

APPROVED

**CACHE COUNTY
COUNCIL MEETING
MINUTES
NOVEMBER 24, 2015**

COUNTY COUNCIL MEETING

November 24, 2015

| NATURE OR ORDER OF PROCEEDING | DATE |
|---|------|
| ALBRETSSEN, KRIS – Cache County Senior Citizen Center-CDBG Request | 2 |
| BUDGET – December 8, 2015-6:00 p.m.-Open 2015 Budget | 3 |
| BUDGET – Discussion – 2016 Cache County | 4 |
| CDBG – 1 st Public Hearing –November 24, 2015-5:15 p.m..... | 2 |
| CACHE COUNTY PLANNING COMMISSION AND BOARD OF ADJUSTMENTS – Approval of 2016 Meeting Schedule/Deadline | 3 |
| CACHE COUNTY SENIOR CITIZEN CENTER – Albretsen, Kris-CDBG Request | 2 |
| CHRISTMAS DINNER – Cache County Employees’ | 5 |
| EXECUTIVE SESSION | 5 |
| LEGISLATORS’ – Letter to | 1 |
| ORDINANCE NO. 2015-13 – Powder Mountain/Sprint-Public Hearing Set-December 8, 2015-5:30 p.m. | 2 |
| POWDER MOUNTAIN/SPRINT – Public Hearing Set-December 8, 2015-5:30 p.m.-Ordinance No. 2015-13 .. | 2 |
| PROPERTY TAX RELIEF REQUESTS | 3 |
| PUBLIC HEARING – November 24, 2015-5:15 p.m.-1 st CDBG Public Hearing | 2 |
| PUBLIC HEARING SET – December 8, 2015-5:30 p.m.-Ordinance No. 2015-13-Powder Mountain/Sprint.. | 2 |
| PUBLIC HEARING SET – December 8, 2015-6:00 p.m.-Open 2015 Budget..... | 3 |
| RECORDER’S OFFICE - Report | 2 |
| SALARIES FOR ELECTED OFFICIALS – Discussion-2016 | 3 |

**CACHE COUNTY COUNCIL MEETING
November 24, 2015**

The Cache County Council convened in a regular session on November 24, 2015 at 5:00 p.m. in the Cache County Council Chamber at 199 North Main, Logan, Utah.

ATTENDANCE:

Chairman: Kathy Robison
Vice Chairman: G. Gregory Merrill
Council Members: David Erickson, Val Potter, Jon White, Cory Yeates, & Gordon Zilles.
County Executive: Craig "W" Buttars
County Clerk/Auditor: Sharon L. Hoth (**Jill N. Zollinger absent.**)
County Attorney: James Swink

The following individuals were also in attendance: Kris Albretsen, Janeen Allen, Chief Rod Hammer, Chris Harrild, Kurt Harris, Director Cameron Jensen, Sheriff Chad Jensen, Director Bartt Nelson, Dave Nielsen, Director Josh Runhaar **Media:** Clayton Gefre (Herald Journal), Jennie Christensen (KVNU).

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

Executive Buttars gave the opening remarks and led those present in the Pledge of Allegiance.

REVIEW AND APPROVAL OF AGENDA

Chairman Robison indicated that Item 12d - *Discussion-2016 Salaries for Cache County Council* – was discussed at the November 10, 2015 Council meeting and should be dropped from this agenda.

ACTION: Motion by Council member Potter to approve the agenda with Item 12d – *Discussion-2016 Salaries for Cache County Council* - deleted. Yeates seconded the motion. The vote was unanimous, 7-0.

REVIEW AND APPROVAL OF MINUTES

ACTION: Motion by Council member Yeates to approve the minutes of the November 10, 2015 Council Meeting. Potter seconded the motion. The vote was unanimous, 7-0.

REPORT OF THE COUNTY EXECUTIVE: CRAIG "W" BUTTARS

APPOINTMENTS: There were no appointments.

WARRANTS: There were no warrants.

OTHER ITEMS:

- Letter to Legislators** – Executive Buttars asked Council members to review and, if in agreement, to sign a letter to legislators urging approval of Representative Draxler's

proposed legislation regarding HB 362 amendments. The change will permit County legislative bodies to determine, within 10% to 40%, the allocation of gas tax revenues to transit with the remainder going to cities and the county.

(Attachment 1)

UNIT OR COMMITTEE REPORTS

* **Recorder's Office – Mike Gleed** reported on the following:

- Fee revenues - \$345,000.00 thus far in 2015
- Recording of documents
- New subdivisions
- Proposed Transfer on Death Deed
- Initiative for land information records
- Add-on fees
- Roads – dedicated, platted, access
- GIS – website
- Current projects

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING: NOVEMBER 24, 2015 – 5:15 P.M. – 1ST CDBG PUBLIC HEARING

Executive Buttars declared the Public Hearing open and stated the purpose of the 1st CDBG Public Hearing is to gain citizen input as to their needs and potential CDBG projects. A city or county may have a particular project in mind. This project can be identified during the hearing; however, at this point they should be open to any project identified by the public and entertain sponsorship proposals from nonprofit groups. Input from this hearing will be considered by the city or county's elected officials to determine which projects will be identified in the jurisdiction's capital improvement plan. All CDBG projects must be included in this plan. Anyone in attendance for the CDBG Public Hearing should sign the roll including their name, address and phone number. There is approximately \$600,000.00 available in the Bear River Region for CDBG projects. \$350,000.000 of that is available for projects to be rated and ranked. Any project that displaces low or moderate income persons will most likely not receive funding.

| <u>Entity</u> | <u>Representative</u> | <u>Project</u> | <u>Amount</u> |
|-------------------------------------|-----------------------|--|------------------------|
| Cache County Senior Citizens Center | Kris Albretsen | Replace two (2) trucks for "Meals on Wheels" | Unknown – Bids are out |

Vice Chair Merrill asked if the Senior Citizens Center can utilize state or county opportunities to purchase vehicles at a discounted rate. Buttars will check with Director Johnson at the Center to see if that is possible.

ACTION: Motion by Council member Zilles to close the Public Hearing-1st CDBG Public Hearing-November 24, 2015 at 5:15 p.m. Yeates seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING SET: DECEMBER 8, 2015 AT 5:30 P.M.-Ordinance No. 2015-13-Powder Mountain/Sprint/ Robert Blackie//Sprint requesting a rezone of a 0.69 acre portion of 73.69 acres in the Resort Recreation (RR) Zone to include the Public Infrastructure (PI) Overlay Zone,

located at the Cache/Weber County line, Powder Mountain – Chris Harrild explained this is one of the numerous locations where there are existing telecommunications towers or facilities and this is one of the four that remain that have not yet rezoned to the proper zone.

PUBLIC HEARING SET: DECEMBER 8, 2015 AT 6:00 P.M.-Open 2015 Budget

ACTION: Motion by Council member Yeates to set Public Hearings-December 8, 2015 - 5:30 p.m.-*Ordinance No. 2015-13-Powder Mountain/Sprint, etc.- AND December 8, 2015-6:00 p.m.-Open 2015 Budget.* Erickson seconded the motion. The vote was unanimous, 7-0.

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Property Tax Relief Requests** *(Details are on file in the Cache County Clerk/Auditor's Office)*
 - 0012

ACTION: Motion by Council member Yeates to approve the property tax relief request for 0012. White seconded the motion. The vote was unanimous, 7-0.

- 0049

ACTION: Motion by Council member White to table the property tax relief request for 0049 pending clarification on the years listed on the settlement statement and why the interest for 2012 (listed as 2002) is so much less than the interest for the other years. Yeates seconded the motion. The vote was unanimous, 7-0.

- 0003

ACTION: Motion by Council member Potter to approve the property tax relief request for 0003. Merrill seconded the motion. The vote was unanimous, 7-0.

- **Approval of 2016 Meeting Schedule/Deadline for Cache County Planning Commission and Board of Adjustments**

(Attachment 2)

ACTION: Motion by Council member Yeates to approve the 2016 Meeting Schedule/Deadline for Cache County Planning Commission and Board of Adjustments. Potter seconded the motion. The vote was unanimous, 7-0.

- **Discussion – 2016 Salaries for Elected Officials** – Executive Buttars commented that the proposed budget is shown with and without a salary adjustment for elected officials. Buttars indicated that elected officials have pointed out that other county employees know what their wage will be when hired, but qualify for increases. Buttars feels there needs to be a long-term plan for how this is going to be addressed in the future.

Council member White reiterated the view that elected officials' salaries should only be reviewed for adjustment in the year prior to the election for that position. Attorney Swink said that any time an individual is hired in any job, they may reasonably expect to have a raise and elected officials should not be any different. Swink also remarked that there

are offices that have a salary compression problem – some employees are close to the department head's salary. Council member Erickson agreed it is reasonable for elected officials to expect to be considered for salary adjustments each budget cycle.

Chairman Robison asked if there are any department heads making more than elected officials. Director Wood responded there are three making more and three making less, but are close to elected officials' salaries. Wood added the proposed elected officials' salary adjustments are not huge - \$13,531.00.

Robison agreed with Council member White concerning elected officials' salary adjustments. Vice Chair Merrill mentioned that three elected officials have six-year terms this election cycle and should be considered at the same time as those with four-year terms. Robison agreed.

Chairman Robison noted that Cache County does not have a turnover problem with elected officials and observed that Cache County really can't be compared to Washington County, as has been alluded to in previous discussions, because Cache has a lot of agricultural land, but Washington County has multiple second residences that are taxed at 100%. Robison feels elected officials have had excellent salary increases, averaging \$2,000.00 a year, over the fifteen years she has been on the Council.

Vice Chair Merrill said the Council would love to give raises and to not raise taxes and to provide needed services, etc., and there is only so much money and that is the challenge. Merrill said that the tax notice he saw from Utah County also lists the percentages of the property tax that the different entities are receiving. For instance, it listed the Nebo School District as receiving 74% and the county was somewhere around 6%. Merrill wonders if Cache County can do something similar on its tax notices.

Executive Buttars will come up with numbers with and without elected officials' salary increases when he presents the proposed budget at the next Council meeting for the Council to consider when making salary decisions.

- * **Discussion – 2016 Cache County Budget** – Executive Buttars reviewed highlights of the proposed budget including a tax rate history – The proposed tax rate is .001828 – a primary residence homeowner with a value of \$201,000.00 will have an increase of \$8.74. This is a small amount, but brings in \$452,510.00. Responding to Council members' questions, Buttars said the tax rate could be increased by 5% and Cache County will still be 27th out of 29 counties in tax per capita

Executive Buttars turned the time to Human Resource Director Cory Wood who presented a power point on 2016 Employee Compensation and emphasized that Cache County is doing more with less. Wood noted that employees are the county's number one asset, but if not taken care of, can become liabilities. In Cache County there are 22 employees per 10,000 population which places us at 28 out of 29 counties which means we have fewer employees doing a lot more of the work. So the county must either hire more employees or compensate the ones we do have better so they will continue to perform at this high level. Employees' expenses average \$3,080.00 per month including the basics of housing, groceries, utilities, auto, miscellaneous. A 2% inflation growth (averaging the last 5 years) increases this cost to \$3,141.00 a month or a \$732.00 a

year increase. The Executive's proposal has a 2.1% increase which means the average employee making \$20.43 hour will get an increase of \$849.00 a year, but due to inflation, it will cost them \$732.00 more a year to just stay even.

Executive Buttars stated that using the reserve fund to pay for operations is just "kicking the can down the road." This budget is still taking \$676,080.00 from the general fund reserve. He has not put \$20,000.00 back in for the internal auditor, but statutory responsibilities indicate a need for at least that much with the intention of having the internal auditor do efficiency audits for departments.

Council members also discussed health savings account contributions, the water conservancy district update and the public defender budget.

(Attachment 3)

OTHER BUSINESS

- ✓ **Cache County Employees Christmas Dinner** – Wednesday, December 9, 2015 at 6:30p.m. – Riverwoods Conference Center.

COUNCIL MEMBER REPORTS

Val Potter said the Cache Valley Center for the Arts has asked if the Council is interested in a Council member being on their Board of Directors. The consensus of the Council is it would be a conflict of interest because the Council must approve the RAPZ/Restaurant Tax allocations.

EXECUTIVE SESSION

ACTION: Motion by Council member Zilles to adjourn to an Executive Session for a discussion of pending litigation (Utah Code 52-4-205(1)(c). White seconded the motion. The vote was unanimous, 7-0.

The Council adjourned to an Executive Session at 7:15 p.m.

ACTION: Motion by Vice Chair Merrill to adjourn from the Executive Session at 7:55 p.m. Yeates seconded the motion. The vote was unanimous, 7-0.

ADJOURNMENT

The Council meeting adjourned at 7:55 p.m.

ATTEST: Jill N. Zollinger
County Clerk

APPROVAL: Kathy Robison
Chair



CRAIG W BUTTARS
COUNTY EXECUTIVE

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350 North State, Suite 350
PO Box 145030
Salt Lake City, UT 84114

Wayne Niederhauser, President of the Senate
320 State Capitol
PO Box 145115
Salt Lake City, UT 84114

Senator Lyle Hillyard
1496 East 1200 North
Logan, UT 84341

Representative Ed Redd
1675 East 1460 North
Logan, UT 84341

Representative R. Curt Webb
65 West 100 North
Logan, UT 84321

Dear Legislators:

Nov. 19, 2015

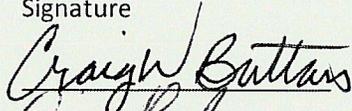
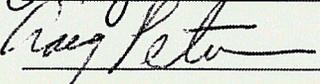
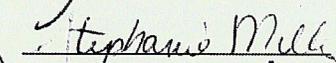
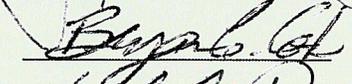
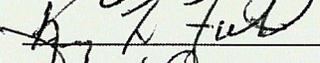
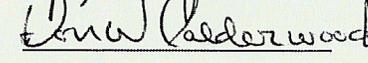
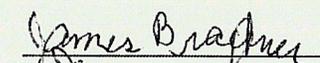
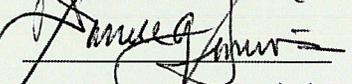
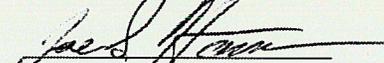
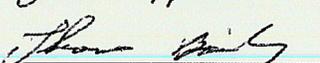
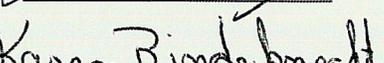
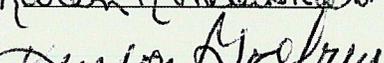
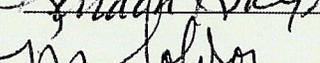
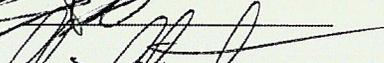
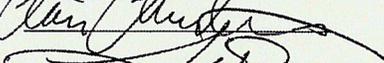
Road construction and maintenance needs in Cache County are at least as great as in other locations in Utah. In particular, as costs increase, it is very difficult for small communities to adequately fund their transportation infrastructure needs. Therefore, many local leaders were enthusiastic about the provisions of 2015's HB 362 which will increase revenues from the gas tax and also the general concept of a local option transportation sales tax.

During the last election cycle, the Cache County Council decided not to put the local option sales tax on the ballot and we supported the Council in that decision. Although the additional funding is badly needed, we could not support the provision of the bill that required that 40% of the revenue to be allocated to our local transit district. The Cache Valley Transit District is an excellent organization that serves many of our communities and provides an important transportation option to our residents. But we believe that the needs of the Transit District are not as great as the needs for improved roads. As Cache County continues to grow at a rapid rate, we have pressing needs to build, improve, and maintain our county roads, but the funding base is grossly inadequate. What we need is a funding source that can be used for those critical needs.

We are aware that Representative Jack Draxler is proposing legislation that will amend HB 362 to give counties of the third class greater flexibility in allocating the transportation sales tax. Specifically, the change would allow County Councils or Commissions the authority to allocate between 10% and 40% of the revenue generated to transit, with the remainder going to cities and to the county.

We strongly support Representative Draxler's proposal because it will allow the revenues to be used to meet our most critical transportation needs. Further, we trust our Cache County Council to make a prudent decision on the specific allocation of the transportation sales tax funds.

We ask for your support in amending HB 362 during the coming legislative session.

| Signature | Printed Name | Position |
|---|--------------------|------------------------|
|  | Craig Butters | Cache County Executive |
|  | Craig Petersen | Logan Mayor |
|  | Stephanie Miller | Hyrum Mayor |
|  | Bryan Cox | Hyde Park Mayor |
|  | Kelly Field | Lewiston Mayor |
|  | Don Calderwood | Providence Mayor |
|  | James Brackner | River Heights Mayor |
|  | Darrell Simmons | Smithfield Ut. Mayor |
|  | Michael Hall | Richmond Mayor |
|  | Ed Buist | Menden Mayor |
|  | Joe Hausen | Cornish Mayor |
|  | Thomas Bailey | Wellsville Mayor |
|  | Karen Rinderknecht | Paradise Mayor |
|  | Brendon Godfrey | CLARKSTON Mayor |
|  | Michael Johnson | Millville Mayor |
|  | JSHAUN DUSTIN | NIBLEY MAYOR |
|  | Clair Christensen | Newton Mayor |
|  | Lloyd Berentzen | North Logan |

2016 MEETING DATES AND APPLICATION DEADLINES

| PLANNING COMMISSION (1 st Thursday of each month) | | | COUNTY COUNCIL (2nd & 4th Tuesday) | BOARD OF ADJUSTMENTS (3 rd Thursday of each month) | |
|---|------------------------------------|----------------------------|---------------------------------------|--|----------------------------|
| Survey Deadline | Application Deadline 3:00 PM | MEETING DATE 5:30 PM | MEETING DATE 5:00 PM | Application Deadline 3:00 PM | MEETING DATE 6:00 PM |
| 25 Nov | 2 Dec | 7 Jan | 12 Jan 26 Jan | 30 Dec | 21 Jan |
| 30 Dec | 6 Jan | 4 Feb | 09 Feb 23 Feb | 27 Jan | 18 Feb |
| 27 Jan | 3 Feb | 3 Mar | 08 Mar 22 Mar | 24 Feb | 17 Mar |
| 24 Feb | 2 Mar | 7 Apr | 12 Apr 26 Apr | 30 Mar | 21 Apr |
| 30 Mar | 6 Apr | 5 May | 10 May 24 May | 27 Apr | 19 May |
| 27 Apr | 4 May | 2 Jun | 14 Jun 28 Jun | 25 May | 16 Jun |
| 1 Jun | 8 Jun | 7 Jul | 12 Jul 26 Jul | 29 Jun | 21 July |
| 29 Jun | 6 Jul | 4 Aug | 09 Aug 23 Aug | 27 Jul | 18 Aug |
| 27 Jul | 3 Aug | 1 Sep | 13 Sep 27 Sep | 24 Aug | 15 Sep |
| 31 Aug | 7 Sep | 6 Oct | 11 Oct 25 Oct | 28 Sep | 20 Oct |
| 28 Sep | 5 Oct | 3 Nov | 08 Nov 22 Nov | 26 Oct | 17 Nov |
| 26 Oct | 2 Nov | 1 Dec | 06 Dec 13 Dec | 23 Nov | 15 Dec |



CRAIG W BUTTARS
COUNTY EXECUTIVE

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TO: County Council Member
FROM: Craig Buttars, County Executive
SUBJECT: 2016 Executive Budget Proposal – Financial Highlights

1. General Property Tax – Assumes an increase of \$452,510 or 4.19% over the certified tax rate and is based on the Schedule of Forecasted Property Taxes for 2016 included in the proposed budget. The proposed tax rate is 0.001828. A primary residential home owner with a value of \$201,181 is estimated to have an increase of \$8.74 per year or \$0.73 per month.
2. County Option Sales Tax – Assumes an increase of \$195,758 or 4.3% in Sale Tax based on the average collections for the last five years and the projected collections for 2015.
3. Personal Property Tax – Assumes an increase of \$5,000 or 0.6% and is based on 2015 projected collections.
4. Condition of Probation – Based on a projected revenue increase of \$90,000 or 21.4% from the Department of Corrections.
5. Contract with the Utah Department of Corrections – Increases by \$725,500 or 68.1% and assumes an average of 75 inmates per day: 50 inmates in a rehabilitation program reimbursed at \$68.43 per inmate per day and 25 inmates not in rehabilitation program at \$59.47 per inmate per day.
6. Contract on Federal Inmates – Increases by 25,000 or 3.9% and assumes an average of 34 inmates per day.
7. County Assessing & Collecting – Continues the current tax rate with new growth revenue of 7.6% and is based on the Schedule of Forecasted Property Taxes for 2016.
8. Municipal Services Property Tax – Implements a new tax on real property in the unincorporated area of the County to help offset the cost of municipal-type services already provided. The impact of the tax on the average primary residence of \$248,992 is \$33.55 per year or \$2.80 per month.
9. Local (Unincorporated Area of the County) Sales Tax – Estimates an increase of \$40,606 or 5.0% based on the average collections for the last five years and the projected collections for 2015.

10. Class B Road Allotment – Estimated increase of \$290,000 or 20.7% based on actual Class B allocation from the State of Utah from January 2015 through September 2015 and adjusted for recent legislative changes to the Class B and C formula.
11. County Support for the Airport – \$80,000 of funding is budgeted to come from the General fund. No funding is budgeted to come from the Restaurant Tax fund.
12. The proposed budget includes wages and benefits for 2 new full time employees in the road department; one is to start in April and one in May. The total estimated cost of these employees in the 2016 budget is \$77,000.
13. The proposed budget includes a 13.9% increase in the health insurance premium, amounting to \$371,980. Employees who participate in the County's wellness program pay 15% of their corresponding premium (i.e. family/2 party/single) and those who do not participate pay 30% of their corresponding premium.
14. The proposed increase for salaries and all other benefits amounts to \$382,817 or a 2.1% increase from 2015. Public Safety officers are not included in this increase as their increase were provided by the Council in July of 2015.
15. County wide spending of fund balance reserves totals \$1,280,577, with \$676,908 of that amount coming from the General fund.