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CACHE COUNTY COUNCIL MEETING MINUTES

July 14, 1998

The Cache County Council met in a regular session on July 14, 1998 in the County Council Chambers located at 120 North 100 West, Logan, Utah 84321.

ATTENDANCE

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

Others present were: County Executive, M. Lynn Lemon, County Clerk, Stephen M. Erickson, County Auditor, Tamra Stones, County Assessor, Kathleen Howell, External Auditor representative, Curtis Roberts, Senator Orrin Hatch representatives, Norma Holmgren and Melanie Bowen, Cache Chamber of Commerce President, Jay Clark, INGEO computer software representative, Todd Hougaard, members of the local news media and other interested citizens.

CALL TO ORDER

Chairman Gibbons, called the meeting to order at 5:00 p.m. and welcomed all who were in attendance.

INVOCATION

The invocation was given by the County Clerk, Stephen M. Erickson.

AGENDA & MINUTES

The agenda for the meeting was discussed and adjusted to delete item 9 a, Adoption of an Ordinance to close 3700 North, until further negotiation with Hyde Park City have been completed.

The minutes of the regular Council meeting held on June 23, 1998 were discussed, corrected and approved.

REPORT OF THE COUNTY EXECUTIVE

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

1. Appointments:

Appointment: Parker, Pat, as Secretary of the County Fire District Board.
Appointment: Stones, Tamra, as Treasurer of the County Fire District Board.

A motion to approve the appointments was made by Vice Chairman Yeates. It was seconded and carried unanimously.

2. State Roads Transfer Meeting: Lemon reviewed a list of proposed roads to be transferred to the County and Cities in the County. A meeting with the cities will be held on Monday the 20th of July at 5:00 p.m.. A State Interim Committee with representatives from the ULC and UAC have been meeting and are requesting that the Cities and County meet to discuss and analyze the proposed road transfer.

3. Transportation Meeting: The State Transportation Department has invited the Council and other Officials to attend a meeting and give input regarding highway needs in the County. The meeting will be held in the Logan City Council Chambers on July 22, 1998 at 9:00 a.m.. The revised County Highway priority list will be presented at the meeting.

4. TV Translator Test: The State TV Translator Specialists, Kent Parsons, will be directing a test of a future TV translator site for the County from the Clarkston, Newton area. They will be working with channel 9, a local TV channel.

5. State Tax Commission and Salt Lake City Schools Settlement: The State Tax Commission has rejected a proposed Salt Lake Schools settlement regarding airline property tax. Counties throughout the State are against the SLC Schools proposal to keep all airline property tax.

6. Warrants: The County Warrants for the periods of June 20th to the 25th and June 26 to June 30, 1998 were presented to the County Clerk for filing.

HATCH, SENATOR ORRIN, REPORT: HOLMGREN, NORMA & MELANIE BOWEN

Norma Holmgren, representing Senator Orrin Hatch's Utah Northern Office, introduced, to the Council, Senator Hatch's State Director for State affairs, Melanie Bowen. Bowen told the Council that she is pleased to represent Senator Hatch and she welcomes input from the Council any time. Kelly Burton, a deputy to Bowen was also introduced to the Council.

EXTERNAL AUDIT REPORT: ROBERTS, CURTIS J.

Curtis J. Roberts, representing the Accounting Firm of Jones, Wright, Simkins & Associates, appeared before the Council to review that Company's external audit of the County for the 1997 year. Roberts told the Council that the County is in sound financial condition. He thanked the County offices for their cooperation during the audit. The management letter and responses to concerns in the letter were reviewed and discussed. Graphs showing yearly comparison since 1994 were reviewed, including a graph showing the various taxing entities that taxes are collected for and the percent of the property tax they receive.

(See attachment #1)

A copy of the external audit is on file in the County Auditors Office.

CHAMBER OF COMMERCE-ECONOMIC DEVELOPMENT: CLARK, JAY

The President of the Cache Chamber of Commerce, Jay Clark, reported to the county regarding goals and activities of that organization including Cache Economic Development. Clark said, that they are working to provide the best information possible to companies who are inquiring about locating their business in the County. They are conducting seminars and creating demographic files for information dissemination. Since the County is approaching the 100,000 population mark a large number of inquiries have been received from companies who are thinking about relocation to the area. However, the Chamber is still working hard with businesses that are already here and are helping them as they continue to develop and expand.

BUDGETARY MATTERS: INTRA-DEPARTMENTAL BUDGET TRANSFERS

The following Intra-Departmental Budget Transfers were considered by the Council:

1. Attorney, \$3000.00

(See attachment #2)

A motion by Councilman Anhder to approve the Attorneys budget transfer was made. It was seconded and carried unanimously.

2. Children's Justice Center: \$500.00 & \$700.00

(See attachment #3)

Councilman Anhder moved to approve the CJC transfer. It was seconded and carried unanimously.

PUBLIC HEARING SET: AGRICULTURE PROTECTION AREA

A public hearing is one of the requirements to establish an agriculture protection area in the County.

Councilman Anhder moved to set the Public Hearing on July 27, 1998 in the Council Chambers at 6:00 p. m.. It was seconded and carried unanimously.

PUBLIC HEARING SET: BUDGET-1998

The County Auditor is requesting an adjustment to the 1998 budget and recommends that the Council set a public hearing to receive public input.

Council member Skanchy moved to set the Public Hearing on July 27, at 6:15 p.m. in the Council Chambers. It was seconded and carried unanimously.

BOARD OF EQUALIZATION: HEARING DATES SET

The Board of Equalization, after consultation with the County Assessor and Auditor set the date for hearing property tax appeals. It was determined that the hearing dates would be set on Monday, Wednesday & Friday August 17th through September 17th and if necessary the dates could be extended.

RESOLUTION NO. 98-22: RIVER HEIGHTS ROAD USE-600 S 1000 E

The adoption of Resolution No. 98-22 will authorize the County Executive to enter into an agreement with River Heights City on the use of a County road.

(See attachment #4)

A motion to adopt Resolution No. 98-22 was made by Vice Chairman Yeates. It was seconded and carried unanimously.

GRANT APPROVAL PROCESS: DISCUSSION

Executive Lemon, reviewed a grant approval process with recommended changes made during the last Council meeting. Other changes in the documents wording was suggested. Chairman Gibbons recommended that the wording in the grant approval process remain as

presented by the Executive.

(See attachment # 5

Council member Skanchy moved to approve the grant approval process as presented by the County Executive. It was seconded and carried unanimously.

BUILDING NEEDS ANALYSIS: DISCUSSION

The Council and Executive again discussed county building needs. Executive Lemon said, that he will be meeting with the State Court Administration next week concerning the building that the State Courts are leasing from the County on 100 West. They State has said that they are not interested in this building and want to build new building. The County will be contracting with a consulting firm to analyze what to do with the building. The Council will have to determine what to do with necessary jail expansion or to contract prisoners to Box Elder County etc.

ROAD PRIORITY LIST: DISCUSSION

Councilman Pulsipher, is concerned about the Nibley to Hyrum road that has not been finished. Councilman Anhder told the Council that he has been approached by numerous officials in the South end of the County who want that portion of highway between Nibley and Hyrum completed as soon as possible and he agrees with them.

Councilman Anhder moved to adjust the current road priority list to place highway 165 between Nibley and Hyrum as number one. It was seconded by Councilman Pulsipher.

Council member Skanchy said, that the Council has always supported highway construction that furnish transportation needs in and out of the valley and we should keep those roads high on the list. Chairman Gibbons said, that the traffic count on highway 91 is very high and that the highway should be high on the list and that we shouldn't do anything to jeopardize funding for highway 89 through Logan canyon.

A vote on Councilman Anhder's motion was called and it failed on a vote of 2 "Yes" to 3 "No". Council members Yeates, Skanchy and Gibbons voted no.

Council member Skanchy moved to adjust the priority list to place Highway 89 through Logan canyon as # 1, highway 91 North of Smithfield to the Idaho Line as # 2, Highway 165 Nibley to Hyrum as #3, Cache Valley Highway #4 and Highway 30 going West from Logan as #5. It was seconded and passed on a vote of 4 "Yes" to 1 "No".

Councilman Anhder voted no.

⁰⁵
ORDINANCE NO. 98-04: RESTAURANT TAX ASSESSMENT

Ordinance No. 98-~~04~~⁰⁵ was on the agenda for first reading and will be for a second reading during the next Council meeting.

SMART MAPS/INGEO: DISCUSSION

Todd Hougaard, representing InGEO a local software company and currently working with the County Assessor to produce computer software. The software is being developed to aid her office and other office's in the county and will work with GIS.

(See attachment #6)

The County Assessor is requesting additional information be included in the software. It will extend the completion of the software development by three months and the total cost by \$140,000.00. The funding would come from the assessing and collecting funds. Executive Lemon and other department heads are recommending the additional software development. Howell, pointed out that other counties in the State are interested in the software and may eventually ask to purchase it.

Chairman Gibbons recommended that the Council be given a demonstration on what the software can do. It was determined that before the next Council meeting on July 28 at 4:00 p.m. the Council will meet in the Assessor's office for a presentation by Hougaard.

UAC COMMISSIONER & COUNCIL WORKSHOP: CEDAR CITY, UTAH

Council members were advised of the coming Commission/Council workshop in Cedar City on September 16-17 & 18. They were asked to make preparations to attend if they can.

COUNCIL MEMBER REPORTS

Councilman Pulsipher: Pulsipher suggested that the County Executive thank the Governor, by letter for his visit to the County last week. Executive Lemon, will write and send the letter.

Council member Skanchy: We are still, as an Airport Authority, negotiating with Hyde Park City concerning extending the airport runway.

**COUNCIL MEETING
MINUTES 7/14/98**

Councilman Anhder: The Water Advisory Board has decided not to proceed with an attempt to place on the November election ballot the issue of a Water Conservation District but will try for a special election in February.

Anhder also proposed a Council summer social at Willow park in August. The Council agreed to have the annual summer social on August 11th after Council meeting.

The summer County employee party will be on August 18th.

ADJOURNMENT

The meeting was adjourned by Chairman Gibbons at 7:20 p.m..

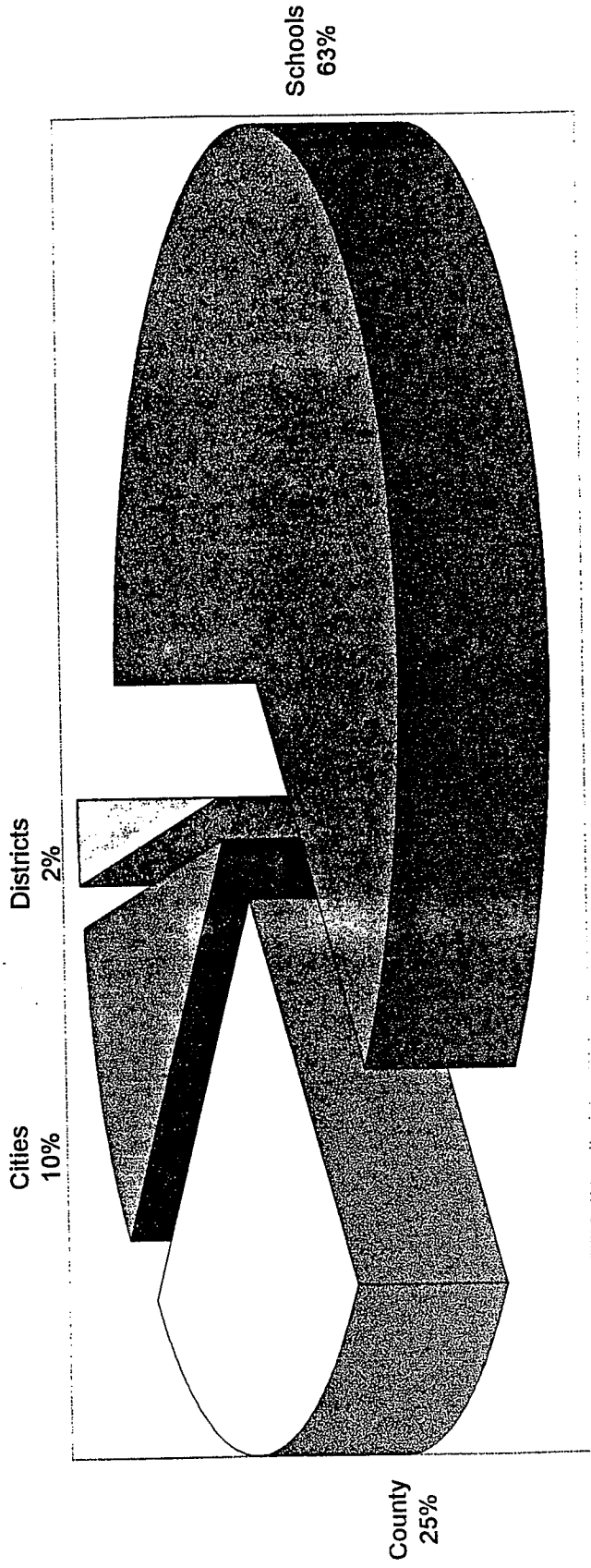


**ATTEST: Stephen M. Erickson
County Clerk**



**APPROVAL: Darrel L Gibbons
Council Chairman**

Cache County
Property Tax Collections - 1997



REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Attorney
 DATE: 7-Jul-98

Amount to be transferred -- (rounded to the nearest dollar) \$3,000.00

Transfer From ---
 Line Item No. : 10-4145-120
 Fund Designation: Attorney - temporary employees

Original Budget:	<u>\$3,000.00</u>
Current Budget:	<u>\$3,000.00</u>
Expenditures to date:	<u>\$0.00</u>
Balance before transfer:	<u>\$3,000.00</u>
Balance after Transfer:	<u>\$0.00</u>

Transfer To ---
 Line Item No. : 10-4145-110
 Fund Designation: Attorney - salaries

Original Budget:	<u>\$287,497.00</u>
Current Budget:	<u>\$287,497.00</u>
Expenditures to date:	<u>\$136,653.36</u>
Balance before transfer:	<u>\$150,843.64</u>
Balance after Transfer:	<u>\$153,843.64</u>

Description of needs and purpose of transfer ---
transfer funds from temporary employees to salary to cover increase in hours for Kari Allred during the
trials for St. Ann's Retreat and the time spent on the Waggoner cases.

[Signature]
 Department Head

Recommendation: Approval [] Disapproval
 Comments:

Date: 7/7/98

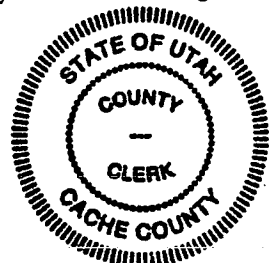
Jamra Stones
 Cache County Auditor

Recommendation: Approval [] Disapproval
 Comments:

Date: 7/14/98

M. Lynn Lemon
 Cache County Executive

Consented by the Cache County Council meeting in regular session on the 14th day of July, 1998.



[Signature]
 Cache County Clerk

REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

Department: CTC

Date: 23 June 98

Amount to be transferred --- (rounded to the nearest dollar) \$ 500

Transfer from ---

Line Item No. 29 - 4149 280
Fund Designation: Communication
Original Budget
Expenditures to date
Balance before transfer
Balance after transfer

\$ 683
\$ 51.21
\$ 631.79
\$ 131.79
\$

Transfer to ---

Line Item No. 29 - 4149 - 610
Fund Designation: Misc.
Original Budget
Expenditures to date
Balance before transfer
Balance after transfer

\$ 650
\$ 400.01
\$ 249.99
\$ 749.99
\$

Description of needs and purpose of transfer ---

Printing cost of manuals & handbooks increased expenditure in the misc. account. This transfer will also cover expenditures in June. The communications account was over estimated.

[Signature]
Department Head

Recommendation: Approval [] Disapproval

Comments:

Date: 6/24/98

James Stones
Auditor

Recommendation: Approval [] Disapproval

Comments:

Date: 6/24/98

M. Lynn Lester
County Executive

3

REQUEST FOR INTRA-DEPARTMENTAL BUDGET TRANSFER

Department: CJC
Date: 23 June 98

Amount to be transferred --- (rounded to the nearest dollar) \$ 700--

Transfer from ---

Line Item No. 29 - 4149 - 740
Fund Designation: Equip/Furniture
Original Budget \$ 3200--
Expenditures to date \$ 2358--
Balance before transfer \$ 842--
Balance after transfer \$ 142--

Transfer to ---

Line Item No. 29 - 4149 - 850
Fund Designation: Supplies/Maint.
Original Budget \$ 950--
Expenditures to date \$ 1044.95
Balance before transfer \$ -94.95
Balance after transfer \$ 605.05

Description of needs and purpose of transfer ---

Since we have not moved into our permanent building, equipment & furniture purchases have been put off. Office supplies to start up a working office have cost more than estimated. Thank for your assistance & understanding.

[Signature]
Department Head

Recommendation: Approval Disapproval

Comments:

Date: 6/24/98

Jamra Stokes
Auditor

Recommendation: Approval Disapproval

Comments:

Date: 6/24/98

[Signature]
County Executive

A Resolution Approving Restriction of use of County road 600 South for specified times during the school year and authorizing the County Executive to execute an agreement with River Heights City stating times and dates.

The County Council of Cache County, Utah in a regular meeting, lawful notice of which has been given, finds that for the protection and safety of students and pedestrians who will use 600 South Street during the school year that it is necessary and appropriate to enter into an agreement with River Heights City concerning limited use of the county road as set forth in the agreement attached hereto as "Exhibit A".

Now, therefore, BE IT RESOLVED that:

Section 1: Approval of Restricting Use of 600 South

The Cache County Council determines that it is in the best public interest to restrict use of 600 South at specified times and dates to make school attendance and departure for children more safe.

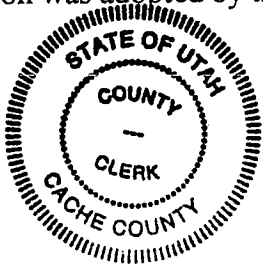
Section 2: Authorization

The Cache County Executive is hereby authorized to execute the attached Agreement with River Heights City.

Section 3: Effective Date

This resolution shall become effective immediately upon adoption.

This resolution was adopted by the Cache County Council on 14th Day of June, 1998.



Cache County Council,
Darrel L. Gibbons
Darrel L. Gibbons, Chairman

Attest:

By: *Stephen M. Erickson*
Stephen M. Erickson, Clerk

CHECK LIST FOR GRANT APPLICATION APPROVAL

GRANTING AGENCY:

GRANT ADMINISTRATOR'S NAME:

GRANT ADMIN. CONTACT Telephone Number:

COUNTY DEPT./Contact person:

(County contact person will be responsible for reports, understanding all grant purposes and approving grant expenditures, in compliance with the grant award and county policies and procedures.)

Purpose of the Grant:

Composition of Grant funds:

Federal \$

State \$

Other \$

Period of Grant Availability:
(Length of Grant)

Check all boxes that apply and supply brief comments as required for each line.

New Grant

Renewal of previously awarded grant:

Match Required?

If a cash match required, please state the amount?

Elements of the program remain the same except for an increase for inflation.

New grant or enhanced program grant renewal? *Briefly explain the major points included in the program request:*

Program includes new employee(s) requests

Full Time Employee(s)

Part Time Employee(s)

Purpose or description of work to be performed:

Proposed Salary:

\$

Proposed benefits:

\$

LIMITATIONS OR CONTRACT RESTRICTIONS ON COSTS

Sub-recipient monitoring?

Travel?

Davis Bacon Act Compliance?

Equipment?

Other?

5

Cache County Integrated Tax-Roll and GIS System

Project Purposes

- Make tax-roll system year 2000 compliant*
- Improve capability for updating tax-roll*
- Eliminate paper record keeping in Assessors office*
- Automate valuation process*
- Provide graphical (map) presentation*

Major Tasks

- Upgrade existing tax-roll system*
- Convert paper property card system to electronic system*
- Integrate computer assisted mass appraisal system (CAMA)*
- Integrate all systems with GIS (Logan City pilot area)*

Task Change

Problem: Upgrade of existing tax-roll system not cost effective, end product would still be difficult to upgrade and maintain, data integrity problem, difficult to build new reports

Solution: Rebuild not upgrade tax-roll system

Requirements: time extension, budget increase

Project Enhancements

System review identified three additional functions to be added:

- Property sales database*
- CAMA calibration, testing, and training*
- Property card conversion system*

