

APPROVED

BRIGHAM CITY APPEAL AUTHORITY
Brigham City Council Chambers
January 9, 2013 – MEETING MINUTES

PRESENT:	Barbara Stokes	Chair
	Jay Naumann	Member
	Richard Kimber	Member
	Roger Handy	Member
ALSO PRESENT:	Mark Bradley	City Planner
	Julie Jeppsen	Administrative Assistant
EXCUSED:	Fred Randall	Member
	Leisa Bertine	Alternate

AGENDA:

1. WELCOME
2. PLEDGE OF ALLEGIANCE
3. ELECTION OF CHAIR AND VICE CHAIR
4. APPROVAL OF MINUTES
5. DISCUSSION AND REVIEW OF DUTIES

REGULAR MEETING:

Barbara Stokes opened the Appeal Authority Meeting at 5:38 PM and the Pledge of Allegiance was led by Roger Handy.

Introductions were made.

Presentation of the Agenda for the January 9, 2013 meeting was made by Barbara Stokes.

MOTION: A Motion was made by Jay Nauman to approve the Agenda for the January 9, 2013 meeting. The Motion was seconded by Richard Kimber and passed unanimously.

ELECTION OF CHAIR AND VICE CHAIR

Mr. Bradley explained the process included in the By-Laws.

Richard Kimber nominated Barbara Stokes to be Chair and Roger Handy Vice Chair.

The vote was unanimously in favor.

APPROVAL OF MINUTES

There was clarification of requirements for there to be a specific item on an agenda to Trigger scheduling a meeting.

MOTION: A Motion was made by Jay Nauman to approve the Minutes for the December 14, 2011 meeting as written. The motion was seconded by Richard Kimber and passed unanimously.

DISCUSSION AND REVIEW OF DUTIES

Mr. Bradley discussed the By-Laws and duties of the Appeal Authority.

Barbara Stokes asked for clarification.


Approval of the Agenda will be added as an Agenda Item.

Clarification of quorum was made by Mr. Bradley. Voting and rights of the Chair according to Robert's Rules were read and discussed.

MOTION: A Motion was made by Roger Handy to adjourn. The Motion was seconded by Jay Nauman and passed unanimously.

The meeting was adjourned by Barbara Stokes at 6:00 PM.

This certifies that the minutes of January 9, 2013 are a true and correct copy as approved by the Appeal Authority on February 12, 2014.

Signed: 
Julie A. Jeppsen, Administrative Assistant