

BRIGHAM CITY APPEAL AUTHORITY
Brigham City Council Chambers
February 12, 2014 – MEETING MINUTES

PRESENT: Barbara Stokes Chair
Jay Naumann Member
Richard Kimber Member
Leisa Bertine Alternate
Barbara Poelman Member

ALSO PRESENT: Mark Bradley City Planner
Julie Jeppsen Administrative Assistant

AGENDA:

1. WELCOME AND INTRODUCTION
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF MEETING MINUTES:
 - A. JANUARY 9, 2013
 - B. DECEMBER 11, 2013
5. ELECTION OF CHAIR AND VICE CHAIR
6. OTHER BUSINESS

REGULAR MEETING:

Barbara Stokes opened the Appeal Authority Meeting at 5:32 PM and the Pledge of Allegiance was led by Jay Naumann.

A motion was made by Mr. Kimber to approve the agenda, seconded by Barbara Poelman and approved unanimously.

APPROVAL OF MINUTES

Minutes of January 9, 2013: There was one spelling error at line 56 “quorum”.

MOTION: With that correction, a motion was made by Richard

Kimber to approve the minutes of January 9, 2013.

The motion was seconded by Jay Naumann, and passed unanimously.

Minutes of December 11, 2013: The name Roger Handy as a member should be deleted, no other corrections were noted.

MOTION: With that correction, a motion was made by Jay Naumann to approve the minutes of December 11, 2013.

The motion was seconded by Leisa Bertine, and was passed unanimously.

ELECTION OF CHAIR AND VICE CHAIR: Nominations were opened for the Chair and Vice Chair of the Appeal Authority 2014. Mark Bradley mentioned that the Chair and Vice Chair positions could run for two terms.

Richard Kimber was nominated as Chair of the Appeal Authority. There were no other nominations. A vote was taken and Mr. Kimber was elected by a 3 – 0 vote.

Barbara Poelman was nominated as Vice Chair of the Appeal Authority. There were no other nominations. A vote was taken and Mrs. Poelman was elected by a 3 – 0 vote.

Mark will ask Sharon Brailsford, the Mayor's assistant to put Leisa Bertine in as a regular member of the Board.

OTHER:

Barbara Stokes mentioned that she would like to get some more training. Mr. Bradley would like to have the annual training of Utah League of Cities and Towns done in Brigham City.

He also suggested that the Board could schedule a time for the City Attorney to come in and visit with the group about the Appeal Authority's responsibilities.

This type of training should be scheduled on an annual basis in January of each year.

MOTION: A Motion to adjourn was made by Barbara Poelman. The Motion was seconded by Leisa Bertine and passed unanimously.

The meeting was adjourned by Barbara Stokes at 5:30 p.m.

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

Signed: _____
Donna Pett, Administrative Assistant