Building Improvements	\$ 18,000	BRAG
Data Processing Computer Equipment	\$ 32,436	County
Executive Office Equipment	\$ 400	County
Fire Department Equipment	\$ 7,500	County
Jail Improvements & Equipment	\$ 34,500	County

Jail Work Release Equipment	\$ 4,800	Work Release Revenue
Parks & Parks Maintenance Land Purchase	\$ 5,000	BOR Funds
Recorder Equipment	\$ 2,000	County
Road Department Equipment	\$ 105,000	Class B
Road Department Bridge-2900S, 200E Repl.	\$ 248,000	Federal/Class B
Road-500E, 3000S-3800S Purchase Right-of-Way	\$ 24,000	Property Owners/ County
Road-500E, 3000S-3800S Widen, Double Chip Seal	\$ 40,000	Millville City County/Class B
Road-3200S, 1500W-2000W Base & Pavement	\$ 150,000	County/Class B
Road-3600W, 600S-1100S 1100S, 3600W-3200W Double Chip Seal	\$ 18,000	County/Class B.
Road-12400N, Hwy 91-200E Double Chip Seal	\$ 15,000	County/Class B
Road-1000E, 500S-800S Based & Pavement with Sidewalk	\$ 150,000	County/Class B
Road-2000W, 4800S-5000S 4800S, 1600W-2000W Based & Pavement	\$ 55,000 \$ 45,000	County/Class B County/Class B
Senior Citizens Center Equipment	\$ 3,000	SCCF
Senior Citizens Center Kitchen Addition	\$ 452,132	CDBG/SCCF Grants/Donations
Senior Citizens Center Kitchen Equipment	\$ 85,000	Donations
Sheriff's Office Automobiles & Equipment	\$ 89,000	County
Sheriff's Office-Civil Equipment	\$ 3,300	County

Sheriff's Office-Liquor LE Automobile & Equipment	\$ 24,000	County
Sheriff's Office-Emergency Mgn Fencing-Search & Rescue	\$ 3,200	County
Sheriff's Office-Municipal Ser Automobiles & Equipment	\$ 59,785	Municipal Services
Sunshine Terrace Foundation Roof Replacement & Repair	\$ 120,000	CDBG/Terrace
Surveyor's Office Equipment	\$ 1,000	County
Victim Services Equipment	\$ 1,000	County/Grants
Weed Department Used Vehicle	\$ 8,000	County
<u>(1998)</u>		
Airport Sewer & Water Extensions	\$ 50,000	Authority
Airport Taxiway Rehabilitation	\$ 500,000	FAA/State/ Authority
Assessor's Office Vehicles & Equipment	\$ 33,000	County
Attorney's Office Equipment	\$ 1,300	County
Auditor's Office Equipment	\$ 1,300	County
Building Department Vehicle	\$ 15,000	Municipal Services
Buildings & Grounds Improvements & Equipment	\$ 26,700	County
Buildings & Grounds BRAG Building Improvements	\$ 18,000	BRAG
Countywide Planner Equipment	\$ 2,000	CWPD Funds
Data Processing Computer Equipment	\$ 22,000	County
Executive Office Improvements & Equipment	\$ 2,200	County

Extension Office Automobile (Mini-Van)	\$ 18,000	County
Fire Department Equipment	\$ 18,000	County
Jail Improvements & Equipment	\$ 48,000	County
Jail Work Release Equipment	\$ 5,200	Work Release Revenue
Parks & Park Maintenance Land Purchase	\$ 5,000	BOR Funds
Recorder Equipment	\$ 20,000	County
Road Department Equipment	\$ 90,000	Class B
Road-1200W, 3200S-3700S Base & Pavement	\$ 150,000	County/Class B
Senior Citizens Center Vehicle	\$ 15,000	SSCF
Sheriff's Office Automobiles & Equipment	\$ 93,000	County
Sheriff's Office-Civil Equipment	\$ 2,000	County
Sheriff's Office-Emergency Mgn Equipment	\$ 4,200	County
Sheriff's Office-Municipal Ser Automobile & Equipment	\$ 34,000	Municipal Services
Sunshine Terrace Foundation Tile & Floor Coverings	\$ 100,000	CDBG/Terrace
Surveyor's Office Equipment	\$ 7,800	County
Treasurer Equipment	\$ 2,500	County
Weed Department Truck	\$ 12,500	County
Zoning Office Equipment	\$ 5,000	Municipal Services

(1999)		
Airport	\$ 20,000	Authority
Hanger Extension		
Airport	\$ 50,000	Authority
Parking Lot Development		
Airport	\$ 50,000	FAA/State Authority
Environmental Assessment		
Assessor's Office	\$ 22,000	County
Vehicle & Equipment		
Attorney's Office	\$ 5,600	County
Furniture & Equipment		
Auditor's Office	\$ 2,000	County
Equipment		
Building Department	\$ 15,000	County
Vehicle		
Buildings & Grounds	\$ 33,400	County
Improvements & Equipment		
Countywide Planner	\$ 10,000	CWPD Funds
Equipment		
Data Processing	\$ 26,800	County
Computer Equipment		
Executive Office	\$ 1,450	County
Equipment		
Extension Office	\$ 500	County
Equipment		
Fire Department	\$ 27,800	County
Vehicle & Equipment		
Jail	\$ 43,000	County
Improvements & Equipment		
Jail	\$ 5,000	Work Release Revenue
Work Release Equipment		
Parks & Park Maintenance	\$ 5,000	BOR Funds
Land Purchase		
Recorder	\$ 20,000	County
Equipment		
Road Department	\$ 170,000	County/Class B
Equipment		



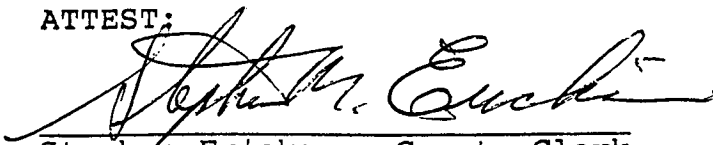
Bridge-600S 5200W Bridge-600S 5200W Repl.	\$ 74,000	Class B
Road-1200W, 4300S-4800S Base & Pavement	\$ 150,000	County/Class B
Senior Citizens Center Vehicle	\$ 45,000	SCCF/UDOT
Sheriff's Office Automobiles & Equipment	\$ 140,000	County
Sheriff's Office Automobile & Equipment	\$ 24,000	Municipal Services Funds
Sunshine Terrace Foundation Bathing Equipment Replacement	\$ 90,000	CDBG/Terrace
Surveyor's Office Automobile & Equipment	\$ 28,000	County
Treasurer Equipment	\$ 2,000	County
Zoning Office Equipment	\$ 1,200	Municipal Services Funds
<u>(2000)</u> Airport GPS Installation	\$ 300,000	FAA/State Authority
Assessor's Office Automobiles & Equipment	\$ 78,000	County
Attorney's Office Equipment	\$ 6,600	County
Auditor's Office Equipment	\$ 22,000	County
Buildings & Grounds New Courthouse Building	\$3,500,000	County
Countywide Planner Equipment	\$ 1,800	CWPD Funds
Data Processing Computer Equipment	\$ 12,000	County
Executive Office Equipment	\$ 2,800	County
Fire Department Fire Engines	\$ 300,000	County

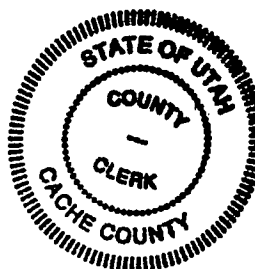
Jail Improvements & Equipment	\$ 21,000	County
Jail Work Release Equipment	\$ 5,000	Work Release Revenue
Parks & Park Maintenance Land Purchase	\$ 5,000	BOR Funds
Recorder Equipment	\$ 2,000	County
Road Department Equipment	\$ 105,000	County/Class B
Road-1200W, 3700S-4300S Base & Pavement	\$ 150,000	County/Class B
Senior Citizens Center Automobile & Equipment	\$ 26,000	SCCF/Grants
Sheriff's Office Automobiles & Equipment	\$ 140,000	County
Sheriff's Office Automobile & Equipment	\$ 28,000	Municipal Services Funds
Surveyor's Office Equipment	\$ 9,800	County
Weed Department Equipment	\$ 5,000	County
Zoning Office Equipment	\$ 1,500	Municipal Services Funds
<u>(2001)</u> Airport Land Acquisition 17/35	\$ 250,000	FAA/State Authority
Assessor's Office Automobiles & Furniture	\$ 80,000	County
Attorney's Office Equipment	\$ 2,000	County
Auditor's Office Furniture & Equipment	\$ 14,000	County
Buildings & Grounds Furniture & Equipment	\$ 12,000	County

Data Processing Computer Equipment & Furniture	\$ 34,000	County
Executive Office Furniture & Equipment	\$ 4,000	County
Fire Department Equipment	\$ 11,000	County
Jail Improvements & Equipment	\$ 40,000	County
Jail Work Release Equipment	\$ 5,000	Work Release Revenues
Parks & Park Maintenance Land Purchase	\$ 5,000	BOR Funds
Planning & Development Office Furniture & Equipment	\$ 14,500	County, CWPD & Municipal Services Funds
Recorder Furniture & Equipment	\$ 16,000	County
Road Department Equipment	\$ 135,000	Class B
Road Department Bridge Replacement	\$ 235,000	Federal/Class B
Road Department Road Improvements	\$ 150,000	County/Class B
Senior Citizens Center Improvements & Equipment	\$ 10,500	SCCF
Sheriff's Office Automobiles & Equipment	\$ 140,000	County
Sheriff's Office Equipment	\$ 5,000	Municipal Services Funds
Weed Department Used Vehicle	\$ 11,000	County

This project list was approved and adopted by the Cache County Council on Nov 24, 1996.

ATTEST:

  
Stephen Erickson, County Clerk



Dear Representative Olsen:

Pursuant to your request, the Cache County Council has discussed the idea of preserving farmland and open spaces. We realize that as Utah continues to grow more and more open space will be irrevocably lost to development. Restrictive zoning laws are an option but it puts an unfair burden on farm land owners and we are reluctant to use them for the sole purpose of preserving open space and farmland.

Conservation easements are a solution but are difficult to implement without a source of funding. Increasingly, however, the citizens of Utah are asking for a solution and they want to participate in the decision. With that in mind we make the following recommendations:

1. We request that the Legislature provide counties the authority to impose a county wide tax for the purpose of purchasing conservation easements.
2. We request that counties be given an option to select either a county wide sales tax, not to exceed 1/8% or a real estate transfer tax not to exceed 1% of the sales price.
3. We believe that the tax should only be imposed after approval of the citizens in a county wide election.
4. The governing body of the county should be the entity to decide which easements are purchased.
5. We further recommend that the legislation provide for a method of disposal of easements should that become necessary.
6. We also suggest that the legislation provide that none of the easements be acquired through exercising government's power of condemnation.
7. Also, as a further incentive for property owners to sell their easements, we recommend that the roll back taxes be waived on property easements acquired to preserve farmland/open space.

We realize there are many other details that would need to be considered but this may serve as a framework to begin the discussions. We appreciate your willingness to take on this difficult task and we look forward to working with you on it in the future.

Sincerely,

CACHE COUNTY, UTAH

RESOLUTION NO: 96- 36

A RESOLUTION PROVIDING FOR AMENDMENTS TO THE SERVICE FEES SCHEDULE OF THE OFFICE OF THE CACHE COUNTY ZONING ADMINISTRATOR.

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which had been given, finds that it is appropriate and necessary that the service fees schedule for services provided by the Office of the Cache County Zoning Administrator be amended.

THEREFORE, the Cache County Council hereby adopts the following resolution:

BE IT RESOLVED THAT:

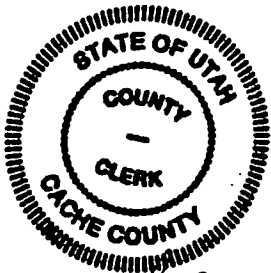
Section 1: Service Fees Schedule.

The service fees schedule attached hereto is hereby approved for the Office of the Zoning Administrator superseding all prior service fees schedules for that office.

Section 2: Effective Date.

This resolution shall become effective 1 January 1997.

This resolution was adopted by the Cache County Council on the 26th day of Nov 1996.



Cache County Council

By: Sarah Ann Skanchy  
Sarah Ann Skanchy, Chairman

Attested:

[Signature]  
Cache County Clerk

**FEE SCHEDULE  
CACHE COUNTY ZONING OFFICE**

<u>Purpose</u>	<u>Proposed Fee</u>
Zoning Clearance for Building Permits (same day turn-around - only if possible - double fee)	
Farm Building/Accessory Building	\$ 25.00
Single Family Dwelling/Commercial Bldgs., etc.	\$ 30.00
Zoning Clearance for Business License	\$ 20.00
Special Use Permit	\$150.00
Conditional Use Permit of Commercial Use	\$175.00
Subdivision Applications (preliminary; final)	
3 lot Subdivision	\$200.00
4 lot Subdivision	\$250.00
5 lot Subdivision	\$300.00
To Split a Lot	
Vacant Lot	\$ 50.00
With One Existing Home	\$ 50.00
Conditional Use Permit for Single Family Dwelling	\$ 30.00
Rezone Application	\$250.00
Board of Adjustment	
Special Exception	\$ 30.00
Appeal	\$ 30.00
Land Use Violation Fee (Fix-It Ticket)	\$100.00
If corrected within 10 days, reduce fine to	\$ 50.00

**CACHE COUNTY**  
**ORDINANCE NO. 96-08**

**AN ORDINANCE PROVIDING FOR CHANGES OF SALARIES FOR CACHE COUNTY OFFICERS FOR 1997 AND SUPERSEDING PRIOR RESOLUTIONS AND ORDINANCES.**

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which had been given, finds that a public hearing regarding the proposed Cache County Budget for 1997 including the change of salaries for the Cache County Officers for 1997 was conducted on November 26, 1996, in accordance with Section 17-16-14, *Utah Code Annotated*, upon lawful notice; that the *Organic Act for the Government of Cache County, Utah, as approved on November 6, 1984*, authorizes the modification of the salaries for all elected county officers by ordinance; that the budget for Cache County, Utah, for the Fiscal Year 1997 including provision for salary increases for the Cache County officers has been adopted by the Cache County Council in accordance with the applicable law; and that an ordinance providing for a salary change for the elected county officers is appropriate for carrying into effect the approved salary changes.

Now therefore, the Cache County Council ORDAINS as follows:

**SECTION 1: OFFICER'S SALARIES**

The salaries for county officers for the period January 1, 1997 through December 31, 1997 shall be as follows:

County Executive/Surveyor	\$ 49,753.87
County Assessor	\$ 40,892.86
County Attorney	\$ 62,954.26
County Auditor	\$ 41,432.86
County Clerk	\$ 40,892.86
County Recorder	\$ 40,892.86
County Sheriff	\$ 48,791.77
County Treasurer	\$ 41,432.86

**SECTION 2: REPEALER**

The salary provisions of all prior ordinances or resolutions, or any parts thereof, in conflict with this ordinance, are hereby repealed and superseded by this ordinance to the extent of such conflict. Otherwise such resolutions and ordinances shall remain in full force and effect.

**SECTION 3: EFFECTIVE DATE**

This ordinance shall take effect immediately upon approval and publication in the manner provided by law.

This ordinance was adopted by the Cache County Council on the 26th day of November, 1996 upon the following vote:

	IN FAVOR	AGAINST	ABSTAINED	ABSENT
ALLEN	X			
ANHDER	X			
BECK	X			
GIBBONS	X			
PETERSEN	X			
PULSIPHER	X			
SKANCHY	X			
TOTAL	7			

CACHE COUNTY COUNCIL

By: Sarah Ann Skanchy  
 Sarah Ann Skanchy  
 Chairman

ATTESTED BY:

Stephen M. Erickson  
 Stephen M. Erickson  
 Cache County Clerk

Publication Date: December 17, 1996



**CACHE COUNTY**  
**ORDINANCE NO. 96- 09**

**AN ORDINANCE PROVIDING FOR SALARIES FOR MEMBERS OF THE CACHE COUNTY COUNCIL FOR 1997.**

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which has been given, finds that a public hearing regarding the establishment and change of salaries for members of the Cache County Council was conducted on November 26, 1996, in accordance with *Section 17-16-14, Utah Code Annotated*, upon lawful notice; that the *Organic Act for the Government of Cache County, Utah, as approved on November 6, 1984*, authorizes the modification of the salaries of the members of the Cache County Council only by ordinance; and that the County Council deems it appropriate and reasonable to establish salaries for members of the Cache County Council for the period commencing January 1, 1997 and ending December 31, 1997.

Now therefore, the Cache County Council ORDAINS as follows:

**SECTION 1: COUNTY COUNCIL SALARIES**

The salaries earned for members of Cache County Council for the period January 1, 1997 through December 31, 1997 shall be as follows:

COUNCIL MEMBER – Regular salary for each member	\$ 2,497.68
	2,497.68
	2,497.68
	2,497.68
	2,497.68
	2,497.68
	2,497.68
COUNCIL CHAIRMAN (in addition to regular salary)	\$ 1,036.99

**SECTION 2: REPEALER**

The salary provisions of all ordinances or resolutions, or any parts thereof, in conflict with this ordinance, are hereby repealed and superseded by this ordinance to the extent of such conflict.

**SECTION 3: EFFECTIVE DATE**

This ordinance shall take effect immediately upon approval and publication in the manner provided by law.

This ordinance was adopted by the Cache County Council on the 26th day of November, 1996,  
upon the following vote:

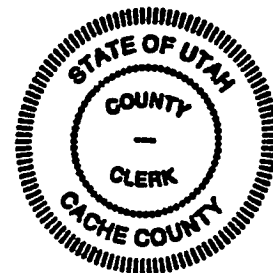
	IN FAVOR	AGAINST	ABSTAINED	ABSENT
ALLEN	X			
ANHDER	X			
BECK	X			
GIBBONS	X			
PETERSEN	X			
PULSIPHER	X			
SKANCHY	X			
TOTAL	7			

CACHE COUNTY COUNCIL

By: Sarah Ann Skanchy  
Sarah Ann Skanchy  
Chairman

ATTESTED BY:

Stephen M. Erickson  
Stephen M. Erickson  
Cache County Clerk



Publication Date: December 17, 1996

CACHE COUNTY

RESOLUTION NO. 96- 37

**A RESOLUTION ADOPTING A COUNTY BUDGET FOR THE FISCAL YEAR 1997**

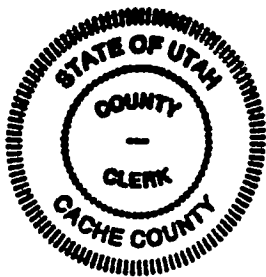
The County Council of Cache County, Utah, in a regular meeting, lawful notice of which had been given, finds that a public hearing was held on November 26, 1996, upon lawful notice and that it is necessary and statutorily required that a budget be adopted for Cache County for the Fiscal Year 1997.

THEREFORE, the Cache County Council hereby adopts the following resolution:

BE IT RESOLVED that the 1997 Cache County Budget in the total amount of \$15,101,923.00 (Fifteen Million, One Hundred and One Thousand, Nine Hundred Twenty-Three Dollars), the original of which is on file in the Office of the Cache County Auditor and a copy of which is attached to this resolution, is hereby adopted as and for the Cache County Budget for the Fiscal Year 1997, beginning January 1, 1997, and ending on December 31, 1997.

This resolution was adopted by the Cache County Council on 26th day of November, 1996.

CACHE COUNTY COUNCIL



By: Sarah Ann Skanchy  
Sarah Ann Skanchy  
Chairman

ATTESTED: Stephen M. Erickson  
Stephen M. Erickson  
Cache County Clerk