

**MINUTES
BOX ELDER COUNTY COMMISSION
FEBRUARY 16, 2010**

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 **FEBRUARY 16, 2010**. The following members were present:

Rich VanDyke	Chairman
Jay E. Hardy	Commissioner
Brian K. Shaffer	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. Discussion/ATK Space Shuttle-Minute Man Transition Group – Kevin Hamilton

The Administrative/Operational Session adjourned at 8:59 a.m.

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

Rich VanDyke	Chairman
Jay E. Hardy	Commissioner
Brian K. Shaffer	Commissioner
LuAnn Adams	Recorder/Clerk

The prayer was offered by Commissioner Shaffer.

APPROVAL OF MINUTES

THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 09, 2010 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER SHAFFER, SECONDED BY COMMISSIONER HARDY AND UNANIMOUSLY CARRIED.

AGENDA: ATTACHMENT NO. 1

NEW DEAN OF USU REGIONAL CAMPUS – TOM LEE

Tom Lee, new Dean of the Brigham City USU Campus, introduced himself. He has been with USU for 27 years. He said everything at the Brigham City Campus is going really well. Utah State is a great institution, and it is nice to be able to deliver the same programs in Brigham City as in Logan. The campus now has 16 bachelor degrees, 10 master degrees, 4 associate degrees and a new associate degree program in pre-engineering. A management information systems bachelor degree program will be offered this fall. There are 1260 students enrolled and the enrollment is going up by 9-10% each year. Fall is bigger than spring. Mr. Lee said he appreciates the support of the County Commissioners over the years on getting the building. He hopes they will be able to expand, and are looking at the possibility of obtaining more land surrounding the campus. He told the Commissioners they want to make the buildings available for any community events.

Chairman VanDyke said USU has had a positive impact on the surrounding area.

Commissioner Hardy wanted to compliment the committee that had the foresight to purchase and move forward on getting a USU Campus started in Brigham City.

Tom Lee said the community support is wonderful.

USE OF COUNTY FACILITIES/BRIGHAM CITY HERITAGE ARTS FESTIVAL – PAUL LARSEN

Paul Larsen, Brigham City Planner/Economic Development Coordinator, asked the Commissioners for permission to use the courthouse facilities for the Brigham City Heritage Arts Festival to be held Saturday, June 12. The theme this year is "Food, Folks, and Fun". He hopes there will be a heavy emphasis on the food. They have an entertainment group coming in by the name of Red Rock Rondo which is being paid for by a Utah Arts Council Grant. Brigham City is also receiving a grant from the Utah Arts Council. He said there are three main components to the festival. (1) entertainment (2) booths on the plaza and artisans demonstrating crafts and arts (3) quilt show in the courthouse. There will be a trunk show in the Commission Chambers. Brigham City will be staging functions on the front lawn, and there will be a car show to the south of the building.

Chairman VanDyke said the festival impacts his downtown business. He said it has been interesting and exciting how it has grown down the street and feels it is a good benefit to the community and Box Elder County.

Brigham City Mayor Fife said it costs a lot to put this event on, and wondered if the county would like to participate in sponsoring.

Commissioner Shaffer said it is a great opportunity for folks to come to the county seat and enjoy the festival.

MOTION: A motion was made by Commissioner Hardy to go ahead and allow Brigham City to use the courthouse and grounds to put on their Heritage Festival on June 12, 2010. The motion was seconded by Commissioner Shaffer and unanimously carried.

RIGHT-OF-WAY/EASEMENT AGREEMENT WITH RUBY PIPELINE – JOE CURRIER

County Attorney Stephen Hadfield said he has not verified the ownership of the property and also wonders how the value was calculated.

MOTION: A motion was made by Commissioner Shaffer to approve the Right-of-Way Easement Agreement with Ruby Pipeline No. 2010-08, subject to a title approval. The motion was seconded by Commissioner Hardy and unanimously carried.

U.S. PIPELINE CONTRACT – COMMISSIONERS

This item was cancelled.

RESOLUTION AUTHORIZING LAW ENFORCEMENT AGENCIES TO SELL LAWFULLY SEIZED FIREARMS TO LICENSED FEDERAL FIREARMS DEALERS – STEPHEN HADFIELD

Sgt. Jim Summerill stated the Sheriff's Department has firearms that have been seized and forfeited as part of a criminal case or because the owners of the firearms cannot have the firearms returned to them because they are restricted persons under state and federal law. Any of the firearms that are restricted Class III Weapons will be retained for use by the Sheriff's Office or destroyed. Anything that is left, because of the laws and restrictions on firearms, the county cannot dispose of like they would a normal piece of property. He said the request is to make the firearms available in a competitive bid process to licensed federal firearms dealers who have to log the firearms into their records, and then when they sell the firearms, they have to go through the various background checks and do everything that is required under the law. Sgt. Summerill said the last time this process took place in Box Elder County was 10-12 years ago.

MOTION: A motion was made by Commissioner Hardy to accept Resolution No. 10-05, a resolution recognizing that a law enforcement agency's lawful disposition of firearms and firearms related equipment being lawfully held and no longer needed as evidence by selling them to a licensed federal firearms dealer, is an important public interest use of such property and granting permission to all law enforcement agencies within Box Elder County to dispose of firearms lawfully and no longer needed as evidence by selling them to a licensed federal firearms dealer. The motion was seconded by Commissioner Shaffer and unanimously carried.

(See Attachment No. 2 – Resolution No. 10-05.)

STATE VS. GRIFFIN APPEAL/CONTRACT FOR DEFENSE COUNSEL – STEPHEN HADFIELD

County Attorney Stephen Hadfield said this contract was before the Commission a couple of months ago, and there was question on the wording. The contract was sent back, and changes were made. He said the contract is now before you to be signed. This is the contract that accesses Box Elder County's involvement in the Indigent Capital Defense Fund to pay for the appeal which has been filed by Mr. Griffin in the murder case.

MOTION: A motion was made by **Commissioner Shaffer** to authorize the chair to sign State vs. Griffin Appeal Contract for Appellate Defense Counsel Service No. 2010-02. The motion was seconded by **Commissioner Hardy** and unanimously carried.

APPROVAL OF AGREEMENTS WITH SCHOOL AND INSTITUTIONAL TRUST LANDS RELATING TO COUNTY ROADS – STEPHEN HADFIELD.

MOTION: A motion was made by **Commissioner Hardy** to pass conditional disclaimer of interest in right-of-way Predesignation No. 735 (Contract #2010-10). The motion was seconded by **Commissioner Shaffer** and unanimously carried.

MOTION: A motion was made by **Commissioner Hardy** to accept Easement No. 1440 and allow the chair to sign. The motion was seconded by **Commissioner Shaffer** and unanimously carried.

INDIGENT ABATEMENT – CINDY DERUWE

This item was cancelled.

PUBLIC HEARING – AG LEASE AGREEMENT

(See Attachment No. 3 – Attendance List.)

Chairman VanDyke opened the public hearing for the agriculture lease agreement at 10:00 a.m.

County Attorney Stephen Hadfield said recently a policy was changed removing the requirement to go before the Planning Commission for an agriculture lease agreement. The law still states that the Commission will hold a public hearing.

Commissioner Shaffer said this public hearing is regarding the leasing of pasture on the old dump in Plymouth.

Chairman VanDyke asked if there were any comments from those in attendance.

Patricia Clawson said she owns a cattle business and is wondering how you go about renting or leasing county property. The Commissioners explained the procedure and advised her to get with Buildings and Grounds Supervisor Donnie Tarver.

MOTION: A motion was made by Commissioner Shaffer to close the public hearing. The motion was seconded by Commissioner Hardy and unanimously carried. The public hearing was closed at 10:13 a.m.

SIGNING OF SPECIAL 911 GRANT – TIFFANY MCCANN

Scott Wolford said there has been some question on the maintenance for the county's 911 System. The contract was signed by Department of Technology Services and they tried to bill the county for the maintenance. He said the issue has been further compounded by getting reimbursement money for the county to cover nearly the entire cost of the maintenance agreement. The committee approved \$17,124 leaving the balance of three cents for the county to pick up. He said the maintenance agreement has not yet been signed. He asked how we proceed forward from here in the future. Mr. Wolford asked is it better for the county to be in control of the maintenance agreement or to have the state pay it and build it into the dispatch budget on the back end?

MOTION: A motion was made by Commissioner Shaffer to postpone until February 23. The motion was seconded by Commissioner Hardy and unanimously carried.

LETTER OF SUPPORT/WORKFORCE SERVICES GRANT APPLICATION

Chairman VanDyke said various elected officials from different entities throughout the county and the Department of Workforce Services met to form a task force to deal with the impacts of the closing of La-Z-Boy and the layoffs at ATK. There was discussion on the different alternatives that may be available to the citizens of the county. One of the alternatives is the retraining of the unemployed. Chairman VanDyke asked the Commissioners to endorse a letter of support for Workforce Services to obtain a grant for retraining dislocated workers.

MOTION: A motion was made by Commissioner Shaffer to sign the letter of support for the Workforce Services Grant. The motion was seconded by Commissioner Hardy and unanimously carried.

SET PUBLIC HEARING DATE FOR TEXT AMENDMENT TO LUM&DC – TAMARA WRIGHT

MOTION: A motion was made by Commissioner Hardy to set a public hearing regarding amending Article 1-3 to the LUM&DC for March 16, 2010 at 10:00 a.m. The motion was seconded by Commissioner Shaffer and unanimously carried.

SET PUBLIC HEARING DATE FOR TEXT AMENDMENT TO MSW ZONE – TAMARA WRIGHT

MOTION: A motion was made by **Commissioner Hardy** to set a public hearing regarding a text amendment to the MSW Zone on March 16, 2010 at 10:10 a.m. The motion was seconded by **Commissioner Shaffer** and unanimously carried.

SET PUBLIC HEARING DATE ADOPTING COUNTY ROAD STANDARDS – TAMARA WRIGHT

MOTION: A motion was made by **Commissioner Hardy** to set a public hearing for adopting county road standards on March 16, 2010 at 10:20 a.m. The motion was seconded by **Commissioner Shaffer** and unanimously carried.

RECESS

The Commissioners took a break at 10:22 and reconvened at 10:39 a.m.

CASSIA COUNTY BOOKMOBILE SERVICE AGREEMENT – PEGGY MADSEN

MOTION: A motion was made by **Commissioner Shaffer** to accept the contract with Cassia County for bookmobile services for 2010. The motion was seconded by **Commissioner Hardy** and unanimously carried.

RESOLUTION/UPDATE & ADOPT BEC EMPLOYEE HANDBOOK – PEGGY MADSEN

Personnel Director Peggy Madsen said the Employee Handbook is an ongoing document, and the Commissioners are the policy makers for the employees. The last time the policy handbook was updated was 1990. Since that time only a few sections have been updated. Ms. Madsen said it has been a lengthy process and thanked Jenica Child for her diligence and for County Attorney Stephen Hadfield. She presented a resolution adopting the policy and procedures in its entirety.

Chairman VanDyke has looked the handbook over and commended the Personnel Department for their hard work.

MOTION: A motion was made by **Commissioner Shaffer** to adopt Resolution No. 10-06, a resolution of Box Elder County updating personnel policies and procedures to replace in their entirety all existing personnel policies and procedures. The motion was seconded by **Commissioner Hardy** and unanimously carried.

(See Attachment No. 4 – Resolution No. 10-06.)

ELECTED OFFICIAL SALARIES – COMMISSIONERS

Chairman VanDyke made a presentation showing a comparison of elected official's wages from other counties of similar size. (Summit, Iron, Tooele and Cache Counties) The study was based on 2007 information. Box Elder County ranked last in the total amount of elected official salaries. Box Elder County's salaries ranked third out of the five counties. Box Elder also ranked third for average household income. Chairman VanDyke said Box Elder County is not a trend setter, but we're not playing catch up either. He feels we are in a pretty good spot.

Commissioner Shaffer said all the information that has been presented to us is well and good, but our lifestyle has changed in the county since 2007. He said the public sentiment and anxiety has changed because of our economy. He said it is important the Commission realize and understand the stresses that are being pressed on our constituents because of the economy. Whether a person has lost a job or not, there is an amount of stress and concern out there. The ability to compensate themselves as well as meet their obligations is a concern that was not in existence in 2007. He said as we go forward, we can set a salary today, but these salaries will need to be reviewed again very closely this fall when we set our budget starting in June and continuing through December. He said because they are set today at a certain level, if the budget does not warrant the level, there is nothing that says we cannot change the salaries.

Chairman VanDyke said the salaries are beginning points. He said in all likelihood 2011 can be proposed at any level and if it becomes necessary employee salaries can be cut back.

Commissioner Hardy said all we are doing is posting tentative officials salaries for the positions. He said the budget will set these wages, not only these positions but all county employee salaries will be looked at in the budgeting process to see what we need to do. He said there are some other areas the Commissioners can look at before they cut back on the salaries. He feels looking at employees' wages is one of the last resorts; there are other places to look at first.

MOTION: A motion was made by Commissioner Hardy to go ahead and set the elected official salaries for Clerk, Assessor, Treasurer and Recorder/Surveyor at \$68,192. The motion was seconded by Commissioner Shaffer and unanimously carried.

ASSESSMENT OF FIRE SUPPRESSION FUND – COMMISSIONERS

County Auditor Tom Bennett gave the Commissioners an update on the assessment fee notice for the fire suppression fund.

APPOINT BOARD MEMBER TO BOARD OF HEALTH – COMMISSIONER SHAFFER

Commissioner Shaffer said David Neeley's term on the Board of Health has expired. Mr. Neeley has indicated because of possible plans in his near future, it might be best if he is replaced on the board. Commissioner Shaffer has talked to a few people and would like to propose that we appoint Jim Abel to the Board. He said Jim Abel owns a restaurant in Box Elder County and is subject to a lot of

inspections and fees. He feels it would be wise to have someone from that type of business represented on the board.

MOTION: A motion was made by Commissioner Shaffer to appoint Jim Abel to the Board of Health. The motion was seconded by Commissioner Hardy and unanimously carried.

CIP COMMITTEE RECOMMENDATIONS FOR PURCHASE OF ROAD EQUIPMENT – COMMISSIONER HARDY

Micah Capener said the CIP Committee went through extensive detail looking at the equipment purchases. He also mentioned the bylaws that have not been adopted yet, state the presentation should be made by three members. He feels the bylaws need to be looked at before they are approved because it might not be possible in the future to have three committee members present at Commission Meeting to make the recommendation.

Mr. Capener said Road Supervisor Bill Gilson made the presentation. He said some of the allocations were changed. He said the CIP Committee recommended the Cat Loader be purchased for \$295,000 out of the surplus Class B Road Funds. That would leave \$1.535M in the Class B Road Funds to be used as a rainy-day fund. The committee feels because of the expenses to maintain the old piece of equipment, the new Cat Loader is needed. The CIP Committee recommends \$278,666 out of the CIP Fund. He said the budgeted amount was \$400,000 which would leave an excess of \$121,334 that could be allocated somewhere else. He said the main reason for this is that equipment has dropped and Bill Gilson has got some really incredible deals; he has been extremely conservative to make sure they fulfill the needs of the county. He said there will need to be some modifications made. Mr. Gilson was hoping to trade-in some of the old equipment but it has to be auctioned.

Jenica Child said our current Fleet Management Policy states we cannot trade-in vehicles. She said we could transfer the CIP Funds into the Fleet Management Fund and buy this particular truck out of the Fleet Management Fund. The trade-in falls in the fleet policy.

MOTION: A motion was made by Commissioner Hardy to accept the purchase of the John Deere Grader, 10-wheel Dump Truck, one-ton Ford Pickup and Fork Lift in the amount of \$279,666 to be taken out of CIP Funds and that the Cat Loader is taken out of Class B Road Funds in the amount of \$295,000. The motion was seconded by Commissioner Shaffer and unanimously carried.

WARRANT REGISTER – COMMISSIONERS

The Warrant Register was signed and the following claims were approved for payment: Claims 68376 through 68481 in the amount of \$103,932.08.

PERSONNEL ACTIONS – COMMISSIONERS

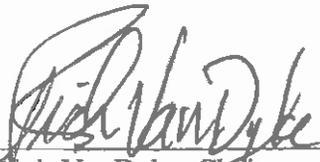
SHERIFF'S DEPT:

Paul Tittensor, separation, effective 02/10/2010

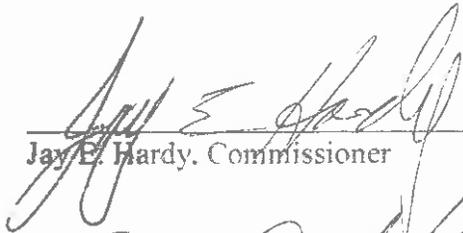
ADJOURNMENT

A motion was made by **Commissioner Shaffer** to adjourn. **Commissioner Hardy** seconded the motion, and the meeting adjourned at 11:43 a.m.

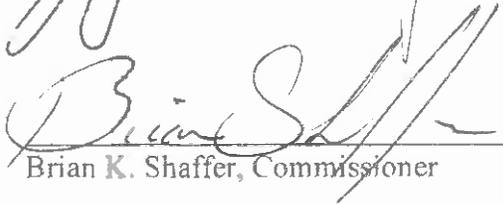
ADOPTED AND APPROVED in regular session this 23rd day of February 2010.



Rich VanDyke, Chairman



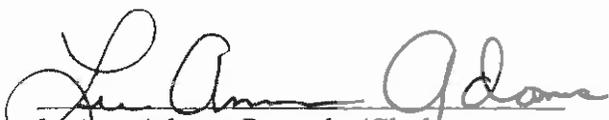
Jay E. Hardy, Commissioner



Brian K. Shaffer, Commissioner



ATTEST:



LuAnn Adams, Recorder/Clerk

BOX ELDER COUNTY RECORDER/CLERK
Box Elder County Courthouse
01 South Main Street
Brigham City, Utah 84302

NOTICE and AGENDA

Public Notice is hereby given that the Box Elder County Board of County Commissioners will hold an **Administrative/Operational Session** commencing at **8:00 a.m.** and a regular **Commission Meeting** commencing at **9:00 a.m. TUESDAY, FEBRUARY 16, 2010** in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

Administrative/Operational Session

***8:00 a.m.**

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports – Agenda Related
4. Correspondence
5. Assignment Review

***8:20 a.m.**

6. Discussion/ATK Space Shuttle-Minute Man Transition Group – Kevin Hamilton

- *9:00 – 9:05** Call to Order: Chairman VanDyke
Invocation: Commissioner Shaffer
Approval of Minutes of February 9, 2010
- *9:05 – 9:10** Follow-Up Business
- *9:10 – 9:15** New Dean of USU Regional Campus – Tom Lee
- *9:15 – 9:20** Use of County Facilities/Brigham City Heritage Arts Festival – Paul Larsen
- *9:20 – 9:25** Right-of-Way/Easement Agreement with Ruby Pipeline – Joe Currie
- *9:25 – 9:30** U.S. Pipeline Contract – Commissioners
- *9:30 – 9:40** Resolution Authorizing Law Enforcement Agencies to Sell Lawfully Seized Firearms to Licensed Federal Firearms Dealer – Stephen Hadfield
- *9:40 – 9:45** State v. Griffin Appeal/Contract for Defense Counsel – Stephen Hadfield
- *9:45 – 9:55** Approval of Agreements with School and Institutional Trust Lands Relating to County Roads – Stephen Hadfield
- *9:55 – 10:00** Indigent Abatement – Cindy Deruwe
- *10:00 – 10:10** Public Hearing – Ag Lease Agreement
- *10:10 – 10:15** Signing of Special 911 Grant– Tiffany McCann

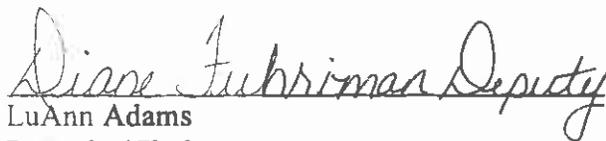
- *10:15 – 10:20 Letter of Support/Workforce Services Grant Application – Kevin Hamilton
- *10:20 – 10:25 Set Public Hearing Date for Text Amendment to LUM&DC – Tamara Wright
- *10:25 – 10:30 Set Public Hearing Date for Text Amendment to MSW Zone – Tamara Wright
- *10:30 – 10:35 Set Public Hearing Date Adopting County Roads Standards – Tamara Wright
- *10:35 – 10:40 Cassia County Bookmobile Service Agreement – Peggy Madsen
- *10:40 – 10:45 Resolution/Update & Adopt BEC Employee Handbook – Peggy Madsen
- *10:45 – 10:50 Elected Officials Salaries – Commissioners
- *10:50 – 10:55 Assessment of Fire Suppression Fund – Commissioners
- *10:55 – 11:00 Appoint Board Member to Board of Health – Commissioner Shaffer
- *11:00 – 11:05 CIP Committee Recommendation/Purchase of Equipment for the Road
Department – Bill Gilson
- *11:05 – 11:10 Warrant Register & Personnel Actions – Commissioners
- *11:10 – 11:15 Assignment Review – Commissioners

Adjournment

These assigned times may vary depending on length of discussion, cancellation of scheduled agenda items or agenda alteration. Therefore, the times are estimates of the agenda items to be discussed. If you have any interest in any topic, you need to be in attendance at 9:00 a.m.

Prepared and posted this 11th day of February 2010.

Mailed to the Box Elder News Journal, the Leader, and the Standard Examiner this 11th day of February 2010.


LuAnn Adams
Recorder/Clerk

NOTE: Please turn off or silence cell phones and pagers during public meetings

This facility is wheel chair 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 734-3347 or FAX 734-2038 for information or assistance.

RESOLUTION NO. 10-05

A RESOLUTION OF THE BOX ELDER COUNTY COMMISSION, BOX ELDER COUNTY, STATE OF UTAH, RECOGNIZING THAT A LAW ENFORCEMENT AGENCY'S LAWFUL DISPOSITION OF FIREARMS AND FIREARMS RELATED EQUIPMENT BEING LAWFULLY HELD AND NO LONGER NEEDED AS EVIDENCE BY SELLING THEM TO A LICENSED FEDERAL FIREARMS DEALER, IS AN IMPORTANT PUBLIC INTEREST USE OF SUCH PROPERTY AND GRANTING PERMISSION TO ALL LAW ENFORCEMENT AGENCIES WITHIN BOX ELDER COUNTY TO DISPOSE OF FIREARMS LAWFULLY RECEIVED AND NO LONGER NEEDED AS EVIDENCE BY SELLING THEM TO A LICENSED FEDERAL FIREARMS DEALER.

WHEREAS, there are various law enforcement agencies within the legislative jurisdiction of the Box Elder County Commission; and

WHEREAS, such law enforcement agencies are constantly acquiring possession of various firearms and firearms related equipment lawfully seized as evidence or in connection with the investigation and prosecution of criminal offenses; and

WHEREAS, in accordance with §76-10-525 and §77-24-1 thru §77-24-5 of the Utah Code, once said firearms and firearms related equipment are no longer needed as evidence, for prosecution purposes or for investigative purposes, said law enforcement agencies are authorized to dispose of said firearms and firearms related equipment or appropriate it for a "public interest use"; and

WHEREAS, before appropriating said firearms and firearms related equipment for public interest use, §77-24-4 of the Utah Code requires such law enforcement agencies to obtain permission from "the legislative body of the agency's jurisdiction" and also obtain the "designation and approval of the public interest use"; and

WHEREAS, the Box Elder County Commission recognizes the need to allow law enforcement agencies to appropriate and dispose of such firearms and firearms related equipment in a manner that protects the public and at same time generates funds for the purchase of law enforcement equipment; and

PUBLIC HEARING
BOX ELDER COUNTY

Date: 2-16-2010

Ag Lease Agreement

<u>NAME (Please Print)</u>	<u>ORGANIZATION</u>	<u>ADDRESS/TELEPHONE</u>
Tom Bennett	BECO.	734-3317
Rebecca Dily	BE. City	734-3347
Lori Humbaker	News Journal	723-3471
Scott Clawson	Clawson Ranch	744-5109
Patty Clawson	Clawson Ranch	744-5116
Dill Hilson	BE Co. Roads	257-5450
Lynn Meates	BE Short JT	734-3800
Samara Wright	PECO	734-3316
Mark Munn	"	734-3335
Steve Hadfield	BECO	734-3329
Dave Archer	The Leader	257-5182
Kern Bolt	BESO	734 3814
Amy Macavinta	Standard Examiners	225-0049

RESOLUTION NO. 10-06

A RESOLUTION OF THE BOX ELDER COUNTY COMMISSION ADOPTING REVISED AND UPDATED "BOX ELDER COUNTY PERSONNEL POLICIES AND PROCEDURES" TO REPLACE IN THEIR ENTIRETY ALL EXISTING PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the Box Elder County Commission has previously approved and adopted a personnel policies and procedures manual sometimes referred to as the "Box Elder County Personnel Policies and Procedures Manual" or the "Box Elder County Employee Handbook"; and

WHEREAS, the Box Elder County Commission has from time to time approved and adopted, both by informal and formal resolutions, various modifications and amendments to said personnel policies and procedures manual; and

WHEREAS, a recommendation has been made that said personnel policies and procedures manual be revised, updated and renumbered to more clearly identify the current policies and procedures and to eliminate any confusion as to the various modifications and amendments which have been approved and adopted over the years; and

WHEREAS, the attached "Box Elder County Personnel Policies and Procedures" contains all of the revisions, updates and renumbering of the prior personnel policies and procedures manual and represents the entire and complete set of personnel policies and procedures at this time; and

WHEREAS, the Box Elder County Commission has reviewed and approved the attached "Box Elder County Personnel Policies and Procedures" and is desirous that they represent the entire and complete set of policies and procedures of Box Elder County to be applied to the personnel of Box Elder County; and

WHEREAS, the Box Elder County Commission has found and determined that it would be in the best interests of and promote the general health, welfare and safety of both the employees of Box Elder County as well as the residents of Box Elder County to

AJ #4