



**COUNTY COMMISSION MEETING**  
**Commission Chambers, 01 South Main Street, Brigham City, Utah 84302**  
**Wednesday, November 22, 2023 at 11:30 AM**

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**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 Wednesday November 22, 2023 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 Bingham
- B. Pledge of Allegiance Given by: Box Elder County Sheriff Kevin Potter
- C. Approve Minutes from November 1, 2023

**3. ADMINISTRATIVE REVIEW / REPORTS / FUTURE AGENDA ITEMS**

**4. FORMER AGENDA ITEMS**

**5. EMERGENCY MANAGEMENT ISSUES**

**6. ARPA/LATCF**

**7. BOX ELDER COUNTY EMPLOYEE RECOGNITION**

**8. CLERK'S OFFICE**

- A. 11:40 Appoint new Board Member Shawn Hillis to Penrose Cemetery District-Marla Young

**9. COMMISSIONERS**

- A. 11:42 Summit Energy Proposal to Save Heating Cost for the Jail Through the Winter Contract #23-81-Robb Beall
- B. 11:47 Grant Permission to the Kiwanis Club of Brigham City to use Front Steps and Power at the Court House for Santa-Commissioners
- C. 11:49 2024 Box Elder County Holiday and Landfill Holiday Schedules-Jenica Stander
- D. 11:51 2024 Box Elder County Meeting Schedule-Jenica Stander

**10. BUILDINGS & GROUNDS**

- A. 11:53 Award the Bid for Public Safety Center Parking Lot Reconstruction-Codey Illum
- B. 11:55 Award Fencing Bids-Codey Illum
- C. 12:00 Bear River Canal Company Lease Pool Shares-Codey Illum

D. 12:03 Award Emergency Management Building Bid-Codey Illum

**11. ROAD DEPARTMENT**

A. 12:05 Interlocal Agreement #23-80 with UDOT for a Bridge Replacement Grant-Darin McFarland

**12. 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.

**13. WARRANT REGISTER**

**14. PERSONNEL ACTIONS / VOLUNTEER ACTION FORMS / CELL PHONE ALLOWANCE**

**15. CLOSED SESSION**

**16. ADJOURNMENT**

Prepared and posted this 17th day of November, 2023. Mailed to the Box Elder News Journal and the Leader on the 17th of November, 2023. 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.