



COUNTY COMMISSION MEETING
Commission Chambers, 01 South Main Street, Brigham City, Utah 84302
Tuesday, March 19, 2024 at 11:30 AM

AGENDA

NOTICE: *Public notice is hereby given that the Box Elder County Board of County Commissioners will hold an Administrative/Operational Session commencing at 11:15 A.M. and a regular Commission Meeting commencing at 11:30 A.M. on Tuesday March 19, 2024 in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.*

1. ADMINISTRATIVE / OPERATIONAL SESSION

- A. Agenda Review / Supporting Documents
- B. Commissioners' Correspondence
- C. Staff Reports

2. CALL TO ORDER 11:30 A.M.

- A. Invocation Given by: Commissioner Summers
- B. Pledge of Allegiance Given by: Sheriff Kevin Potter
- C. Approve Minutes March 6, 2024

3. ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS

4. FORMER AGENDA ITEMS

5. EMERGENCY MANAGEMENT ISSUES

6. ARPA/LATCF

7. PUBLIC INTERESTS / PRESENTATIONS / CONCERNS

- A. 11:38 Proclaim April as Child Abuse Prevention Month-Sterling Marx
- B. 11:43 Fee Waiver for use of Fairgrounds-Sterling Marx
- C. 11:48 Reclassification of 7325 S. Willard Road to a County Road-Nathan Rose
- D. 11:58 Annual Permission to use County Courthouse Parking lot and Grounds for Historic District Events-David Walker

8. AUDITOR'S OFFICE

- A. 12:08 Mobile Home 50% County Abatement-Deborah Lee and Shirlene Larsen
- B. 12:10 Fee Updates-Shirlene Larsen

9. COMMISSIONERS

- A. 12:12 Ratify Signature on Beer Tax Funds Annual Report-Commissioners

10. COMMUNITY DEVELOPMENT

- A. 12:14 Lookout Mountain Subdivision Phase 1- Improvement Agreement-Scott Lyons

11. FIRE DEPARTMENT

- A. 12:16 Hill Airforce Base MOU #24-13-Kevin Lloyd
- B. 12:18 FEPP Contract #24-12 to Allow County to Utilize Federal Excess Personal Property (FEPP) Equipment-Kevin Lloyd

12. TREASURER'S OFFICE

- A. 12:20 Back Taxes owed by Bonneville Quarry-Tristina Brown

13. HUMAN RESOURCES

- A. 12:25 Early H.S.A. Payment Agreements-Jenica Stander
- B. 12:27 Updates to the following sections of the Employee Handbook - 5-2 (Discipline Procedures), Section 3 - Job Classification and Wage Scale, and Section 7 - Employee Benefits-Jenica Stander

14. PUBLIC COMMENT (No action will be taken at this time)

- A. Those wishing to make a public comment shall sign the comment roll and will be responsible for following the rules outlined in the County Commission Rules and Procedures.
- B. Speakers will have one, three (3) minute opportunity to speak regardless of the number of items they wish to address.
- C. Speakers shall address their comments to the County Commission only. This is a time to be heard, there will not be a back and forth dialogue with the Commissioners.
- D. Speakers may file copies of their remarks or supporting information with the County Clerk. The County Clerk will make the information available to the County Commission.


15. WARRANT REGISTER

16. PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS / CELL PHONE ALLOWANCE

17. CLOSED SESSION

18. ADJOURNMENT

Prepared and posted this 15th day of March, 2024. Mailed to the Box Elder News Journal and the Leader on the 15th of March, 2024. These assigned times may vary depending on the length of discussion, cancellation of scheduled agenda times and agenda alteration. Therefore, the times are estimates of agenda items to be discussed. If you have any interest in any topic you need to be in attendance at 11:30 a.m.



Marla R. Young - County Clerk
Box Elder County

NOTE: Please turn off or silence cell phones and pagers during public meetings. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive

services must be made three (3) working days prior to this meeting. Please contact the Commission Secretary's office at (435) 734-3347 or FAX (435) 734-2038 for information or assistance.