

**MINUTES  
BOX ELDER COUNTY COMMISSION  
JULY 01, 2008**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative/Operational Session at the County Courthouse, 01 South Main Street in Brigham City, Utah at 8:00 a.m. on **JULY 01, 2008**. The following members were present:

Jay E. Hardy	Chairman
Clark N. Davis	Commissioner
Rich VanDyke	Commissioner
LuAnn Adams	Recorder/Clerk

The following items were discussed:

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports
4. Correspondence
5. Assignment Review
6. Four-Day Work Week – Chairman Hardy/LuAnn Adams
7. Fleet Management Policy – Jenica Child
8. Courthouse Interior Renovation Approval – Donnie Tarver
9. Discussion of Wireless Lease at Landfill – Commissioner VanDyke/Keith Keller

The work session adjourned at 8:59 a.m.

The regular session was called to order by Chairman Hardy at 9:00 a.m. with the following members present, constituting a quorum:

Jay E. Hardy	Chairman
Clark N. Davis	Commissioner
Rich VanDyke	Commissioner
LuAnn Adams	Recorder/Clerk

The prayer was offered by Commissioner Davis.

**APPROVAL OF MINUTES**

**THE MINUTES OF THE REGULAR MEETING OF JUNE 24, 2008 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER VANDYKE, SECONDED BY COMMISSIONER DAVIS AND UNANIMOUSLY CARRIED.**

**AGENDA: ATTACHMENT NO. 1**

**CASSIA COUNTY BOOKMOBILE CONTRACT – CHAIRMAN HARDY**

**MOTION:** A motion was made by Commissioner Davis to approve the bookmobile contract between Box Elder County, Utah and Cassia County, Idaho for the 2008 calendar year in the amount of \$9,282.00. The motion was seconded by Commissioner VanDyke and unanimously carried.

**CANCELLATION OF COMMISSION MEETING – LUANN ADAMS**

**MOTION:** A motion was made by Commissioner VanDyke to cancel Commission Meeting on July 29. The motion was seconded by Commissioner Davis and unanimously carried.

**APPROVAL – BUDGET FOR PROCTER & GAMBLE EDA – KEVIN HAMILTON/TOM BENNETT**

This item is cancelled.

**APPROVE SECTION 8 – EMPLOYEE HANDBOOK – PEGGY MADSEN**

Personnel Director Peggy Madsen reviewed Section 8 of the employee handbook. There was discussion on the 520 maximum hours of sick leave and a suggested change.

**MOTION:** A motion was made by Commissioner Davis to approve Section 8 of the employee handbook with the changes as discussed. The motion was seconded by Commissioner VanDyke and unanimously carried.

*(See Attachment No. 2 – Section 8.)*

**RETIREMENT INCENTIVE WINDOW – PEGGY MADSEN**

Personnel Director Peggy Madsen read a letter.

*(See Attachment No. 3 - Letter.)*

**MOTION:** A motion was made by Commissioner VanDyke to accept the retirement incentive window as proposed on July 1, 2008. The motion was seconded by Commissioner Davis and unanimously carried.

**B.R.M.H. AREA PLAN PRESENTATION – REED ERNSTROM**

Mr. Reed Ernstrom presented the Bear River Mental Health Area Plan for fiscal year 2009. The plan shows the services provided by the Bear River Mental Health.

**MOTION:** A motion was made by Commissioner VanDyke to accept the report and make it part of the minutes. The motion was seconded by Commissioner Davis and unanimously carried.

*(See Attachment No. 4 – B.R. Mental Health Area Plan.)*

**COURTHOUSE INTERIOR STUDY – ARCHITECTURAL NEXUS/DONNIE TARVER**

Tom Jensen and Eric Sadler from Nexus presented the courthouse interior study. They presented three options: (1) rearrange and make the existing space more efficient (2) expand the building to give approximately 2,500 more feet of space (3) build a separate building and either move the court out or non-court related departments out. Nexus felt it would be easier to move the court to another building. They reviewed the space per floor.

**COURTHOUSE INTERIOR RENOVATION APPROVAL – DONNIE TARVER**

Buildings and Grounds Supervisor Donnie Tarver was given approval to paint and carpet the inside of the building.

**WARRANT REGISTER – COMMISSIONERS**

The Warrant Register was signed and the following claims were approved for payment: Claims 57780 thru 57913 in the amount of \$378,197.96. Claim 57616 was voided.

**PERSONNEL ACTIONS – COMMISSIONERS**

SHERIFF: Nathan Stowell, separation, effective 06/28/2008  
SHERIFF: Darren Phelps, compensation change, effective 06/17/2008  
SHERIFF: Jackie Potter, compensation change, effective 07/13/2008

**ADJOURNMENT**

A motion was made by Commissioner VanDyke to adjourn. Commissioner Davis seconded the motion, and the meeting adjourned at 11:50 a.m.

**ADOPTED AND APPROVED** in regular session this 8th day of July 2008.

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Jay E. Hardy, Chairman

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Clark N. Davis, Commissioner

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Rich VanDyke, Commissioner

ATTEST:

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LuAnn Adams, Recorder/Clerk