

**MINUTES**  
**CACHE COUNTY COUNCIL**  
**CACHE COUNTY CHAMBER AT 199 NORTH MAIN, LOGAN, UTAH 84321**  
**JANUARY 26, 2021 – 5:00 P.M.**

**MEMBERS PRESENT:** GINA WORTHEN, PAUL BORUP, BARBARA TIDWELL, DAVID ERICKSON, GORDON ZILLES, NOLAN GUNNELL

**MEMBERS EXCUSED:** KARL WARD

**STAFF PRESENT:** JESS BRADFIELD, COUNTY CLERK/AUDITOR, SHAWN MILNE, BARTT NELSON, CHAD JENSEN, CHRIS HARRILD, ROD HAMMER

**PUBLIC ATTENDANCE:** DEREK LAHSEN, TIFFANY CARLSON, DAVID ADAMSON, NATHAN DOUGS, KEITH MARK, BRENDAN MARK, PHILIP WEBB, DON BALDWIN, ROB JOHNSON, MARY JOHNSON, AUBREY HANKS, LAURIE JONES, PAUL B, CHARLIE SCHILL, JAYDEE GUNNELL, TIM K, JOHN DREW

1. CALL TO ORDER: GINA WORTHEN
2. OPENING REMARKS AND PLEDGE OF ALLEGIANCE: DAVID ERICKSON
3. REVIEW AND APPROVAL OF AGENDA:
  - a. MOTION MADE BY DAVID ERICKSON TO APPROVE THE AGENDA AND BARBARA TIDWELL SECONDED THE MOTION. (4:33)
    - i. AYE: 5 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL  
NAY: 0  
ABSENT: 1 KARL WARD
4. REVIEW AND APPROVAL OF MINUTES:
  - a. MOTION MADE BY GORDON ZILLES TO APPROVE THE MINUTES AND DAVID ERICKSON SECONDED THE MOTION. (4:48)
    - i. AYE: 5 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL  
NAY: 0  
ABSENT: 1 KARL WARD
5. MINUTES FOLLOW-UP: NONE
6. REPORT OF THE COUNTY EXECUTIVE: BRYCE MUMFORD, INTERIM COUNTY EXECUTIVE (5:10)
  - a. APPOINTMENTS: NO APPOINTMENTS TO REPORT
  - b. FINANCIAL REPORTS: DECEMBER 2020 FINANCIAL STATEMENTS
  - c. OTHER ITEMS: ITEM 13, COUNTY COUNCIL WILL NEED TO SET A DATE TO APPROVE THE NEW COUNTY EXECUTIVE.
7. ITEMS OF SPECIAL INTEREST (6:09)
  - a. SR-30 PROJECT UPDATE
    - i. DISCUSSION: SR-30 PROJECT UPDATE – DAVE ADAMSON, PROJECT MANAGER, UTAH DEPARTMENT OF TRANSPORTATION: APPROXIMATE START DATE OF SPRING 2022 WITH AN ESTIMATED 2.5 YEARS TO COMPLETION. SR23 OPTION ONE: DO NOTHING, LEAVE STOP SIGN, BRIDGE IS TOO EXPENSIVE, SIGNALIZED INTERSECTION IS TOO EXPENSIVE AND UNWARRANTED. OPTION TWO: R-CUT DESIGN WHICH IS MUCH SAFER AND THEY WILL HAVE AN EDUCATION CAMPAIGN. COUNCIL SHOWED PREFERENCE TOWARDS THE R-CUT DESIGN.
  - b. IMPOUND FACILITY UPDATE
    - i. DISCUSSION: SHERIFF CHAD JENSEN: 11,201 SQ FT FACILITY WITH 30 KENNELS WITH AN EXPANSION OF 15 ADDITIONAL KENNELS. CONSTRUCTION COSTS HAVE INCREASED FROM \$1.7 MILLION ONE YEAR AGO TO \$2.5 MILLION TODAY. PROPOSED TO HAVE ONE CONTRACTOR TO SAVE COSTS. PROJECT TIMELINE IS 6-9 MONTHS.
8. DEPARTMENT OR COMMITTEE REPORTS
  - a. BEAR RIVER MENTAL HEALTH AUDITED FINANCIAL STATEMENTS (1:06:03)

**DRAFT MINUTES**  
**CACHE COUNTY COUNCIL**  
**CACHE COUNTY CHAMBER AT 199 NORTH MAIN, LOGAN, UTAH 84321**  
**JANUARY 26, 2021 – 5:00 P.M.**

- i. DISCUSSION: BEAR RIVER MENTAL HEALTH AUDITED FINANCIAL STATEMENTS – AUDITED STATEMENTS REPRESENT FAIRLY THE FINANCIAL POSITION OF BEAR RIVER MENTAL HEALTH AS OF JUNE 30, 2020 AND JUNE 30, 2019. NO DEFICIENCIES IN INTERNAL CONTROL OR ISSUES WITH COMPLIANCE. FEWER HOSPITALIZATIONS DUE TO COVID-19. MEDICAID EXPANSION PROVIDED INCOME.
- ii. MOTION MADE BY GORDON ZILLES TO ACCEPT THE AUDITED FINANCIAL STATEMENTS AND DAVID ERICKSON SECONDED THE MOTION.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP  
NAY: 0

ABSENT: 1 KARL WARD

b. USU EXTENSION SERVICES REPORT – TIM KEADY, USU EXTENSION

- i. DISCUSSION: WORKING TO REDUCE DEATHS DUE TO OVERDOSES. ALLOCATED \$3.8 MILLION IN GRANTS. SUICIDE PREVENTION TRAINING, PROSPER PROGRAM, AND LIFE SKILLS TRAINING ARE A FEW OF THE PROJECTS BEING ADMINISTERED. UTAH RANKS LAST IN THE COUNTRY FOR THE ABILITY TO TREAT MENTAL ILLNESSES DUE TO FUNDING.

c. DEVELOPMENT SERVICES 2020 – 2021 STORY MAPS

- i. DISCUSSION: CHRIS HARRILD WITH PLANNING AND ZONING OFFICE. AMOUNT OF DEVELOPMENT HAS INCREASED. MORE ANNEXATIONS IN THE LAST 5 YEARS. REVIEW OF MISSION AND VISION.

**9. BOARD OF EQUALIZATION MATTERS**

**10. PUBLIC HEARINGS**

a. SET PUBLIC HEARING FOR FEBRUARY 9, 2021 AT 5:30 P.M. – ORDINANCE 2021-05 - AN ORDINANCE AMENDING CHAPTERS 5.08 AND 5.12 OF THE COUNTY CODE RELATING TO ALCOHOLIC BEVERAGES ([1:37:34](#))

- i. DISCUSSION: SET A PUBLIC HEARING FOR ALCOHOL ORDINANCE – WINE MANUFACTURING. CLARIFICATION TO ADOPT STATE ALCOHOL CODE.
- ii. MOTION MADE BY GORDON ZILLES TO SET A PUBLIC HEARING FOR FEBRUARY 9, 2021 AT 5:30 P.M. TO REVIEW ORDINANCE 2021-05 AND PAUL BORUP SECONDED THE MOTION.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP  
NAY: 0

b. PUBLIC HEARING – RESOLUTION 2021-02 - APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE CACHE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES ([36:31](#))

- i. DISCUSSION: TO APPROVE APPOINTMENT OF JEFF RICKS.
- ii. MOTION MADE BY GORDON ZILLES TO CLOSE THE PUBLIC HEARING AND DAVID ERICKSON SECONDED THE MOTION.

1. AYE: 5 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL  
NAY: 0

c. PUBLIC HEARING – RESOLUTION 2021-03 - APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE CACHE WATER DISTRICT BOARD OF TRUSTEES ([37:53](#))

- i. DISCUSSION: TWO CANDIDATES: DON BALDWIN AND TOM WILLMORE. TOM WILLMORE REMOVED HIS NAME AS A CANDIDATE.
- ii. MOTION MADE BY DAVID ERICKSON TO CLOSE THE PUBLIC HEARING AND GORDON ZILLES SECONDED.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP

**DRAFT MINUTES**  
**CACHE COUNTY COUNCIL**  
**CACHE COUNTY CHAMBER AT 199 NORTH MAIN, LOGAN, UTAH 84321**  
**JANUARY 26, 2021 – 5:00 P.M.**

NAY: 0

- d. PUBLIC HEARING – ORDINANCE 2021-01 - AN ORDINANCE AMENDING CHAPTERS 7, 8, 9, AND 10 OF TITLE 17 OF THE COUNTY LAND USE ORDINANCE REGARDING CANNABIS PRODUCTION ESTABLISHMENTS ([44:-07](#))
  - i. DISCUSSION: CANNABIS FACILITIES TO BE IN PLACE FOR MEDICAL PURPOSES. CANNABIS CAN BE GROWN IN THE ONE AGRICULTURAL ZONE. WORKING WITH THE SHERIFF'S OFFICE AND THE COUNTY ATTORNEY'S OFFICE TO IDENTIFY A ZONE.
  - ii. MOTION MADE TO CLOSE THE PUBLIC HEARING BY GORDON ZILLES AND DAVID ERICKSON SECONDED.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP

NAY: 0

ABSENT: 1 KARL WARD

**11. PENDING ACTION**

**12. INITIAL PROPOSALS FOR CONSIDERATION OF ACTION**

- a. ORDINANCE 2021-01 - AN ORDINANCE AMENDING CHAPTERS 7, 8, 9, AND 10 OF TITLE 17 OF THE COUNTY LAND USE ORDINANCE REGARDING CANNABIS PRODUCTION ESTABLISHMENTS ([1:40:34](#))
    - i. DISCUSSION: NEED A LICENSE, MINIMUM OF 10 ACRES, INSIDE AN ENCLOSED STRUCTURE WITH A PERMANENT FOUNDATION. THE PROPOSAL IS TO CREAT AN OVERLAY ZONE WITHIN A-10, WHICH WILL REQUIRE 10 ACRES OF LAND. 1 ACRE BUILDING AND THEN 9 ACRES OF LAND. FOLLOW-UP QUESTIONS TO BE PRESENTED TO THE COUNCIL IN A PUBLIC MEETING IN MARCH.
  - b. ORDINANCE 2021-03 - AN ORDINANCE AMENDING SECTIONS 2.12.110 AND 2.12.290 OF THE CACHE COUNTY CODE RELATING TO THE USE OF ROBERT'S RULES OF ORDER ([2:20:41](#))
    - i. DISCUSSION: JOHN LUTHY, CACHE COUNTY ATTORNEY'S OFFICE, SAID THAT COUNTY CODE CURRENTLY STATES THAT THE ORIGINAL 1800'S EDITION OF ROBERT'S RULES OF ORDER IS THE EDITION TO BE USED.
    - ii. MOTION MADE BY DAVID ERICKSON TO WAIVE THE RULES AND ORDINANCE 2021-03 TO BE APPROVED AND PAUL BORUP SECONDED.
      - 1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP
- NAY: 0
- ABSENT: 1 KARL WARD
- c. ORDINANCE 2021-04 - AN ORDINANCE OF THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, REPEALING AND AMENDING COUNTY CODE SECTIONS 2.64.010, 2.64.020, 2.64.030, 2.64.040, 2.64.050, 2.64.060, 2.64.070, 2.64.080, 2.64.090, 2.64.100, 2.64.110, 2.64.120, 2.64.130, 2.64.140, 2.64.150, 2.64.160, 2.64.170, 2.64.180, 2.64.190, 2.64.200, 2.64.210, AND 2.64.220 RELATING TO COUNTY RECORDS ([2:24:30](#))
    - i. DISCUSSION: JOHN LUTHY, CACHE COUNTY ATTORNEY'S OFFICE, DIRECTS TO STATE CODE REGARDING GRAMA REQUESTS. THE COUNTY CLERK'S OFFICE SERVES AS THE GRAMA OFFICE. JESS BRADFIELD, CACHE COUNTY CLERK, SAID THAT THE CLERK'S OFFICE IS READY. WILL ENSURE THAT THERE IS APPROPRIATE TRAINING FOR RECORDS OFFICERS. HE WOULD LIKE ONE MORE WEEK.
  - d. RESOLUTION 2021-02 - APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE CACHE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES ([47:37](#))

**DRAFT MINUTES  
CACHE COUNTY COUNCIL  
CACHE COUNTY CHAMBER AT 199 NORTH MAIN, LOGAN, UTAH 84321  
JANUARY 26, 2021 – 5:00 P.M.**

- i. DISCUSSION: APPROVE APPOINTMENT OF A REPRESENTATIVE OF THE CACHE MOSQUITO ABATEMENT DISTRICT CANDIDATE – JEFF RICKS.
- ii. MOTION MADE BY DAVID ERICKSON TO WAIVE THE RULES AND APPOINT JEFF RICKS TO THE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES AND GORDON ZILLES SECONDED.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP  
NAY: 0

ABSENT: 1 KARL WARD

- e. RESOLUTION 2021-03 – APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE CACHE WATER DISTRICT BOARD OF TRUSTEES ([48:28](#))

- i. DISCUSSION: COUNCIL MEMBER DAVID ERICKSON PROPOSES TO WAIVE THE RULES AND TO APPOINT DON BALDWIN TO THE CACHE WATER DISTRICT BOARD OF TRUSTEES FOR FOUR YEARS. MOTION MADE BY COUNCIL MEMBER DAVID ERICKSON TO APPOINT DON BALDWIN TO THE CACHE WATER DISTRICT BOARD OF TRUSTEES AND BARBARA TIDWELL SECONDED.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP  
NAY: 0

ABSENT: 1 KARL WARD

**13. OTHER BUSINESS ([2:30:17](#))**

- a. SET DATE FOR SPECIAL COUNTY COUNCIL MEETING
  - i. DISCUSSION: TO APPROVE NEW COUNTY EXECUTIVE. DATE SET FOR TUESDAY, FEBRUARY 2, 2021 AT 5:00 PM IN THE COUNTY COUNCIL CHAMBERS.

**14. COUNCIL MEMBER REPORTS ([2:33:46](#))**

- a. BARBARA TIDWELL: ASKED ABOUT DEPARTMENT ASSIGNMENTS, WHICH WILL BE MADE FEBRUARY 9, 2021.
- b. GORDON ZILLES: ROAD DEPARTMENT UPDATE, IMPRESSIVE FACILITY.
- c. DAVID ERICKSON: TOURED ROAD DEPARTMENT.
- d. GINA WORTHEN: NEW IPADS SHOULD ARRIVE IN THE NEXT COUPLE OF MONTHS. SENATE BILL 18, IF PASSED, WILL RESULT IN A \$700,000 LOSS TO THE COUNTY. PLANS TO SIGN A LETTER TO THE BILL SPONSOR.

**15. EXECUTIVE SESSION – UTAH CODE 52-4-205(1)(c) – DISCUSSION OF PENDING OR REASONABLY IMMINENT LITIGATION ([2:41:55](#))**

- a. MOTION MADE BY GORDON ZILLES TO MOVE INTO EXECUTIVE SESSION TO DISCUSS UTAH CODE 52-4-205(1)(c) AND PAUL BORUP SECONDED.

1. AYE: 6 GINA WORTHEN, BARBARA TIDWELL, GORDON ZILLES, DAVID ERICKSON, NOLAN GUNNELL, PAUL BORUP  
NAY: 0

ABSENT: 1 KARL WARD

**16. ADJOURN – APPROXIMATELY 9:00 P.M.**

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GINA WORTHEN, CHAIR

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JESS BRADFELD, COUNTY CLERK/AUDITOR



**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 1**



**January 22, 2021**

**PUBLIC NOTICE** is hereby given that the Cache County Council of Cache County, Utah will conduct a **SITE TOUR** of the South Cache County Public Works Facility at 3:00 p.m. and hold a **REGULAR COUNCIL MEETING** at **5:00 p.m.** in the **Cache County Historic Courthouse Council Chambers**, 199 North Main Street, Logan, Utah 84321, **TUESDAY, JANUARY 26, 2021**. Council meetings are live streamed on the Cache County YouTube channel at: <https://www.youtube.com/channel/UCa4xvEI8bnIEz3B9zw2teaA>  
**COVID-19 safety and distancing protocols will be followed.**

## **AGENDA**

**3:00 p.m. SITE TOUR of the South Cache County Public Works Facility**

### **COUNCIL MEETING**

- 5:00 p.m.**
1. **CALL TO ORDER**
  2. **OPENING** – Councilman Paul Borup
  3. **REVIEW AND APPROVAL OF AGENDA**
  4. **REVIEW AND APPROVAL OF MINUTES** (January 12, 2021)
  5. **MINUTES FOLLOW-UP**
  6. **REPORT OF COUNTY EXECUTIVE**
    - a. **Appointments:**
    - b. **Financial Reports:** December 2020 Financial Statements
    - c. **Other Items:**
  7. **ITEMS OF SPECIAL INTEREST**
    - a. SR-30 Project Update – David Adamson, Utah Department of Transportation (UDOT)
    - b. Impound Facility Update – Sheriff Chad Jensen
  8. **DEPARTMENT OR COMMITTEE REPORTS**
    - a. Bear River Mental Health Audited Financial Statements – Rob Johnson, Bear River Mental Health
    - b. USU Extension Services Report – Tim Keady, USU Extension
    - c. Development Services 2020 - 2021 Story Maps
  9. **BOARD OF EQUALIZATION MATTERS**
  10. **PUBLIC HEARINGS**
    - a. **Set Public Hearing for February 9, 2021 at 5:30 p.m. – Ordinance 2021-05**  
An Ordinance Amending Chapters 5.08 and 5.12 of the County Code relating to Alcoholic Beverages
    - b. **Public Hearing – Resolution 2021-02**  
Approving the Appointment of a Representative to the Cache Mosquito Abatement District Board of Trustees
    - c. **Public Hearing – Resolution 2021-03**  
Approving the Appointment of a Representative to the Cache Water District Board of Trustees
    - d. **Public Hearing – Ordinance 2021-01**  
An Ordinance Amending Chapters 7, 8, 9 and 10 of Title 17 of the County Land Use Ordinance regarding Cannabis Production Establishments
- 5:20 p.m.**
- 5:25 p.m.**
- 5:30 p.m.**

11. **PENDING ACTION**

12. **INITIAL PROPOSALS FOR CONSIDERATION OF ACTION**

- a. **Ordinance 2021-01** – An Ordinance Amending Chapters 7, 8, 9 and 10 of Title 17 of the County Land Use Ordinance regarding Cannabis Production Establishments
- b. **Ordinance 2021-03** – An Ordinance Amending Sections 2.12.110 and 2.12.290 of the Cache County Code relating to the Use of Robert's Rules of Order
- c. **Ordinance 2021-04** – An Ordinance of the County Council of Cache County, Utah, Repealing and Amending County Code Sections 2.64.010, 2.64.020, 2.64.030, 2.64.040, 2.64.050, 2.64.060, 2.64.070, 2.64.080, 2.64.090, 2.64.100, 2.64.110, 2.64.120, 2.64.130, 2.64.140, 2.64.150, 2.64.160, 2.64.170, 2.64.180, 2.64.190, 2.64.200, 2.64.210, and 2.64.220 Relating to County Records
- d. **Resolution 2021-02** – Approving the Appointment of a Representative to the Cache Mosquito Abatement District Board of Trustees
- e. **Resolution 2021-03** – Approving the Appointment of a Representative to the Cache Water District Board of Trustees

13. **OTHER BUSINESS**

- a. Set Date for Special County Council Meeting

14. **COUNCIL MEMBER REPORTS**

15. **EXECUTIVE SESSION** – Utah Code 52-4-205(1)(c) – Discussion of pending or reasonably imminent litigation

16. **ADJOURN**

  
Gina H. Worthen, Chair

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Janeen Allen at 755-1850 at least three working days prior to the meeting

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 2**

# COUNTY COUNCIL MEETING

January 12, 2021

<u>NATURE OR ORDER OF PROCEEDING</u>	<u>PAGE</u>
APPOINTMENT – Disotell, Mary-Cache County Deputy Sheriff .....	1
APPOINTMENT – Sorenson, Chad K.-Cache County Deputy Sheriff.....	1
APPOINTMENT – Leonard Jake D.-Cache County Deputy Sheriff.....	1
APPOINTMENTS – Mosquito Abatement & Cache Water District Board-Agriculture.....	1
BEAR RIVER REGION, UTAH PRE-DISASTER MITIGATION PLAN – Resolution 2021-01-Adopting .....	2
CCEMS – Special Presentation-Gass, Jim and Housley, Kymber .....	2
CACHE COUNTY EMERGENCY MANAGEMENT – Bear River Region Pre-Disaster Mitigation Plan.....	2
CACHE WATER DISTRICT BOARD VACANCY – Allowing interested persons to be heard-Public Hearing Set-January 26, 2021 .....	2
DISOTELL, MARY – Appointment-Cache County Deputy Sheriff .....	1
ELECTION OF COUNCIL CHAIR AND VICE CHAIR – 2021.....	3
EXPENSE REPORTS ( <i>Warrants</i> ) – December 2020 .....	1
GASS, JIM – CCEMS Special Presentation .....	2
HOUSLEY, KYMBER – CCEMS Special Presentation .....	2
LEONARD, JAKE D. – Appointment-Cache County Deputy Sheriff.....	1
MOSQUITO ABATEMENT DISTRICT VACANCY – Allowing any interested persons to be heard-Public Hearing Set-January 26, 2021 .....	2
ORDINANCE NO. 2021-01 – Amendments tot Title 17 of the County Code regarding Cannabis Production Establishments-Public Hearing Set-January 26, 2021 .....	2
ORDINANCE NO. 2021-02 – An Ordinance to Repeal Resolution 2015-20; Revise and Update the County’s Manual of Roadway Design & Construction Standards; and Amend Related Portions of the County Code .....	3
PUBLIC HEARING SET – January 26, 2032-Mosquito Abatement District Vacancy-Allowing any interested persons to be heard.....	2
PUBLIC HEARING SET – January 26, 2032-Cache Water District Board Vacancy-Allowing any interested persons to be heard.....	2

<b>PUBLIC HEARING SET – January 26, 2032-Ordinance 2021-01-Amendments to Title 17 of the County Code regarding Cannabis Production Establishments .....</b>	<b>2</b>
<b>PROCLAMATION – School Choice Week-January 24-31, 2021 .....</b>	<b>2</b>
<b>RAPZ – Request for extension of funding-Lewiston.....</b>	<b>2</b>
<b>RESOLUTION NO. 2021-01 – Adopting the 2020 Bear River Region, Utah Pre-Disaster Mitigation Plan.....</b>	<b>2</b>
<b>SORENSEON, CHAD K. – Appointment-Cache County Deputy Sheriff.....</b>	<b>1</b>

**DRAFT**

**MINUTES  
CACHE COUNTY COUNCIL**

**January 12, 2021 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.**

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinion or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

**MEMBERS PRESENT:** Chairman Karl B. Ward; Vice Chair Gina H. Worthen; Council Members Paul R. Borup, David L. Erickson, Nolan Gunnell, Barbara Tidwell, Gordon A. Zilles; County Executive Craig "W" Buttars; Deputy County Attorney John Luthy; County Clerk Jess W. Bradfield

**MEMBERS EXCUSED:** None

**OTHER ATTENDANCE:** Travis Allred, Matt Anderson, Mayor John Drew, Sharon L. Hoth, Joel Merritt, Lori Spears, Media Charles Schill, Cache Valley Daily

**1. WELCOME** – Chairman Ward

**2. OPENING REMARKS & PLEDGE OF ALLEGIANCE** – Council Member

Tidwell

**3. REVIEW & APPROVAL OF AGENDA**

**DISCUSSION:** Chair Karl Ward indicated that Item 12b – *Ordinance 2021-03-Adopting the 2020 Bear River Region, Utah Pre-Disaster Mitigation Plan* should read – *Resolution 2021-01-Adopting the 2020 Bear River Pre-Disaster Mitigation Plan*.

**ACTION:** Council member Tidwell motioned to approve the agenda as amended; Council member Erickson seconded

**MOTION PASSES**

**AYE:** 7

**NAY:** 0

**4. REVIEW & APPROVAL OF DECEMBER 08, 2020 MINUTES**

**DISCUSSION:** None

**ACTION:** Council member Erickson motioned to amend the December 08, 2020 minutes by including the names of persons attending. Council member Borup seconded the motion.

**MOTION PASSES**

**AYE:** 7

**NAY:** 0

**5. MINUTES FOLLOW-UP** – None

**6. REPORT OF THE COUNTY EXECUTIVE: BRYCE MUMFORD, Interim County Executive**

**6a. Appointments:**

**DISCUSSION:** Interim-Executive Mumford stated there will be two seats opening up to be filled by January 21, 2021:

Mosquito Abatement Board – must be a county resident and a registered voter

Cache Water District Board At-Large Ag – must be a county resident; a registered voter; own water rights; and make his/her livelihood with water rights

Other Appointments:

Cache County Deputy Sheriff

Jake D Leonard

Cache County Deputy Sheriff

Chad K Sorenson

Cache County Deputy Sheriff

Mary Disotell

**ACTION:** Vice Chair Worthen motioned to approve the appointments for Cache County Deputy Sheriff. Council member Tidwell seconded the motion.

**MOTION PASSES**

**AYE:** 7

**NAY:** 0

**6b. Expense Report (Warrants)** for December 2020 was presented to the Council

(Attachment 1)



**ITEMS OF SPECIAL INTEREST**

**7b. PROCLAMATION – School Choice Week – January 24-30, 2021**

**DISCUSSION:** Council member Borup read the Proclamation.

**ACTION:** Council member Zilles motioned to accept the Proclamation. Vice Chair Worthen seconded the motion.

(Attachment 2)

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**7c. Special Presentation** to Jim Gass and Kymber Housley for their distinguished service on the Cache County Emergency Medical Services (CCEMS) Board of Directors.

**7d. Request for Extension of RAPZ Funding – Lewiston City – for a sports facility**

**DISCUSSION:** Construction has been delayed due to COVID

**ACTION:** Council member Erickson motioned to approve the Lewiston City request for extension of RAPZ funding. Tidwell seconded the motion.

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**8. DEPARTMENT OR COMMITTEE REPORTS**

**8a. Cache County Emergency Management – Bear River Region Pre-Disaster Mitigation Plan**

**DISCUSSION:** Will Lusk reviewed the Plan for the Council. Counties are required to have a pre-disaster mitigation plan to be eligible for Federal funds.

**9. BOARD OF EQUALIZATION MATTERS**

**10. PUBLIC HEARINGS**

**10a. Set Public Hearing for January 26, 2021 – Mosquito Abatement District Vacancy –Allowing any interested persons to be heard.**

**10b. Set Public Hearing for January 26, 2021 – Cache Water District Board Vacancy – Allowing interested persons to be heard.**

**10c. Set Public Hearing for January 26, 2021 – Ordinance 2021-01-Amendments to Title 17 of the County Code regarding Cannabis Production Establishments.**

**ACTION:** Council member Borup motioned to set the following Public Hearings:

January 26, 2021 – 5:20 p.m.-Mosquito Abatement District Vacancy –Allowing any interested persons to be heard.

AND

January 26, 2021 – 5:23 p.m.-Cache Water District Board Vacancy – Allowing interested persons to be heard.

AND

January 26, 2021 – 5:30 p.m.-Ordinance 2021-01-Amendments to Title 17 of the County Code regarding Cannabis Production Establishments. Tidwell seconded the motion.

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**12. INITIAL PROPOSAL FOR CONSIDERATION OF ACTION**

**12b. Resolution 2021-01 – Adopting the 2020 Bear River Region, Utah Pre-Disaster Mitigation Plan**

**DISCUSSION:** None

**ACTION:** Council member Zilles waived the rules and motioned to approve Resolution 2021-01-Adopting the 2020 Bear River Region, Utah Pre-Disaster Mitigation Plan. Borup seconded the motion.

(Attachment 3)

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**12a. Ordinance 2021-02 – An Ordinance to Repeal Resolution 2015-20; Revise and Update the County's Manual of Roadway Design & Construction Standards; and Amend Related Portions of the County Code**

**DISCUSSION:** Council members expressed several concerns and Deputy Attorney Luthy assuaged some of their concerns, but it was ultimately decided to approve the Ordinance and refer their concerns to the Planning Commission to research and address. Luthy recommended striking the last whereas clause before approval. Council member Erickson and Chair Ward thanked the Planning Commission members for their efforts

**(Attachment 4)**

**ACTION:** Council member Borup motioned to waive the rules and approve Ordinance 2021-02 (with the last whereas clause stricken) – An Ordinance to Repeal Resolution 2015-20; Revise and Update the County's Manual of Roadway Design & Construction Standards; and Amend Related Portions of the County Code striking the last whereas clause. Worthen seconded the motion.

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**Ordinance No. 2021-02:** The motion passed 7-0.

	<u>BORUP</u>	<u>ERICKSON</u>	<u>GUNNELL</u>	<u>TIDWELL</u>	<u>WARD</u>	<u>WORTHEN</u>	<u>ZILLES</u>	<u>VOTES CAST</u>
AYE	X	X	X	X	X	X	X	7
NAY								0
ABSTAINED								0
ABSENT								0

**7a. Election of Council Chair and Vice Chair for 2021**

**DISCUSSION:** None

**ACTION:** Council member Zilles motioned to nominate Gina Worthen as Council Chair for 2021. Borup seconded the motion.

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**ACTION:** Council member Borup motioned to nominate Barbara Tidwell as Council Vice Chair for 2021. Worthen seconded the motion.

**MOTION PASSES**

**AYE: 7**

**NAY: 0**

**13. OTHER BUSINESS**

**DISCUSSION:** Chairman Ward recommended moving Other Business items to the First meeting in February. The Council agreed.

**14. COUNCIL MEMBER REPORTS**

**Dave Erickson** said the Ordinance Review Committee does an excellent job and helps the Council make better decisions and thanked Executive Butters for his service as did all of the Council members.

**Gordon Zilles** thanked Ward for his service as Council Chair

Barbara Tidwell thanked Ward and Worthen and said she resigned from the Homeless Committee because it required 3-7 hours a week. Tidwell also thanked Carly Lansche for her work on Cache Trails noting a trailer has been purchased with grant funds to haul equipment for trail improvement. Lansche is also looking at ways to improve trail etiquette.

Karl Ward said he and Council member Erickson have met with a group concerned about population growth in the county.

15. ADJOURN – 7:20 p.m.

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 12, 2021**

**ATTACHMENT 1**

Report Criteria:  
Detail Report

Check Issue Date	Check Number	Payee	Amount			
12/31/2020	202000084	MERCHANT SERVICES				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1		DEC 20 CORE FEES	150-4960-600	432.19	432.19
12/31/2020	202000085	AUTHNET GATEWAY				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1		DEC 20 CORE FEES	150-4960-600	48.90	48.90
12/08/2020	202000086	U.S. BANK TRUST - SERIES 2016				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	U.S. Bank Trust - Series 2016	100-1580000	83,265.67	83,265.67
12/08/2020	202000087	U.S. BANK TRUST - SERIES 2017				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	U.S. Bank Trust - Series 2017	100-1580000	21,438.24	21,438.24
12/08/2020	202000088	U.S. BANK TRUST - SERIES 2019				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	U.S. Bank Trust - Series 2019	100-1580000	77,936.67	77,936.67
12/04/2020	202000089	Payment Service Network, INC.				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	Utility Processing Fee - Nov	100-4132-520	1,195.42	1,195.42
12/09/2020	202000090	PITNEY BOWES				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	POSTAGE ADVANCE	100-1562000	2,000.00	2,000.00
12/21/2020	202000091	PITNEY BOWES				
	Sequence	Source	Description	GL Account	Amount	Check Amount
	1	ACH	POSTAGE ADVANCE	100-4145-240	500.00	500.00

Check Issue Date	Check Number	Payee	Amount			
12/04/2020	202000092	ZIONS BANKCARD CENTER				
Sequence	Source	Description	GL Account	Amount	Check Amount	
1	ACH	CC EX 11/20 All	100-1588000	58,774.69	58,774.69	
Grand Totals:						245,591.78

Report Criteria:  
Detail Report

## Report Criteria:

Report type: GL detail

Check.Type = {&lt;&gt;} "Adjustment"

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
235892	12/29/2020	CURTIS BLUE LINE	100-4211-486	UNIFORM PANTS - SPT SERV	130.00- V
235892	12/29/2020	CURTIS BLUE LINE	100-4211-251	UNIFORM FLASHLIGHT POUCH - SPT SERV	20.00- V
242749	12/29/2020	LOGAN CITY ENVIROMENTAL DEPARTMENT	100-4145-620	CONDITIONAL USE ZONING PERMIT - ATTORNEY	500.00- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	NIBLEY TRUTH IN TAXATION - CLERK/AUDITOR	423.30- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	RICHMOND TRUTH IN TAXATION - CLERK/AUDITO	423.30- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	SMITHFIELD TRUTH IN TAXATION - CLERK/AUDITO	423.30- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	TRUTH IN TAXATION LEWISTON - CLERK/AUDITOR	423.30- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	200-4180-220	LEGAL NOTICE - ZONING	188.06- V
243448	12/11/2020	CACHE VALLEY PUBLISHING	100-4191-200	LEGAL NOTICE OF PUBLIC - FINANCE	59.85- V
244449	12/04/2020	AAF INTERNATIONAL	240-4974-240	FILTERS - SR CITIZENS	66.16
244450	12/04/2020	ADVANCE AUTO PARTS	200-4450-250	PARTS - WEED	11.18
244450	12/04/2020	ADVANCE AUTO PARTS	200-4415-250	PARTS - ROAD	59.40
244451	12/04/2020	ALSCO	100-4511-620	LINEN SERVICE - FAIRGROUNDS	115.62
244452	12/04/2020	APPLICANT PRO	100-4134-311	ONBOARDING FEE - HR	146.00
244453	12/04/2020	VERIZON WIRELESS	200-4415-280	CELLULAR PHONE CHARGES - ROAD	400.83
244453	12/04/2020	VERIZON WIRELESS	200-4450-280	CELLULAR PHONE CHARGES - WEED	400.00
244453	12/04/2020	VERIZON WIRELESS	200-4475-280	CELLULAR PHONE CHARGES - DEVELOPMENT SE	90.00
244453	12/04/2020	VERIZON WIRELESS	100-4135-280	IPAD AIR CHARGES - GIS	10.00
244454	12/04/2020	ACCENT PRINTED PRODUCTS INC	100-4230-240	INMATE FUND CHECKS - JAIL	296.71
244455	12/04/2020	BEAZER LOCK & KEY	100-4210-250	KEYS - SHERIFF	7.96
244456	12/04/2020	BENNETT'S PAINT OF LOGAN INC.	200-4415-410	PROJECT MATERIAL - ROAD	172.30
244457	12/04/2020	BOB BARKER COMPANY INC.	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS/PPE - JAIL	3,411.00
244458	12/04/2020	BRIDGERLAND AUDUBON SOCIETY	230-4780-670	CACHE TRAILS BOOKS - VISITORS BUREAU	212.50
244459	12/04/2020	BRIGHT STRIPES & SWEEPING	240-4974-260	PAINTING PARKING LOT - SR CITIZENS	380.00
244460	12/04/2020	CENTURYLINK	100-4151-280	LOCAL PHONE CHARGES 0852 - ALL	328.81
244460	12/04/2020	CENTURYLINK	100-1415000	LOCAL PHONE CHARGES - AP&P	15.62
244461	12/04/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 1503 - ALL	381.45
244461	12/04/2020	CENTURYLINK	200-4450-280	LOCAL PHONE CHARGES 2069 FAX - WEED	38.79
244461	12/04/2020	CENTURYLINK	100-4160-280	LOCAL PHONE CHARGES - ELEV/FIRE	116.37
244461	12/04/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 5046	77.58
244461	12/04/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 5300 - ALL	566.04
244461	12/04/2020	CENTURYLINK	100-4151-280	LOCAL PHONE CHARGES - SPT SERV	38.79
244461	12/04/2020	CENTURYLINK	100-4211-280	LOCAL PHONE CHARGES - SPT SERV	1,185.79
244462	12/04/2020	CACHE VALLEY FIRE PROTECTION	240-4970-260	FIRE SUPPRESSION SEMIANNUAL INSP - SR CITIZ	106.23
244463	12/04/2020	CACHE TITLE COMPANY	100-34-21000	REFUND CIVIL PAPER PROCESSING FEE - SHERIF	40.00
244464	12/04/2020	CAPSA	100-4965-620	2020 Coronavirus Relief Award - Exec (CRF)	26,388.85
244465	12/04/2020	CAPSA	100-4965-620	2020 Coronavirus Relief Award - Exec (CRF)	23,575.15
244466	12/04/2020	CLEAN SPOT, THE	200-4415-240	CLEANING SUPPLIES - ROAD	31.43
244466	12/04/2020	CLEAN SPOT, THE	200-4415-240	CLEANING SUPPLIES - ROAD	205.76
244466	12/04/2020	CLEAN SPOT, THE	200-4415-240	CLEANING SUPPLIES - ROAD	193.93
244466	12/04/2020	CLEAN SPOT, THE	100-4511-260	CLEANING SUPPLIES - FAIRGROUNDS	97.20
244466	12/04/2020	CLEAN SPOT, THE	277-4460-260	CLEANING SUPPLIES - AIRPORT	121.06
244467	12/04/2020	COLONIAL FLAG	100-4215-251	FLAGS - SHERIFF ADMIN	106.54
244468	12/04/2020	CODALE ELECTRIC SUPPLY INC	100-4215-260	PHILIPS U LIGHTBULBS - SHERIFF ADMIN	228.17
244469	12/04/2020	CACHE VALLEY DIRECT	230-4780-670	(1) BOOKS - VISITORS BUREAU	12.50
244470	12/04/2020	CRUS OIL INC./QUALCO	200-4415-250	DIESEL TREATMENT - ROAD	123.76
244471	12/04/2020	EPIC SHRED LLC	100-4215-250	DOCUMENT SHREDDING - SHERIFF ADMIN	275.00
244471	12/04/2020	EPIC SHRED LLC	150-4146-250	DOCUMENT SHREDDING - ASSESSOR	60.00
244471	12/04/2020	EPIC SHRED LLC	100-4145-620	DOCUMENT SHREDDING - ATTORNEY	150.00
244472	12/04/2020	FIRE-MED	100-4255-485	FIRE EXTINGUISHER MAINTENANCE	189.00
244473	12/04/2020	FORCE AMERICA DISTRIBUTING LLC	200-4415-250	SNOWPLOW VALVES - ROAD	613.15
244474	12/04/2020	ECOLAB EQUIPMENT CARE	100-4230-200	CLEANER - JAIL	1,584.14



Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244474	12/04/2020	ECOLAB EQUIPMENT CARE	100-4230-200	INMATE LAUNDRY SOAP - JAIL	4,153.77
244475	12/04/2020	FUEL NETWORK	240-4970-250	FUEL - SR CITIZENS	255.91
244475	12/04/2020	FUEL NETWORK	240-4971-250	FUEL - SR CITIZENS	19.94
244475	12/04/2020	FUEL NETWORK	240-4974-250	FUEL - SR CITIZENS	12.18
244476	12/04/2020	HERITAGE CHRYSLER DODGE JEEP RAM	100-4230-250	NEW JAIL KEY FOR VEHICLE - JAIL	234.61
244476	12/04/2020	HERITAGE CHRYSLER DODGE JEEP RAM	100-4210-250	KEY FOB - SHERIFF	247.37
244476	12/04/2020	HERITAGE CHRYSLER DODGE JEEP RAM	100-4230-250	Vehicle Maintenance - JAIL	68.91
244477	12/04/2020	HYRUM TIRE	100-4220-250	Oil Change & Inspection CT 153 - Fire	44.49
244478	12/04/2020	HYRUM CITY	100-4220-620	FIREFIGHTER BACKFILL SOC SEC PMT - FIRE	194.35
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - CHRIS CROCKETT	82.50
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - CHRIS CROCKETT	60.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - LUKE SCHMID - FIRE	60.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - CHRIS CROCKETT	105.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - CHRIS CROCKETT	120.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - KEVIN STOTT	67.50
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - LUKE SCHMID - FIRE	120.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - JARED DIGERNES - FIRE	120.00
244478	12/04/2020	HYRUM CITY	100-4220-620	BACKFILL - LUKE SCHMID - FIRE	75.00
244478	12/04/2020	HYRUM CITY	100-4220-620	FIREFIGHTER BACKFILL SOC SEC PMT - FIRE	61.97
244479	12/04/2020	INMATE TRUST ACCOUNT	100-34-23100	REIMBURSE STATE INMATE WORK PR	3,157.86
244480	12/04/2020	IZATT, MEGAN	100-4131-620	MINUTES CCOG - EXECUTIVE	150.00
244481	12/04/2020	INTERWEST SUPPLY CO, INC	200-4415-250	PLOWS & SUPPLIES - ROAD CL B	1,050.00
244481	12/04/2020	INTERWEST SUPPLY CO, INC	200-4415-250	PLOWS & SUPPLIES - ROAD CL B	1,050.00
244481	12/04/2020	INTERWEST SUPPLY CO, INC	200-4415-250	PLOW BLADES - ROAD CL B	1,050.00
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	22.79
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	149.00
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	79.79
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	8.05
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	19.04
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	59.34
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	53.72
244482	12/04/2020	IPACO INCORPORATED	200-4450-250	PARTS - WEED	31.80
244482	12/04/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	211.43
244483	12/04/2020	CINTAS CORPORATION	200-4415-480	SAFETY SUPPLIES - ROAD	26.85
244483	12/04/2020	CINTAS CORPORATION	100-4215-250	FIRST AID SUPPLIES - SHERIFF ADMIN	36.10
244484	12/04/2020	CACHE EQUIPMENT	200-4450-251	KUBOTA PARTS - WEED	413.96
244485	12/04/2020	LEE'S MARKETPLACE	100-4215-250	UTAH SHERIFFS MTG - SHERIFF ADMIN	66.23
244486	12/04/2020	LEGRAND JOHNSON CONSTRUCTION CO	240-4971-730	PARKING LOT REPAIR - SR CITIZENS	26,202.85
244487	12/04/2020	LOWE'S COMPANIES, INC	100-4255-630	TRAILER HITCH - EM	65.48
244487	12/04/2020	LOWE'S COMPANIES, INC	100-4965-251	TILE - SR CITIZENS	684.50
244487	12/04/2020	LOWE'S COMPANIES, INC	100-4965-251	TILE - SR CITIZENS	1,087.20
244488	12/04/2020	LOGAN CITY CORP.	290-4149-270	339 E 800 N - CJC	16.60
244488	12/04/2020	LOGAN CITY CORP.	290-4149-480	339 E 800 N - CJC	88.84
244488	12/04/2020	LOGAN CITY CORP.	100-4160-270	130 N 100 W SPKLR - B&G	27.63
244488	12/04/2020	LOGAN CITY CORP.	240-4970-270	240 N 100 E - SR CITIZENS	709.52
244488	12/04/2020	LOGAN CITY CORP.	240-4971-270	240 N 100 E - SR CITIZENS	416.46
244488	12/04/2020	LOGAN CITY CORP.	240-4974-270	240 N 100 E - SR CITIZENS	416.45
244488	12/04/2020	LOGAN CITY CORP.	100-4160-270	199 N MAIN ST - B&G	1,236.58
244488	12/04/2020	LOGAN CITY CORP.	100-4160-270	179 N MAIN ST - B&G	3,547.22
244488	12/04/2020	LOGAN CITY CORP.	100-4160-270	199 N MAIN ST SPKLR - B&G	58.77
244488	12/04/2020	LOGAN CITY CORP.	100-4160-270	150 N 50 W LGHT - B&G	69.62
244488	12/04/2020	LOGAN CITY CORP.	290-4149-270	339 E 800 N - CJC	47.72
244488	12/04/2020	LOGAN CITY CORP.	290-4149-480	339 E 800 N - CJC	150.02
244489	12/04/2020	LOGAN EXTERMINATION SERVICE	100-4215-260	EXTERMINATION SERVICES - SHERIFF ADMIN	95.00
244490	12/04/2020	IHC PROF RADIOLOGY SERVICES	100-4230-315	INMATE MED CARE - A OLSEN/JAIL	162.15
244490	12/04/2020	IHC PROF RADIOLOGY SERVICES	100-4230-315	INMATE MED CARE - F LAGUNAS/JAIL	113.58

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244491	12/04/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - T RAY/JAIL	47.90
244491	12/04/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - J RICE/JAIL	6.16
244491	12/04/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - C PETERSON/JAIL	7.20
244492	12/04/2020	LOGAN REGIONAL HOSPITAL	100-4210-210	BLS CARDS FOR ROBERTS STEPHENS CLASSES -	55.00
244493	12/04/2020	MURDOCK CHEVROLET BUICK GMC	100-4230-250	TRANSPORT VAN ANTIFREEZE LEAK - JAIL	257.60
244494	12/04/2020	MCGINNIS, MICHAEL	100-4126-310	PUBIC DEFENDER FEES	8,375.00
244495	12/04/2020	MEADOW GOLD DAIRY	240-4970-381	MILK - SR CITIZENS	98.20
244495	12/04/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	184.50
244495	12/04/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	100.20
244495	12/04/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	98.20
244496	12/04/2020	PILOT THOMAS LOGISTICS	200-4415-250	PROPANE - ROAD	20.50
244497	12/04/2020	MEADE RECOVERY SERVICES	100-34-21000	REFUND CIVIL PAPER PROCESSING	31.00
244498	12/04/2020	NICHOLAS & COMPANY, INC	240-4970-382	GROCERIES FOR LUNCHES/SUPPLIES - SR CITIZE	1,066.21
244499	12/04/2020	NAPA AUTO PARTS OF LOGAN	100-4230-250	ANTIFREEZE - JAIL	11.56
244499	12/04/2020	NAPA AUTO PARTS OF LOGAN	277-4460-250	OIL TREATMENT - AIRPORT	192.83
244499	12/04/2020	NAPA AUTO PARTS OF LOGAN	277-4460-250	RETURN OIL TREATMENT - AIRPORT	9.99-
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	200-4415-250	SERVICE & REPAIR - ROAD	738.32
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	200-4415-250	SERVICE & REPAIR - ROAD	634.15
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	277-4460-250	REPAIR ON PLOW - AIRPORT	365.23
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	277-4460-250	REPAIR ON PLOW - AIRPORT	1,493.97
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	277-4460-250	BLOWER REPAIR - AIRPORT	3,082.09
244500	12/04/2020	NATIONAL EQUIPMENT SERVICES	277-4460-250	REPAIR ON PLOW - AIRPORT	157.50
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	38.45
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	38.45- V
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - AUDITOR	278.61
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - AUDITOR	278.61- V
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	100.71
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	100.71- V
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	100.94
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	100.94- V
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	22.42
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	22.42- V
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	29.90
244501	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	29.90- V
244502	12/04/2020	OLDCASTLE INFRASTRUCTURE	200-4415-422	GRATE & CEMENT BOX - ROAD	1,458.00
244503	12/04/2020	PERRY, JAREN	100-4126-310	2020 Support Staff Fees - Public Defender	1,000.00
244504	12/04/2020	PERRY & PERRY	100-4126-310	2020 Public Defender Contract - Public Defender	7,850.00
244505	12/04/2020	PALMER HOME FURNISHINGS	100-4965-251	LEATHER RECLINER (8) - SR CITIZENS COVID	4,800.00
244506	12/04/2020	PROFORCE LAW ENFORCEMENT	100-4211-486	Taser Holsters - Sheriff	81.75
244507	12/04/2020	CURTIS BLUE LINE	100-4210-486	ARMOR AND CARRIERS - SHERIFF	67.20
244507	12/04/2020	CURTIS BLUE LINE	100-4230-486	ARMOR CARRIER EQUIPMENT - JAIL	54.50
244507	12/04/2020	CURTIS BLUE LINE	100-4230-486	UNIFORM ITEMS - JAIL	375.06
244508	12/04/2020	DOMINION ENERGY	240-4974-270	240 N 100 E, LOGAN - SR CITIZENS	161.86
244508	12/04/2020	DOMINION ENERGY	240-4971-270	240 N 100 E, LOGAN - SR CITIZENS	161.87
244508	12/04/2020	DOMINION ENERGY	240-4970-270	240 N 100 E, LOGAN - SR CITIZENS	275.77
244508	12/04/2020	DOMINION ENERGY	277-4460-270	2850 AIRPORT RD FL6A LOGAN - AIRPORT	169.13
244509	12/04/2020	RON KELLER TIRE INC	100-4230-250	TRANSPORT VAN TIRES - JAIL	578.20
244510	12/04/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM BOOTS - SHERIFF	143.98
244510	12/04/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	99.99
244511	12/04/2020	SIGN PRO	100-4210-480	GRAPHICS - SHERIFF	109.33
244512	12/04/2020	SCOTT JAMES PLUMBING & HEATING	290-4149-480	WINTERIZE SPRINKLER PIPES - CJC	72.00
244513	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	22.25
244513	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	48.44
244513	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	222.78
244513	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	5.29
244514	12/04/2020	SMITHFIELD IRRIGATION COMPANY	277-4460-260	CLASS A STOCK ASSESSMENT & ACCOUNT FEE -	15.00

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244515	12/04/2020	SMITHFIELD CITY	295-4262-620	FT EMPLOYEE WAGES 3RD QTR2020 - FIRE	111,055.88
244515	12/04/2020	SMITHFIELD CITY	295-4262-620	PT EMPLOYEE WAGES 3RD QTR 2020 - FIRE	52,653.63
244515	12/04/2020	SMITHFIELD CITY	295-4262-620	FT EMPLOYEES HYRUM AND TRANSFERS 3RD QT	84,837.32
244515	12/04/2020	SMITHFIELD CITY	295-4262-620	FIREFIGHTER CREDIT - AMBULANCE	1,381.90-
244515	12/04/2020	SMITHFIELD CITY	295-4262-292	HOUSING CONTRACT 3RD QTR 2020 - FIRE	3,000.00
244515	12/04/2020	SMITHFIELD CITY	295-4262-292	HOUSING CONTRACT 4TH QTR 2020	3,000.00
244516	12/04/2020	SMITHFIELD IMPLEMENT	200-4415-410	PARTS - ROAD	5.65
244517	12/04/2020	SQUARE ONE PRINTING	100-4215-250	POSTERS - SHERIFF ADMIN	30.00
244518	12/04/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	153.50
244518	12/04/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	595.00
244518	12/04/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	1,360.00
244518	12/04/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	85.00
244518	12/04/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	16.95
244519	12/04/2020	TRITECH FORENSICS	100-4210-486	INK PAD - SHERIFF	82.00
244519	12/04/2020	TRITECH FORENSICS	100-4215-250	GLOVES - SHERIFF ADMIN	55.18
244520	12/04/2020	TRANSPORT DIESEL SERVICES INC	200-4415-250	PARTS - ROAD	53.14
244520	12/04/2020	TRANSPORT DIESEL SERVICES INC	200-4415-250	PARTS - ROAD	173.04
244521	12/04/2020	US FOODS INC	240-4970-383	GROCERIES FOR LUNCHES - SR CITIZENS	472.92
244521	12/04/2020	US FOODS INC	240-4970-240	KITCHEN SUPPLIES - SR CITIZENS	191.91
244521	12/04/2020	US FOODS INC	240-4970-383	GROCERIES FOR LUNCHES - SR CITIZENS	272.03
244521	12/04/2020	US FOODS INC	240-4970-240	KITCHEN SUPPLIES - SR CITIZENS	111.60
244522	12/04/2020	UTAH CORRECTIONAL INDUSTRIES	100-4230-200	INMATE SHOES - JAIL	79.48
244522	12/04/2020	UTAH CORRECTIONAL INDUSTRIES	100-4230-200	INMATE SHOES - JAIL	79.48
244523	12/04/2020	UTAH CORRECTIONAL INDUSTRIES - SIGN	200-4415-290	SIGNS & SUPPLIES - ROAD	331.85
244523	12/04/2020	UTAH CORRECTIONAL INDUSTRIES - SIGN	200-4415-290	SIGNS & SUPPLIES - ROAD	389.85
244524	12/04/2020	VICTORY SUPPLY	100-4230-200	Inmate Clothing, Bedding, Cleaning Supplies - Jail	1,201.60
244524	12/04/2020	VICTORY SUPPLY	100-4230-251	SECURITY GLOVES - JAIL	1,899.50
244524	12/04/2020	VICTORY SUPPLY	100-4230-200	INMATE RAZORS - JAIL	350.00
244524	12/04/2020	VICTORY SUPPLY	100-4230-200	INMATE CLOTHING - JAIL	386.36
244525	12/04/2020	VLCM	100-4215-240	TONER - SHERIFF ADMIN	80.23
244525	12/04/2020	VLCM	100-4211-250	MONITORS - SHERIFF	611.40
244525	12/04/2020	VLCM	100-4215-240	TONER - SHERIFF ADMIN	56.44
244526	12/04/2020	WILSON MOTOR CO	100-4230-250	Vehicle Maintenance - Jail	44.78
244527	12/04/2020	REED'S PHARMACY	100-4230-315	MEDICATIONS FOR INMATES IN THE JAIL	10,550.18
244527	12/04/2020	REED'S PHARMACY	100-4230-315	MEDICATIONS FOR INMATES IN THE JAIL	364.00
244527	12/04/2020	REED'S PHARMACY	100-4230-315	MEDICATIONS FOR INMATES IN THE JAIL	77.92
244527	12/04/2020	REED'S PHARMACY	100-4230-316	2020 INMATE MEDICATIONS STATE - JAIL	61.15
244527	12/04/2020	REED'S PHARMACY	100-4230-316	2020 MEDICATIONS FOR INMATES RICH - JAIL	58.29
244527	12/04/2020	REED'S PHARMACY	100-4230-316	2020 INMATE MEDICATIONS FSCO - JAIL	3,766.25
244527	12/04/2020	REED'S PHARMACY	100-4230-316	2020 FCSO RETURNS - JAIL	576.24-
244527	12/04/2020	REED'S PHARMACY	100-4230-315	MEDICATIONS FOR INMATES IN THE JAIL	4,078.86-
244527	12/04/2020	REED'S PHARMACY	100-4230-315	MEDICATIONS FOR INMATES IN THE JAIL	131.55-
244528	12/04/2020	YOUR VALET #5	100-4210-486	UNIFORM CLEANING - SHERIFF	100.35
244528	12/04/2020	YOUR VALET #5	100-4230-486	UNIFORM CLEANING - JAIL	23.45
244528	12/04/2020	YOUR VALET #5	100-4211-486	UNIFORM CLEANING - SPT SERV	21.10
244529	12/04/2020	YOUR VALET #5	100-4215-486	UNIFORM CLEANING - SHERIFF ADMIN	52.25
244529	12/04/2020	YOUR VALET #5	100-4210-486	UNIFORM CLEANING - SHERIFF	179.75
244529	12/04/2020	YOUR VALET #5	100-4230-486	UNIFORM CLEANING - JAIL	52.59
244529	12/04/2020	YOUR VALET #5	100-4211-486	UNIFORM CLEANING - SPT SERV	48.98
244530	12/04/2020	YOUR VALET #5	100-4210-486	UNIFORM CLEANING - SHERIFF	46.60
244530	12/04/2020	YOUR VALET #5	100-4230-486	UNIFORM CLEANING - JAIL	230.76
244531	12/04/2020	O'REILLY AUTO PARTS	100-4210-486	HARDWARE - SHERIFF	1,093.04
244532	12/04/2020	DELL MARKETING LP	100-4965-251	COVID/COMPUTER - FINANCE	1,323.50
244533	12/04/2020	WARNE CHEMICAL & EQUIPMENT	200-4450-250	PARTS FOR NEW KABOTA - WEED	1,768.00
244534	12/04/2020	HANSEN LOCKSMITH SERVICES	100-4211-250	DUPLICATE KEYS - SHERIFF	85.00
244535	12/04/2020	HOME DEPOT CREDIT SERVICES	240-4970-260	SMOKE ALARMS - SR CITIZENS	37.31

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244535	12/04/2020	HOME DEPOT CREDIT SERVICES	240-4971-260	SMOKE ALARMS - SR CITIZENS	37.30
244536	12/04/2020	MORSE WATCHMANS, INC.	100-4230-251	LOCK, SLAM, DOOR - JAIL	70.00
244537	12/04/2020	LES OLSON COMPANY	240-4970-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	76.55
244537	12/04/2020	LES OLSON COMPANY	240-4971-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	76.55
244537	12/04/2020	LES OLSON COMPANY	240-4974-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	38.28
244537	12/04/2020	LES OLSON COMPANY	100-4145-250	SHARP MX-5111N COPIER CHARGES - ATTORNEY	90.87
244538	12/04/2020	REVCO LEASING	230-4780-250	SHARP MX-3070V COPIER LEASE - VISITORS BUR	106.00
244538	12/04/2020	REVCO LEASING	150-4146-250	SHARP MX-4070N COPIER LEASE - ASSESSOR	196.42
244539	12/04/2020	MOUNTAIN ALARM	100-4511-620	ALARM MONITORING - FAIRGROUNDS	65.00
244540	12/04/2020	PRECISION DYNAMICS CORP	100-4230-200	INMATE WRISTBANDS - JAIL	244.35
244541	12/04/2020	FERGUSON ENTERPRISES INC #1001	200-4415-422	PIPE - ROAD	776.80
244541	12/04/2020	FERGUSON ENTERPRISES INC #1001	200-4415-422	PIPE - ROAD	1,104.00
244542	12/04/2020	LOGAN DOWNTOWN ALLIANCE	260-4782-930	LOGAN CITY MARATHON - RESTAURANT	5,000.00
244543	12/04/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	AMBULANCE START UP SUPPLIES - FIRE	123.00
244543	12/04/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	AMBULANCE START UP SUPPLIES - FIRE	2,190.45
244544	12/04/2020	IMAGE MATTERS	100-4210-486	EMBROIDERED HATS & SHIRTS - SHERIFF	338.51
244545	12/28/2020	IMAGE MATTERS	100-4136-620	IT TEAM TEES - IT	8.99- V
244545	12/04/2020	VEHICLE LIGHTING SOLUTIONS INC	100-4230-250	INSTALL MIC & RIFLE RACK IN TRANSPORT VAN -	207.45
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4971-260	MAINTENANCE SUPPLIES - SR CITIZENS	15.49
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4971-260	MAINTENANCE SUPPLIES - SR CITIZENS	55.24
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4970-260	MAINTENANCE SUPPLIES - SR CITIZENS	55.24
244546	12/04/2020	WAXIE SANITARY SUPPLY	100-4160-260	CLEANING SUPPLIES - B & G	200.35
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4970-260	MAINTENANCE SUPPLIES - SR CITIZENS	763.34
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4971-260	MAINTENANCE SUPPLIES - SR CITIZENS	763.34
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4971-260	VACUUM BAGS/FILTER - SR CITIZENS	23.80
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4971-240	BACKPACK VACUUM - SR CITIZENS	209.25
244546	12/04/2020	WAXIE SANITARY SUPPLY	240-4974-240	BACKPACK VACUUM - SR CITIZENS	209.25
244546	12/04/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	726.46
244546	12/04/2020	WAXIE SANITARY SUPPLY	100-4230-200	DISINFECTANT FOR INMATE HOUSING AREAS - JA	501.60
244546	12/04/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE TOILET PAPER/KLEENEX - JAIL	449.49
244547	12/04/2020	HONEY BUCKET	200-4415-410	RETURN PORT-A-POTTY - ROAD	59.89-
244547	12/04/2020	HONEY BUCKET	200-4415-410	WEEKLY PORT-A-POTTY - ROAD	225.00
244548	12/04/2020	SIX STATES DISTRIBUTORS	200-4415-250	PARTS - ROAD	93.36
244548	12/04/2020	SIX STATES DISTRIBUTORS	200-4415-250	PARTS - ROAD	94.33
244548	12/04/2020	SIX STATES DISTRIBUTORS	200-4415-250	PARTS - ROAD	54.68
244549	12/04/2020	DEMLER, SHANNON R - ATTORNEY	100-4126-310	2020 PUBLIC DEFENDER CONTRACT - EXECUTIVE	10,886.00
244550	12/04/2020	STAPLES	100-4170-481	OFFICE SUPPLIES - ELECTIONS	283.23
244550	12/04/2020	STAPLES	100-4170-481	OFFICE SUPPLIES - ELECTIONS	211.00
244550	12/04/2020	STAPLES	100-4170-481	OFFICE SUPPLIES - ELECTIONS	389.58
244550	12/04/2020	STAPLES	100-4170-481	OFFICE SUPPLIES - ELECTIONS	173.96
244550	12/04/2020	STAPLES	100-4170-481	OFFICE SUPPLIES - ELECTIONS	282.55
244551	12/04/2020	WILLIAMSON, DIANE - PETTY CASH	100-4134-481	REIMB PETTY CASH POINSETTIAS AND TEAM LUN	99.56
244552	12/04/2020	DE LAGE LANDEN FINANCIAL SERV	100-4211-240	LEASE SHARP MX6070V ADMIN - JAIL	133.81
244552	12/04/2020	DE LAGE LANDEN FINANCIAL SERV	100-4230-251	LEASE SHARP MX6070V BOOKING - JAIL	133.81
244553	12/04/2020	IMAGE MASTERS INC	100-4220-250	UNIFORM SAMPLE - FIRE	13.28
244554	12/04/2020	INTERMOUNTAIN WORKMED - LOGAN	100-4211-480	DRUG SCREEN J MCCLAIN- SHERIFF	45.00
244554	12/04/2020	INTERMOUNTAIN WORKMED - LOGAN	277-4460-240	DRUG SCREEN G IVIE - AIRPORT	43.00
244554	12/04/2020	INTERMOUNTAIN WORKMED - LOGAN	100-4170-240	DRUG SCREENS/ J HYATT - ELECTIONS	45.00
244555	12/04/2020	BERRY, BRYCE	100-4216-330	REIMB FOR LICENSE - S&R	5.00
244556	12/04/2020	BUTTER DELL DAIRY	100-4625-200	SAWDUST BAGS - STATE FAIR	980.00
244557	12/04/2020	LEGRAND JOHNSON	200-4415-418	ASPHALT - ROAD	667.50
244557	12/04/2020	LEGRAND JOHNSON	200-4415-418	ASPHALT - ROAD	593.75
244558	12/04/2020	NEXEO STAFFING LLC	240-4970-620	BUILDING CLEANERS- SR CITIZENS	22.11
244558	12/04/2020	NEXEO STAFFING LLC	240-4971-620	BUILDING CLEANERS - SR CITIZENS	22.11
244558	12/04/2020	NEXEO STAFFING LLC	240-4970-620	BUILDING CLEANERS- SR CITIZENS	66.33
244558	12/04/2020	NEXEO STAFFING LLC	240-4971-620	BUILDING CLEANERS - SR CITIZENS	66.33

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244558	12/04/2020	NEXEO STAFFING LLC	240-4970-620	BUILDING CLEANERS- SR CITIZENS	58.96
244558	12/04/2020	NEXEO STAFFING LLC	240-4971-620	BUILDING CLEANERS - SR CITIZENS	58.96
244559	12/04/2020	RELADYNE	200-4415-250	OIL - ROAD	720.65
244559	12/04/2020	RELADYNE	200-4415-250	OIL - ROAD	746.62
244560	12/04/2020	CIVIL AIR PATROL MAGAZINE	100-4215-240	ADVERTISEMENT - SHERIFF	145.00
244561	12/04/2020	BONNEVILLE BILLING & COLLECTIONS	100-34-21000	REFUND PROCESSING FEE	22.50
244562	12/04/2020	CACHE VALLEY CABINETS & TOPS	100-4211-480	COUNTERTOP, PANELS - SHERIFF	1,666.00
244563	12/04/2020	HEALTHCARE WASTE SERVICES, LLC	100-4230-315	MEDICAL WASTE DISPOSAL - JAIL	105.00
244564	12/04/2020	ELECTION SYSTEMS & SOFTWARE	100-4170-200	ELECTION PRINTER SETUP - ELECTIONS	441.00
244565	12/04/2020	BORDER STATES INDUSTRIES INC	100-4220-720	HEAT TAPE - FIRE	26.44
244566	12/04/2020	WI-FIBER, INC.	277-4460-280	Internet Charges - Airport	80.00
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	7,089.79
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	693.67
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	Inmate Idigent Hygiene Items - Jail	39.44
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	7,183.77
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	607.48
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	Inmate Idigent Hygiene Items - Jail	37.12
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	489.56
244567	12/04/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	7,404.90
244568	12/04/2020	76WESTBAR	100-4126-310	2020 Support Staff Fees - Public Defender	2,000.00
244569	12/04/2020	CORPORATE TRADITIONS	100-4134-481	EMPLOYEE INCENTIVE - HR	1,990.00
244570	12/04/2020	PITCHER & HOLDAWAY, PLLC	100-4126-310	2020 Public Defender Fees - Public Defender	6,541.85
244571	12/04/2020	EPG MEDIA LLC	230-4780-490	SNOWGOER2020 - VISITORS BUREAU	2,620.00
244572	12/04/2020	JOSEPH V SAXTON, PLLC	100-4126-310	2020 Public Defender Fees - Public Defender	7,955.00
244573	12/04/2020	PIER 49 PIZZA	100-4965-620	2020 Coronavirus Relief Award - Exec (CRF)	4,137.00
244574	12/04/2020	BIG T RECREATION	100-4965-251	ALUMIMUM ADA PICNIC TABLES (6) - SR CITIZENS	4,648.00
244575	12/04/2020	AMERICAN FINANCIAL TECHNOLOGIES	100-4170-200	OPEX 206 OPENER - ELECTIONS	6,912.00
244576	12/04/2020	STEVENS, MICHAEL	100-4162-450	EMERGENCY TRAVEL FOR M STEVENS - VOCA	565.81
244577	12/04/2020	ROTO AIRE FILTER SALES	100-4215-260	FILTERS - SHERIFF ADMIN	518.23
244578	12/04/2020	ZACHARY WAY, CCT	100-4145-310	HALF OF TRANSCRIPT - ATTORNEY	287.25
244579	12/04/2020	TAYLOR, TODD	100-4162-450	EMERGENCY RENT ASSISTANCE D SORTOR- VOC	700.00
244580	12/04/2020	WALTON, LEXY	100-34-21000	CIVIL PROCESS FEES	27.50
244581	12/04/2020	ASHCRAFT, BRENT	100-34-21000	PROCESS SERVICE FEE	2.50
244582	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - CLERK	38.45
244582	12/04/2020	OFFICE DEPOT INC	100-4142-240	OFFICE SUPPLIES - AUDITOR	278.61
244583	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	100.71
244583	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	100.94
244583	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	22.42
244583	12/04/2020	STAPLES ADVANTAGE	100-4142-240	OFFICE SUPPLIES - CLERK	29.90
244584	12/08/2020	CULINARY CONCEPTS	100-4960-600	CATERING EMPLY CHRISTMAS PARTY - HR	6,498.40
244585	12/08/2020	SINCLAIR FLEET TRACK	100-4131-230	GASOLINE CHARGES - EXECUTIVE	47.25
244586	12/08/2020	WI-FIBER, INC.	100-4220-270	Internet Charges - Fire	50.00
244587	12/09/2020	INCLUSION SOLUTIONS, LLC	100-4170-481	VOTING BOOTHS FOR SOCIAL DIST - ELECTIONS	7,630.00
244588	12/09/2020	JENSEN EQUIPMENT COMPANY INC	100-4170-481	BACKPACK SPRAYER AND CLEANING SOLUTION -	760.00
244589	12/11/2020	AGGIE SPORTS PROPERTIES LLC	230-4780-490	2020 ADVERTISING - VISITORS BUREAU	2,000.00
244590	12/11/2020	ADVANCE AUTO PARTS	200-4450-250	PARTS - WEED	117.59
244590	12/11/2020	ADVANCE AUTO PARTS	200-4415-250	PARTS - ROAD	271.78
244590	12/11/2020	ADVANCE AUTO PARTS	200-4415-250	PARTS - ROAD	227.78
244590	12/11/2020	ADVANCE AUTO PARTS	200-4450-250	PARTS - WEED	93.79
244591	12/11/2020	ALSCO	100-4511-620	LINEN SERVICE - FAIRGROUNDS	115.62
244592	12/11/2020	AT&T MOBILITY	150-4146-280	CELLULAR PHONE - ASSESSOR	33.50
244592	12/11/2020	AT&T MOBILITY	100-4211-280	CELLULAR PHONE - SPT SERV	30.04
244592	12/11/2020	AT&T MOBILITY	100-4211-280	CELLULAR PHONE - SPT SERV	6,732.36
244592	12/11/2020	AT&T MOBILITY	200-4241-280	CELLULAR PHONE - BLDG INSP	48.01
244592	12/11/2020	AT&T MOBILITY	200-4175-280	CELLULAR PHONE - DEV SERV ADMIN	48.01
244592	12/11/2020	AT&T MOBILITY	100-4511-280	CELLULAR PHONE - FAIRGROUNDS	48.01

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244592	12/11/2020	AT&T MOBILITY	100-4136-280	CELLULAR PHONE - ITS	240.05
244592	12/11/2020	AT&T MOBILITY	200-4475-280	CELLULAR PHONE - PUBLIC WORKS	48.01
244592	12/11/2020	AT&T MOBILITY	230-4780-280	CELLULAR PHONE - VISITORS BUREAU	48.01
244592	12/11/2020	AT&T MOBILITY	200-4180-280	CELLULAR PHONE - ZONING	48.02
244593	12/11/2020	VERIZON WIRELESS	100-4211-280	Cell Phone - Spt Serv	40.01
244594	12/11/2020	BEAZER LOCK & KEY	200-4415-250	MASTER GATE KEY - ROAD	37.99
244594	12/11/2020	BEAZER LOCK & KEY	100-4211-480	MISC SERVICES - SPT SERV	15.75
244595	12/11/2020	CENTURYLINK	230-4780-280	LONG DISTANCE - VISITORS BUREAU	2.90
244596	12/11/2020	CACHE CLEANING SERVICE	100-4511-620	CLEANING - FAIRGROUNDS	1,200.00
244597	12/11/2020	CARQUEST-LOGAN	200-4415-250	PARTS - ROAD	33.19
244598	12/11/2020	CACHE CAR WASH II HYDE PARK	200-4475-250	CAR WASH - PUBLIC WORKS	27.00
244598	12/11/2020	CACHE CAR WASH II HYDE PARK	150-4146-250	CAR WASH SERVICES - ASSESSOR	19.20
244598	12/11/2020	CACHE CAR WASH II HYDE PARK	200-4415-250	CAR WASH SERVICES - ROAD	36.20
244599	12/11/2020	CLEAN SPOT, THE	100-4160-260	CLEANING SUPPLIES - B & G	54.87
244599	12/11/2020	CLEAN SPOT, THE	100-4160-251	NEW VACUUM - B & G	508.81
244600	12/11/2020	CODALE ELECTRIC SUPPLY INC	200-4475-250	SAFETY EQUIPMENT - PUBLIC WORKS	42.29
244601	12/11/2020	CACHE VALLEY DIRECT	230-4780-670	(32) BOOKS - VISITORS BUREAU	400.00
244602	12/11/2020	CRUS OIL INC./QUALCO	200-4415-250	DIESEL TREATMENT - ROAD	123.76
244603	12/11/2020	CORNISH CITY CORPORATION	265-4786-926	2019 RAPZ TAX POPULATION AWARD	631.00
244603	12/11/2020	CORNISH CITY CORPORATION	265-4786-925	TOWN HALL IMPROVEMENTS - PHASE I	10,000.00
244604	12/11/2020	CULLIGAN WATER CONDITIONING	100-4132-240	DRINKING WATER - FINANCE	50.30
244604	12/11/2020	CULLIGAN WATER CONDITIONING	150-4146-250	DRINKING WATER - ASSESSOR	92.90
244604	12/11/2020	CULLIGAN WATER CONDITIONING	100-4511-240	DRINKING WATER - FAIRGROUNDS	50.30
244605	12/11/2020	BONNEVILLE	230-4780-490	RADIO ADVERTISING - VISITORS BUREAU	1,440.00
244605	12/11/2020	BONNEVILLE	230-4780-490	RADIO ADVERTISING - VISITORS BUREAU	1,870.00
244606	12/11/2020	DENNY'S STATIONERY	100-4144-240	OFFICE SUPPLIES - RECORDER	18.87
244606	12/11/2020	DENNY'S STATIONERY	100-4144-240	OFFICE SUPPLIES - RECORDER	20.58
244606	12/11/2020	DENNY'S STATIONERY	100-4144-240	OFFICE SUPPLIES - RECORDER	50.11
244607	12/11/2020	DATA CENTER, THE	100-4170-200	ELECTION REQUIREMENT - ELECTIONS	1,039.33
244608	12/11/2020	EDGE EXCAVATION	200-4415-410	CONCRETE DUMPING FEES - ROAD CL B	75.00
244609	12/11/2020	EPIC SHRED LLC	100-4160-260	DOCUMENT SHREDDING - MAILROOM SHRED	20.00
244609	12/11/2020	EPIC SHRED LLC	100-4142-250	DOCUMENT SHREDDING - CLERK/AUDITOR	20.00
244609	12/11/2020	EPIC SHRED LLC	150-4146-250	DOCUMENT SHREDDING - ASSESSOR	60.00
244609	12/11/2020	EPIC SHRED LLC	100-4142-250	DOCUMENT SHREDDING - CLERK/AUDITOR	20.00
244609	12/11/2020	EPIC SHRED LLC	100-4160-260	DOCUMENT SHREDDING - MAILROOM SHRED	20.00
244609	12/11/2020	EPIC SHRED LLC	100-4132-240	DOCUMENT SHREDDING - FINANCE	32.50
244610	12/11/2020	FASTENAL COMPANY	100-4511-260	SHOP SUPPLIES - FAIRGROUNDS	8.73
244611	12/11/2020	FUEL NETWORK	100-4210-290	FUEL - SHERIFF	8,840.59
244611	12/11/2020	FUEL NETWORK	100-4253-290	FUEL - ANIMAL CONTROL	723.49
244611	12/11/2020	FUEL NETWORK	100-4255-290	FUEL - EOC	109.58
244611	12/11/2020	FUEL NETWORK	100-4215-290	FUEL - SHERIFF ADMIN	497.59
244611	12/11/2020	FUEL NETWORK	100-4230-290	FUEL - JAIL	824.05
244611	12/11/2020	FUEL NETWORK	100-4211-290	FUEL - SPT SERV	2,628.69
244612	12/11/2020	HERALD JOURNAL	100-4191-200	LEGAL NOTICE-OPENING 2020 BUDGET	52.45
244612	12/11/2020	HERALD JOURNAL	100-4191-200	LEGAL NOTICE-ADOPTION 2021 BUDGET	52.45
244613	12/11/2020	HYRUM CITY	295-4262-270	UTILITES - AMBULANCE	313.30
244613	12/11/2020	HYRUM CITY	710-2136000	20% BLDG PERMIT FEE RET NOV 2020	4,938.90
244614	12/11/2020	INTERMOUNTAIN FARMERS ASSOC.	200-4450-250	PARTS - WEED	77.56
244614	12/11/2020	INTERMOUNTAIN FARMERS ASSOC.	200-4780-730	800 W TRAIL, FENCING - PARKS & TRAILS	5.12
244615	12/11/2020	IPACO INCORPORATED	200-4415-250	CHAIN SAW PARTS - ROAD	24.86
244615	12/11/2020	IPACO INCORPORATED	200-4450-250	PARTS - WEED	63.33
244615	12/11/2020	IPACO INCORPORATED	100-4511-260	SAW STAND - FAIRGROUNDS	98.51
244615	12/11/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	17.37
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY GODDRIDGE SMITHFIELD ANNEX - PUBLI	387.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-324	PROF SERVICES FOR SECTION CORNERS - PUBLI	77.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY KLOPFESTEIN TRENTON ANNEX - PUBLI	77.50

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY WDT HYRUM ANNEX - PUBLIC WORKS	77.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY MILLVILLE ZOLLINGER ANNEX - PUBLIC	262.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY MILLVILLE OLSEN ANNEX - PUBLIC WOR	262.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY WELLSVILLE FREED ANNEX - PUBLIC WO	387.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY SMITHFIELD LUNDBERG COLEMAN ANNE	310.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY HUMANE SOCIETY 1ST AMENDMENT - PU	720.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY SMITHFIELD LUNDBERG COLEMAN ANNE	97.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY MOUNTAIN VIEW ANNEX - PUBLIC WORK	175.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY SUMMIT VISTA (3 LOTS) - PUBLIC WORKS	780.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY LOW 1 ANNEX - PUBLIC WORKS	310.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY LOW 2 ANNEX - PUBLIC WORKS	310.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY LOW 2 ANNEX - PUBLIC WORKS	97.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY NIELSEN PARADISE ANNEX - PUBLIC WO	232.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY 3200 WEST 2ND AMD (2 LOTS) - PUBLIC	720.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY CMS (2 LOTS) - PUBLIC WORKS	720.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY NORTH PINE CANYON RANCH 3RD AMD -	660.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY SOUTH MOUNT STERLING 1ST AMD - PU	660.00
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY WHITTAKER ANNEX - PUBLIC WORKS	232.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY DUNKLY FUHRMAN ANNEX - PUBLIC WO	77.50
244616	12/11/2020	JUB ENGINEERS INC	200-4475-322	SURVEY CREEKSIDE ESTATES 1ST AMD - PUBLIC	780.00
244617	12/11/2020	CINTAS CORPORATION	100-4230-240	FIRST AID SUPPLIES - JAIL	308.07
244618	12/11/2020	CACHE EQUIPMENT	200-4450-250	KUBOTA PARTS - WEED	529.44
244619	12/11/2020	LASER TECHNOLOGY INC	100-4210-251	Mapping Equipment - Sheriff	6,431.70
244620	12/11/2020	LOWE'S COMPANIES, INC	100-4160-260	CHRISTMAS LIGHTS - B&G	58.22
244621	12/11/2020	LOGAN CITY CORP.	290-4149-270	339 E 800 N - CJC	16.60
244621	12/11/2020	LOGAN CITY CORP.	290-4149-480	339 E 800 N - CJC	88.84
244621	12/11/2020	LOGAN CITY CORP.	290-4149-270	339 E 800 N - CJC	47.72
244621	12/11/2020	LOGAN CITY CORP.	290-4149-480	339 E 800 N - CJC	150.02
244621	12/11/2020	LOGAN CITY CORP.	200-34-47900	COUNTYWIDE UTILITY BILLING NOV 20 - FINANCE	52,306.49
244622	12/11/2020	LOGAN EXTERMINATION SERVICE	100-4511-620	EXTERMINATION SERVICES - FAIRGROUNDS	45.00
244622	12/11/2020	LOGAN EXTERMINATION SERVICE	240-4971-260	EXTERMINATION SERVICES - SR CITIZENS	45.00
244623	12/11/2020	LOGAN REGIONAL HOSPITAL	100-4230-316	INMATE LABS - H HEINIGER/JAIL	31.74
244624	12/11/2020	LOWER FOODS INC	100-34-75800	REFUND OF EVENT RENTAL FEES - EVENT CENTE	720.00
244625	12/11/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	171.66
244625	12/11/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	129.59
244626	12/11/2020	MILLVILLE CITY CORPORATION	710-2136000	20% BLDG PERMIT FEE RET NOV 2020	1,205.98
244627	12/11/2020	PILOT THOMAS LOGISTICS	200-4175-250	FUEL - DEV SERV ADMIN	48.41
244627	12/11/2020	PILOT THOMAS LOGISTICS	200-4415-254	FUEL - ROAD	8,117.09
244628	12/11/2020	NICHOLAS & COMPANY, INC	240-4970-382	GROCERIES FOR LUNCHES/SUPPLIES - SR CITIZE	1,185.56
244628	12/11/2020	NICHOLAS & COMPANY, INC	240-4970-240	SUPPLIES - SR CITIZENS	331.54
244629	12/11/2020	NAPA AUTO PARTS OF LOGAN	100-4511-250	OIL- FAIRGROUNDS	39.39
244629	12/11/2020	NAPA AUTO PARTS OF LOGAN	100-4230-250	WIPER BLADES - JAIL	51.45
244630	12/11/2020	NATIONAL EQUIPMENT SERVICES	200-4415-250	SERVICE & REPAIR - ROAD	4,226.13
244630	12/11/2020	NATIONAL EQUIPMENT SERVICES	200-4415-250	SERVICE & REPAIR - ROAD	2,231.57
244631	12/11/2020	OFFICE DEPOT INC	200-4415-240	OFFICE SUPPLIES - ROAD	126.79
244632	12/11/2020	PROPET DISTRIBUTORS	100-4511-260	DOGIPOT LITTER PICK UP BAGS - FAIRGROUNDS	506.35
244633	12/11/2020	PARADISE TOWN CORPORATION	710-2136000	20% BLDG PERMIT FEE RET DEC 2020	28.65
244634	12/11/2020	CURTIS BLUE LINE	100-4211-251	FLASHLIGHT POUCH - SPT SERVICES	108.00
244635	12/11/2020	POWER PLAY MARKETING	230-4780-490	ADV BOISE STATE UNIV FOOTBALL - VISITORS BU	3,000.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	663.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	303.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	102.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	75.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	103.00
244636	12/11/2020	PECK HADFIELD BAXTER & MOORE, LLC	100-4162-310	EMERGENCY LEGAL COUNSEL - VICTIM SERVICE	75.75
244637	12/11/2020	PROVIDENCE CITY	710-2136000	20% BLDG PERMIT FEE RET DEC 2020	8,937.80



Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244638	12/11/2020	QUILL CORPORATION	100-4144-240	COPY PAPER - RECORDER	209.96
244638	12/11/2020	QUILL CORPORATION	100-4144-250	COPY PAPER - RECORDER	76.99
244639	12/11/2020	DOMINION ENERGY	200-4415-270	527 N 1000 W - ROAD	275.44
244639	12/11/2020	DOMINION ENERGY	100-4160-270	179 N MAIN ST - B&G	497.80
244639	12/11/2020	DOMINION ENERGY	200-4415-270	525 N 1000 W - ROAD	811.12
244639	12/11/2020	DOMINION ENERGY	100-4162-450	EMERGENCY UTILITY PMT - VOCA	281.20
244639	12/11/2020	DOMINION ENERGY	100-4160-270	199 N MAIN ST - B&G	530.88
244640	12/11/2020	REAGAN OUTDOOR ADVERTISING	230-4780-490	BILLBOARD ADV 11/23/2020-12/20/2020 - VISITORS	1,435.00
244640	12/11/2020	REAGAN OUTDOOR ADVERTISING	230-4780-490	BILLBOARD ADV 11/30/2020-12/27/2020 - VISITORS	1,388.00
244641	12/11/2020	RICHMOND CITY CORPORATION	710-2136000	20% BLDG PERMIT FEE RET DEC 2020	2,210.82
244642	12/11/2020	RIVER HEIGHTS CITY CORPORATION	710-2136000	20% BLDG PERMIT FEE RET - DEC 2020	132.94
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	STREETLIGHTS PETERSBORO - ROAD	14.10
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	STREET LIGHTS PETERSBORO - ROAD CL B	27.67
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	983 E 600 S FLASHING LIGHT - ROAD	10.76
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	11600 N HWY 91 SMITHFIELD - ROAD	27.67
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	161 E STATE ROUTE 142 RICHMOND - ROAD	107.25
244643	12/11/2020	ROCKY MOUNTAIN POWER	200-4415-270	HYRUM BLDG TEMP POWER - ROAD	634.24
244644	12/11/2020	SALT LAKE WHOLESALE SPORT	100-4211-480	OFFICE AMMUNITION - RIFLE, SHOTGUN, HANDG	1,240.00
244644	12/11/2020	SALT LAKE WHOLESALE SPORT	100-4210-480	GUN SIGHTS - SHERIFF	868.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS/POUCHES - SHERIFF	935.64
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM SHIRTS - JAIL	45.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM PANTS - JAIL	180.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS/BATON - JAIL	455.96
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM BOOTS - JAIL	97.99
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	172.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	79.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM PANTS - JAIL	177.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	33.98
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	115.28
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	99.99
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	169.99
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	506.58
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	16.99
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	93.00
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4211-251	TASER HOLSTER - SPT SERV	44.99
244645	12/11/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	630.99
244646	12/11/2020	SANDS, CHRIS	200-4180-620	4TH QTR 2020 PLANNING COMM MTGS - ZONING	30.00
244647	12/11/2020	SIGNTHIS, INC	200-4450-250	BLACK VINYL TRUCK #S - WEED	12.00
244648	12/11/2020	SMITHFIELD CITY	200-4220-460	FIRE SUPPRESSION CONTRACT - FIRE	30,870.00
244648	12/11/2020	SMITHFIELD CITY	710-2136000	20% CITY FEES NOV 2020 - BLDG INSP	8,158.74
244649	12/11/2020	SMITHFIELD IMPLEMENT	200-4415-480	COVERALLS & BOOTS - ROAD	173.98
244650	12/11/2020	STERICYCLE INC	100-4230-315	INMATE MEDICAL WASTE DISPOSAL - JAIL	150.00
244651	12/11/2020	SQUARE ONE PRINTING	200-4475-240	BUSINESS CARDS - PUBLIC WORKS	55.00
244651	12/11/2020	SQUARE ONE PRINTING	100-4141-240	ENVELOPES - CLERK	119.19
244652	12/11/2020	STEVE REGAN CO	200-4780-730	800 W TRAIL PROJECT - PARKS & TRAIL	384.04
244653	12/11/2020	TRANSUNION RISK AND ALTERNATIVE	100-4211-210	Monthly Subscription Fee - Spt Serv	67.80
244654	12/11/2020	THOMSON ELECTRIC SALES	100-4160-260	LIGHT BULBS - B&G	381.71
244655	12/11/2020	THYSSENKRUPP ELEVATOR CORP	100-4160-260	ELEVATOR CONTRACT MAINT - B&G	660.24
244656	12/11/2020	TRITECH FORENSICS	100-4211-480	TESTING KIT - SPT SERV	39.98
244656	12/31/2020	TRITECH FORENSICS	100-4211-480	TESTING KIT - SPT SERV	39.98- V
244657	12/11/2020	TEXAS ROADHOUSE	100-4220-610	(40) \$50 GIFT CARDS - FIRE	2,000.00
244658	12/11/2020	TRENTON TOWN CORPORATION	200-4220-460	FIRE SUPPRESSION CONTRACT - FIRE	3,000.00
244659	12/11/2020	US FOODS INC	240-4970-383	GROCERIES FOR LUNCHES - SR CITIZENS	331.68
244659	12/11/2020	US FOODS INC	240-4970-240	KITCHEN SUPPLIES - SR CITIZENS	27.77
244660	12/11/2020	US BANK EQUIPMENT FINANCE	100-4144-250	CANON IRC550I COPIER - RECORDER	187.70
244661	12/11/2020	VALLEY OFFICE SYSTEMS	100-4144-250	COPY USAGE CHARGES - RECORDER	63.07

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244662	12/11/2020	VICTORY SUPPLY	100-4230-200	Inmate Clothing, Bedding, Cleaning Supplies - Jail	1,112.78
244662	12/11/2020	VICTORY SUPPLY	100-4230-200	INMATE SOCKS - JAIL	179.80
244663	12/11/2020	VLCM	100-4230-251	COMPUTER EQUIP FOR REMOTE PROGRAMMING	720.56
244663	12/11/2020	VLCM	100-4230-251	COMPUTER MONITOR - JAIL	109.41
244663	12/11/2020	VLCM	100-4230-251	BATTERY BACK UP - JAIL	18.78
244663	12/11/2020	VLCM	100-4211-240	TONER - SPT SERV	277.95
244664	12/11/2020	WHEATLAND SEED	200-4780-730	800 W TRAIL SEED - PARKS & TRAILS	143.03
244665	12/11/2020	WATKINS PRINTING	100-4132-520	UTILITY NOV BILL MAILING & POSTAGE - FINANCE	672.92
244666	12/11/2020	WELLSVILLE CITY CORPORATION	710-2136000	20% BLDG PERMIT FEE RET DEC 2020	965.06
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	76.55
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	88.07
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	BRAKE SERVICE - SHERIFF	885.68
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	REPLACE 4 TIRES AND MAINTENANCE - Sheriff	1,065.20
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	48.43
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	96.26
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	469.20
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	146.09
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	85.11
244667	12/11/2020	WILSON MOTOR CO	100-4216-250	Vehicle Maintenance - S&R	15.00
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	65.14
244667	12/11/2020	WILSON MOTOR CO	100-4211-250	Vehicle Maintenance - Spt Serv	41.62
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	228.25
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	54.03
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	199.86
244667	12/11/2020	WILSON MOTOR CO	100-4211-250	Vehicle Maintenance - Spt Serv	146.09
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	REPAIR COOLANT LEAK - Sheriff	901.21
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	128.98
244667	12/11/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	127.91
244668	12/11/2020	DELL MARKETING LP	200-4475-240	LAPTOP COMPUTER - PUBLIC WORKS	2,662.10
244669	12/11/2020	DISCOUNT TIRE & AUTOMOTIVE	100-4216-250	1 TIRE - S&R	70.55
244670	12/11/2020	HOME DEPOT CREDIT SERVICES	240-4971-240	FUSES FOR FURNACES - SR CITIZENS	53.42
244671	12/11/2020	GREAT MOUNTAIN WEST SUPPLY	230-4780-670	GIFT SHOP INVENTORY - VISITORS BUREAU	293.70
244672	12/11/2020	REVC0 LEASING	100-1415000	SHARP MX-5141N LEASE - CMPO	29.01
244672	12/11/2020	REVC0 LEASING	100-4220-240	SHARP MX-5141N LEASE - FIRE	44.70
244672	12/11/2020	REVC0 LEASING	200-4175-240	SHARP MX-5141N LEASE - DEVSERV ADMIN	85.53
244672	12/11/2020	REVC0 LEASING	200-4475-250	SHARP MX-5141N LEASE - PUBLIC WORKS	6.43
244672	12/11/2020	REVC0 LEASING	100-4132-240	COPIER LEASE - FINANCE	193.70
244672	12/11/2020	REVC0 LEASING	100-4132-240	SHARP MX-5070V COPIER LEASE - FINANCE	204.21
244672	12/11/2020	REVC0 LEASING	100-4511-240	COPIER LEASE - FAIRGROUNDS	88.52
244672	12/11/2020	REVC0 LEASING	240-4974-240	SHARP MX-3571 COPIER LEASE - SR CITIZENS	85.72
244672	12/11/2020	REVC0 LEASING	240-4971-240	SHARP MX-3571 COPIER LEASE - SR CITIZENS	85.72
244672	12/11/2020	REVC0 LEASING	100-4142-250	SHARP MX-5070V COPIER LEASE - CLERK	211.43
244672	12/11/2020	REVC0 LEASING	200-4415-240	COPIER LEASE - ROAD	98.53
244673	12/11/2020	MOUNTAIN ALARM	100-4170-200	ALARM SYSTEM AT FAIRGROUNDS - CLERK	153.00
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	70.07
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	173.00
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	28.79
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	29.07
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	87.07
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	46.80
244674	12/11/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	719.97
244675	12/11/2020	IMAGE MATTERS	100-4134-481	EMPLOYEE SHIRTS - HR	33.49
244676	12/11/2020	VEHICLE LIGHTING SOLUTIONS INC	100-4210-250	INSTALL GPS - SHERIFF	300.00
244677	12/11/2020	WAXIE SANITARY SUPPLY	240-4974-240	BACKPACK VACUUM - SR CITIZENS	196.00
244677	12/11/2020	WAXIE SANITARY SUPPLY	240-4971-240	BACKPACK VACUUM - SR CITIZENS	196.00
244677	12/11/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE TOILET PAPER/KLEENEX - JAIL	352.80

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244677	12/11/2020	WAXIE SANITARY SUPPLY	240-4971-240	RETURN BACKPACK VACUUM - SR CITIZENS	196.00-
244677	12/11/2020	WAXIE SANITARY SUPPLY	240-4974-240	RETURN BACKPACK VACUUM - SR CITIZENS	196.00-
244678	12/11/2020	NEXTEL COMMUNICATIONS	295-4262-280	CELLULAR PHONE CHARGES - AMBULANCE	150.69
244679	12/11/2020	RIDGE VIEW SMILE CENTER	100-4230-316	INMATE DENTAL CARE - A GALLEGOS/JAIL	149.03
244679	12/11/2020	RIDGE VIEW SMILE CENTER	100-4230-315	INMATE DENTAL CARE - T JACOBSON/JAIL	175.07
244679	12/11/2020	RIDGE VIEW SMILE CENTER	100-4230-316	INMATE DENTAL CARE - H ROSAS/JAIL	162.05
244680	12/11/2020	HEADRICK OUTDOOR MEDIA	230-4780-490	BILLBOARD RENTAL - VISITORS BUREAU	550.00
244681	12/11/2020	CENTURY EQUIPMENT COMPANY	200-4415-250	PARTS - ROAD	134.25
244682	12/11/2020	SPRING HILL PRESS	230-4780-490	ADV CITY MAP OF JACKSON HOLE - TRAVEL COU	1,000.00
244683	12/11/2020	CHRISTENSEN, BRADY	200-4180-620	4TH QTR 2020 PLANNING COMM MTG - ZONING	45.00
244684	12/11/2020	WATTERSON, JASON A	200-4180-620	4TH QTR 2020 PC MTG - ZONING	30.00
244685	12/11/2020	CorEMR L.C.	100-4230-315	ELECRONIC MEDICAL RECORDS MONTHLY FEE -	600.00
244686	12/11/2020	GUNNELL, NOLAN P	200-4180-620	4TH QTR 2020 PLANNING COMM MTGS - ZONING	45.00
244687	12/11/2020	BLOMQUIST HALE CONSULTING	100-4134-515	EAP CONSULTING SERVICES - HR	832.00
244688	12/11/2020	INTERSTATE ALL BATTERY CENTER	100-4210-250	BATTERIES - SHERIFF	95.00
244689	12/11/2020	INTERMOUNTAIN CONCRETE	200-4415-250	PARTS - ROAD	66.64
244690	12/11/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	87.76
244690	12/11/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	30.68
244690	12/11/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	366.20
244691	12/11/2020	BAUMAN, STACY	100-4230-200	INMATE HAIRCUTS NOV 20 - JAIL	578.00
244692	12/11/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	1,198.09
244692	12/11/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	1,045.16
244693	12/11/2020	SAFELITE FULFILLMENT INC	100-4210-250	WINDSHIELD - SHERIFF	49.99
244694	12/11/2020	TRAVEL GUIDE GROUP LLC	230-4780-490	TGF LEADS LOGAN UTAH - VISITORS BUREAU	303.60
244695	12/11/2020	ROCKETBOX CREATIVE	230-4780-490	DESIGN & MARKETING SERVICES - VISITORS BUR	48.75
244695	12/11/2020	ROCKETBOX CREATIVE	230-4780-480	DESIGN & MARKETING SERVICES - VISITORS BUR	81.25
244696	12/11/2020	OLSEN, PHILLIP	200-4180-620	4TH QTR 2020 PC MEETINGS - ZONING	30.00
244697	12/11/2020	CACHE VALLEY MEDIA GROUP	100-4965-620	KLZX-FM RADIO ADVERTISING - ELECTIONS	2.00
244697	12/11/2020	CACHE VALLEY MEDIA GROUP	100-4170-200	KGNT-FM RADIO ADVERTISING - ELECTIONS	700.00
244697	12/11/2020	CACHE VALLEY MEDIA GROUP	100-4170-200	KVNU-AM RADIO ADVERTISING - ELECTIONS	910.00
244697	12/11/2020	CACHE VALLEY MEDIA GROUP	100-4170-200	KLZX-FM RADIO ADVERTISING - ELECTIONS	700.00
244697	12/11/2020	CACHE VALLEY MEDIA GROUP	100-4170-200	KKEX-FM RADIO ADVERTISING - ELECTIONS	910.00
244698	12/11/2020	PISGAH STONE PRODUCTS LLC	200-4415-410	PROJECT MATERIAL - ROAD	499.32
244699	12/11/2020	PARKER, LANE	200-4180-620	4TH QTR 2020 PLANNING COMM MTGS - ZONING	45.00
244700	12/11/2020	CSG FORTE PAYMENTS, INC	150-4143-240	CREDIT CARD PROCESSING - TREASURER	26.20
244701	12/11/2020	SPACKMAN, BRANDON	200-4180-620	4TH QTR 2020 PC MEETINGS - ZONING	30.00
244702	12/11/2020	SECURE INSTANT PAYMENTS, LLC	230-4780-240	CC TRANS PROC OCT 2020- VISITORS BUREAU	76.64
244702	12/11/2020	SECURE INSTANT PAYMENTS, LLC	100-4511-240	CREDIT CARD PROCESSING - FAIRGROUNDS	5.50
244702	12/11/2020	SECURE INSTANT PAYMENTS, LLC	230-4780-240	CC TRANS PROC NOV 2020- VISITORS BUREAU	46.62
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	777.25
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	369.96
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	864.08
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	705.87
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	301.00
244703	12/11/2020	OVERDRIVE, INC.	100-4581-485	COLLECTION DIVISION - LIBRARY	39.99
244704	12/11/2020	WELLSTEPS	100-4134-620	WELLSTEPS FOUNDATIONS SOLUTION - HR	1,074.20
244705	12/11/2020	COMCAST BUSINESS	240-4974-280	TV SERVICES - SR CITIZENS	4.57
244705	12/11/2020	COMCAST BUSINESS	240-4971-280	TV SERVICES - SR CITIZENS	4.58
244705	12/11/2020	COMCAST BUSINESS	240-4970-280	TV SERVICES - SR CITIZENS	7.80
244705	12/11/2020	COMCAST BUSINESS	240-4974-280	INTERNET CHARGES - SR CITIZENS	40.40
244705	12/11/2020	COMCAST BUSINESS	240-4971-280	INTERNET CHARGES - SR CITIZENS	40.41
244705	12/11/2020	COMCAST BUSINESS	240-4970-280	INTERNET CHARGES - SR CITIZENS	68.83
244705	12/11/2020	COMCAST BUSINESS	295-4262-280	BUSINESS CABLE/INTERNET - AMBULANCE	84.39
244706	12/11/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	Inmate Idigent Hygiene Items - Jail	34.80
244706	12/11/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	7,760.86
244706	12/11/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	791.35

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244707	12/11/2020	MEMORIES OF YESTERDAYS	100-4511-240	ORNAMENTS - FAIRGROUNDS	288.00
244708	12/11/2020	COUNTRREE GARDENS. LLC	290-4149-260	LAWN MOWING - CJC	65.00
244709	12/11/2020	HADDEN, CORY	200-4415-240	WEB PAGE WORK - ROAD	195.50
244710	12/11/2020	DEPARTMENT OF HEALTH	100-4220-250	RECERTIFY QRV LICENSE - FIRE	65.00
244711	12/11/2020	TRUTH2LIES ANALYSIS GROUP LLC	100-4211-330	ANALYST PROFICIENCY COURSE - SPT SERV	795.00
244712	12/11/2020	VERIZON CONNECT NWF, INC.	100-4211-280	COMMUNICATION - SPT SERV	521.84
244713	12/11/2020	EL FAJRI, AMINE	100-4145-310	INTERPRETER FOR COURT - ATTORNEY	100.00
244714	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	NIBLEY TRUTH IN TAXATION - CLERK/AUDITOR	423.30
244714	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	RICHMOND TRUTH IN TAXATION - CLERK/AUDITO	423.30
244714	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	SMITHFIELD TRUTH IN TAXATION - CLERK/AUDITO	423.30
244714	12/11/2020	CACHE VALLEY PUBLISHING	100-4141-220	TRUTH IN TAXATION LEWISTON - CLERK/AUDITOR	423.30
244714	12/11/2020	CACHE VALLEY PUBLISHING	200-4180-220	LEGAL NOTICE - ZONING	188.06
244714	12/11/2020	CACHE VALLEY PUBLISHING	100-4191-200	LEGAL NOTICE OF PUBLIC - FINANCE	59.85
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	Overpayment Ck#242753 07/20	4,775.00-
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	JULY & AUG ADVERTISING ROP - VISITORS BUREA	300.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	ADV CACHE VALLEY - VISITORS BUREAU	300.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT AD SOCIAL MEDIA - VISITORS BUREAU	1,000.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING BRANDED EMAIL - VISITORS	1,500.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT AD CONNECT+ - VISITORS BUREAU	1,200.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT AD SLTRIB/DNEWS ROP - VISITORS BUREAU	315.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING ROP - VISITORS BUREAU	300.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING ROP - VISITORS BUREAU	300.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING, LDS CONF - VISITORS BURE	750.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT AD DNEWS - VISITORS BUREAU	500.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT AD DNEWS - VISITORS BUREAU	1,250.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING DNNE - VISITORS BUREAU	326.25
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING DNNE - VISITORS BUREAU	326.25
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING DNNE COLOR CHARGE - VISI	146.25
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT FARM & FORK - VISITORS BUREAU	800.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	CVVB - VISITORS BUREAU	750.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	SEPT ADVERTISING DNNE, COLOR CHARGE - VISI	146.25
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	UTAH FARM & FORK ADVERTISING - VISITORS BU	800.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	ADV CACHE VALLEY 2020 SLTRIB/DNEWS - VISITO	400.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	ADV CACHE VALLEY 2020 SLTRIB/DNEWS - VISITO	400.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	LABOR DAY WEEKEND ADS - VISITORS BUREAU	400.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	LABOR DAY WEEKEND ADS - VISITORS BUREAU	400.00
244715	12/16/2020	UTAH MEDIA GROUP	230-4780-490	ADV CACHE VALLEY 2020 SLTRIB/DNEWS - VISITO	300.00
244716	12/18/2020	ACME CONSTRUCTION	200-4780-730	800 WEST TRAIL CONSTRUCTION - TRAILS	24,743.10
244717	12/18/2020	APPARATUS EQUIPMENT & SERVICE, INC	100-4220-250	ENGINE REPAIR - FIRE	940.25
244718	12/18/2020	ADAM'S MOBILE LUBE	100-4230-250	TRANSPORT VAN OIL CHANGE - JAIL	70.10
244719	12/18/2020	ADVANCE AUTO PARTS	200-4450-250	PARTS - WEED	64.83
244719	12/18/2020	ADVANCE AUTO PARTS	200-4450-250	RETURN PART - WEED	57.94-
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4211-251	INVESTIGATION SUPPLIES - SPT SERV	1,175.92
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4211-251	INVESTIGATION SUPPLIES - SPT SERV	734.95
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4211-251	INVESTIGATION SUPPLIES - SPT SERV	146.99
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4211-486	UNIFORM - SPT SERV	78.20
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4210-486	RETURN SHIRT - SHERIFF	40.02-
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4210-486	UNIFORM PANTS - SHERIFF	40.02
244720	12/18/2020	AL'S SPORTING GOODS INC	100-4210-486	UNIFORM SHIRT- SHERIFF	37.40
244721	12/18/2020	AL'S TROPHIES	100-4215-251	FRAMING/SWAT 10 YEAR - SHERIFF ADMIN	227.96
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	440.00
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	880.00
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	1,452.00
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	1,045.00
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	1,298.00
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	1,155.00

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244722	12/18/2020	BEAR RIVER HEALTH DEPARTMENT	100-4230-315	INMATE PHYSICIAN - JAIL	1,265.00
244723	12/18/2020	MAGIC PRODUCTIONS	100-4511-740	STAGE EXPANSION COMPONENTS - FAIRGROUND	17,061.80
244724	12/18/2020	BIG O TIRES	240-4974-250	OIL CHANGE - SR CITIZENS	52.97
244725	12/18/2020	BLUE 360 MEDIA	100-4145-200	(6) UT CRIMINAL & TRAFFIC LAW MANUAL - ATTOR	351.54
244726	12/18/2020	BLALOCK & PARTNERS	400-4415-720	DIFFERENCE IN ORIGINAL BID & REIMBURSABLES	9,116.64
244726	12/18/2020	BLALOCK & PARTNERS	400-4415-720	CONTRACT CHANGES - ROAD	75,758.12
244726	12/18/2020	BLALOCK & PARTNERS	400-4415-720	ROAD & WEED FACILITY A&E CONTRACT - ROAD	5,900.68
244726	12/18/2020	BLALOCK & PARTNERS	400-4415-720	DIFFERENCE IN ORIGINAL BID & REIMBURSABLES	3,133.36
244727	12/18/2020	CACHE CHAMBER OF COMMERCE	100-4965-620	2020 Coronavirus Relief Award - Exec (CRF)	21,916.27
244728	12/18/2020	CENTURYLINK	240-4974-280	LOCAL PHONE CHARGES - SR CITIZENS	19.09
244728	12/18/2020	CENTURYLINK	240-4971-280	LOCAL PHONE CHARGES - SR CITIZENS	19.09
244728	12/18/2020	CENTURYLINK	240-4970-280	LOCAL PHONE CHARGES - SR CITIZENS	32.52
244729	12/18/2020	CACHE VALLEY BY PRODUCTS INC	100-4215-260	CLEAN GREASE TRAPS - SHERIFF ADMIN	405.00
244730	12/18/2020	CLEAN SPOT, THE	100-4220-250	CLEANING SUPPLIES - FIRE	127.85
244731	12/18/2020	CULLIGAN WATER CONDITIONING	100-4136-240	DRINKING WATER - ITS	100.00
244732	12/18/2020	EPIC SHRED LLC	200-4175-240	DOCUMENT SHREDDING - DEVELOPMENT SERVI	33.33
244732	12/18/2020	EPIC SHRED LLC	100-4134-240	DOCUMENT SHREDDING - HR	16.67
244733	12/18/2020	ELWOOD CABINETS	100-4215-260	REPAIR DRAWER - SHERIFF ADMIN	913.25
244734	12/18/2020	EMS SOFTWARE	100-4511-311	EMS MASTER CALENDAR MAINT 1 DATABASE - FAI	2,858.12
244735	12/18/2020	FEDEX	230-4780-241	POSTAGE FOR GIFTSHOP ORDER - VISITORS BUR	4.32
244736	12/18/2020	FIRE PROTECTION PUBLICATIONS	100-4220-330	ESSENTIALS OF FIRE FIGHTING - FIRE	1,479.00
244737	12/18/2020	GENEVA ROCK PRODUCTS INC	100-4511-260	BULL PEN FENCES - FAIRGROUNDS	888.50
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	32.12
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	132.15
244738	12/18/2020	FUEL NETWORK	200-4241-250	FUEL - BLDG INSP	639.00
244738	12/18/2020	FUEL NETWORK	100-4511-250	FUEL - FAIRGROUNDS	292.97
244738	12/18/2020	FUEL NETWORK	100-4166-230	FUEL - VAWA INVEST	94.16
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	32.12
244738	12/18/2020	FUEL NETWORK	100-4220-250	FUEL - FIRE	1,185.42
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	31.97
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	30.90
244738	12/18/2020	FUEL NETWORK	100-4166-230	FUEL - VAWA INVEST	40.98
244738	12/18/2020	FUEL NETWORK	200-4241-250	FUEL - BLDG INSP	645.58
244738	12/18/2020	FUEL NETWORK	100-4511-250	FUEL - FAIRGROUNDS	194.84
244738	12/18/2020	FUEL NETWORK	100-4220-250	FUEL - FIRE	690.24
244738	12/18/2020	FUEL NETWORK	100-4166-230	FUEL - VAWA INVEST	47.76
244738	12/18/2020	FUEL NETWORK	150-4146-250	FUEL - ASSESSOR	177.17
244738	12/18/2020	FUEL NETWORK	277-4460-290	FUEL - AIRPORT	51.69
244739	12/18/2020	HERALD JOURNAL	200-4180-220	LEGAL NOTICE PLANNING AND ZONING MTG - ZO	188.06
244739	12/18/2020	HERALD JOURNAL	200-4180-220	LEGAL NOTICE PLANNING AND ZONING MTG - ZO	160.63
244739	12/18/2020	HERALD JOURNAL	200-4180-220	LEGAL NOTICE - WILLOW CREEK REZONE	61.12
244740	12/18/2020	HILLYARD, ANDERSON & OLSEN	100-4142-620	MARRIAGE VALIDATION - CLERK	725.00
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB USU POLICE FINGERPRINTING - ASSESSO	18.00
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB MAIL TRAINER PACK - ASSESSOR	1.45
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB YUP FINGERPRINTING - ASSESSOR	20.00
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB SMITHS THANK YOU CARDS - ASSESSOR	4.79
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB CHEVRON GAS FOR VEHICLE - ASSESSOR	20.01
244741	12/18/2020	HOWELL, KATHLEEN - PETTY CASH	150-4146-230	REIMB MAIL CV MALL APPEAL EVIDENCE - ASSES	30.10
244742	12/18/2020	HYDE PARK CITY	265-4786-925	(TRCC YR 6 OF 10) SOUTH EAST PARK CONSTRU	85,668.00
244743	12/18/2020	HYRUM CITY	260-4784-925	BLACKSMITH FORK PARK - SOUTHWEST SECTION	100,000.00
244744	12/18/2020	INDUSTRIAL TOOL & SUPPLY	100-4511-260	TORQUE WRENCH - FAIRGROUNDS	272.57
244745	12/18/2020	IWORQ	100-4211-210	INTERNET FLEET MGMT SOFTWARE - SPT SERV	1,275.00
244746	12/18/2020	INTERMOUNTAIN FARMERS ASSOC.	100-4620-290	PRIZES - FAIR	345.52
244746	12/18/2020	INTERMOUNTAIN FARMERS ASSOC.	200-4415-250	PARTS - ROAD	329.98
244747	12/18/2020	IPACO INCORPORATED	100-4511-260	STAGECART MATERIALS - FAIRGROUNDS	165.85
244747	12/18/2020	IPACO INCORPORATED	100-4511-260	CHAINSAW REPAIR - FAIRGROUNDS	313.45

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244747	12/18/2020	IPACO INCORPORATED	100-4511-260	STAGECART MATERIALS - FAIRGROUNDS	250.19
244747	12/18/2020	IPACO INCORPORATED	100-4511-260	CHAINSAW REPAIR - FAIRGROUNDS	81.89
244747	12/18/2020	IPACO INCORPORATED	200-4415-250	CHAIN SAW PARTS - ROAD	67.38
244747	12/18/2020	IPACO INCORPORATED	100-4215-260	WRENCH SET - SHERIFF ADMIN	109.11
244747	12/18/2020	IPACO INCORPORATED	100-4215-260	PARTS - SHERIFF ADMIN	18.45
244747	12/18/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	5.48
244747	12/18/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	25.69
244748	12/18/2020	JACK'S TIRE & OIL INC.	100-4511-250	KABOTA TIRES - FAIRGROUNDS	313.26
244749	12/18/2020	JUB ENGINEERS INC	400-4415-720	ROAD & WEED FACILITY - OWNER REPRESENTATI	14,118.19
244749	12/18/2020	JUB ENGINEERS INC	200-4475-320	PROF SERVICES FOR 11000 N ROAD DESIGN - PU	641.50
244749	12/18/2020	JUB ENGINEERS INC	200-4415-760	PROJECT MANAGEMENT, BENSON BRIDGE - ROA	8,167.00
244749	12/18/2020	JUB ENGINEERS INC	200-4475-320	PRO SERVICES FOR SOUTH SITE ACCEL/DECEL L	3,838.00
244750	12/18/2020	JAMES, MARTIN	100-4242-200	BEE INSPECTOR SERVICES 2020	2,500.00
244751	12/18/2020	LEWISTON CITY	260-4784-925	LIBRARY & THEATRE DOOR REPLACEMENT - RES	8,678.99
244752	12/18/2020	LOWE'S COMPANIES, INC	100-4160-260	CHRISTMAS LIGHTS - B&G	99.40
244752	12/18/2020	LOWE'S COMPANIES, INC	100-4511-260	SAW BLADE - FAIRGROUNDS	13.95
244752	12/18/2020	LOWE'S COMPANIES, INC	100-4511-260	SAW BLADE - FAIRGROUNDS	123.86
244752	12/18/2020	LOWE'S COMPANIES, INC	100-4965-251	RETURN BROKEN TILES - SR CITIZENS	29.60-
244753	12/18/2020	RELX INC DBA LEXIS NEXIS	100-4145-200	ONLINE SUBSCRIPTION CHARGES - ATTORNEY	919.53
244754	12/18/2020	LES SCHWAB	200-4415-250	GRADER TIRES - ROAD	3,894.57
244755	12/18/2020	LOGAN CITY PARKS & RECREATION	260-4784-925	2017 RESTAURANT TAX - BRIDGER PARK PHASE I	4,506.69
244755	12/18/2020	LOGAN CITY PARKS & RECREATION	260-4784-925	2017 RESTAURANT TAX - CANYON RD 500 E TO 60	52,396.26
244756	12/18/2020	LOGO SHOP, THE	230-4780-670	GIFT SHOP INVENTORY - VISITORS BUREAU	187.50
244757	12/18/2020	MACEYS SACK N' SAVE	290-4149-480	MDT STAFFING LUNCHEON - CJC	153.59
244757	12/18/2020	MACEYS SACK N' SAVE	290-4149-480	MDT STAFFING LUNCHEON - CJC	116.19
244758	12/18/2020	MOTOROLA SOLUTIONS, INC	100-4210-486	CREDIT FOR OVERPAYMENT - SHERIFF	1,233.70-
244758	12/18/2020	MOTOROLA SOLUTIONS, INC	100-4211-251	RADIO BATTERIES - SPT SERVICES	1,189.90
244758	12/18/2020	MOTOROLA SOLUTIONS, INC	100-4220-250	PAGERS - FIRE	784.50
244759	12/18/2020	UTAH MEDIA GROUP	230-4780-480	CV VISITORS GUIDE PRINTING - VISITORS BUREA	3,286.67
244759	12/18/2020	UTAH MEDIA GROUP	230-4780-670	CV VISITORS GUIDE PRINTING - VISITORS BUREA	295.00
244760	12/18/2020	NATIONAL ASSOCIATION OF COUNTIES	100-4150-552	COUNTY MEMBERSHIP DUES 2021	2,064.00
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	HEADLIGHT BULB - SHERIFF	13.61
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	LAMP - SHERIFF	19.18
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	DEXCOOL - SHERIFF	11.56
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	BATTERY - SHERIFF	134.08
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4220-250	CLAMP - FIRE	13.62
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4220-250	RETURN CLAMP - FIRE	1.01-
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4230-250	BATTERY PACK FOR TRASPORT VAN - JAIL	155.00
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	HARNES/BRACKET - SHERIFF	33.88
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	BATTERY - SHERIFF	80.59
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	BATTERY - SHERIFF	134.08
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-200	BATTERY/ANIMAL CONTROL - SHERIFF	134.08
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	LAMP - SHERIFF	29.49
244761	12/18/2020	NAPA AUTO PARTS OF LOGAN	100-4210-250	HEADLIGHT BULB - SHERIFF	121.96
244762	12/18/2020	OLD GRISTMILL	100-4144-240	COOKIES FOR MICHAEL GLEEDS RETIREMENT PA	175.50
244763	12/18/2020	PITNEY BOWES	100-4145-240	LEASE MAIL METERING MACHINE - ATTORNEY	150.30
244764	12/18/2020	CURTIS BLUE LINE	100-4210-486	UNIFORM ITEMS- SHERIFF	209.50
244764	12/18/2020	CURTIS BLUE LINE	100-4210-480	PATROL CARRIERS - SHERIFF	360.00
244764	12/18/2020	CURTIS BLUE LINE	100-4210-480	NAME TAPE - SHERIFF	30.00
244764	12/18/2020	CURTIS BLUE LINE	100-4210-486	UNIFORM ITEMS- SHERIFF	2,973.06
244764	12/18/2020	CURTIS BLUE LINE	100-4210-486	PATROL CARRIERS - SHERIFF	525.00
244764	12/18/2020	CURTIS BLUE LINE	100-4210-480	UNIFORM ITEMS- SHERIFF	1,159.23
244764	12/18/2020	CURTIS BLUE LINE	100-4210-486	UNIFORM ITEMS- SHERIFF	346.00
244764	12/18/2020	CURTIS BLUE LINE	100-4210-480	UNIFORM ITEMS- SHERIFF	147.50
244764	12/18/2020	CURTIS BLUE LINE	100-4210-480	HELMET - SHERIFF	1,872.18
244765	12/18/2020	PETERSON PLUMBING SUPPLY	200-4415-422	PIPE FITTING - ROAD	3.27

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244766	12/18/2020	DOMINION ENERGY	100-4230-200	1225 VALLEY VIEW DR GREEN - JAIL	7.94
244767	12/18/2020	RSM FOOD SERVICE	100-4511-260	GRILL BRICKS - FAIRGROUNDS	22.85
244768	12/18/2020	SUMMIT ENERGY	100-4215-270	GAS SERVICE - SHERIFF ADMIN	2,582.80
244769	12/18/2020	SALT LAKE WHOLESALE SPORT	100-4230-486	GUNS FOR NEW HIRES - JAIL	868.00
244769	12/18/2020	SALT LAKE WHOLESALE SPORT	100-4210-486	GUN SIGHTS - SHERIFF	1,656.00
244769	12/18/2020	SALT LAKE WHOLESALE SPORT	100-4210-480	AMMUNITION - SHERIFF	1,528.00
244770	12/18/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	60.00
244770	12/18/2020	SKAGGS COMPANIES, INC.	100-4217-486	UNIFORM ITEMS - SHERIFF EXPLORERS	899.91
244771	12/18/2020	SHERWIN WILLIAMS	100-4511-260	PAINTING SUPPLIES - FAIR	34.18
244772	12/18/2020	SIGN PRO	100-4210-251	GRAPHICS - SHERIFF	63.00
244773	12/18/2020	SAM'S CLUB	100-4131-230	FUEL - ATTORNEY	46.40
244773	12/18/2020	SAM'S CLUB	100-4112-240	SNACKS - COUNCIL	67.58
244773	12/18/2020	SAM'S CLUB	100-4145-230	SUPPLIES FOR ATTORNEY - ATTORNEY	107.82
244773	12/18/2020	SAM'S CLUB	100-4145-230	SUPPLIES FOR ATTORNEY - ATTORNEY	110.56
244773	12/18/2020	SAM'S CLUB	100-4145-240	SUPPLIES FOR ATTORNEY - ATTORNEY	28.94
244773	12/18/2020	SAM'S CLUB	100-4132-240	SUPPLIES FOR FINANCE - FINANCE	32.94
244774	12/18/2020	SUPER SEER CORPORATION	100-4210-480	INSTALLATION OF HELMET KIT - SHERIFF	168.53
244775	12/18/2020	STAPLES ADVANTAGE	150-4146-240	OFFICE SUPPLIES - ASSESSOR	75.74
244775	12/18/2020	STAPLES ADVANTAGE	100-4141-240	OFFICE SUPPLIES - AUDITOR	552.73
244775	12/18/2020	STAPLES ADVANTAGE	200-4241-240	OFFICE SUPPLIES - BLDG INSP	54.29
244775	12/18/2020	STAPLES ADVANTAGE	200-4175-240	OFFICE SUPPLIES - DEV SERV ADMIN	81.74
244775	12/18/2020	STAPLES ADVANTAGE	100-4132-240	OFFICE SUPPLIES - FINANCE	11.03
244775	12/18/2020	STAPLES ADVANTAGE	100-4220-240	OFFICE SUPPLIES - FIRE	58.98
244775	12/18/2020	STAPLES ADVANTAGE	100-4230-240	OFFICE SUPPLIES - JAIL	271.10
244775	12/18/2020	STAPLES ADVANTAGE	240-4971-240	OFFICE SUPPLIES - SR CITIZENS	66.24
244775	12/18/2020	STAPLES ADVANTAGE	100-4215-240	OFFICE SUPPLIES - SHERIFF ADMIN	66.01-
244775	12/18/2020	STAPLES ADVANTAGE	100-4210-240	OFFICE SUPPLIES - SHERIFF	63.82
244776	12/18/2020	SYRINGA NETWORKS	100-4136-280	INTERNET CHARGES - IT	993.00
244777	12/18/2020	SMITHFIELD IMPLEMENT	100-4211-486	UNIFORM - SPT SERV	229.96
244778	12/18/2020	SNOW, CHRISTENSEN & MARTINEAU	100-4134-481	ATTY FEES MATTER #14143.14 - HR	2,175.00
244778	12/18/2020	SNOW, CHRISTENSEN & MARTINEAU	100-4134-481	ATTY FEES MATTER #14143.14 - HR	600.00
244779	12/18/2020	SQUARE ONE PRINTING	100-4220-250	EMPLOYEE SOP BOOKS - FIRE	1,623.18
244779	12/18/2020	SQUARE ONE PRINTING	100-4210-240	NOTEPADS - SHERIFF	184.29
244779	12/18/2020	SQUARE ONE PRINTING	100-4210-240	RELEASE AGREEMENTS - SHERIFF	21.52
244779	12/18/2020	SQUARE ONE PRINTING	200-4241-251	BUSINESS CARDS - BLDG INSP	34.25
244780	12/18/2020	STAPLES CREDIT PLAN	200-4475-240	OFFICE SUPPLIES - PUBLIC WORKS	326.95
244781	12/18/2020	UTAH STATE TREASURER	100-32-22000	CHILDRENS DEF TRUST FUND - CLERK	850.00
244781	12/18/2020	UTAH STATE TREASURER	100-32-22000	CHILDRENS DEF TRUST FUND - CLERK	690.00
244781	12/18/2020	UTAH STATE TREASURER	100-32-22000	CHILDRENS DEF TRUST FUND - CLERK	1,050.00
244781	12/18/2020	UTAH STATE TREASURER	100-32-22000	CHILDRENS DEF TRUST FUND - CLERK	1,490.00
244782	12/18/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	446.00
244782	12/18/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	150.00
244783	12/18/2020	THOMSON ELECTRIC SALES	100-4215-260	LIGHTING SUPPLIES - SHERIFF ADMIN	305.63
244784	12/18/2020	AMERICAN WEST HERITAGE	260-4782-930	2020 PROGRAMMING & MAINT - RESTAURANT	35,000.00
244785	12/18/2020	US FOODS INC	240-4970-383	GROCERIES FOR LUNCHES - SR CITIZENS	437.96
244785	12/18/2020	US FOODS INC	240-4970-255	MOW SUPPLIES - SENIOR CITIZENS	111.60
244785	12/18/2020	US FOODS INC	240-4970-240	KITCHEN SUPPLIES - SR CITIZENS	48.52
244786	12/18/2020	UTAH PROSECUTION COUNCIL	100-4145-330	REGIST DV BOOT CAMP - ATTORNEY	375.00
244787	12/18/2020	VICTORY SUPPLY	100-4230-200	INMATE WASHCLOTHS - JAIL	189.62
244788	12/18/2020	VLCM	100-4215-251	TONER - SHERIFF ADMIN	595.16
244788	12/18/2020	VLCM	100-4230-250	JAIL AXIS CAMERAS - JAIL	2,312.83
244788	12/18/2020	VLCM	100-4230-250	JAIL AXIS CAMERAS - JAIL	1,422.94
244788	12/18/2020	VLCM	100-4230-250	AXIS PENDANT CAMERA MOUNTING KIT - JAIL	43.61
244788	12/18/2020	VLCM	100-4236-251	COMPUTER EQUIPMENT - SHERIFF IT	547.14
244789	12/18/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	42.01
244789	12/18/2020	WILSON MOTOR CO	100-4230-250	TRANSPORT VAN SERVICE - JAIL	46.55



Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244789	12/18/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	113.47
244789	12/18/2020	WILSON MOTOR CO	100-4211-250	Vehicle Maintenance - Spt Serv	265.83
244789	12/18/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	58.96
244789	12/18/2020	WILSON MOTOR CO	100-4210-250	Vehicle Maintenance - Sheriff	91.29
244790	12/18/2020	REED'S PHARMACY	100-4230-315	2020 COUNTY PRESCRIPTIONS - JAIL	7,040.64
244790	12/18/2020	REED'S PHARMACY	100-4230-315	2020 JAIL SUPPLY PRESCRIPTIONS - JAIL	1,704.66
244790	12/18/2020	REED'S PHARMACY	100-4230-315	2020 ICE PRESCRIPTIONS - JAIL	7.08
244790	12/18/2020	REED'S PHARMACY	100-4230-316	2020 INMATE MEDICATIONS STATE - JAIL	54.24
244790	12/18/2020	REED'S PHARMACY	100-4230-316	2020 INMATE MEDICATIONS FCSO - JAIL	3,778.37
244790	12/18/2020	REED'S PHARMACY	100-4230-316	2020 STATE RETURNS - JAIL	58.15-
244790	12/18/2020	REED'S PHARMACY	100-4230-316	2020 RICH COUNTY RETURNS - JAIL	183.49-
244790	12/18/2020	REED'S PHARMACY	100-4230-315	JAIL SUPPLY RETURNS NOV 2020 - JAIL	45.37-
244790	12/18/2020	REED'S PHARMACY	100-4230-316	2020 FCSO RETURNS - JAIL	329.82-
244790	12/18/2020	REED'S PHARMACY	100-4230-315	COUNTY RETURNS NOV 2020-JAIL	1,030.29-
244791	12/18/2020	DELL MARKETING LP	200-4241-251	DELL DOCK, NEW BLDG INSPECTOR - BLDG INSP	1,486.29
244791	12/18/2020	DELL MARKETING LP	200-4241-251	DELL DOCK, NEW BLDG INSPECTOR - BLDG INSP	2,674.34
244792	12/18/2020	WARNE CHEMICAL & EQUIPMENT	200-4450-250	PARTS - WEED	341.24
244792	12/18/2020	WARNE CHEMICAL & EQUIPMENT	200-4450-251	PUMPS FOR SPRAYERS - WEED	2,385.00
244793	12/18/2020	DISCOUNT TIRE & AUTOMOTIVE	100-4211-250	VEHICLE MAINTENANCE - SPT SERV	925.80
244794	12/18/2020	STAKER PARSON COMPANIES	200-4415-418	ASPHALT - ROAD	5,445.21
244795	12/18/2020	CDW GOVERNMENT	200-4241-251	SURFACE PRO FOR NEW BLDG INSPECTOR - BLD	8,310.97
244795	12/18/2020	CDW GOVERNMENT	200-4241-251	PROTECTIVE COVERS - BLDG INSP	279.48
244796	12/18/2020	WEST COAST CODE CONSULTANTS	200-4241-310	STRUCTURAL REVIEWS - BLDG INSP	500.00
244797	12/18/2020	LES OLSON COMPANY	290-4149-480	COPIER LEASE - CJC	200.00
244798	12/18/2020	UPS STORE, THE	100-4211-240	SHIPPING - SPT SERV	11.98
244798	12/18/2020	UPS STORE, THE	100-4220-250	CT152 MAINTENANCE - FIRE	52.50
244799	12/18/2020	REVCO LEASING	100-4145-250	SHARP MX-M6071 COPIER LEASE - ATTORNEY	164.94
244799	12/18/2020	REVCO LEASING	100-4131-250	COPIER LEASE - EXECUTIVE	133.31
244799	12/18/2020	REVCO LEASING	100-4112-250	COPIER LEASE - EXECUTIVE	133.31
244799	12/18/2020	REVCO LEASING	100-4145-250	SHARP MX - 4070N COPIER LEASE - ATTORNEY	244.46
244799	12/18/2020	REVCO LEASING	100-4145-250	SHARP MX - 6070N COPIER LEASE - ATTORNEY	289.77
244800	12/18/2020	IMAGE MATTERS	295-4262-620	UNIFORMS FOR FT & PT AMBULANCE EMPLOYEE	4,182.53
244801	12/18/2020	LABOR COMMISSION	100-4215-260	BOILER INSPECTION & PERMIT - SHERIFF ADMIN	180.00
244801	12/18/2020	LABOR COMMISSION	100-4215-260	BOILER INSPECTION & PERMIT - SHERIFF ADMIN	60.00
244801	12/18/2020	LABOR COMMISSION	100-4215-260	PRESSURE VESSEL INSPECTION & PERMIT - SHE	30.00
244801	12/18/2020	LABOR COMMISSION	100-4215-260	PRESSURE VESSEL INSPECTION & PERMIT - SHE	30.00
244802	12/18/2020	WAXIE SANITARY SUPPLY	240-4971-240	VACUUM FOR CENTER - SR CITIZENS	299.50
244802	12/18/2020	WAXIE SANITARY SUPPLY	240-4974-240	VACUUM FOR CENTER - SR CITIZENS	299.50
244802	12/18/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	18.41
244802	12/18/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE TOILET PAPER/KLEENEX - JAIL	537.03
244802	12/18/2020	WAXIE SANITARY SUPPLY	240-4971-240	MAINTENANCE SUPPLIES - SR CITIZENS	65.38
244802	12/18/2020	WAXIE SANITARY SUPPLY	240-4974-240	MAINTENANCE SUPPLIES - SR CITIZENS	65.38
244802	12/18/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	1,715.84
244803	12/18/2020	INTERNATIONAL CODE COUNCIL	200-4241-240	TRAINING/STUDY HELPS - BLDG INSP	35.95
244804	12/18/2020	AMERICAN SCREENING CORPORATION	100-4215-251	12 PANEL REVEAL MINI - SHERIFF ADMIN	281.25
244805	12/18/2020	SIX STATES DISTRIBUTORS	200-4450-251	TRUCK LIGHT BAR - WEED	1,197.17
244806	12/18/2020	RIDGE VIEW SMILE CENTER	100-4230-316	INMATE DENTAL CARE - R MACIEL/JAIL	149.03
244807	12/18/2020	BLUE CREEK COMMUNICATIONS	100-4210-250	REPLACE CASE - SHERIFF	120.00
244808	12/18/2020	BLUE CREEK I.T.	240-4971-720	REPULL PHONE & DATA WIRING - SR CITIZENS	5,959.99
244809	12/18/2020	VALLEY DANCE ENSEMBLE	265-4788-920	2014 RAPZ - SPRING 2015 CONCERT	2,000.00
244810	12/18/2020	AED EVERYWHERE, INC	100-4511-260	DEFIB ELECTRODE - FAIRGROUNDS	1,239.00
244811	12/18/2020	CENTURY EQUIPMENT COMPANY	200-4415-250	PARTS - ROAD	121.54
244811	12/18/2020	CENTURY EQUIPMENT COMPANY	200-4415-250	VEHICLE REPAIR - ROAD	894.09
244812	12/18/2020	DAUGHTERS OF THE UTAH PIONEERS	265-4788-920	MUSEUM OPERATING FUNDS - RAPZ	2,764.82
244813	12/18/2020	STEPSAVER INC	100-4215-260	MORTON COURSE SALT - SHERIFF ADMIN	96.04
244813	12/18/2020	STEPSAVER INC	100-4215-260	MORTON COURSE SALT - SHERIFF ADMIN	82.32

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244814	12/18/2020	BEAR TECH AUTO	100-4220-250	OIL CHANGE - FIRE	52.50
244815	12/18/2020	BERRY, BRYCE	100-4216-330	REIMB FOR TRAINING SUPPLIES FOR CLASS - S &	16.21
244816	12/18/2020	FIERO FLUID POWER INC	100-4215-260	BOWL & AUTO DRAIN - JAIL	198.29
244817	12/18/2020	AIRTEQ SYSTEMS	100-4215-260	ASSA MOGUL CYLINDER - SHERIFF ADMIN	2,005.80
244818	12/18/2020	INTERSTATE ALL BATTERY CENTER	100-4211-251	3V LITHIUM BATTERIES - SPT SERV	14.40
244818	12/18/2020	INTERSTATE ALL BATTERY CENTER	100-4511-260	INVENTORY - FAIRGROUNDS	58.80
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	14.99
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	65.40
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	16.49
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	BUY BACK OF OLD FILTERS - ROAD	744.00-
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	13.68
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	105.90
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	EMERGENCY PLOW TRUCK REPAIR - ROAD	5,200.30
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	36.16
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	36.16
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	36.16
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	84.78
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	27.25
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	36.16
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	36.16
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	25.72
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	290.39
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	24.30
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	84.78
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	75.76
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	50.87
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	12.60
244819	12/18/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	CORE RETURN - ROAD	798.00-
244820	12/18/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	9,185.18
244820	12/18/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	29.60
244820	12/18/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	924.80
244820	12/18/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	502.44
244820	12/18/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	446.35
244821	12/18/2020	LOGAN SIMPSON	200-4180-310	URBAN/RURAL ASSMT, COST OF SERVICE PLAN -	51,348.24
244822	12/18/2020	LUNDAHL BUILDING SYSTEMS INC	400-4415-720	NORTH SITE - ROAD	141,394.20
244822	12/18/2020	LUNDAHL BUILDING SYSTEMS INC	400-4415-720	SALT STORAGE - ROAD	61,370.00
244822	12/18/2020	LUNDAHL BUILDING SYSTEMS INC	400-4415-720	NEW BUILDING CONSTRUCTION - ROAD	1,303,873.10
244823	12/18/2020	NAVIAANT	100-4136-311	ONBASE FINAL LICENSE RENEWAL (THRU 4/30/21)	5,555.55
244824	12/18/2020	NuCHEM SOLUTIONS	200-4450-291	CHEMICAL SURFACTANT - WETTING AGENT - WEE	11,925.00
244825	12/18/2020	PRECISION ELECTRONICS	200-4415-250	RADIO PARTS - ROAD	54.17
244826	12/18/2020	UTAH TESTING AND ENGINEERING LLC	400-4415-720	ENGINEERING CONSTRUCTION TESTING FOR NE	3,342.75
244826	12/18/2020	UTAH TESTING AND ENGINEERING LLC	400-4415-720	NORTH BLDG SITE ENGINEERING CONSTRUCTIO	723.00
244827	12/18/2020	PARTSMATER	100-4511-260	SHOP TOOLS - FAIRGROUNDS	322.24
244827	12/18/2020	PARTSMATER	100-4511-260	GLOVES - FAIRGROUNDS	164.29
244828	12/18/2020	KNOX COMPANY	295-4262-620	(6) Ambulance Drug Safes - Fire	11,280.00
244828	12/18/2020	KNOX COMPANY	295-4262-620	Misc. Support Parts - Fire	1,274.00
244829	12/18/2020	OLSEN, KEVIN M	100-4170-230	REIMB MILEAGE - ELECTIONS	87.99
244830	12/18/2020	RINGMASTERS DISTRIBUTING	230-4780-670	GIFT SHOP INVENTORY - VISITORS BUREAU	107.00
244830	12/18/2020	RINGMASTERS DISTRIBUTING	230-4780-670	GIFT SHOP CREDIT MEMO - VISITORS BUREAU	2.75-
244831	12/18/2020	CSG FORTE PAYMENTS, INC	150-4143-240	CREDIT CARD PROCESSING - TREASURER	492.60
244832	12/18/2020	COURT & BAYLER LLC	400-4415-720	FILMING NEW BLDG NOV - ROAD	625.00
244833	12/18/2020	VARITECH INDUSTRIES MUNICIPAL	400-4415-720	BRINE BOX IFM TANK - ROAD	64,438.32
244834	12/18/2020	OIL-WELL LUBRICANT DISPENSE SYSTEMS	400-4415-720	50% EQUIPMENT FOR NEW VEHICLE STORAGE BL	110,278.00
244834	12/18/2020	OIL-WELL LUBRICANT DISPENSE SYSTEMS	400-4415-720	50% EQUIPMENT FOR NEW MAINTENANCE FACILI	84,435.50
244835	12/18/2020	NATIONAL GEOGRAPHIC MAPS	230-4780-670	MAPS FOR RESALE - VISITORS BUREAU	255.64
244836	12/18/2020	BRADY INDUSTRIES	100-4965-480	GLOVES - FAIRGROUNDS	698.92

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244836	12/18/2020	BRADY INDUSTRIES	100-4511-260	TRASH CAN LINERS/GLOVES - FAIRGROUNDS	182.76
244837	12/18/2020	COMCAST BUSINESS	100-4211-280	BUSINESS CABLE/INTERNET - SPT SERV	492.26
244838	12/18/2020	BORDER STATES INDUSTRIES INC	100-4511-260	RECEPTACLE COVER - FAIRGROUNDS	19.48
244838	12/18/2020	BORDER STATES INDUSTRIES INC	100-4220-250	ELECTRICAL PARTS - FIRE	35.86
244839	12/18/2020	MORGAN, JODI	290-4148-310	CONSULTING - CJC	2,000.00
244839	12/18/2020	MORGAN, JODI	290-4148-310	CONSULTING - CJC	2,000.00
244839	12/18/2020	MORGAN, JODI	290-4148-310	CONSULTING - CJC	720.00
244839	12/18/2020	MORGAN, JODI	290-4148-310	CONSULTING - CJC	400.00
244840	12/18/2020	SORENSEN, JANAE	290-4148-310	THERAPY - CJC	2,500.00
244841	12/18/2020	PROFESSIONAL SYSTEMS TECHNOLOGY IN	100-4511-310	EC SECURITY CAMERAS - FAIRGROUNDS	1,396.73
244842	12/18/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	7,971.27
244842	12/18/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	882.70
244842	12/18/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	Inmate Idigent Hygiene Items - Jail	25.52
244843	12/18/2020	CORPORATE TRADITIONS	100-4134-606	EMPLOYEE SAFETY INCENTIVE GIFT CARDS - HR	21,000.00
244844	12/18/2020	CHARLIE'S PLUMBING & HEATING, LLC	100-4215-260	REPAIR LEAK IN BATHROOMS - SHERIFF ADMIN	762.50
244845	12/18/2020	AMERICAN WOOD ARTS, LLC	230-4780-670	GIFT SHOP ITEMS - VISITORS BUREAU	258.25
244846	12/18/2020	DIVERSIFIED INSURANCE BENEFIT	100-4134-310	BROKER FEES - HR	11,250.00
244847	12/18/2020	DEPARTMENT OF HEALTH	100-4215-250	EMS QAR PERMIT FEE - SHERIFF ADMIN	65.00
244848	12/18/2020	VERIZON CONNECT NWF, INC.	100-4211-280	COMMUNICATION - SPT SERV	70.28
244849	12/18/2020	PERRY, SAM	100-4216-251	REIMBURSEMENT FOR K9 TRACKING COLLAR - S	649.99
244850	12/18/2020	HANSEN, BRENT	010-1147000	REFUND OF OVERPAYMENT - UTILITY	111.75
244851	12/18/2020	ASSOCIATION OF THREAT ASSESSMENT	100-4210-330	2020 THREAT ASSESSMENT CONF R.TANNER - SH	90.00
244852	12/18/2020	MAYNARD, STEVE	100-34-75800	DEPOSIT REFUND - EVENT CENTER	500.00
244853	12/18/2020	JOHNSON, LAURA - PETTY CASH	230-4780-670	REIMB WATKINS POLY ZIP BAGS - VISITORS BURE	1.19
244853	12/18/2020	JOHNSON, LAURA - PETTY CASH	230-4780-610	REIMB SMITH'S SYMPATHY CARD LEONARD HAW	6.07
244853	12/18/2020	JOHNSON, LAURA - PETTY CASH	230-4780-230	REIMB USU PARKING & CVLA LUNCH TIP - VISITOR	5.00
244853	12/18/2020	JOHNSON, LAURA - PETTY CASH	230-4780-621	REIMB CHRISTMAS WRAP & CARDS ADVISORY BO	12.81
244854	12/18/2020	BRIGHAM DISTRIBUTING	230-4780-670	GIFT SHOP INVENTORY - VISITORS BUREAU	191.40
244855	12/18/2020	BIG-D CONSTRUCTION	290-4149-720	REMODEL PROJECT 339 E 800 N LOGAN #120529 -	33,098.00
244856	12/21/2020	DOMINION ENERGY	100-4215-270	2785 N AIRPORT RD LOGAN - SHERIFF ADMIN	50.69
244857	12/21/2020	COMCAST BUSINESS	100-4511-280	HIGH SPEED INTERNET - FAIRGROUNDS	1,035.40
244858	12/21/2020	COMCAST BUSINESS	100-4511-280	HIGH SPEED INTERNET - FAIRGROUNDS	403.87
244859	12/21/2020	CENTURYLINK	277-4460-280	LOCAL PHONE CHARGES - AIRPORT	179.99
244860	12/21/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 1503 - ALL	381.45
244860	12/21/2020	CENTURYLINK	200-4450-280	LOCAL PHONE CHARGES 2069 FAX - WEED	38.79
244860	12/21/2020	CENTURYLINK	100-4160-280	LOCAL PHONE CHARGES ELEV/FIRE - B&G	116.37
244860	12/21/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 5046 SWITCH - ALL	77.58
244860	12/21/2020	CENTURYLINK	100-2180000	LOCAL PHONE CHARGES 5300 - ALL	566.04
244861	12/21/2020	TEAMVIEWER GMBH	100-4136-311	ATTORNEY 0365 EMAIL RENEWAL - IT	1,012.91
244862	12/23/2020	ADVANCE AUTO PARTS	200-4415-250	PARTS - ROAD	18.52
244863	12/23/2020	CENTURYLINK	100-4211-280	LOCAL PHONE CHARGES - SPT SERV	1,185.79
244863	12/23/2020	CENTURYLINK	100-1415000	LOCAL PHONE CHARGES - SPT SERV	38.79
244864	12/23/2020	CAL RANCH STORES	200-4415-480	SAFETY CLOTHING - ROAD	201.96
244864	12/23/2020	CAL RANCH STORES	200-4415-251	TOOLS - ROAD	14.41
244865	12/23/2020	CHRISTOFFERSEN HEATING AND	240-4970-260	KITCHEN AIR CONDITIONING SYSTEM - SR CITIZE	7,074.00
244866	12/23/2020	DENNY'S STATIONERY	100-4132-240	OFFICE SUPPLIES - FINANCE	33.48
244867	12/23/2020	EPIC SHRED LLC	150-4146-250	DOCUMENT SHREDDING - ASSESSOR	60.00
244868	12/23/2020	FUEL NETWORK	240-4970-250	FUEL - SR CITIZENS	243.00
244868	12/23/2020	FUEL NETWORK	240-4974-250	FUEL - SR CITIZENS	47.42
244868	12/23/2020	FUEL NETWORK	240-4974-250	FUEL - SR CITIZENS	71.32
244868	12/23/2020	FUEL NETWORK	240-4970-250	FUEL - SR CITIZENS	288.94
244869	12/23/2020	INDUSTRIAL TOOL & SUPPLY	200-4415-251	TOOLS - ROAD	155.83
244869	12/23/2020	INDUSTRIAL TOOL & SUPPLY	200-4415-250	SHOP PAINT - ROAD	77.17
244870	12/23/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	33.29
244870	12/23/2020	IPACO INCORPORATED	200-4415-250	PARTS - ROAD	9.11
244870	12/23/2020	IPACO INCORPORATED	200-4415-251	SNOWPLOW BLADES - ROAD	1,414.14

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244870	12/23/2020	IPACO INCORPORATED	100-4511-260	STAGE CART - FAIRGROUNDS	53.55
244871	12/23/2020	CINTAS CORPORATION	200-4415-480	SAFETY SUPPLIES - ROAD	23.50
244872	12/23/2020	CACHE EQUIPMENT	200-4450-250	PARTS - WEED	702.86
244873	12/23/2020	LOWE'S COMPANIES, INC	100-4965-251	TILE - SR CITIZENS	236.80
244873	12/23/2020	LOWE'S COMPANIES, INC	100-4220-250	PARTS FOR EMS TRAINING - FIRE	56.86
244874	12/23/2020	LOGAN CITY CORP.	200-4415-270	525 N 1000 W - ROAD CL B	839.57
244874	12/23/2020	LOGAN CITY CORP.	200-4415-270	527 N 1000 W - ROAD	141.55
244874	12/23/2020	LOGAN CITY CORP.	100-4220-270	40 N 1400 W CO FIRE - FIRE	107.39
244875	12/23/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	203.71
244875	12/23/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	76.92
244875	12/23/2020	MEADOW GOLD DAIRY	240-4970-381	DAIRY PRODUCTS - SR CITIZENS	237.17
244876	12/23/2020	MENDON CITY CORPORATION	100-4220-620	BACKFILL FOR FIRE/EMS - FIRE	9,135.45
244877	12/23/2020	PILOT THOMAS LOGISTICS	200-4415-250	PROPANE - ROAD	44.58
244878	12/23/2020	NICHOLAS & COMPANY, INC	240-4970-382	GROCERIES FOR LUNCHES/SUPPLIES - SR CITIZE	446.94
244878	12/23/2020	NICHOLAS & COMPANY, INC	240-4970-240	KITCHEN SUPPLIES - SR CITIZENS	9.23
244879	12/23/2020	NAPA AUTO PARTS OF LOGAN	100-4220-250	PARTS FOR CT 152 - FIRE	27.21
244880	12/23/2020	COMPUTECH CONSULTING	100-4136-215	X365 ATTORNEY EMAIL RENEWAL - IT	1,296.00
244881	12/23/2020	DOMINION ENERGY	100-4149-240	1362 N 400 W - CJC	224.22
244882	12/23/2020	DOMINION ENERGY	100-4215-270	1225 VALLEY VIEW DR CRTHS - SHERIFF ADMIN	1,126.63
244883	12/23/2020	RSM FOOD SERVICE	100-4511-260	ICE SCOOPS - FAIRGROUNDS	15.75
244884	12/23/2020	SATCOM GLOBAL LTD	100-4255-280	IRIDIUM SIM CARD - EM	92.06
244885	12/23/2020	SPRINT PRINT	100-4220-250	DECALS FOR AMBULANCE & VEHICLES - FIRE	815.30
244886	12/23/2020	SQUARE ONE PRINTING	100-4142-240	MAILING LABELS FOR CLERKS OFFICE - CLERK	79.12
244887	12/23/2020	US FOODS INC	240-4970-255	MOW SUPPLIES - SENIOR CITIZENS	111.60
244887	12/23/2020	US FOODS INC	240-4970-383	GROCERIES FOR LUNCHES - SR CITIZENS	505.47
244888	12/23/2020	WASH RACK, THE	200-4415-250	VEHICLE WASH - ROAD	120.00
244888	12/23/2020	WASH RACK, THE	200-4415-250	VEHICLE WASH - ROAD	20.00
244888	12/23/2020	WASH RACK, THE	200-4415-250	VEHICLE WASH - ROAD	160.00
244889	12/23/2020	WHEELER MACHINERY CO.	200-4415-250	PARTS - ROAD	87.38
244889	12/23/2020	WHEELER MACHINERY CO.	200-4415-250	PARTS - ROAD	82.36
244889	12/23/2020	WHEELER MACHINERY CO.	200-4415-250	PARTS - ROAD	232.45
244890	12/23/2020	WARNE CHEMICAL & EQUIPMENT	200-4450-250	SPRAYER PARTS - WEED	1,826.00
244891	12/23/2020	WEST COAST CODE CONSULTANTS	200-4241-310	STRUCTURAL REVIEWS - BLDG INSP	1,210.00
244892	12/23/2020	LES OLSON COMPANY	150-4146-250	COPIER MAINTENANCE - ASSESSOR	476.32
244892	12/23/2020	LES OLSON COMPANY	100-4141-250	COPIER LEASE - CLERK	817.67
244893	12/23/2020	BURTON LUMBER	200-4415-410	PROJECT MATERIAL - ROAD	299.25
244893	12/23/2020	BURTON LUMBER	200-4415-410	PROJECT MATERIAL - ROAD	199.50
244894	12/23/2020	BUZZ ELECTRIC COMPANY INC	100-4511-260	OUTDOOR ARENA RR LIGHTS & BATHROOM FANS	668.17
244895	12/23/2020	MOUNTAIN WEST TRUCK CENTER INC	200-4415-250	PARTS - ROAD	35.56
244896	12/23/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	158.58
244896	12/23/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	66.75
244897	12/23/2020	MOUNTAIN VALLEY BLINDS	100-4511-260	TICKET BOOTH BLINDS - FAIRGROUNDS	1,098.00
244898	12/23/2020	MORGAN, JODI	100-4148-310	VOCA - CJC	2,000.00
244898	12/23/2020	MORGAN, JODI	100-4148-310	VOCA - CJC	2,000.00
244898	12/23/2020	MORGAN, JODI	100-4148-310	VOCA - CJC	1,520.00
244898	12/23/2020	MORGAN, JODI	100-4145-310	THERAPY - CJC	720.00
244899	12/23/2020	SUNSHINE BIZ SERVICES, INC.	290-4149-480	2021 YEARLY WEB HOSTING - CJC	180.00
244900	12/23/2020	TOPSHED	240-4971-260	SHED - SR CITIZENS	3,595.00
244901	12/23/2020	HANSEN, BRIAN	710-2134000	REIM FOR ENCROACHMENT PERMIT DEPOSIT - P	500.00
244902	12/28/2020	YOUNG AUTO MALL	100-4131-740	2021 TOYOTA TACOMA - EXECUTIVE	35,946.00
244902	12/28/2020	YOUNG AUTO MALL	100-36-51000	2019 RAV4 TRADE IN VALUE - EXECUTIVE	31,000.00-
244903	12/28/2020	CACHE COUNTY TREASURER	010-1147000	PMT FROM L ALLEN FOR PROPERTY TAX 0902600	109.87
244903	12/28/2020	CACHE COUNTY TREASURER	010-1147000	PMT FROM J MERRILL FOR PROPERTY TAX 08101	17.93
244903	12/28/2020	CACHE COUNTY TREASURER	010-1147000	PMT COR C GODFREY POSTED TO WRONG ACCT	52.67
244904	12/28/2020	PARRISH, BEN	100-4965-720	INSTALL BOBRICK TOILET STALLS - B&G	4,200.00
244905	12/30/2020	LOWE'S COMPANIES, INC	100-4220-250	SUPPLIES - FIRE	15.19

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244905	12/30/2020	LOWE'S COMPANIES, INC	100-4210-240	SUPPLIES - SHERIFF	26.90
244906	12/30/2020	LABEL OUTFITTERS, INC	150-4143-240	PERFORATED PAPER - TREASURER	499.84
244907	12/31/2020	CACHE COUNTY TREASURER	100-1588000	PAYMENT FOR ZIONS CONTROL ACCT VISA	60,000.00
244908	12/31/2020	ACME CONSTRUCTION	200-4780-730	800 WEST TRAIL CONSTRUCTION - TRAILS	27,815.03
244909	12/31/2020	APE ADVANCED PUMP & EQUIPMENT	400-4415-720	DEPOSIT ON 30,000 GAL TANK - ROAD	3,737.06
244910	12/31/2020	A-1 UNIFORMS	100-4230-486	NEW JAILER UNIFORMS - JAIL	1,013.01
244911	12/31/2020	ALSCO	100-4511-620	LINEN SERVICE - FAIRGROUNDS	115.62
244912	12/31/2020	AT&T MOBILITY	100-4211-280	CELLULAR PHONE - SPT SERV	7,676.65
244913	12/31/2020	VERIZON WIRELESS	100-4220-280	INTERNET CARDS - FIRE	200.07
244913	12/31/2020	VERIZON WIRELESS	100-4211-280	Cell Phone - Spt Serv	40.01
244914	12/31/2020	BENNETT'S PAINT OF LOGAN INC.	100-4230-200	PAINT FOR INMATE CELLS-JAIL	1,827.63
244914	12/31/2020	BENNETT'S PAINT OF LOGAN INC.	100-4230-200	PAINT FOR INMATE CELLS/HOUSING - JAIL	1,999.50
244915	12/31/2020	BOB BARKER COMPANY INC.	100-4230-200	INMATE MATTRESSES - JAIL	1,987.02
244916	12/31/2020	BRAEGGER, MICHAEL	100-4560-491	2020 TV TRANSLATOR MAINTENANCE - EXECUTIV	1,750.00
244917	12/31/2020	CACHE CHAMBER OF COMMERCE	100-4131-330	LEADERSHIP LUNCH (2)- EXECUTIVE	32.00
244918	12/31/2020	CENTURYLINK	230-4780-280	LONG DISTANCE - VISITORS BUREAU	1.84
244918	12/31/2020	CENTURYLINK	100-1415000	LOCAL PHONE CHARGES - AP&P	12.01
244918	12/31/2020	CENTURYLINK	100-4151-280	LOCAL PHONE CHARGES 5300 - ALL	248.69
244919	12/31/2020	CENTURYLINK	295-4262-280	LOCAL PHONE CHARGES - AMBULANCE	66.30
244920	12/31/2020	CACHE VALLEY CRUISING ASSN	260-4782-930	CACHE VALLEY CRUISE-IN 2020 - RESTAURANT	10,000.00
244921	12/31/2020	CASTALITE	100-4511-260	LIME CACHE ARENA - FAIRGROUNDS	22.48
244922	12/31/2020	WEX BANK	295-4262-290	FUEL CHARGES - AMBULANCE	32.38
244923	12/31/2020	DENNY'S STATIONERY	100-1415000	PAPER - CMPO	14.97
244923	12/31/2020	DENNY'S STATIONERY	100-4220-240	PAPER - FIRE	23.07
244923	12/31/2020	DENNY'S STATIONERY	200-4175-240	PAPER - DEV SERV ADMIN	44.13
244923	12/31/2020	DENNY'S STATIONERY	200-4475-250	PAPER - PUBLIC WORKS	3.32
244924	12/31/2020	DATA CENTER, THE	150-4143-620	DELINQUENT POSTCARDS & POSTAGE - TREASU	715.31
244925	12/31/2020	EPIC SHRED LLC	100-4160-260	DOCUMENT SHREDDING - B&G	20.00
244925	12/31/2020	EPIC SHRED LLC	100-4142-250	DOCUMENT SHREDDING - CLERK	20.00
244926	12/31/2020	FEDEX	230-4780-241	POSTAGE FOR BROCHURES - VISITORS BUREAU	5.02
244926	12/31/2020	FEDEX	230-4780-241	FREIGHT POSTAGE - VISITORS BUREAU	5.19
244927	12/31/2020	GRAPHIC SIGNS	100-4145-240	DOOR LETTERING - ATTORNEY	125.00
244928	12/31/2020	FUEL NETWORK	277-4460-290	FUEL - AIRPORT	61.12
244929	12/31/2020	HERALD JOURNAL	100-4191-200	LEGAL NOTICE	61.67
244930	12/31/2020	HYRUM CITY	100-4220-620	BACKFILL - LUKE SCHMID - FIRE	82.50
244930	12/31/2020	HYRUM CITY	100-4220-620	BACKFILL - KEVIN STOTT	75.00
244930	12/31/2020	HYRUM CITY	100-4220-620	BACKFILL - LUKE SCHMID - FIRE	75.00
244930	12/31/2020	HYRUM CITY	100-4220-620	BACKFILL - KEVIN STOTT	52.50
244930	12/31/2020	HYRUM CITY	100-4220-620	SOCIAL SECURITY TAX 7.65% - FIRE	21.80
244931	12/31/2020	INDUSTRIAL TOOL & SUPPLY	100-4220-250	DECAL TRUCKS - FIRE	14.98
244932	12/31/2020	INTERMOUNTAIN FARMERS ASSOC.	100-4511-260	LIVESTOCK PEN RECONFIGURE - FAIRGROUNDS	824.95
244933	12/31/2020	IPACO INCORPORATED	100-4160-260	MULE PLOW REPAIR - B & G	5.41
244933	12/31/2020	IPACO INCORPORATED	100-4160-260	MULE PLOW REPAIR - B & G	5.41
244934	12/31/2020	JUB ENGINEERS INC	200-4475-322	SURVEY REVIEWS - PUBLIC WORKS	77.50
244934	12/31/2020	JUB ENGINEERS INC	200-4475-322	SURVEY REVIEWS - PUBLIC WORKS	77.50
244934	12/31/2020	JUB ENGINEERS INC	200-4475-322	SURVEY REVIEWS - PUBLIC WORKS	780.00
244934	12/31/2020	JUB ENGINEERS INC	200-4475-322	SURVEY REVIEWS - PUBLIC WORKS	310.00
244935	12/31/2020	LEE'S MARKETPLACE	100-4144-240	RETIREMENT DECOR FOR MIKE - RECORDER	27.48
244935	12/31/2020	LEE'S MARKETPLACE	100-4215-251	DISTILLED WATER - JAIL	10.71
244936	12/31/2020	LOWE'S COMPANIES, INC	100-4160-260	REPLACEMENT GFI FOR LIGHT POLE - B & G	23.36
244936	12/31/2020	LOWE'S COMPANIES, INC	100-4511-260	STAGE CART STRAPS - FAIRGROUNDS	14.24
244936	12/31/2020	LOWE'S COMPANIES, INC	100-4220-250	SEALANT FOR BUILDING - FIRE	15.19
244937	12/31/2020	LOGAN CITY ENVIRONMENTAL DEPARTMENT	265-4786-926	2020 POPULATION AWARD - RAPZ	106,300.00
244938	12/31/2020	LOGAN CITY CORP.	277-4460-270	AIRPORT TOWER - AIRPORT	868.93
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 W 400 S - FAIRGROUNDS	149.40
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	350 W 400 S N TRACK TRANSFORMER - FAIRGRO	32.11

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 S 400 W STAND - FAIRGROUNDS	10.60
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 S 400 W FAIRG - FAIRGROUNDS	45.09
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	310 W 400 S HORSE EAST HORSE BARN - FAIRGR	75.91
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	440 W 400 S - FAIRGROUND	128.96
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 S 400 W FAIRG - FAIRGROUNDS	11.72
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	306 W 400 S # CO-BA HAY BARN - FAIRGROUNDS	37.81
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 S 400 W BULLP - FAIRGROUNDS	10.60
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	510 S 400 W OUTDOOR ARENA RR - FAIRGROUND	134.01
244938	12/31/2020	LOGAN CITY CORP.	277-4460-270	AIRPORT MASTR - AIRPORT	107.18
244938	12/31/2020	LOGAN CITY CORP.	277-4460-270	AIRPORT WS-RK - AIRPORT	28.81
244938	12/31/2020	LOGAN CITY CORP.	277-4460-270	AIRPORT GATE - AIRPORT	16.26
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	550 S 500 W RSTRM CACHE ARENA RR - FAIRGRO	235.04
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	450 S 500 W OFFICE - FAIRGROUNDS	705.31
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	450 S 500 W OFFICE - FAIRGROUNDS	543.63
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	550 1/2 S 500 W RABBI - FAIRGROUNDS	43.49
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	570 S 500 W ARENA - FAIRGROUNDS	355.89
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	400 S 400 W RVPED EAST - FAIRGROUNDS	72.85
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	475 S 300 W SNACK - FAIRGROUNDS	69.67
244938	12/31/2020	LOGAN CITY CORP.	277-4460-270	AIRPORT FL-6A - AIRPORT	211.47
244938	12/31/2020	LOGAN CITY CORP.	100-4511-270	490 S 500 W EVENTS CENTER - FAIRGROUNDS	2,300.52
244939	12/31/2020	LOGAN EXTERMINATION SERVICE	100-4215-250	Monthly Extermination Service - Sheriff Admin	95.00
244940	12/31/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - J TODECHINE/JAIL	8.99
244940	12/31/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - A OLSEN/JAIL	611.20
244940	12/31/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - R VAUGHAN/JAIL	639.64
244940	12/31/2020	LOGAN REGIONAL HOSPITAL	100-4230-316	INMATE LABS - T ROBBINS/JAIL	13.23
244940	12/31/2020	LOGAN REGIONAL HOSPITAL	100-4230-315	INMATE LABS - B JENSEN/JAIL	126.79
244941	12/31/2020	MACEYS SACK N' SAVE	240-4970-381	CELERY FOR LUNCHESES - SR CITIZENS	4.77
244942	12/31/2020	MILLER AUTO BODY	100-4230-250	REPAIR 2019 FORD - HR	4,147.94
244943	12/31/2020	MOTION INDUSTRIES, INC	100-4511-250	BLACK WIDOW PARTS - FAIRGROUNDS	183.60
244944	12/31/2020	MOTOROLA SOLUTIONS, INC	100-4255-280	800 MHE HANDHELD RADIOS & CHARGERS - EM	6,106.60
244945	12/31/2020	NICHOLAS & COMPANY, INC	240-4970-382	GROCERIES FOR LUNCHESES/SUPPLIES - SR CITIZE	158.68
244945	12/31/2020	NICHOLAS & COMPANY, INC	240-4970-255	SUPPLIES - SR CITIZENS	115.06
244946	12/31/2020	NAPA AUTO PARTS OF LOGAN	100-4511-250	MOWER BATTERY - FAIRGROUNDS	136.95
244947	12/31/2020	OFFICE DEPOT INC	100-4141-250	OFFICE SUPPLIES - AUDITOR	411.44
244947	12/31/2020	OFFICE DEPOT INC	100-4141-250	OFFICE SUPPLIES - AUDITOR	234.19
244947	12/31/2020	OFFICE DEPOT INC	100-4141-250	OFFICE SUPPLIES - AUDITOR	50.34
244947	12/31/2020	OFFICE DEPOT INC	100-4141-250	OFFICE SUPPLIES - AUDITOR	108.94
244947	12/31/2020	OFFICE DEPOT INC	100-4141-250	OFFICE SUPPLIES - AUDITOR	81.13
244948	12/31/2020	PECZUH PRINTING COMPANY INC	230-4780-241	MAILING SERVICE - VISITORS BUREAU	156.18
244949	12/31/2020	CURTIS BLUE LINE	100-4230-486	FLASHLIGHT POUCH - JAIL	45.00
244950	12/31/2020	PETERSON PLUMBING SUPPLY	100-4215-260	PARTS - SHERIFF ADMIN	27.32
244951	12/31/2020	PRESTON WATT'S AUTO COLLISION	100-4211-250	TOWING - SPT SERV	95.00
244952	12/31/2020	DOMINION ENERGY	295-4262-270	675 E 50 N HYRUM - AMBULANCE	261.73
244953	12/31/2020	REAGAN OUTDOOR ADVERTISING	230-4780-490	BILLBOARD ADV 10/5/2020-01/17/2021- VISITORS B	1,435.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	125.10
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	39.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM SHIRTS - SHERIFF	93.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM BOOTS - SHERIFF	150.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	195.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM BOOTS - SHERIFF	150.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	132.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	97.99
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM PANTS - SHERIFF	98.99
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	31.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM SHIRTS - SHERIFF	93.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	44.00

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	64.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	88.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	6.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	55.50
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	15.29
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4210-486	UNIFORM ITEMS - SHERIFF	6.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4211-486	UNIFORM PANTS - SHERIFF	88.00
244954	12/31/2020	SKAGGS COMPANIES, INC.	100-4230-486	UNIFORM ITEMS - JAIL	35.98
244955	12/31/2020	SCOTT JAMES PLUMBING & HEATING	100-4965-720	RETROFIT DRINKING FOUNTAINS - B & G	3,525.00
244956	12/31/2020	SAM'S CLUB	100-4131-230	FUEL - EXECUTIVE	47.30
244956	12/31/2020	SAM'S CLUB	100-4145-240	SANITIZING WIPES - ATTORNEY	2.24
244956	12/31/2020	SAM'S CLUB	100-4160-260	CLEANING SUPPLIES - B & G	225.68
244956	12/31/2020	SAM'S CLUB	100-4134-240	SNACKS - HR	57.04
244956	12/31/2020	SAM'S CLUB	100-4132-240	SNACKS - FINANCE	33.04
244956	12/31/2020	SAM'S CLUB	100-4131-230	FUEL - EXECUTIVE	47.00
244956	12/31/2020	SAM'S CLUB	100-4144-240	SNACKS - TREASURER	223.52
244956	12/31/2020	SAM'S CLUB	100-4511-240	OFFICE SUPPLIES - FAIRGROUNDS	16.96
244956	12/31/2020	SAM'S CLUB	100-4131-230	FUEL - EXECUTIVE	45.66
244957	12/31/2020	SMITHFIELD CITY	265-4786-925	FORRESTER ACRES PICKELBALL COMPLEX REST	100,000.00
244958	12/31/2020	SADDLEBACK HARLEY-DAVIDSON	100-4210-486	OUTDOOR CVR - SHERIFF	50.00
244959	12/31/2020	SMITHFIELD IMPLEMENT	200-4475-250	EQUIPMENT - PUBLIC WORKS	235.46
244960	12/31/2020	STATEFIRE	100-4511-620	FIRE SYSTEM INSPECTION - FAIRGROUNDS	225.30
244961	12/31/2020	SPIRIT GOAT, THE	230-4780-670	CREAM & BARS - VISITORS BUREAU	106.60
244962	12/31/2020	SYMBOLARTS, INC	100-4215-480	MERIT PIN- SHERIFF ADMIN	575.00
244962	12/31/2020	SYMBOLARTS, INC	100-4215-480	BADGES - SHERIFF ADMIN	50.00
244963	12/31/2020	UTAH TOURISM INDUSTRY ASSOC	230-4780-210	2021 MEMBERSHIP DUES - VISITORS BUREAU	1,000.00
244964	12/31/2020	UTAH CORRECTIONAL INDUSTRIES	100-4230-200	INMATE SHOES - JAIL	39.74
244965	12/31/2020	US BANK EQUIPMENT FINANCE	100-4144-250	CANON IRC550I COPIER - RECORDER	187.70
244966	12/31/2020	VALLEY OFFICE SYSTEMS	100-4144-250	CANON/IRC5550 METER USAGE - RECORDER	68.35
244966	12/31/2020	VALLEY OFFICE SYSTEMS	100-4144-250	COPY USAGE CHARGES - RECORDER	51.50
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE STORAGE PROPERTY BAGS - JAIL	286.56
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE LINEN - JAIL	597.00
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE CLOTHING - JAIL	533.76
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE RAZORS - JAIL	175.00
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE LINEN - JAIL	514.40
244967	12/31/2020	VICTORY SUPPLY	100-4230-200	INMATE SOCKS - JAIL	359.60
244968	12/31/2020	VISIT SALT LAKE	230-4780-210	MEMBERSHIP DUES - VISITORS BUREAU	445.00
244969	12/31/2020	VLCM	100-4215-250	TONER - SHERIFF ADMIN	179.49
244969	12/31/2020	VLCM	100-4236-251	COMPUTER EQUIPMENT - SHERIFF IT	68.92
244969	12/31/2020	VLCM	100-4210-250	CAR POWER ADAPTER - SHERIFF	377.64
244969	12/31/2020	VLCM	100-4230-250	JAIL AXIS CAMERAS - JAIL	1,200.47
244970	12/31/2020	WEBSTAIRANT STORE, INC, THE	100-4965-720	COUNTERTOP ICE MAKER & WATER - COVID	4,786.75
244971	12/31/2020	XEROX CORPORATION	100-4211-240	BASE CHARGE & COPY USAGE - SPT SERV	94.91
244972	12/31/2020	YELLOWSTONE RIVER TRADING COMPANY	230-4780-670	ITEMS FOR RESALE - VISITORS BUREAU	26.50
244973	12/31/2020	MIKE BULLOCK PHOTO ARTS	230-4780-670	NOTECARDS - VISITORS BUREAU	32.00
244973	12/31/2020	MIKE BULLOCK PHOTO ARTS	230-4780-670	NOTE CARDS & PRINTS - VISITORS BUREAU	157.00
244974	12/31/2020	OWENS & ASSOCIATES INC	100-4145-310	APPRAISAL DAVENPORT ROAD - SUNDRY	5,000.00
244975	12/31/2020	WALMART COMMUNITY/SYNCB	100-4211-480	SUPER GLUE - SPT SERV	11.36
244975	12/31/2020	WALMART COMMUNITY/SYNCB	100-4230-251	CAR WASH SUPPLIES - JAIL	49.08
244975	12/31/2020	WALMART COMMUNITY/SYNCB	100-4230-251	EXTENSION CORD - JAIL	19.94
244975	12/31/2020	WALMART COMMUNITY/SYNCB	100-4215-251	COULUM COVID PACKAGE - SHERIFF ADMIN	58.43
244975	12/31/2020	WALMART COMMUNITY/SYNCB	100-4210-480	IBEY & NELSON COVID PACKAGE - SHERIFF ADMI	124.83
244976	12/31/2020	DELL MARKETING LP	100-4145-311	LAPTOP FOR ATTORNEY - CCAO	1,486.29
244976	12/31/2020	DELL MARKETING LP	100-4144-620	MOBIL PRECISION 3551 AND ACCESSORIES - REC	2,684.01
244977	12/31/2020	DISCOUNT TIRE & AUTOMOTIVE	100-4210-250	OIL CHANGE - SHERIFF	27.50
244977	12/31/2020	DISCOUNT TIRE & AUTOMOTIVE	100-4211-250	OIL CHANGE - SPT SERV	27.50

Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
244978	12/31/2020	ROCKY MOUNTAIN EMERGENCY	100-4230-315	INMATE MED CARE - B JENSEN/JAIL	91.53
244979	12/31/2020	NATIONAL TOURISM ASSOCIATION	230-4780-210	2021 MEMBER DUES - VISITORS BUREAU	600.00
244980	12/31/2020	LES OLSON COMPANY	240-4974-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	26.26
244980	12/31/2020	LES OLSON COMPANY	240-4971-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	52.54
244980	12/31/2020	LES OLSON COMPANY	240-4970-240	SHARP MX3571 COPIER CHARGES - SR CITIZENS	52.54
244980	12/31/2020	LES OLSON COMPANY	100-4134-250	COPIER USAGE - HR	311.69
244980	12/31/2020	LES OLSON COMPANY	100-4211-240	COPY USAGE CHARGES - SPT SERV	273.44
244980	12/31/2020	LES OLSON COMPANY	100-4145-250	MX-4070N & MX-6070N COPIER CHARGES - ATTOR	30.66
244981	12/31/2020	REVCO LEASING	230-4780-250	SHARP MX-3070V COPIER LEASE - VISITORS BUR	106.00
244982	12/31/2020	MOUNTAIN ALARM	100-4511-620	ALARM MONITORING - FAIRGROUNDS	65.00
244983	12/31/2020	ROYAL WHOLESALE ELECTRIC	100-4511-260	LIGHTS FOR PIG BARN - FAIRGROUNDS	1,901.74
244984	12/31/2020	BOUND TREE MEDICAL, LLC.	100-4220-250	EMS SUPPLIES - FIRE	183.99
244984	12/31/2020	BOUND TREE MEDICAL, LLC.	100-4965-740	PAPR POWERED VENTILATION SYSTEM W/FILTER	9,585.87
244985	12/31/2020	IMAGE MATTERS	100-4230-486	JAILER TRAINING UNIFORMS - JAIL	229.77
244986	12/31/2020	VEHICLE LIGHTING SOLUTIONS INC	100-4210-250	INSTALL LIGHTS - SHERIFF	344.07
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4160-260	COVID-19 CLEANING PRODUCTS - B & G	626.07
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4160-260	CLEANING SUPPLIES - B & G	162.93
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4965-720	STAINLESS STEEL BATHROOM STALLS (179 N MAI	18,355.00
244987	12/31/2020	WAXIE SANITARY SUPPLY	295-4262-250	STATION SUPPLIES - AMBULANCE	350.88
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4160-260	CLEANING SUPPLIES - B & G	673.29
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	109.90
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	199.32
244987	12/31/2020	WAXIE SANITARY SUPPLY	100-4230-200	INMATE HOUSEHOLD CLEANING ITEMS - JAIL	512.67
244988	12/31/2020	OTIS ELEVATOR COMPANY	100-4160-260	1ST QTR 21 ELEVATOR SERV CONTRACT CHRGS -	729.21
244989	12/31/2020	PITCHER PROPANE INC	100-4220-270	PROPANE - FIRE	717.36
244990	12/31/2020	RIDGE VIEW SMILE CENTER	100-4230-316	INMATE DENTAL CARE - A GOVAN/JAIL	163.95
244990	12/31/2020	RIDGE VIEW SMILE CENTER	100-4230-316	INMATE DENTAL CARE - T STEINLICHT/JAIL	149.03
244991	12/31/2020	VALLEY DANCE ENSEMBLE	265-4788-920	2015 RAPZ - SPRING CONCERT	2,000.00
244992	12/31/2020	DE LAGE LANDEN FINANCIAL SERV	100-4230-240	LEASE SHARP MX6070V ADMIN - JAIL	133.81
244992	12/31/2020	DE LAGE LANDEN FINANCIAL SERV	100-4230-240	LEASE SHARP MX6070V BOOKING - JAIL	133.81
244993	12/31/2020	INTERNATIONAL ASSOC OF	100-4220-210	IAAI MEMBERSHIP - FIRE	30.00
244994	12/31/2020	UTAH LOCAL GOVERNMENTS TRUST	100-4150-510	LIABILITY DEDUCTIBLE - 3RD QTR 2020	9,210.16
244994	12/31/2020	UTAH LOCAL GOVERNMENTS TRUST	100-4150-510	AUTO DEDUCTIBLE REFUND - HR	190.38-
244994	12/31/2020	UTAH LOCAL GOVERNMENTS TRUST	100-4150-510	AUTO DEDUCTIBLE REFUND - HR	143.65-
244994	12/31/2020	UTAH LOCAL GOVERNMENTS TRUST	100-2224000	WORKERS COMP POLICY PREMIUM	18,582.42
244995	12/31/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	173.55
244995	12/31/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	147.02
244995	12/31/2020	LIFE-ASSIST, INC	100-4220-250	EMS SUPPLIES - FIRE	359.21
244995	12/31/2020	LIFE-ASSIST, INC	100-4220-250	MEDICAL BOX - FIRE	58.81
244996	12/31/2020	KNUDSEN SHARPENING	100-4511-260	SAW BLADE SHARPENING - FAIRGROUNDS	73.00
244997	12/31/2020	ALTA PLANNING + DESIGN	200-4780-315	TRAIL FEASIBILITY STUDY FOR CACHE COUNTY -	6,888.70
244998	12/31/2020	SPEEDY'S CARPET CLEANING	100-4511-260	CARPET CLEANING - FAIRGROUNDS	495.00
244999	12/31/2020	SUMMIT FOOD SERVICE, LLC	100-4230-381	FOOD/MEALS FOR JAIL INMATE POPULATION	8,163.63
244999	12/31/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	INMATE HOT FOOD CART - JAIL	1,005.01
244999	12/31/2020	SUMMIT FOOD SERVICE, LLC	100-4230-200	Inmate Idigent Hygiene Items - Jail	30.16
245000	12/31/2020	CACHE GRAN FONDO	260-4782-930	9TH ANNUAL CACHE GRAN FONDO BICYCLING RA	5,000.00
245001	12/31/2020	CONFIRM BIOSCIENCES INC	100-4211-480	UA KITS FOR PROBATION - SPT SERV	1,475.00
245002	12/31/2020	TRIACTIVE USA	100-4230-200	INMATE EXERCISE EQUIPMENT - JAIL	19,670.00
245002	12/31/2020	TRIACTIVE USA	100-4230-200	INMATE EXERCISE EQUIPMENT SHIPPING - JAIL	3,131.00
245003	12/31/2020	JOHNSON, LAURA - PETTY CASH	230-4780-670	REIMB WATKINS POLY ZIP BAGS - VISITORS BURE	1.19
245003	12/31/2020	JOHNSON, LAURA - PETTY CASH	230-4780-610	REIMB SMITH'S SYMPATHY CARD LEONARD HAW	6.07
245003	12/31/2020	JOHNSON, LAURA - PETTY CASH	230-4780-230	REIMB USU PARKING & CVLA LUNCH TIP - VISITOR	5.00
245003	12/31/2020	JOHNSON, LAURA - PETTY CASH	230-4780-621	REIMB CHRISTMAS WRAP & CARDS ADVISORY BO	12.81
245004	12/31/2020	APPLEWOOD TREEE & LANDSCAPE	100-4511-260	SPRINKLER SYSTEM - FAIRGROUNDS	65.00
245005	12/31/2020	ROOF RESCUE	200-32-21000	PARTIAL REFUND OF PERMIT FEES - BUILDING	64.80
245006	12/31/2020	CAMPOS, LESLIE	100-34-75800	DEPOSIT REFUND - EVENT CENTER	450.00



Check Number	Check Issue Date	Payee	Invoice GL Account	Description	Amount
245007	12/31/2020	AREHART, CORYNN	100-4620-290	BUCKLES - FAIR	528.11
245008	12/31/2020	SOUND UNIFORM SOLUTIONS	100-4210-486	SHERIFF SHIRTS - SHERIFF	1,269.50
Grand Totals:					3,912,384.61

County Executive:

Dated:

1/12/2021

Council Chair:

Dated:

1/12/2021

County Clerk:

Dated:

1/20/21

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 12, 2021**

**ATTACHMENT 2**

**COUNTY EXECUTIVE**

**CRAIG W BUTTARS**

**CACHE COUNTY**

**HISTORIC COURTHOUSE**

**199 NORTH MAIN STREET**

**LOGAN, UTAH 84321**

**435-755-1850**

**WWW.CACHECOUNTY.ORG**



**COUNTY COUNCIL**

**PAUL BORUP**

**DAVID L. ERICKSON**

**NOLAN P. GUNNELL**

**BARBARA Y. TIDWELL**

**KARL B. WARD**

**GINA WORTHEN**

**GORDON A. ZILLES**

**PROCLAMATION**  
**Cache County School Choice Week**

WHEREAS, all children in Cache County should have access to the highest quality education possible; and

WHEREAS, Cache County recognizes the important role that an effective education plays in preparing all students in Cache County to be successful adults; and

WHEREAS, quality education is critically important to the economic vitality of Cache County; and

WHEREAS, Cache County is home to a multitude of high quality public and non-public schools from which parents can choose for their children, in addition to families who educate their children in the home; and,

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS, Cache County has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW THEREFORE, be it resolved that the Cache County Council, State of Utah, hereby proclaims the week of January 24 through January 30, 2021 as

**CACHE COUNTY SCHOOL CHOICE WEEK**

and call this observance to the attention of all of our citizens.

CACHE COUNTY

Karl B. Ward, Cache County Council Chair

Attest:

Jess W. Bradfield, County Clerk/Auditor

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 12, 2021**

**ATTACHMENT 3**



**CACHE COUNTY  
RESOLUTION 2021-01**

**A RESOLUTION OF CACHE COUNTY ADOPTING THE 2020 BEAR RIVER  
REGION, UTAH PRE-DISASTER MITIGATION PLAN**

WHEREAS, the Cache County Council recognizes the threat that natural hazards pose to people and property within Cache County; and,

WHEREAS, Cache County has participated in the creation of a multi-hazard mitigation plan, hereby known as the 2020 BEAR RIVER REGION, UTAH PRE-DISASTER MITIGATION PLAN in accordance with the Disaster Mitigation Act of 2000; and,

WHEREAS, the 2020 BEAR RIVER REGION, UTAH PRE-DISASTER MITIGATION PLAN identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Cache County from the impacts of future hazards and disasters; and

WHEREAS, adoption by the Cache County Council demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2020 BEAR RIVER REGION, UTAH PRE-DISASTER MITIGATION PLAN.

NOW, THEREFORE, BE IT RESOLVED that the Cache County Council hereby adopts the 2020 BEAR RIVER REGION, UTAH PRE-DISASTER MITIGATION PLAN

This resolution shall be effective on the date it is adopted.

APPROVED AND ADOPTED this 12th day of January 2021.

ATTESTED TO:

CACHE COUNTY COUNCIL

Jess W. Bradfield  
Cache County Clerk/Auditor

Karl B. Ward,  
County Council Chair

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 12, 2021**

**ATTACHMENT 4**



**CACHE COUNTY  
ORDINANCE NO. 2021-02**

**AN ORDINANCE TO REPEAL RESOLUTION 2015-20; REVISE AND UPDATE THE  
COUNTY'S MANUAL OF ROADWAY DESIGN & CONSTRUCTION STANDARDS;  
AND AMEND RELATED PORTIONS OF THE COUNTY CODE**

WHEREAS, the Cache County Council adopted Resolution 2015-20 in order to control the cost of road maintenance in Cache County by limiting the expansion of road services on substandard roads that did not, at the time the resolution was adopted, already service existing homes; and

WHEREAS, Resolution 2015-20 was intended to be a temporary measure and kept in place only until other measures could be adopted; and

WHEREAS, certain revisions and updates to the County's Manual of Roadway Design & Construction Standards will bring the County's standards in line with current engineering and construction practices, provide for more efficient access to homes and businesses, and increase road safety; and

WHEREAS, revisions and updates to the County's Manual of Roadway Design & Construction Standards create a need to revise and update related portions of the County Code; and

WHEREAS, the proposed revisions and updates to the Manual of Roadway Design & Construction Standards and the County Code were considered by the Cache County Planning Commission on January 7, 2021, following a public hearing on the matter the same day;

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

**SECTION 1:**

Resolution 2015-20 of the Cache County Council is hereby repealed.

**SECTION 2:**

The County's Manual of Roadway Design & Construction Standards is amended to read as set forth in the attached Exhibit A. The Manual of Roadway Design & Construction Standards set forth in the attached Exhibit A supersedes all prior versions of Cache County's Manual of Roadway Design & Construction Standards.

**SECTION 3:**

Chapter 2 of Title 12 of the Cache County Code is amended to read as follows:



#### **12.02.010: STANDARDS:**

- A. Intent: The intent of this chapter is to provide for the equitable development of roadways using standard engineering and construction practices and to provide for safe and efficient access to homes and businesses and for through travelers.
- B. Standards Adopted: The county council has adopted a Manual of Roadway Design & Construction Standards (the "Manual") setting forth the standards and requirements for the construction of roadways, accesses, and other development within county rights-of-way. The Manual provides the requirements for the construction of roadways for private development and county improvements and for modifications to existing roadways by private persons or entities. A copy of the Manual will be on file with the county clerk, and a copy of the Manual will be available for inspection and reference by the public in the office of the public works department.
- C. Violation: A violation of the Manual is a violation of this title.

#### **12.02.020: DEVELOPMENT OF ROADWAYS:**

- A. The roads in a new subdivision or development must connect to an existing county road, private road, improved state highway, or improved city street. Where the connection to an existing county road, private road, improved state highway, or improved city street cannot occur within or immediately adjacent to the new subdivision or development, the subdivider or developer must acquire the needed rights-of-way and construct the required improvements at the subdivider's or developer's expense.
- B. Where land abutting an existing substandard roadway is subdivided or developed, the subdivider or developer must at the subdivider's or developer's expense dedicate any necessary rights-of-way and improve the adjacent roadway to conform to the standards and requirements set forth in the Manual. The term "substandard roadway" in this subsection has the meaning given to that term in the Manual.
- C. It is unlawful for any person to commence work upon or within any county right-of-way until a permit has been granted in conformance with the requirements of the Manual.
- D. Any person or entity working within a county right-of-way or on a county facility must pay all costs associated with that work, including costs for the review of design and construction documents, costs for traffic impact studies, and costs for inspections of improvements. Any such costs charged directly by the county as fees must be adopted by the council within a fee schedule.

#### **12.02.030: FEE IN LIEU OF REQUIRED IMPROVEMENTS:**

- A. Where present conditions exist that make it unfeasible or impractical to install any required public improvements at the time of subdivision or development, the director of the public works department or the director's designee may require the subdivider or developer to pay to the county a fee equal to the estimated cost of such improvements as





determined by the director of the public works department. Upon payment of the fee, the county will assume responsibility for future installation of the improvements.

- B. The county will establish an interest bearing ledger account for fees collected under this section. The county will maintain records identifying properties for which such fees have been collected, fee amounts collected for such properties, interest earned on such fees, and the expenditure of such fees.
- C. The county may expend a fee collected under this section with respect to a particular parcel, and any associated interest, only to install the improvements for which the fee was paid in lieu of. Except as provided in subsection D, the county must expend or encumber a fee collected under this section within 12 years after the fee is collected.
- D. The county may hold a fee collected under this section for longer than 12 years if it identifies in writing an extraordinary and compelling reason why the fee should be held longer than 12 years and an absolute date by which the fee will be expended.
- E. As used hereafter in this section:
  - 1. "Affected lot" means a parcel with respect to which the county collected a fee under this section where the fee is subject to a refund under subsection G.
  - 2. "Claimant" means (a) the original owner; (b) the person who paid a fee under this section; or (c) another person who, under subsection I, submits a timely notice of the person's valid legal claim to a fee refund.
  - 3. "Original owner" means the record owner of an affected lot at the time the county collected a fee under this section.
  - 4. "Unclaimed refund" means a fee collected under this section that is subject to refund under this section but which has not been refunded after application of subsections G and H.
- F. The county must refund any fee paid by a subdivider or developer under this section, plus interest earned on the fee, when the subdivider or developer does not proceed with the subdivision or development and has filed a written request for a refund, the fee has not been spent or encumbered, and no impact on the county has resulted.
- G. If a fee collected under this section is not spent or encumbered in accordance with subsection C, the county must, subject to subsection H, refund the fee to the original owner, if the original owner is the sole claimant, or to the claimants, as the claimants agree, if there are multiple claimants. If there are multiple claimants who fail to agree on how the refund should be paid to the claimants, the county must interplead the fee refund to a court of competent jurisdiction for a determination of the entitlement to the refund.



- H. If the original owner's last known address is no longer valid at the time the county attempts under subsection G to refund a fee to the original owner, the county must (1) post a notice on its website, stating the county's intent to refund the fee and identifying the original owner; (2) maintain the notice on the county's website for one year; and (3) disqualify the original owner as a claimant unless the original owner submits a written request for the refund within one year after the first posting of the notice.
- I. In order to be considered a claimant for a fee refund, a person, other than the original owner, must submit to the director of the public works department a written notice explaining the person's valid legal claim to the fee refund. The written notice must be submitted no later than 30 days after expiration of the 12-year time period for expending or encumbering the fee that is the subject of the refund.
- J. The county may retain an unclaimed refund and associated interest. The county must expend any unclaimed refund and associated interest on road construction or maintenance within the county.

#### **SECTION 4: EFFECTIVE DATE**


This ordinance takes effect 15 days following its passage and approval by the County Council.

PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS 12th DAY OF JANUARY 2021.

	In Favor	Against	Abstained	Absent
Paul R. Borup	✓			
David Erickson	✓			
Nolan P. Gunnell	✓			
Barbara Tidwell	✓			
Karl Ward	✓			
Gina Worthen	✓			
Gordon Zilles	✓			
Total	7			

CACHE COUNTY COUNCIL

By:

  
Karl Ward, Chair

ATTEST:

By:   
Jess W. Bradfield, County Clerk



## REDLINE VERSION OF CODE AMENDMENTS:

### 12.02.010: STANDARDS:

- A. Intent: The intent of this chapter is to provide for the equitable development of roadways using standard engineering and construction practices and to provide for safe and efficient access to homes and businesses and for through travelers.~~Standards Adopted: The county council shall adopt a "Manual Of Roadway Design And Construction Standards" (hereinafter "standard") relating to the standards and requirements for the construction of roadways, accesses, and any and all development within county rights of way. The standard shall provide the requirements for the development of all roadways for development, county improvements, or for modification made to roadways by other entities. The standard shall be on file with the county clerk and available for reference in the development services office.~~
- B. Standards Adopted: The county council has adopted a Manual of Roadway Design & Construction Standards (the "Manual") setting forth the standards and requirements for the construction of roadways, accesses, and other development within county rights-of-way. The Manual provides the requirements for the construction of roadways for private development and county improvements and for modifications to existing roadways by private persons or entities. A copy of the Manual will be on file with the county clerk, and a copy of the Manual will be available for inspection and reference by the public in the office of the public works department.~~Intent: The intent of this chapter is to provide for the equitable development of roadways utilizing standard engineering and construction practices and to provide for safe and efficient access to homes, businesses, and for through travelers.~~
- C. Violation: A violation of the Manual~~standard~~ is~~shall be~~ a violation of this title.
- ~~D. Roadway Construction And Design Standards: The county shall maintain within the standard a roadway classification system with requirements for the construction of each road by type.~~
- ~~E. Typical Roadway Sections: See "Manual Of Roadway Design And Construction Standards" for further details (notes within table 12.02.010 of this subsection refer to this manual).~~

**TABLE 12.02.010**  
**TYPICAL ROADWAY SECTIONS**

	Private <sup>6</sup>	Public Roadways				
		Mountain Road <sup>1,2,6</sup>	Rural <sup>6</sup>	Local	Collector	Arterial
Planned:						
Planned design limits—approximate ADT	Under 30	Under 30	Under 30	30—1,500	1,500—5,000	Over 5,000
Minimum width (feet):						
Lane width <sup>3</sup>	10	12	10	10	11	12
Right-of-way	33	66	66	66	80	100
Median turn lane <sup>4</sup>	-	-	-	12	12	14
Shoulder (each side)	0	0	2	5	6	8
Paved width of shoulder	0	0	0	1	3	3
Clear zone <sup>7</sup>	0	5	7	7	10	10
Road surface material <sup>5</sup>	Gravel (A)	Gravel (A)	Gravel (A)	Paved (B)	Paved (B)	Paved (C)

**Notes:**

1. ~~Single lane roads may be permitted for mountain roadways.~~
2. ~~Single lane roads do not provide adequate levels of service to development and may be required to meet the rural road standard, provide pullouts, or other improvements as deemed necessary to provide adequate service provision in compliance with the manual, this code, and the latest edition of the international fire code.~~
3. ~~Minimum roadway is 2 lanes of traffic unless otherwise specified.~~
4. ~~Provided only where needed as determined by the county engineer or a traffic impact study.~~
5. ~~Refer to appendix table A-8, typical cross section structural values.~~
6. ~~No commercial or industrial development shall be permitted.~~
7. ~~See section 5.4.~~

**12.02.020: DEVELOPMENT OF ROADWAYS:**

- A. The ~~streets or~~ roads in a new subdivision or development ~~shall~~must connect to an existing county road, private road, ~~a maintained road system~~, an improved state highway, or an improved city street. Where the connection to an existing county road, private road, improved state highway, or improved city street cannot occur within or immediately adjacent to the new subdivision or development, an off-site connection is necessary to provide access to such a road or highway, the subdivider or developer must~~shall~~ acquire the needed rights-of-way and construct the required improvements ~~required~~ at the subdivider's or developer's ~~their~~ expense.
- B. Where land abutting an existing substandard ~~street or road~~way is subdivided or developed, the subdivider or developer must~~shall~~ at the subdivider's or developer's expense dedicate any necessary ~~additional~~ rights-of-way and improve the adjacent



roadway to conform to the ~~county's~~ standards and requirements set forth in the Manual. The term “substandard roadway” in this subsection has the meaning given to that term in the Manual.

- C. It is unlawful for any person to commence work upon or within any county right-of-way until a permit has been granted in conformance with the requirements of the Manual ~~standard~~.
- D. ~~The county shall cause a~~ Any person or entity working within ~~at~~ the county right-of-way or on a county facility ~~ies must to pay any and all costs associated with that work, including costs for the review of design/ and construction documents, costs for traffic impact studies, and costs for inspections of improvements, or any other costs associated with the improvement of county facilities. Any such costs charged directly by the county as fees must~~ All fees shall be adopted by the council within a fee schedule.

#### **12.02.030: FEE IN LIEU OF REQUIRED IMPROVEMENTS:**

- A. Where present conditions exist that make it unfeasible or impractical to install any required public improvements at the time of subdivision or development, the director of the public works department or the director’s designee may require the subdivider or developer to pay to the county a fee equal to the estimated cost of such improvements as determined by the director of the public works department. Upon payment of the fee, the county will assume responsibility for future installation of the improvements.
- B. The county will establish an interest bearing ledger account for fees collected under this section. The county will maintain records identifying properties for which such fees have been collected, fee amounts collected for such properties, interest earned on such fees, and the expenditure of such fees.
- C. The county may expend a fee collected under this section with respect to a particular parcel, and any associated interest, only to install the improvements for which the fee was paid in lieu of. Except as provided in subsection D, the county must expend or encumber a fee collected under this section within 12 years after the fee is collected.
- D. The county may hold a fee collected under this section for longer than 12 years if it identifies in writing an extraordinary and compelling reason why the fee should be held longer than 12 years and an absolute date by which the fee will be expended.
- E. As used hereafter in this section:
  - 1. “Affected lot” means a parcel with respect to which the county collected a fee under this section where the fee is subject to a refund under subsection G.
  - 2. “Claimant” means (a) the original owner; (b) the person who paid a fee under this section; or (c) another person who, under subsection I, submits a timely notice of the person’s valid legal claim to a fee refund.



3. “Original owner” means the record owner of an affected lot at the time the county collected a fee under this section.
  4. “Unclaimed refund” means a fee collected under this section that is subject to refund under this section but which has not been refunded after application of subsections G and H.
- F. The county must refund any fee paid by a subdivider or developer under this section, plus interest earned on the fee, when the subdivider or developer does not proceed with the subdivision or development and has filed a written request for a refund, the fee has not been spent or encumbered, and no impact on the county has resulted.
- G. If a fee collected under this section is not spent or encumbered in accordance with subsection C, the county must, subject to subsection H, refund the fee to the original owner, if the original owner is the sole claimant, or to the claimants, as the claimants agree, if there are multiple claimants. If there are multiple claimants who fail to agree on how the refund should be paid to the claimants, the county must interplead the fee refund to a court of competent jurisdiction for a determination of the entitlement to the refund.
- H. If the original owner’s last known address is no longer valid at the time the county attempts under subsection G to refund a fee to the original owner, the county must (1) post a notice on its website, stating the county’s intent to refund the fee and identifying the original owner; (2) maintain the notice on the county’s website for one year; and (3) disqualify the original owner as a claimant unless the original owner submits a written request for the refund within one year after the first posting of the notice.
- I. In order to be considered a claimant for a fee refund, a person, other than the original owner, must submit to the director of the public works department a written notice explaining the person’s valid legal claim to the fee refund. The written notice must be submitted no later than 30 days after expiration of the 12-year time period for expending or encumbering the fee that is the subject of the refund.
- J. The county may retain an unclaimed refund and associated interest. The county must expend any unclaimed refund and associated interest on road construction or maintenance within the county.



# Exhibit A

**CACHE COUNTY, UTAH**  
**MANUAL OF ROADWAY DESIGN**  
**& CONSTRUCTION STANDARDS**



**JANUARY 2021**

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	<u>PAGE</u>
<b>1.0 GENERAL IMPROVEMENT REQUIREMENTS .....</b>	<b>1</b>
1.1 Introduction.....	1
1.2 Definitions.....	1
1.3 Electronic Deliverable Requirements .....	2
1.4 Professional’s Seal Required on Documents .....	2
1.5 Inspection.....	2
1.6 Guarantee of Work.....	3
1.7 Other Standards Adopted.....	3
1.8 Design Exceptions .....	4
1.9 Traffic Impact Studies.....	5
 <b>2.0 ROADWAY DESIGN .....</b>	 <b>8</b>
2.0 Introduction.....	8
2.1 Roadway Functional Classification .....	8
2.2 County Roads in and Adjacent to Municipalities .....	11
2.3 Roadway Sections.....	11
2.4 Improvements to County Roadways.....	11
2.5 Roadway Layout .....	12
2.6 Right-of-Way Encroachment Permits.....	13
2.7 Right-of-Way Encroachments .....	14
2.8 Road Naming Conventions and Addressing Standards .....	15
2.9 Miscellaneous .....	18
 <b>3.0 IRRIGATION WATER FACILITIES DESIGN.....</b>	 <b>20</b>
3.1 General.....	20
 <b>4.0 STORM DRAINAGE DESIGN .....</b>	 <b>21</b>
4.1 General.....	21
4.2 Road Drainage .....	22
4.3 Storm Sewers .....	22
4.4 Subsurface Drainage and Drainage Swales .....	23
4.5 Channels and Culverts .....	24
4.6 Detention / Retention Facilities .....	24
 <b>5.0 ACCESS MANAGEMENT .....</b>	 <b>26</b>
5.1 General.....	26
5.2 Minimum Access Spacing .....	26
5.3 Criteria for Granting Access .....	26
5.4 Driveways .....	27
5.5 Access to State Roads .....	28
5.6 Access Requirements for Multi-jurisdictional Development .....	28

<b>6.0</b>	<b>SIGNAGE AND ROADSIDE HAZARDS.....</b>	<b>29</b>
6.1	General.....	29
6.2	Procedures.....	29
6.3	Sign Maintenance.....	29
6.4	Road Side Hazards.....	31
<b>APPENDIX.....</b>		<b>33</b>
A.	Standards for Construction Drawings.....	34
B.	Geometric Design Criteria .....	36
C.	Drainage Calculations.....	41
D.	Hydrologic Procedures.....	42

1.1	Introduction.....	1
1.2	Definitions.....	1
1.3	Electronic Deliverable Requirements .....	2
1.4	Professional’s Seal Required on Documents .....	2
1.5	Inspection.....	2
1.6	Guarantee of Work.....	3
1.7	Other Standards Adopted .....	3
1.8	Design Exceptions .....	4
1.9	Traffic Impact Studies.....	4

## 1.1 Introduction

This Manual of Roadway Design & Construction Standards (“Manual”) provides standards for construction and maintenance of new and existing roads and appurtenant structures and utilities within County-owned rights-of-way.

The improvements to which this Manual applies include all utilities (e.g., sanitary sewer and culinary water facilities that lie in or cross County rights-of-way, storm sewer facilities, and drainage facilities), grading, surfacing, erosion control, traffic signing, traffic control, and roadway improvements (collectively, “Improvements”).

Improvements must be installed so as to facilitate future extension beyond the proposed development to which they directly apply and must be compatible with the contour of the ground for proper drainage and for servicing future development.

Developers are responsible for all up-front costs associated with the design and construction of Improvements made necessary by their proposed developments and for all up-front costs associated with the acquisition of necessary rights-of-way. Developers must make Improvements in accordance with the County’s adopted design standards. Developers are encouraged to work with owners of adjacent properties that will benefit from the Improvements.

## 1.2 Definitions

Wherever used in this Manual, the each of the following terms has the meaning indicated, which meaning is applicable to both the singular and plural form of the word defined.

- A. AASHTO – The American Association of State Highway and Transportation Officials.
- B. APWA – The American Public Works Association.
- C. Average Daily Traffic (ADT) – A measure of the amount of annual average traffic on a roadway per day. A single family home is designated as impacting a roadway with 10 average trips per day. Business uses will vary in their impact.
- D. County – Cache County, Utah.
- E. Developing Parcel – A parcel or lot being developed through the process of a subdivision, conditional use permit, building permit for a single family home, or commercial business.
- F. Driveway – A privately owned and maintained access road connecting not more than

- two legal lots or parcels to a public or private roadway.
- G. Substandard Roadway – Any roadway that does not meet the standards established by this Manual based on the existing classification of the roadway or, when development is proposed, on the classification that would apply to the roadway upon completion of the proposed development.
- H. UDOT – Utah Department of Transportation.

### **1.3 Electronic Deliverable Requirements**

Prior to final acceptance of improvements, surveys in electronic format shall be submitted and accepted by Cache County.

The electronic drawings shall be in either Computer Aided Drafting (CAD) or Geographic Information Systems (GIS) file format. File formats shall be approved by the County Engineer.

All CAD and GIS files shall be registered to the North American Datum 83 (NAD 83) Utah State Plane North Zone coordinate system (grid) with ties to two public monuments. Information on monuments is available through the Cache County Surveyor.

### **1.4 Licensed Professional Seal Requirements**

Complete and detailed construction plans and drawings of all improvements shall be submitted to the Cache County Public Works Department for review and approval prior to issuance of a permit(s). The plans containing the appropriate approval signatures and the current adopted specifications shall be the only valid documents from which the contractor shall construct the permitted improvements. The contractor shall have a copy of the approved plans and permit available at the construction site and shall make them available to the County's representative upon request.

Any final infrastructure improvement plan or report shall bear the seal of a professional licensed to prepare such plans in Utah. Additionally, the signature of the individual named on the seal and the date shall appear across the face of each original seal.

### **1.5 Inspection**

All construction work involving the installation or repair of public improvements shall be subject to inspection by the County. It shall be the responsibility of the person responsible for construction to ensure that inspections take place where and when required as indicated in the specifications, on the permit, and as determined by the County. Certain types of construction will require continuous inspection while others will only require periodic inspections. The type and amount of inspection performed shall be determined by the County.

Continuous inspection may be required on the following types of work:

- A. Placement of road surfacing
- B. Placing of concrete
- C. Laying of drainage pipe
- D. Testing and backfilling as per approved specifications

#### E. Roadway grading and gravel base placement and compaction

For construction requiring continuous or periodic inspection, no work shall start until an inspection request has been made to the County by the person responsible for the construction and the required submittals received and approved by the County. Notice of the initiation of work and requests for inspection shall be made at least two (2) working days prior to the commencing of the work. Construction completed without a required inspection will be required to be removed and reinstalled at the Contractor's expense.

Work performed by the Contractor which requires periodic or continuous inspection beyond the normal working hours of Cache County, on weekends, or on County holidays shall require payment of current County overtime rates by the contractor.

### 1.6 Guarantee of Work

For all private and public roadway improvements required as part of a project approval, the contractor shall provide a performance bond or other approved financial surety in the amount of 110% of the value of the proposed work naming Cache County as owner for a term covering the project construction up to final acceptance by the County. If out of specification work is not corrected by the contractor, then the value of the work necessary to correct it will be applied against the performance bond. Following final project acceptance by the County, the performance bond shall continue to extend for a one (1) year period of time or as otherwise allowed by Utah Code §17-27a-604.5 (1953 as amended). Roadway improvement financial sureties may be incorporated into development agreements that also cover additional development needs (utilities, etc.).

The contractor will be required to correct any work of the initial construction that fails as determined by the County Engineer, within the time frame of the bond. If the contractor does not respond in a timely manner County forces (or a designated contractor) will complete the work with costs being applied against the performance bond.

The developer/contractor will be responsible to see that the excavation, backfilling, and compaction are properly and adequately completed and that all necessary permitting is obtained. Settlement of trenches within a period of one (1) year after final acceptance of the project shall be considered incontrovertible evidence of inadequate compaction, and the developer/contractor shall be responsible for correcting the condition in accordance with the provisions of these standards and specifications.

### 1.7 Other Standards Adopted

In addition to the standards set forth in this Manual, the County adopts the following as standards for all issues related to the design, construction, and maintenance of Improvements not specifically covered by this Manual:

- A. APWA: Manual of Standard Specifications (current edition)
- B. APWA: Manual of Standard Plans (current edition)
- C. AASHTO: A Policy on Geometric Design of Streets and Highways (current edition)
- D. AASHTO: Standard Specifications for Transportation Materials and Methods of Sampling and Testing (current edition)

- E. UDOT: Roadway Drainage Manual of Instruction (current edition)
- F. AASHTO: Roadside Design Guide (current edition)
- G. Manual of Uniform Traffic Control Devices (MUTCD) (current edition)
- H. AASHTO: Guidelines for Geometric Design of Low Volume Roads (current edition)

As to any particular issue, if a conflict exists between any of the foregoing standards, the higher standard as determined by the Director of Public Works or the Director's designee applies.

## **1.8 Authority and Design Exceptions**

- A. The Director of Public Works (the "Director") has the authority to enforce the provisions of this Manual. Requests for design exceptions to the standards and specifications of this Manual will be considered on a case-by-case basis by the Director or the Director's designee. A request for a design exception must include a written statement explaining why the applicable standard or specification cannot reasonably be met and why an alternative design or construction method meets the intent of the applicable standard or specification. When considering a request for a design exception, the Director or the Director's designee may request documentation or other information relevant to the request.
- B. In considering any request for a design exception, the Director may consult with the following individuals based on the needs of the project or infrastructure in question:
  - 1. Cache County Executive
  - 2. Cache County Road Superintendent
  - 3. Cache County Engineer
  - 4. Cache County Fire Chief
  - 5. Cache County Director of Development Services
  - 6. Cache County Attorney or Cache County Attorney's designee
- C. The Director or Director's designee must evaluate a request for a design exception to the standards and specifications set forth in this Manual and approve, deny, or modify the requested exception. Approval of a request in one project will not constitute a precedent for other projects. The Director or Director's designee may grant an exception to the standards and specifications only when at least one of the following conditions is met:
  - 1. The standard or specification does not apply in the particular application;
  - 2. Topography, right-of-way, or other geographic conditions impose an undue economic hardship on the applicant and an alternative is available which can accomplish the same safety and design objectives;
  - 3. A minor change to a standard or specification is required to address a specific design or construction problem related to the particular project which if not allowed will result in an undue economic hardship to the applicant.
- D. An appeal of the Director's or Director's designee's decision on a request for a design exception to the standards and specifications set forth in this Manual may be made to the County Council. On appeal, the applicant has the burden of proving that an error was committed or that the requested exception meets the criteria of Subsection B and the requested alternative equals or exceeds the applicable standard or specification as to function, performance, and safety.

## 1.9 Traffic Impact Studies

The Director may require that a Traffic Impact Study (TIS) be completed for any project where it is deemed necessary.

A. The purposes of the TIS are as follows:

1. Document whether or not the access request or roadway can meet the standards and requirements of this Standard and other applicable County ordinances and policies.
2. Analyze appropriate location, spacing, and design of access connection(s) necessary to mitigate traffic impacts.
3. Analyze operational impacts on the roadway in accordance with this Standard and any other applicable County ordinances and policies.
4. Recommend the need for any improvements to the adjacent and nearby roadway system to maintain a satisfactory level of service and safety and to protect the function of the road system while providing appropriate and necessary access to the proposed development.
5. Assure that the internal traffic circulation of the proposed development is designed to provide safe and efficient access to and from the adjacent and nearby roadway system consistent with this standard.

B. Traffic Impact Study Requirements

The traffic study shall, at a minimum, incorporate traffic engineering principles and standards as presented in national practices. Additional requirements and investigation may be imposed upon the applicant as necessary.

The County shall determine the need and requirements for a traffic impact study. The requirements of the TIS may be expanded, reduced, or altered by the County based on the proposed project being analyzed.

1. Study Area - Defined by the County.

The study area, depending on the size and intensity of the development and surrounding development, may be identified by parcel boundary, area of immediate influence, or reasonable travel time boundary.

2. Design Year - Opening day of project.

3. Analysis Period - Identify site and adjacent road traffic for weekday A.M. and P.M. peak hours.

4. Data Collection

Identify site and adjacent road roadway and intersection geometries.

Identify adjacent road(s) traffic volume and characteristics.

5. Conflict / Capacity Analysis

Diagram flow of traffic at access point(s) for site and adjacent development.

Perform capacity analysis as determined by the County.

6. Right-of-Way Access

Identify right-of-way, geometric boundaries, and physical conflicts.

Investigate existence of private, city, federal, state, or no access/limited access control lines.

7. Design and Mitigation

Determine and document safe and efficient operational design needs based on site and study area data. Identify operational concerns and mitigation

measures to ensure safe and efficient operation pursuant to appropriate County Roadway Functional Classifications (See Section 2.1).

C. Study Report and Format

Traffic impact studies shall be prepared by a firm or individual approved by the County as capable of performing a traffic analysis and when necessary, include engineered drawings based on County standards drawings and specifications. The traffic impact study should follow the recommended format below.

1. Introduction and Summary
2. Proposed Project
3. Study Area Conditions
4. Analysis of Existing Conditions
5. Projected Traffic
6. Traffic Analysis
7. Conclusions
8. Recommendations
9. Appendices
  - Traffic Counts
  - Traffic Capacity Analysis
  - Accident Summary
  - Request for change of access (if applicable)
10. Figures and tables
  - a. Site location – showing area roadways
  - b. Site Plan
    - i. Identify geometric / physical concerns relating to area, site, and specific access points. Include adjacent road and access points.
  - c. Existing roadway and traffic control features (number of lanes, lane widths, alignment, location of traffic signals, signs). Include off-system features as related to site plan and access point(s).
  - d. Existing daily volumes (directional if possible) and peak hour turning volumes. Discuss traffic characteristics (vehicle mix, % make-up, and any special vehicle requirements).
  - e. Collision diagram summary.
  - f. Site generated trip summary. Discuss trip/vehicle make-up and any special vehicle requirements. Discuss trip reduction strategies, if applicable.
  - g. Directional distribution of site generated traffic.
  - h. Assignment of non-site related traffic (existing, background, and future). Document both existing and committed development, and when appropriate other background planned development traffic. Assignment of total future non-site traffic for design year.
  - i. Assignment of Site Traffic
  - j. Traffic Capacity Analysis
    - i. Projected levels of service without the project – coincide with development phase years.
    - ii. Projected levels of service with the project (by development phase years)



iii. Recommended mitigation / improvement

Scaled schematic drawings illustrating alignment, number of lanes, lane widths, signing, and pavement markings. If traffic signal modifications are proposed, signal phasing, signal head locations, and lane marking shall be shown.

<b>2.0 Introduction .....</b>	<b>7</b>
<b>2.1 Roadway Functional Classification .....</b>	<b>7</b>
<b>2.2 County Roads in and Adjacent to Municipalities.....</b>	<b>9</b>
<b>2.3 Roadway Sections .....</b>	<b>10</b>
<b>2.4 Improvements to County Roadways.....</b>	<b>10</b>
<b>2.5 Roadway Layout.....</b>	<b>12</b>
<b>2.6 Right-of-Way Encroachment Permits .....</b>	<b>13</b>
<b>2.7 Right-of-Way Encroachments .....</b>	<b>15</b>
<b>2.8 Road Naming Conventions and Addressing Standards.....</b>	<b>16</b>
<b>2.9 Miscellaneous .....</b>	<b>17</b>

## **2.0 Introduction**

The whole of Cache County, including its cities and unincorporated communities, was developed with the road grid as the basic building block of settlement. The grid provides multiple options for travel direction which reduces traffic congestion; provides for a clear, consistent, and understandable method for the arrangement of housing and business; and provides for interconnectivity within the transportation network.

Continued emphasis should be placed on maintaining the gridded network of public roads. New development shall be required to follow the grid pattern in all new roads being constructed wherever practical. Connections to existing and future planned roads shall also be required as development progresses. New roads proposed by county, city, state, and federal governments shall closely follow the established road grid where possible. All roads shall be located on the grid, and rights-of-way should vary based on roadway functional classification.

## **2.1 Roadway Functional Classification**

The concept of functional classification of roadways is fundamental to establishing criteria to be used in the geometric design of highways and streets. The functional classification of a roadway identifies the relative importance of the mobility and access functions for that roadway.

The Director of the Public Works Department is authorized to determine the classification of each County-owned roadway and each privately owned roadway in the unincorporated area of the County. A roadway classification determination by the Director may be appealed to the County Council.

Table 2.1 identifies the roadway classifications used by Cache County along with their abbreviations. These classifications are based on guidance from AASHTO.

**Table 2.1**  
**Roadway Functional Classifications**

Category Assignment	County Designation
A	Minor Arterial
MC	Major Collector
C	Minor Collector
ML	Major Local
L	Minor Local
MP	Major Private
P	Minor Private
SR	Seasonal/Recreation
AG	Agricultural Access
U	Unimproved

The following is a brief description of each classification.

**Minor Arterial (A)** – Minor arterial roads link cities, larger towns, and other large traffic generators and are capable of facilitating travel over long distances. These routes have relatively high travel speeds and minimal interferences to the through movement of traffic.

**Major Collector (MC)** – Major collector roads serve larger towns and other traffic generators of equivalent inter-county importance, such as schools, shipping points, and county parks, which are not directly served by minor arterial roads.

**Minor Collector (C)** – Minor collector roads provide service to smaller communities and link important traffic generators with the rural hinterland. These routes should be spaced at intervals consistent with population density in order to accumulate traffic from local roads and bring traffic from all developed areas within a reasonable distance of collector roads.

**Local Roads** – Local roads are roads whose primary function is to provide access to residences, farms, businesses, or other properties that abut the road, rather than to serve through traffic. Although some through traffic may occasionally use a local road, through traffic service is not the primary purpose of local roads. For purposes of design and construction standards, local roads are subdivided into Major Local (ML) and Minor Local (L) roads.

**Major Local (ML)** – Major local roads serve a dual function of providing access to properties that abut the road as well as providing through or connection service between higher road classification facilities. Major local roads may have significant local continuity and may operate at relatively high speeds. Because of the possibility of

through traffic, a meaningful segment of traffic on major local roads may include drivers who are unfamiliar with the roads. Traffic on major local roads is largely composed of passenger vehicles or other smaller vehicle types. Where a significant proportion of traffic is trucks or other heavy vehicles, additional design considerations will be required.

**Minor Local (L)** – Minor local roads serve almost exclusively to provide access to properties adjacent to the road. Minor local roads generally serve residential or other non-commercial land uses. Many minor local roads are cul-de-sacs or loop roads with no through continuity. The length of minor local roads is typically short. Because the sole function of local roads is to provide local access, such roads are used predominantly by drivers who are familiar with them.

**Private Roads** – Private roads are not intended for use by the public. These roads are privately owned, provide access to two or more legal lots or parcels, and are not maintained by the County. Geometric and structural design standards for private roads are the same as those used for public roads. For purposes of design and construction standards, private roads are subdivided into Major Private (PM) roads and Minor Private (P) roads.

**Major Private (PM)** – Major private roads are private roads with an expected ADT of 50-200. Where it is determined that ADT will exceed 200, the Director of Public Works may require that the road be dedicated to the County and improved to public road standards.

**Minor Private (P)** – Minor private roads are private roads with an expected ADT of 0-50.

**Seasonal/Recreation** – Seasonal/Recreation roads are found primarily in rural areas and serve lands that are subject to specialized uses, including parks, tourist attractions, cabins, forest access, and recreational facilities, such as campsites, boat-launch ramps, and trailheads. These routes are typically open to the general public and are more likely than other functional classes of roads to be used by drivers who are unfamiliar with them. In many cases these roads are used only seasonally, they accommodate a wide range of speeds, and they may be relatively long.

**Agricultural Access Roads (AG)** – Agricultural access roads are used exclusively to provide access to fields and farming operations. Vehicle types that use such roads include combines, tractors, and other large and slow-moving vehicles with unique operating characteristics. Drivers are repeat users who are familiar with the road and its characteristics.

**Unimproved (U)** – Unimproved roads are roadways that are within a County right-of-way but which are not improved for some or all passenger vehicles. Access to unimproved roads may be limited to OHV's, horses, and/or hiking or bicycling, and access to these routes may be restricted.

## **2.2 County Roads in and Adjacent to Municipalities**

### **A. Municipal County Roads**

1. County roadways within municipalities will be designated with a roadway classification as designated within Table 2.1 but also identified with a –MC.
2. County roadways within municipalities must meet the minimum standards of Cache County but may, through agreement with the affected municipality, be required to meet the road standards and requirements of that municipality.
3. In order for a County road to be used to service a development within a municipality, County approval must be obtained before the municipality issues for the development a building permit, encroachment permit, or permit or license for a change in land use.

### **B. Municipal Annexation Areas**

1. County roads that are adjacent to municipalities, within the declared annexation area of a municipality, and designated by the County Council as a municipal annexation road (–MA) may have their *Planned Road Conditions Classification* designated by a municipality by the agreement and consent of the County.
2. When planned development activities relate to a municipal annexation road, the County will provide the relevant municipality an opportunity to review the planned development and provide comments and requests to the County regarding the classification of the road and the design standards to be applied to the road. The County will review any comments or requests made by the affected municipality.

## **2.3 Roadway Sections**

Roadway standard structural cross sections must comply with the standards in Table B-8 in the Appendix. The applicable structural section may be amended based on a review of the roadway by the Director. Consideration will be given to traffic volumes and general knowledge of site conditions. As an alternative, the proposed roadway structural section thickness design may be based on subsurface soil conditions and design year traffic volumes. Structural section thickness shall be determined by a licensed geotechnical engineer approved by the County. A soils investigation must be submitted that includes but is not necessarily limited to:

- A. Soil borings along roadway centerline and other areas as needed.
- B. Analysis on the overall bearing capacity of the soil.
- C. Recommendation for structural road cross section.
- D. Recommendation as to the requirements for land drains to adequately collect groundwater that may adversely affect development.
- E. Cut and fill slope requirements.
- F. Compaction requirements.

## **2.4 Improvements to County Roadways**

- A. Any and all improvements made to County roads or within County rights-of-way or roadway easements must meet the minimum standards adopted within this Manual.
  1. Basic Improvement Requirements
    - a. Improvements made to roadways through the County's Capital Improvement Plan or by any other interested parties shall comply with the requirements

established within this standard based on the functional classification for the roadway.

- b. A primary access point for all development shall be identified based on current conditions and projected travel demand for the proposed development. A development may be required to provide multiple access points if it is deemed necessary for health, safety and welfare reasons.
  - c. No development shall be approved on inadequate roadways, public or private.
    - i. Roads along the identified access to proposed development shall be required to meet the minimum roadway standards as outlined herein.
    - ii. Development that is serviced by multiple substandard roads shall be reviewed on the ability of the entire road network providing service to said development. Substandard roadways that are not directly adjacent to a proposed development, but that still provide service to the development, shall be required to meet the minimum standards outlined in this section for development to be approved.
  - d. Developer controlled property shall provide all necessary rights-of-way dedication along the frontage of any roadway.
  - e. Roadways shall be constructed across the entire frontage of the proposed development.
2. County Implemented Roadway Improvements
- a. All County roadway improvements shall be designated on the County's Capital Improvements Plan. Repair and emergency maintenance of roadways shall be completed at the discretion of the Director. The County shall not maintain, improve, or cause any public funding to be expended on private roads within the County.
3. Improvements Required for Development:
- a. Any substandard roads that provide the identified access to a development shall be fully improved to the minimum roadway standard.
  - b. Roadway travel lanes, in conformance with Table B-6, shall be required on all roads of the identified access that provide service to a proposed development.
  - c. Full shoulder and clear zone improvements shall be made for the immediate frontage of any developing parcel as determined by the County.
  - d. At the discretion of the County and based on traffic volume and site/safety considerations, shoulder improvements and clear zone issues may be required to be addressed and completed on both sides of any affected roadway.
  - e. With the approval of the Director the developer may offer alternative roadway improvements to the road network servicing a development. The Director may accept alternative roadway improvements if they are deemed to create a safer operational system, improve the access situation for the development and the general public, and meet the general intent of this Manual.
4. Requests for Permits on Existing Roadways
- a. The granting of the following requests must be conditioned on the requirement that the requesting party meet the standards set forth and adopted in this Manual:
    - i. Subdivisions and subdivision amendments that create 1 or more new building lots, including one-lot subdivisions

- ii. Conditional use permits
- iii. Zoning clearances for commercial structures
- iv. Zoning clearances for residential structures on:
  - I. Legal Lots where no specific approval has been issued for said parcel
  - II. Legal Lots with a legal Accessory/Agricultural Structures
- b. Residential building permit requests on the following types of lots are considered to be excepted from the standards adopted in this Manual; however, the Director shall review the proposed development and apply minimum safety standards to the roadway access: (i) lots created by a previously approved subdivision or for which a conditional use permit was previously granted; (ii) lots that have been modified by a subdivision amendment where no new lot was created; and (iii) legal lots with a pre-existing, legal residential structure. A building permit may still be denied for such lots if the access roadway cannot meet minimum health and safety requirements.
- c. The minimum standard for non-commercial accessory/agricultural structures or utility facilities/structures is a 12 foot all weather surface roadway or as otherwise approved through a design exception and by the Fire District.

## 2.5 Roadway Layout

- A. The arrangement, character, extent, width, grade, and location of all roadways shall be in conformity with the official Cache County Comprehensive Plan, regulations, this document, and any further plans adopted by the County and any applicable State and Federal laws. If geographical/geological conditions prevent this from being observed, any deviations must first be approved through the design exception process.
- B. Where appropriate to the design and terrain, proposed roads shall be continuous and in alignment with existing planned or platted roads with which they are to connect and based on the grid system common to Cache County. Proposed new roadways shall be located appropriately to be placed and numbered on the historic block system grid, avoiding mid-block numbering where possible.
- C. Provision for the continuation of existing roadways to adjoining areas (or their proper protection where adjoining land is not subdivided, insofar as such may be deemed necessary for public use by Director) shall be made in the arrangement of roadways in new developments. Where cul-de-sacs are proposed, the road and/or a road right-of-way shall be extended to the edge of the property to provide road connectivity and access alternatives for current, proposed, and future development.
- D. The creation of looped through roads within the established roadway grid system will be encouraged wherever Director finds that such type of development will not interfere with normal traffic circulation in the area.
- E. In order to promote road connectivity and mobility options, dead end roadways shall not be allowed except for cul-de-sac roads not exceeding 500 feet in length, and situations where the Director determines that topographic constraints will not allow through roads. Roads that are temporarily terminated in a cul-de-sac but are planned as through roads may be allowed under section 2.5(F). Reconfiguration of the

- proposed road layout may be required by the Director to provide through roads. Dead end roads, when approved, shall meet the following requirements:
1. Length: Terminal roads shall not be longer than 500 feet from the centerline of the adjoining road to the center of the cul-de-sac.
  2. Cul-de-sac: A dead end road shall terminate in a circular turnaround or cul-de-sac consisting of a 48-foot radius paved surface and a right-of-way radius which allows for the shoulder improvements of the corresponding road section.
  3. Corner Radii: The corners at the entrances to the cul-de-sac shall have a radius of not fewer than 15' at the edge of the asphalt.
  4. Drainage Facilities: If surface water drains into the dead end road due to the grade of the road, then necessary catch basins, drainage systems and easements shall be provided.
  5. Utility & Pedestrian Easement: The County may require the reservation of up to a thirty-three foot (33') wide easement to provide for continuation of pedestrian traffic and utilities to nearby roads.
- F. Temporary Dead End Roads: Temporary turnarounds shall be required on all roads which will be extended in the future and which exceed 300 feet or one lot in depth from the centerline intersections of the closest intersecting road.
1. Temporary turnarounds shall consist of a forty-eight (48) foot radius all weather graded or paved surface.
  2. Additional rights-of-way or easements necessary to construct and maintain the temporary turnaround are also required.
  3. At such time that the temporary turnaround is removed due to adjacent improvements, a typical road section shall be constructed.
  4. Temporary dead end roads shall have right-of-way sufficient to allow a planned continuation of the roadway and shall be required to extend a fully improved roadway section to the terminal end of the project site.
- G. Service Roads: Roadways that are constructed to provide alternative access to high level roadway facilities or adjacent to difficult to cross areas (rivers, railroads, or other natural features) with the primary intent being to provide an adequate and safe method of providing access to properties that may otherwise have limited access options.
1. Where a development borders on or contains a railroad right-of-way or limited access highway right-of-way, existing or planned, Cache County may require a road approximately parallel to and on each side of such right-of-way, at a distance suitable for the appropriate use of the intervening land.
  2. When a development abuts or contains an existing or proposed collector, or arterial roadway, Cache County may require provisions for adequate protection of residential properties or to separate through and local traffic. These provisions may include:
    - a. Limited access roads
    - b. Reverse frontage with screen planting contained in a non-access reservation along the rear property line
    - c. Deep lots with rear service alleys
    - d. Other treatment as may be necessary



- H. Intersection Sight Distance: Intersection sight distance shall conform to the guidance in the latest edition of the AASHTO publication of A Policy on the Geometric Design of Streets and Roads.

## **2.6 Right-of-Way Encroachment Permits**

- A. A right-of-way encroachment permit issued by the Development Services Department is required for any person desiring to perform work in a County right-of-way or on County owned property. The base requirement for each permit is established in Table 2.2 Encroachment Permit Requirements. The decision by the County to issue a permit shall be based on, among other factors determined by the County, the following:
1. The capacity of the public right-of-way to accommodate the facilities or structures proposed to be installed in the public right-of-way.
  2. The capacity of the public right-of-way to accommodate multiple utilities, such as electrical, telephone, gas, sewer, water, or other conduits or pipes.
  3. The potential for damage or disruption, if any, of public or private facilities, improvements, or landscaping previously existing in the public right-of-way.
  4. The public interest in minimizing the cost, and disruption of construction from numerous excavations in the public right-of-way.
  5. Compliance with the County Roadway Standard.
  6. Signing, flagging, detouring, traffic control, roadway surface impact and restoration, cleanup following construction, clear zone requirements, construction duration, contractor performance bonding, utility installation by use of tunneling, implementation of best management practices during construction, assumption of liability by licensee, and other site specific factors.
  7. Any other restrictions or requirements as established by current Cache County ordinance(s) or any other considerations.
- B. The permit holder shall assume liability and maintenance of utilities placed in the public right-of-way, including relocation or removal as may be determined by the County.
- C. The permit holder shall forfeit the encroachment permit upon failure to comply with the conditions and stipulations of the encroachment permit. The County may require that the contractor's bond or other financial surety be utilized to finish the project, correct deficiencies created by the contractor, or to return the infrastructure to its pre-construction status.
- D. Any person maintaining facilities within County rights-of-way may proceed with emergency work on said facilities if the circumstances demand the work be done immediately; provided that a permit cannot be reasonably and practicably obtained prior to commencing the work. Any emergency work shall conform to these Standards, and the person(s) doing the work shall immediately contact the County Road Superintendent or the County.
- E. Inspection of Construction: The County shall cause the inspection of roadway, access, utility, or other development to be inspected as deemed necessary. Any costs associated with the inspection process shall be paid by the developer of the improvements. The County has the right to require the correction of construction deficiencies that fail to meet this standard or generally accepted construction

standards. The County may refuse to accept any infrastructure improvements that fail to meet this standard and can cause the correction or reconstruction of said infrastructure.

**F. Licensed and Bonded Contractor Required:**

1. The contractor performing the proposed work shall be licensed and bonded to perform the type of work proposed. A performance bond for a one-year term in the amount equivalent to the value of the proposed work shall be posted naming the County as owner.
2. If corrective action pertaining to permitted work is necessary, the County shall request the contractor to perform such work at no cost to the County. If a favorable response is not received in a reasonable time frame the County will call upon the bond to complete the work.
3. The County may inspect and approve project components as deemed necessary.
4. The County may waive this requirement if it is deemed to not be necessary.

**Table 2.2 - Encroachment Permit Requirements**

Work Type	Permit Required	Traffic Control	Inspection	L/B Contractor Required
Minor Work	Yes	TBD	TBD	TBD
Major Work	Yes	Yes	Yes	Yes

Minor Work	Agricultural Access, Driveway Access, placement of mailboxes/fences etc., other work that does not impact the traveled way.
Major Work	Any work that disrupts the roadway surface or structure including but not limited to road rebuild/widening/resurfacing/excavation, shoulder or drainage work, installation of utilities, or other items as determined by the permit authority.
TBD	The County shall provide a determination as to the need for various portions of the permit based on the work being performed.

## 2.7 Right-of-Way Encroachments

Third party obstructions that currently exist within the County's right-of-way that do not comply with this standard shall be allowed to remain unless it is determined by the County that said obstruction creates an unreasonable safety hazard to the traveling public or infringes substantially on the ability of the County to safely utilize its right-of-way. The County does not assume liability for obstructions that are built or placed within the County's right-of-way or easement that are not in compliance with this standard. All new right-of-way encroachments shall comply with the following standards:

- A. Mailboxes: Standard USPS approved type mail boxes may be located within the public road right-of-way providing that:
1. The preferred mounting post shall be a standard 4" x 4" wood post.
  2. A decorative mounting post may be used that is not considered a hazard to the traveling public as determined by the County, and will have similar break away

- characteristics of a 4" x 4" wood post when struck by a passenger vehicle.
- 3. The County shall not be liable for damage to mailboxes created by snowplowing or other maintenance operations.
- B. Fences: Fences separating the public roadway from adjoining properties are subject to the following:
  - 1. Fences shall be owned and maintained by the adjoining property owner.
  - 2. Fences shall be located on the right-of-way line except when:
    - a. It is determined to be in the County's interest to locate the fence within the public right-of-way, or
    - b. It is determined that the adjoining property owner may effectively utilize the public right-of-way without creating a hazard to the traveling public. At no time shall the fence be located within the clear zone of the roadway as determined by the County.
    - c. The fence being proposed is constructed in a manner as to make it temporary or easily moved. The preferred fence shall be four strand standard barb wire fence. Decorative fences are not permitted to be constructed within County rights-of-way.
  - 3. The County shall not be liable for damage to fences created by snowplowing or other maintenance operations.
  - 4. The property owner is responsible to relocate the fence when requested by the County. The County may replace or relocate barbed wire fences.
- C. Street Trees or Shrubs: Trees and shrubs to be planted on the public right-of-way (area between property line and the road) will be determined on a case-by-case basis. Factors to be considered will include, but not be limited to, interference with or impact upon sub-surface infrastructure, overhead utilities, visibility, and subsequent maintenance. Allowed plants, trees, and shrubs will become the property of the County at the expiration of twelve months from planting; however, the adjacent property owner is required to maintain the flora.
- D. Waste Container Pads – Along county roads where insufficient space is present to safely locate waste containers outside of the travel lanes, gravel pads shall be required for each single family home or business. A standard pad size for residential waste containers shall be four (4) feet deep by eight (8) feet long, measured a minimum of one (1) foot from the travel lane, constructed to the minimum standards of the roadway shoulder. In situations where dumpsters or joint access locations are proposed, the pad size and construction shall be approved by the Director with input from Service Area 1.

## **2.8 Road Naming Conventions & Addressing Standards**

- A. Newly built roads which follow the grid system shall be assigned the numeric value of the address gridline with which they most closely align. Newly constructed roads shall be located on either a full '100' block designation or an inter-block '50' designation.
- B. Newly built roads that do not conform with the grid system, e.g. a diagonal road or a road which winds or changes direction without intersection, shall not be assigned a grid value, but shall be named. Addresses on that named road should be numbered

sequentially from one end to the other without particular regard for their approximate grid location.

- C. Addressing of subdivision lots and homes shall be completed by the Cache County Development Services Office.
  - 1. Addressing shall be assigned to all new construction at the point of issuance of a building permit, with the address being assigned at the center point of the driveway connection to the road.
  - 2. For subdivision lots, addressing shall be assigned to the middle of the road-facing side of the lot. Where a lot is greater than one (1) acre or where multiple frontages may be used for access, addressing will not be assigned at the point of subdivision, but will be issued at the time of building permit issuance.
  - 3. Addressing shall be assigned based on an overlay grid rule of eight (8) blocks to a section, with every block containing 100 numbers. The address number is determined by measuring from the nearest grid lines, using the addressing rule of a number change for every 6.6 feet. The standard rule of addressing with even and odd numbering is as follows:
    - a. Even Numbers:
      - Structures on east side of the road, facing west
      - Structures on south side the road, facing north
    - b. Odd Numbers:
      - Structures on the west side of the road, facing east
      - Structures on the north side of the road, facing south
- D. Non-Conforming Roads and Addresses  
Where conditions exist that do not meet the standards set forth herein, or where roads or structures have been incorrectly assigned an incorrect numerical address, the Development Services Department will attempt to issue a correct address for new roads/lots, but will not rename/renumber historically inaccurate roadways unless it is practical or necessary to do so.

## **2.9 Miscellaneous**

- A. Survey Monuments: Permanent survey monuments shall be accurately set and established at the intersections of centerlines of roads within the development and intersections with centerlines of existing roads and the beginning and ends of curves on centerlines or points of intersections or tangents. All permanent survey monuments shall remain in place, or be reset at the developer's expense when approved by the County, after the roadway pavement and related improvements are installed. All development plans shall be tied to a section corner or monument of record, as established by the Cache County Surveyor.
- B. Bridges & Culverts: Design and construction of new bridges, box culverts, or other spanning structures shall be approved in advance by the County. For bridges identified as essential structures to the County, the County may participate financially, and in the case of a bridge required to serve only a development, the developer shall pay the total cost of construction. The developer shall comply with all the conditions imposed by the County relative to the bridge location, design & construction. All bridge design shall be according to AASHTO's design guidelines and performed by a professional engineer as per applicable state laws.

- C. Environmental Permits: Any permits or clearances required for the proposed development shall be the responsibility of the developer. Permits may include, but not be limited to, the following:
1. Stream Alteration Permit issued by the State Engineer's Office for stream alterations, or encroachments.
  2. Individual or Nationwide Permit for Waters of the US issued by the US Army Corps of Engineers for impacts to wetlands and navigable waterways.
  3. Utah Pollutant Discharge Elimination System issued by the State Department of Environmental Quality for construction activities disturbing more than one acre.
- In addition, the developer shall comply with the Utah Noxious Weed Act and the Cache County Noxious Weed Policy.

3.1 General .....19

3.1 General

- A. All design and construction must comply with the requirements and standards of the applicable irrigation company and Cache County.
- B. Relocation or modification of irrigation facilities shall be approved by the affected irrigation company. The County shall require that a letter of approval, signed by an authorized agent, be provided by the irrigation company.
- C. Existing irrigation ditches or canals may be required to either be piped or fenced on both sides when adjacent to or contained within property to be developed.
- D. Rights-of-way and/or easements for irrigation company owned facilities on developer’s property shall be provided by the developer. Right-of-way/easement width must meet irrigation company requirements.
- E. Minimum horizontal clearance between an open irrigation line and other utilities shall be at least sixteen and one-half (16.5) feet. Closer tolerances require piping of the irrigation system or other design alternative, and require approval from the affected irrigation company.
- F. Co-location of utilities with an irrigation company facility shall have irrigation and utility company concurrence.

<b>4.1 General.....</b>	<b>20</b>
<b>4.2 Road Drainage.....</b>	<b>21</b>
<b>4.3 Storm Sewers.....</b>	<b>21</b>
<b>4.4 Subsurface Drainage and Drainage Swales.....</b>	<b>22</b>
<b>4.5 Channels and Culverts .....</b>	<b>23</b>
<b>4.6 Detention / Retention Facilities.....</b>	<b>23</b>

#### **4.1 General**

- A. Post-development peak runoff rates, including sheet flow, shall not exceed pre-development peak rates. County approved storm drainage and detention facilities will be required to meet this Standard.
- B. No drainage facility may be directed to or flow into County rights-of-way, easements, or property.
- C. All storm water facilities must adequately handle run-off from the site development, as well as all upstream contributing flows for specified storm events.
- D. A drainage system shall be designed to:
  - 1. Accept all natural drainage patterns and channels and create no adverse impact on downstream properties.
  - 2. Accommodate all off-site storm water flows that enter the development site under the influence of natural drainage patterns.
  - 3. Convey discharge surface waters to the flow line of an existing watercourse or an adequate existing underground or above-ground conveyance system with appropriate permits as required
  - 4. If an existing irrigation system is used as part of a storm water collection system or outfall system, obtain permission and concurrence from the irrigation system operators/owners for such use.
  - 5. Control storm water discharge rates not to exceed the pre-development flow rate.
  - 6. Accommodate the design flows created by a 10-year return intensity storm event.
  - 7. Base storm water flows on the appropriate small area or larger area run-off calculation technology.
  - 8. Comply with the County Storm Water Management Program as applicable.
  - 9. Comply with Clean Water Act requirements for allowable pollutant levels in discharge flows.
  - 10. Comply with the Cache County Water Master Plan.
- E. Storm drainage design shall consider the provision of drainage easements for off-site contributory run-off through the site, and allow future improvements of adjacent developments.
- F. A new discharge of concentrated storm water from a pipe, culvert, channel, or other drainage structure shall not be created through lands of another property without first obtaining a permanent storm drainage easement and constructing a channel to guarantee continuity of an outfall from the point of discharge to the nearest natural or man-made watercourse with appropriate permits as required.

- G. If off-site downstream construction and easements are required to construct an adequate channel outfall, no plans shall be approved until such storm drainage easements have been obtained and recorded. Conditional approval may be granted upon review of the plans prior to the securing the easements or rights-of-way.
- H. If the installation of a storm water system requires publicly owned easements, the developer shall convey such easements by deed to Cache County.
- I. Storm water design and construction methods must adequately address potential problems which may arise during construction or by design so as not to pollute, erode, or deposit sediment or cause any other degradation to existing natural conditions. Oil and grease separation devices shall be used in conformance with requirements of the Clean Water Act. A feasible plan for device maintenance shall be provided.

#### **4.2 Road Drainage**

- A. Roads shall be designed for a minimum storm frequency of a ten (10) year return period.
- B. The design spread for a ten (10) year event shall be limited so that all traffic lanes in each travel direction shall be kept free of flooding.
- C. No concentrated flow greater than one (1) cubic foot per second shall cross a pedestrian pathway or sidewalk.
- D. Roadway facilities that cross streams or other flowing water shall be designed to handle a storm frequency of a one-hundred (100) year return period within the road right-of-way or easement to reduce flooding of adjacent properties and to maintain channel integrity on either side of the roadway.

#### **4.3 Storm Sewers**

- A. Storm sewer trunk lines and laterals shall be designed to adequately handle run-off from a ten (10) year storm.
- B. The hydraulic gradient of storm sewers for the post-development shall be lower than the grate inlet top elevation at all points.
- C. If easements are necessary for the installation and maintenance of public storm sewer systems such easements shall be a minimum of 20 feet in width with the storm sewer line centered within the easement. No buildings, utilities or structures shall be erected or constructed within such easements as to interfere with the activities necessary to properly access and maintain or replace such lines or storm sewer structures.
- D. Allowable storm sewer pipe material is as follows:
  - 1. Concrete (reinforced or non-reinforced)
  - 2. High Density Poly Ethylene (HDPE)
  - 3. Corrugated Metal Pipe (CMP)
- E. Storm water inlets shall be industry standard approved.
- F. Pipe size shall be determined by required capacity but in no instance shall the minimum mainline size be less than 15" diameter.
- G. Cover over storm drain facilities shall be sufficient to adequately protect such facilities from potential loadings either during construction or final finished surface.



- H. Minimum clearance between storm drain facilities and other buried utilities shall be at least 18 inches.
- I. Test pits will be required and shall be shown on the plans for all storm drain crossings which involve gas lines, water mains 12 inches in diameter and larger, sanitary sewer crossings, and all fiber optic telephone service lines.
- J. Storm drain lines shall be installed with no horizontal or vertical deflection, unless authorized by the County.
- K. Storm Sewer manhole spacing shall be 350 feet maximum.
- L. Storm Sewer manholes shall be four (4) feet in diameter for in-line manholes where grade changes occur. Five (5) foot diameter manholes are required when deflection angle is greater than or equal to 45 degrees, when the manhole is a junction manhole of three or more lines, for sewers whose inside diameter is 15" or greater, or when the cover above invert elevations is 14 feet or greater. All manholes shall be constructed with steps for maintenance access.
- M. All storm sewer taps, either public or private, into existing storm sewer piping shall be limited to 4" and 6" and shall be constructed by the contractor and inspected by the County. All connections greater than 6" shall require a storm drain manhole to be constructed.

#### **4.4 Subsurface Drainage and Drainage Swales**

- A. When connected to the storm sewer allowable Sub-Drain pipe materials are as follows:
  - 1. Concrete (reinforced or non-reinforced)
  - 2. HDPE (High Density Polyethylene) for service laterals only
  - 3. Corrugated Metal Pipe (CMP)
- B. When connected to the storm sewer install magnetic locator tape 12 inches below finished grade centered along the subsurface drainage pipe alignment.
- C. If drains are used around building foundations, a typical section and layout of the peripheral drain shall be shown on the development plan and on individual grading plans. The upper end invert shall be a minimum of six inches (6") below the finished grade of the basement floor and laid at a minimum grade of two percent (2%).
- D. Subsurface drainage lateral material shall be HDPE and shall be clearly marked with identifiable tape or other approved methods in order to avoid confusion with other drainage systems. Connections to the mainline shall be accomplished via adapters provided by the manufacturer.
- E. Subsurface drainage manholes shall be 4' diameter for in-line manholes where grade changes occur. Five foot (5') diameter manholes are required when deflection angle is greater than or equal to 45 degrees, when the manhole is a junction manhole of three or more lines, for sewers whose inside diameter is 18 inches or greater, or when the cover above invert elevations is 14 feet or greater. All manholes shall be constructed with steps for maintenance access.
- F. Sumps and drainage swales designed as part of the development's detention systems shall only be allowed when approved by the County and only when no available outlet exists and the soil conditions are such that they will adequately permit the water to infiltrate properly. In areas within a well or spring protection zone, sumps and drainage swales will be allowed only when found to be acceptable under the

- current Drinking Water Source Protection Plan, or the owner of the water source being protected agrees that the storm water disposal facilities can be accommodated in the next updating of the Drinking Water Source Protection Plan.
- G. The capacity of sumps and drainage swales can only include the cross sectional area in calculating the required storage volume available. Percolation tests submitted by the developer must demonstrate that sumps and drainage swales can adequately dissipate the generated storm run-off in a reasonable time period.
  - H. Drainage swales may be utilized on County roadways. Drainage swales shall meet the following guidelines:
    - 1. Meet the same design criteria as retention basins
    - 2. Side slopes do not exceed 3:1 in steepness
    - 3. Swales do not exceed 18" in total depth
    - 4. Swales do not extend below the natural water table
    - 5. Swales will not support wetland vegetation under normal conditions
    - 6. Vegetation in the swale shall be maintained by the adjacent property owner.

#### **4.5 Channels and Culverts**

- A. Channels and culverts shall be designed to adequately handle run-off from a 50-year storm.
- B. Culverts and Channels shall be designed in accordance with UDOT's Roadway Drainage Manual of Instruction.
- C. The sides of all conveyance channels shall be extended until a minimum of six inches of free board (distance from water surface to top of bank) is provided above the 50-year event water surface elevation within the conveyance channel.
- D. Conveyance channels with side slopes steeper than 3:1 (Horizontal/Vertical) shall be stabilized by paving, riprap, gabions, or other approved measures.
- E. The minimum conduit diameter for culverts shall be 18 inches.
- F. Culverts shall be designed and installed to account for ultimate right-of-way and road widths.
- G. Culvert design calculations shall include exit velocities.
- H. Culvert exit velocity shall be consistent with the maximum velocity in the natural channel or shall be mitigated by using energy dissipation devices and / or channel stabilization in accordance with UDOT's Roadway Drainage Manual of Instruction.
- I. Flared end sections shall be installed at the open ends of all drainage pipes.

#### **4.6 Detention / Retention Facilities**

- A. Detention basins shall be designed to detain post development condition run-off to precondition run-off during a 10-year storm and to safely pass a 100-year storm while maintaining at least one foot (1') of freeboard.
- B. Basin outflow shall be limited to the maximum rate which maintains the adequacy of the channel and shall not exceed the pre-development rate of flow to the specific point of concentrated discharge, not the pre-developed flow from the entire drainage area. Under no circumstances shall an outlet flow exceed 0.2 cfs/acre for a 10-year storm event. If a channel does not exist at the point of discharge, then a channel shall be constructed to convey the drainage to a stable outlet.

- C. Detention and Retention basins shall be designed with an emergency overflow for events greater than the 100-year storm event that safely conveys flood waters to an acceptable facility.
- D. Hand or computer generated routing calculations are required along with inflow and outflow hydrographs.
- E. The use of pumps to drain detention facilities shall not be allowed.
- F. Minimum conduit diameter for basin outlets shall be 18 inches. Lesser orifice sizes for flow control shall be provided with a manhole or other acceptable structure fitted with the required orifice.
- G. Safety measures shall be incorporated into the design of all storm water detention facilities. These may include, but are not limited to safety ledges, fencing, warning signs, anti vortex devices, stadia rod indicating depth at the lowest point, and outlet structures designed to limit public access.
- H. All detention facilities must comply with current Clean Water Act requirements.
- I. Detention basins may be designed to provide the following:
  - 1. Side slopes of 3:1 maximum.
  - 2. All weather vehicular maintenance access around the entire basin (min. ten foot (10') widths).
  - 3. Lot shall provide normal frontage requirements.
  - 4. Flow through design which eliminates "wet basin".
  - 5. Cross slope within basin shall provide adequate drainage. Under no circumstances shall the slope be less than 1% across any portion of the basin.
  - 6. All detention lots or easements shall be properly surveyed and corners permanently marked prior to acceptance of improvements.
- J. Detention facilities shall be constructed on a parcel that will not be maintained by Cache County. Easements and provisions allowing access to the inlet and outlet structures by the County shall be required. The decision to accept a detention lot as County property shall be made by the County Council.
- K. Retention (infiltration) systems will be considered for review only if a Soils and Geo-Technical Report is provided which discusses soil permeability, potential effects on ground water, and potential effects on underlying geologic strata. A percolation test will be required to determine the capacity of retention basins. Basin capacity must be based on the infiltration rate, drainage area, and a 50-year storm event. In areas within a well or spring protection zone, sumps, and drainage swales will be allowed only when found to be acceptable under the current Drinking Water Source Protection Plan or the owner of the water source being protected agrees that the storm water disposal facilities can be accommodated in the next updating of the Drinking Water Source Protection Plan.

<b>5.1 General.....</b>	<b>25</b>
<b>5.2 Minimum Access Spacing.....</b>	<b>25</b>
<b>5.3 Criteria for Granting Access.....</b>	<b>25</b>
<b>5.4 Driveways.....</b>	<b>26</b>
<b>5.5 Access to State Roads.....</b>	<b>27</b>
<b>5.6 Access Requirements for Multi-jurisdictional Development.....</b>	<b>27</b>

### 5.1 General

Access to County roadways from adjoining properties is managed according to the following regulations to maintain the safety and operational characteristics of the County roadway system.

### 5.2 Minimum Access Spacing

To maintain safe and effective transportation corridors, Cache County limits the access of roads (private or public), homes, and businesses to all roadways. Table 5.1 designates the spacing requirements for all County roads. Road Access refers to any public or private road, either a full or partial movement intersection. Commercial Access is access to any commercial or industrial business, excluding a home based business as defined in Title 17 of the Cache County Code. Residential/Farm Access refers to any home, farm structure, cabin, or other accessory structure. Minimum spacing includes all access points and road intersections on both sides of the roadway.

**Table 5.1 - Cache County Access Management Standards**

Roadway Categories		Minimum Spacing Standard (Feet)		
		Road Access	Commercial Access	Residential/Farm Access
A	Arterial	660	350	350
C	Collectors	350	200	200
ML	Major Local	300	150	10 <sup>1</sup>
L	Minor Local	300	Not Permitted	10 <sup>1</sup>
SR	Seasonal/Recreation	300	Not Permitted	10 <sup>1</sup>
AG	Agricultural Access	300	Not Permitted	10 <sup>1</sup>
U	Unimproved	300	Not Permitted	10 <sup>1</sup>

<sup>1</sup> Minimum spacing from an intersection shall be 80 feet.

### 5.3 Criteria for Granting Access

- A. The number and location/spacing of access points allowed is based on the Category of Roadway, the minimum spacing standards set forth in Table 5.1, and the following:
  1. Unless otherwise approved by the Director, access shall be limited to one driveway for each legal lot/parcel.

2. When application is made, access to a roadway may be granted if reasonable access cannot be obtained from the lower classification roadway.
  3. A determination of reasonable access from a local road or road should include consideration of the road function, purpose, capacity, operational and safety conditions, and opportunities to improve the road.
  4. Direct access to a higher functional roadway classification will be approved if the alternative access will create a significant operational or safety problem at the alternative location and the direct access to the roadway will not cause a significant problem.
  5. Cache County may limit access points beyond that which is allowed in Table 5.1 if the County establishes that the access will create a significant safety or operational problem or the access does not meet acceptable design standards including spacing.
- B. The minimum spacing of all intersecting public ways and other significant accesses that will be full movement intersections is 660 feet. Where it is not feasible to meet 660 feet of spacing a design exception and traffic study will be required. Spacing to nearby intersections must be sufficient to accommodate the future year left turn and through vehicle storage queues for both turning movements. The access location shall also meet other access spacing, design, and need requirements.

## 5.4 Driveways

**Table 5.2 - Cache County Driveway Standards**

<b>Dimension within ROW</b>	<b>Access Width</b>	<b>Residential</b>	<b>Commercial / Industrial<sup>1</sup></b>
	Minimum	10' <sup>2</sup>	24'
	Maximum	24'	36'
	<b>Surfacing Material Minimum Depths</b>		
	Granular Borrow (Pit run)	8"	8"
	Untreated Base Course (Road base)	4"	N/A
	Paved (Bituminous)	3"	6"
	Road with Concrete Curb and Gutter	6" Concrete	8" Concrete

<sup>1</sup> Does not include home based businesses as defined by Title 17 of the County Code.

<sup>2</sup> Minimum may be increased by international fire code requirements.

- A. All driveway standards herein are for the portion of the driveway within the County right-of-way only. These standards do not impose requirements on driveways connecting to private roads or for the portions of driveways not within County right-of-way. All driveways shall meet the requirements of the most current and adopted International Fire Code.
- B. Driveway Location: Driveways for all uses except single-family homes shall not be closer than eight (8) feet to an adjacent interior property line. Accesses for single family homes may be granted within two (2) feet of the property line. All driveways

shall be set back a minimum of eighty feet (80') from any intersection.

- C. Common Driveways: Driveways along the property lines may be installed for common use of both adjacent properties only upon approval by the Director and guaranteed by a recorded access agreement.
- D. Driveway Access Design
  - 1. Driveways that access a County road shall be reviewed by the Director to determine the need, sizing, and placement of a culvert.
  - 2. Driveways that access a County road that have concrete curb and gutter shall not use a bridge to span the gutter, but rather shall complete the access using a curb cut.

## **5.5 Access to State Roads**

Any new access, existing access that is being altered, change in land use that utilizes an existing access, or any work within the right-of-way of a State facility is required to obtain the appropriate permits from the UDOT – Region 1. Cache County requires that the applicant for a UDOT permit attend a pre-coordination meeting, referred to as the Cache Access Management Program (CAMP), between the Cache Metropolitan Planning Organization (CMPO), UDOT Region 1, and Cache County.

## **5.6 Access Requirements for Multi-Jurisdictional Development**

- A. County Developments Accessing City Roadways: No development within the unincorporated County shall be permitted to utilize a roadway for direct access that is under the jurisdiction of a municipality without express written approval from the affected municipality. Unincorporated development shall be required to meet all standards and requirements as established by the municipality as part of the conditions for development. Direct access shall constitute driveway or private road access from a public roadway.
- B. Municipal Development Accessing County Roadways: No municipal development shall be permitted to access a County roadway without the express written approval from the Cache County Council. It is the policy of Cache County that no service shall be provided to municipal developments from County roadways unless extreme circumstances provide no alternative and annexation or acceptance of ownership of the roadway by the municipality is not possible.

6.1	General.....	28
6.2	Procedures .....	28
6.3	Sign Maintenance.....	28
6.4	Road Side Hazards.....	30

## 6.1 General

The purpose of this policy is to establish and maintain uniform procedures and practices concerning sign maintenance and traffic operations on county roadways. The county will provide such control in a safe and cost-effective manner, balancing the needs of safety for roadway users with county personnel, budget, and social/environmental concerns.

## 6.2 Procedures

The Road Department will make decisions concerning scheduling and the procedures to be followed for daily traffic sign maintenance needs and subsequent yearly detailed condition inspections. Scheduling and the procedures to be followed will be based upon consideration of the following factors: significance of the traffic device to driver safety; condition and effectiveness of the devices; standards compliance; and whether damage or condition of device creates an immediate safety hazard.

In every instance, the onsite county personnel must assess the conditions of the traffic control device and rely on judgment and experience to determine the appropriate action to correct or maintain the device. Factors that may delay completion of traffic sign maintenance include but are not limited to other repair needs, utility locates, fabrication of necessary material, weather conditions, limited visibility; and other staff and field condition issues.

## 6.3 Sign Maintenance

- A. General: All county signs shall be entered into a database for tracking. Signs shall have the following information collected/assigned: sign number for all regulatory and warning signs, photograph of the sign, direction of the sign face(s), date of installation, type of post, type of sign material, a record of maintenance, and a GPS coordinate. All regulatory and warning signs shall be identified by a sign sticker placed on the back of the sign. Any signs removed shall be indicated as such within the database.
- B. Installation: All signs shall be installed in compliance with the most recent edition of the MUTCD, Title 12 of the county code, and this policy. The county may deviate from typical sign installations, at their discretion, due to conflicts with utilities, narrow rights-of-way, sight distance issues, or other road side or environmental factors.
  1. County signs are typically installed on telspar type posts.
  2. Road name/address signs are typically collocated with stop/yield signs at intersections and placed above the regulatory sign.
  3. All sign requests shall be made on a sign request form, which shall then be reviewed in compliance with this policy.

- C. Sign Retro-reflectivity: It shall be the intent of the county to conduct a retro-reflectivity evaluation of all signs at least once a year via a visual nighttime inspection as authorized by the MUTCD. Signs that do not meet the retro-reflectivity standard shall be replaced to ensure compliance with the MUTCD and this policy.
- D. Maintenance: The County shall perform a visual inspection of all signs once a quarter. This inspection shall ensure and record the condition/effectiveness of the sign, update the sign inventory, and make any minor repairs as required. After the initial placement of signs, the county shall, as budgetary factors allow, replace signs as they reach the end of the latter of their (a) warranty period, (b) expected life expectancy for the facing material used on the sign, or (c) expected life as determined by an authorized engineering study. Damaged, stolen, or missing signs shall be replaced as needed.
  - 1. Sign maintenance personnel shall use the necessary equipment and traffic controls, as directed by proper county sign maintenance practices and the Field Manual of Temporary Traffic Control Zone Layouts when performing sign maintenance activities along county roadways.
  - 2. All signs (regulatory, warning, or informational) that are replaced for any reason shall be replaced with a retro-reflectivity compliant sign consistent with the MUTCD.
- E. Maintenance Responsibility
  - 1. The county is responsible for all signs located on county roadways, including those on county roadways within municipal limits and those designated for county maintenance by UDOT within R918-6, with the following exceptions:
    - a. Municipalities may request to place additional or specialized signs along county roadways including street markers, community directional or welcome signage, electronic pedestrian crossing signs, etc. All requests shall obtain the appropriate approval for the sign type as per this policy and Title 12 of the county code. The requesting municipality shall be responsible for the installation and maintenance of the signage unless specific agreements are otherwise made with the county.
    - b. Signs on private roads that enter onto county roadways shall be required to conform to the MUTCD, this policy, and Title 12 of the county code.
      - i. The placement of signs or need thereof on private roads shall be reviewed at the time of development.
      - ii. To ensure for the health and safety of the traveling public, the county may place and/or maintain signage at private/County roadway intersections. At the county's option, the owner(s) of the private road may be billed the full cost of the signage improvements.
    - c. Other organizations may request to locate signs along county roadways that serve to benefit the traveling public. In no instance shall commercial or advertising signs be located within the county right of way or roadway. All such signs shall be approved in conformance with this policy.
- F. Removal of Signage:
  - 1. The county shall remove all unauthorized signage from county right of ways and roadways.



2. As excess road signs reduce the effectiveness of signage and impose an unnecessary financial burden on the county, signs determined to be unnecessary for safety purposes and which are not otherwise required to comply with an applicable state or federal statute or regulation shall be removed. The removal of signs shall follow the same process and approval requirements as the placement of a sign.
- G. Temporary Signage: All temporary signage shall be approved by the county.
1. Special event signage shall be approved through the special event permit process as established in Title 8.40 of the county code. All traffic control devices shall conform to the requirements of this policy and the MUTCD. Markings on the roadway shall be made with temporary marking paint.
  2. Construction signage shall comply with all encroachment permitting requirements as outlined in Section 2.6 of this policy.
- H. Response to Incident Report for Sign Repair Needs: Sign maintenance staff will respond after receiving notice of an incident that damages a sign and will determine the appropriate action. Repair of signs shall be made using the following priorities:
1. All Regulatory Signs: As soon as practical but no later than one (1) hour from the time of notification. A temporary sign may be placed in this time period, prior to permanent repairs being made.
  2. Warning Signs (e.g. Stop ahead, Curve, etc.): Within two scheduled working days.
  3. All other signs: When time and manpower allow.

#### **6.4 Road Side Hazards**

- A. Clear Zone Requirements: The AASHTO Roadside Design Guide defines a clear zone as the total roadside border area, starting at the edge of the traveled way, available for safe use by errant vehicles. This area may consist of a shoulder, a recoverable slope, and a non-recoverable slope.
1. Shoulder – minimum shoulder shall be provided in compliance with Table B-6
  2. Recoverable slope – flatter than 1V:4H
  3. Non-recoverable slope – between 1V:3H and 1V:4H if they are smooth and free of fixed objects
- B. Vegetation
1. The county shall maintain regular vegetation control programs to prevent growth of trees, shrubs, and other vegetation by the roadside that can become a safety hazard.
    - a. Trees that are within the clear zone should be removed. Trees with branches that infringe on the clear zone should be trimmed.
    - b. Grass and brush should be mowed within the clear zone.
- C. Utilities and Canals/Ditches
1. Newly located utilities (above or below ground) shall be placed outside of the clear zone to reduce the potential for conflict with vehicles. On narrow roadways, additional distance between the roadway and utility placement may be required to accommodate widening of the roadway over time.
  2. Canals/Ditches shall be, where practical, located (relocated when possible) outside of the clear zone

D. Objects in the Clear Zone

1. Placement of hazards within a county right-of-way or within the clear zone of any county roadway constitutes unauthorized work within the right-of-way. The landowner or person responsible for the hazard will be notified in writing and requested to remove or correct the hazardous condition.
2. If, after a reasonable amount of time, the landowner refuses or has not corrected or removed the hazard, the county will correct or remove the hazard at the landowner's expense. If there appears to be a significant hazard to the traveling public or maintenance equipment, the county may immediately remove the hazard at the landowner expense.

	<u>PAGE</u>
A. Standards for Construction Drawings.....	33
B. Geometric Design Criteria .....	35
C. Drainage Calculations .....	40
D. Hydrologic Procedures.....	41

The following instructions are for the purpose of standardizing the preparation of drawings to obtain uniformity in appearance, clarity, size, and style. These plans and designs shall meet the standards defined in the specifications and drawings herein outlined unless approved otherwise. The minimum information required on drawings for improvements are as follows:

- A. All drawings and/or prints shall be clear and legible and conform to good engineering and drafting practice, on 11" X 17" sheets or as approved by the County Engineer.
- B. In general, the following shall be included on all drawings:
  - 1. North arrow (plan)
  - 2. Scale, written and graphic: 1" = 40' horizontal, 1" = 4' vertical (other appropriate scales as approved by the County)
  - 3. Elevations referenced to the NAD 83
  - 4. Stationing and elevations for profiles
  - 5. Location map
  - 6. Index map
  - 7. General and Construction notes
  - 8. Title block, located in lower right corner of sheet to include:
    - a. Name of County
    - b. Project title (subdivision, etc.)
    - c. Specific type and location of work
    - d. Signature block for approval signature of County and date
    - e. Name, address, phone number, etc. of engineer or firm preparing drawings with license number, stamp, and signature
  - 9. Details at 1" = 10' or other appropriate scale to adequately provide required information
- C. Roadway surfacing drawings, and pedestrian paths or sidewalks shall show:
  - 1. Plan and profile views must be shown for centerline of road.
  - 2. Cross sections at 50-foot intervals showing existing ground, proposed roadway template, cut/fill slope catch points, and right-of-way
  - 3. All existing elevations shall be shown in parentheses
  - 4. Include stationing, centerline elevations, and curve data
  - 5. Flow direction and type of drainage structures with adequate flow line elevations
  - 6. Typical cross section for all roadways and variations
  - 7. 100' minimum of existing plan and profile design when connecting to existing improvements
  - 8. 300' minimum of future plan and profile design when roadway is to be extended (must also include 300' of existing profile along future rights-of-way lines)
  - 9. Soil Boring Log along roadway centerline if required by County
- D. Storm drainage drawings shall show:
  - 1. Minimum scale: 1" = 40' horizontal, 1" = 4' vertical
  - 2. Location, size and slope of mains, and lateral connections
  - 3. Location, size and details of inlets, junction boxes, etc.
  - 4. Stationing of manhole center lines, lateral connections, and crossings
  - 5. Manhole size, location and flow line elevation, lid elevations
  - 6. Design flow rate (10 yr. storm), hydraulic grade line and velocity (all indicated in profile for each pipe section)
  - 7. Type of mainline pipe

8. Outfall or receiving waters identification.
- E. Roadway, Drainage, and Grading Plans
  1. Plans showing site general layout and drainage patterns
  2. Roadway plan drawings shall show cut/fill catch points
  3. Cut and fill lines shall be labeled accordingly
  4. Spot elevations of final grades
  5. Finished grade contours at one foot intervals
  6. Detention facility details including: inlets, outlets, and piping facilities with final elevations
  7. Calculations to substantiate design (include in submittal but not to be included on plans)
- F. Erosion Control Plans
  1. Plans showing site general layout and drainage patterns and outlets for water exiting construction site
  2. De-silting basin details including inlets, outlets, and piping facilities
  3. Calculations to substantiate design (include in submittal but not to be included on plans)
  4. Erosion control construction notes
  5. Plan shall include an emergency phone number and name of the developer's responsible person who will be available 24 hours a day if an emergency situation arises
  6. Re-vegetation plans of disturbed soils
  7. Notes indicating compliance with Storm Water Pollution Prevent Plan and noxious weed control regulations

- A. Design Traffic Volume: Roads shall be designed for a specific traffic volume that is based on the average daily traffic (ADT) volume projected to a 20-year design future. Upon approval from the Director, the design year may range from the current year to 20 years depending on the nature of the improvements.
- B. Design Speed: The design speed is a selected speed used to determine the various design features of the roadway. Geometric features should be consistent with a specific design speed selected as appropriate for site conditions and anticipating the speed of vehicles using the roadway. Low design speeds are generally applicable to roads with winding alignment in rolling or mountainous terrain. High design speeds are generally applicable to roads in level terrain. Intermediate design speeds would be appropriate where terrain, roadside development conditions, and environmental conditions would support moderate roadway speeds. Table B-1 lists values for minimum design speeds as appropriate for traffic needs and types of terrain.

**Table B-1 Minimum Design Speeds for Cache County Roads**

Type of Terrain	Design Speed (mph) for specified design volume (veh/day)					
	under 50 veh/day	50 to 250	250 to 400	400 to 1500	1500 to 2000	2000 and over
Level	30	30	40	50	50	50
Rolling	20	30	30	40	40	40
Mountainous	20	20	20	30	30	30

- C. Sight Distance: Minimum stopping sight distance and passing sight distance should be as shown in Table B-2 and Table B-3. These tables provide characteristics of vertical curves allowing adequate sight distances based on traveling speed.

**Table B-2  
Design Controls for Stopping Sight Distance  
for Crest and Sag Vertical Curves**

Initial Speed (mph)	Design Stopping Sight Distance (feet)	Rate of Vertical Curvature, $K_a$ (ft/%)	
		Crest	Sag
15	80	3	10
20	115	7	17
25	155	12	26
30	200	19	37
35	250	29	49
40	305	44	64
45	360	61	79
50	425	84	96
55	495	114	115
60	570	151	136

**Table B-3  
Design Controls for Crest Vertical Curves  
Based on Passing Sight Distance**

Initial Speed (mph)	Design Passing Sight Distance (ft)	Rate of Vertical Curvature, $K_a$ (ft/%)
20	710	180
25	900	289
30	1090	424
35	1280	585
40	1470	772
45	1625	943
50	1835	1203
55	1985	1407
60	2135	1628

D. Roadway Grades: Maximum roadway grades are shown in Table B-4:

**Table B-4 Maximum Grades for Cache County Roads**

Type of Terrain	Maximum Grade (%) for specified design speed (mph)							
	15	20	25	30	40	50	55	60
Level	9	8	7	7	7	6	6	5
Rolling	10	10	10	10	10	8	7	6
Mountainous	10	10	10	10	10	10	9	8

E. Alignment: Horizontal and vertical alignment should be obtained by engineering study and consideration of the general guidelines listed in AASHTO's Policy on Geometric Design of Streets and Highways. Table B-5 lists minimum radius of horizontal curves with respect to design speed for Cache County roads. Curve data is required for all roadway centerlines.

**Table B-5 Minimum Horizontal Curve Radius for Cache County Roads**

Design Speed (mph)	10	15	20	25	30	35	40	45	50	55	60
Curve Radius (ft)	16	42	86	154	250	371	533	711	926	1190	1500

If possible, the horizontal alignment shall be tangent through intersections, but where horizontal curves cannot be avoided, the following shall be observed:

1. Use a curve of sufficient radius to provide adequate sight distance and eliminate the need for super elevation. Under no condition shall the curve radius be less than that required for the road classification.
  2. Curves should not begin or end within an intersection.
  3. Eliminate angle points in excess of two degrees (2°) on intersecting roadways by use of a large radius curve.
  4. Angle points up to five degrees (5°) are permissible at the intersection of two residential roads.
  5. Curve radii and super elevation shall consider the design speed for the given road.
- F. Landings - A landing is defined as the area between the through road roadway and the point at which the side road grade begins to exceed 3%. The required minimum lengths of the landings are as follows:
1. Arterial 200 feet
  2. Collector 100 feet
  3. Local 50 feet
  4. Cul-de-sac 25 feet
- G. Roadway Intersections:
1. Number of Roadways: Conventional at grade intersections shall not be designed to accommodate more than two (2) roadways or four (4) corners. If additional intersecting roadways are necessary, a roundabout intersection design may be appropriate.

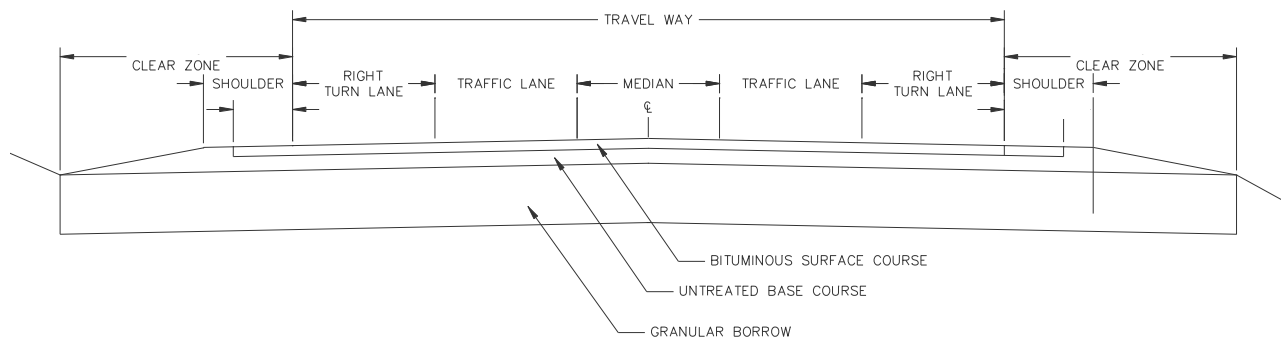
2. Intersection Angle: Roadways shall intersect at a ninety degree (90°) angle, or as near to a right angle as practicable, but shall not to exceed a ten degree (10°) deviation.
  3. Corner Radii: Roadway intersections shall be rounded with the minimum radii measured at the edge of asphalt:
    - i. 25 feet for local roads
    - ii. 30 feet for arterials and collectors
  4. Roundabouts: Roundabouts shall be designed following Federal Highway Administration's publication No. FHWA-RD-00-067 "Roundabouts: An Informational Guide" and the MUTCD. Concept shall be approved in advance by the Director.
- H. Cross Slope: Pavement cross slope shall be adequate to provide proper drainage.
1. Asphalt surfaced roadways shall have cross slopes ranging from 1.5 to 2 percent.
  2. Gravel surfaced roads shall have a 3 percent cross slope.
  3. Cross slopes may vary based on the specific project conditions, but shall be approved by the County.
- I. Super Elevation: The maximum super elevation rate for Cache County roadways is 8%.
- J. Width of Traveled Way and Shoulder
1. Graded shoulder width is measured from the edge of the traveled way to the point of intersection of shoulder slope and fore slope as shown on the typical roadway section drawing.
  2. The minimum traveled way width is the sum of the travel lanes, median, auxiliary lanes, and graded shoulder widths given in Table B-6. A minimum of two travel lanes is required. Single lane roads may be permitted on seasonal/recreation roadways with approval of the Fire District and will be required to have other improvements (e.g., pullouts) as deemed necessary to provide adequate service provision in compliance with the latest edition of the International Fire Code. Where roadside barriers (guardrail) are proposed, it is desirable to provide a minimum offset of 4 feet from the traveled way to the barrier when practical.
- K. Median: Need and justification for a two-way left turn median shall be determined by the Director. The median shall be placed in the travel way and equally placed on the roadway centerline. The travel way width is increased by the amount of median width.
- L. Auxiliary Turning Lanes: Auxiliary left and/or right turning lanes shall be included in the roadway typical section when required.
- M. Horizontal Clearance to Obstructions: A clear zone from the edge of traveled way that is appropriately graded is required for roadway design. Clear zone widths must comply with the AASHTO Roadside Design Guide, latest edition.
1. An exception may be made where guardrail protection is provided.
  2. The clear zone area must be clear of all unyielding objects such as trees, sign supports, utility poles, light poles, and any other fixed objects that might severely damage an out-of-control vehicle.
  3. Drainage and irrigation ditches shall not be within the clear zone area.



**Table B-6 Typical Cross Section Minimum Standards**

Roadway Classification	Right-of-way (ft)	Travel Lane Width (ft)	Total Shoulder Width (ft)	Paved Shoulder Width (ft)	Gravel Shoulder Width (ft)	Design Limits Based on ADT	Road Surface
Minor Arterial	100	12	10	8	2	-	(A)
Major Collector	80	12	8	4	4	-	(A)
Minor Collector	66	11	6	4	2	2000	(B)
Major Local	66	10	6	2	4	1500	(B)
Minor Local	66	10	4	0	4	400	(B)
Major Private	66	10	2	0	0	200	(B)
Minor Private	33	10	0	0	0	50	(B)
Seasonal/Recreation	33	10	0	0	0	-	(B)
Agricultural Access	33	10	0	0	0	-	(C)

**Figure B-1 Typical Cross Section**



#### K. Gravel Road Structural Construction

1. All work shall be verified by an independent soils testing materials technician acceptable to the County. The materials technician shall provide certification of each phase of the completed work to the County.
2. Topsoil and organic material shall be excavated from the roadway alignment area to a depth and width to accommodate the placement of sub base materials.
3. Underlying soils shall be proof rolled with a vibratory compactor roller. Adequate rolling and compaction of soft areas shall be verified by observation by the materials technician.
4. Geotextile reinforcement shall be placed in saturated or soft soil areas as deemed necessary by the County.

5. Compacted granular borrow shall be placed to the specified depth and width in accordance with Table B-8. The soils technician shall verify proper gradation, placement, and compaction of the material.
6. Compacted untreated base course shall be placed to the specified depth and width in accordance with Table B-8. The soils technician shall verify proper gradation, placement, and compaction of the material.

**Table B-8 Typical Cross Section Structural Values**

Typical Section	Bituminous Surface Course (BSC)	Untreated Base Course (UTBC)	Granular Borrow (GB)
A	4	6	14
B	3	6	14
C	0	6	14

- A. Drainage calculations by a licensed professional shall be provided to show that all storm water facilities can adequately handle run-off from the site development as well as all upstream contributing flows. Hydraulic capacity of pipe and culvert systems must be verified with engineering calculations in accordance with the UDOT Roadway Drainage Manual of Instruction.
- B. Calculations shall include a copy of the of the site grading and drainage plan, at the plan scale with the boundaries, acreages and C-factors of the interior drainage areas shown.
- C. Calculations shall also include a map at an appropriate scale delineating the boundaries, flow paths, acreages and C-factors of the drainage areas upstream of the development, which contribute storm water to the development.
- D. Construction drawings shall show the location, size, flow line elevations, profiles and details of drainage facilities and structures, including, but not limited to swales, ditches, culverts under public roads and private drives, drop inlets, storm sewers, and detention/retention ponds. Typical cross sections of all swales and ditches shall be shown.
- E. Profiles of roads shall show profiles of storm sewers and cross sections of culverts together with points of intersection. Profiles shall show clearance of such drainage facilities with water mains and sanitary sewers.

- A. For purposes of computing run-off, all existing and proposed gravel surfaced roadways, driveways, and parking areas shall be treated as being asphalt paved.
- B. The Rational Method may be used to determine peak flows for sites smaller than 300 acres and having a time of concentration less than 30' minimum if the site surface characteristics make it applicable.
- C. When the rational method is used, times of concentration for pre-development and post development shall be shown with their corresponding rain intensity.
- D. Values from Table D-1 of rainfall intensity-duration-frequency shall be used with the rational method.

**Table D-1 Rainfall Intensity Duration Frequency  
Precipitation Intensity Estimates (in/hr)**

From NOAA Atlas 14 Logan Utah State University, Utah (42-5186) 41.7456 N 111.8033 W 4786 feet											
<b>ARI* (years)</b>	<b>5 min</b>	<b>10 min</b>	<b>15 min</b>	<b>30 min</b>	<b>60 min</b>	<b>120 min</b>	<b>3 hr</b>	<b>6 hr</b>	<b>12 hr</b>	<b>24 hr</b>	<b>48 hr</b>
<b>2</b>	1.62	1.24	1.02	0.69	0.43	0.28	0.22	0.15	0.10	0.06	0.04
<b>5</b>	2.26	1.72	1.42	0.96	0.59	0.37	0.28	0.19	0.12	0.08	0.05
<b>10</b>	2.78	2.12	1.76	1.18	0.73	0.45	0.33	0.22	0.14	0.09	0.05
<b>25</b>	3.64	2.77	2.29	1.54	0.95	0.57	0.42	0.27	0.17	0.11	0.06
<b>50</b>	4.37	3.32	2.75	1.85	1.15	0.68	0.49	0.31	0.19	0.12	0.07
<b>100</b>	5.23	3.98	3.29	2.22	1.37	0.80	0.57	0.36	0.22	0.13	0.08
<b>200</b>	6.18	4.70	3.89	2.62	1.62	0.94	0.66	0.40	0.24	0.15	0.09
<b>500</b>	7.74	5.89	4.86	3.28	2.03	1.15	0.79	0.47	0.28	0.17	0.10
<b>1000</b>	9.07	6.90	5.70	3.84	2.38	1.34	0.91	0.53	0.31	0.18	0.11

- E. When the site surface characteristics warrant the use of a method other than the Rational Method, use the SCS method, Modified Rational Method or an approved procedure in accordance with the UDOT Roadway Drainage Manual of Instruction.
- F. Table D-2 shows precipitation frequency values that shall be used in conjunction with an approved hydrological procedure.

**Table D-2 Precipitation Frequency Estimates (inches)**

From NOAA Atlas 14 Logan Utah State University, Utah (42-5186) 41.7456 N 111.8033 W 4786 feet											
<b>ARI* (years)</b>	<b>5 min</b>	<b>10 min</b>	<b>15 min</b>	<b>30 min</b>	<b>60 min</b>	<b>120 min</b>	<b>3 hr</b>	<b>6 hr</b>	<b>12 hr</b>	<b>24 hr</b>	<b>48 hr</b>
<b>2</b>	0.14	0.21	0.26	0.34	0.43	0.56	0.66	0.90	1.21	1.55	1.86
<b>5</b>	0.19	0.29	0.35	0.48	0.59	0.74	0.84	1.13	1.48	1.90	2.26
<b>10</b>	0.23	0.35	0.44	0.59	0.73	0.90	1.00	1.33	1.73	2.18	2.59
<b>25</b>	0.30	0.46	0.57	0.77	0.95	1.14	1.25	1.62	2.07	2.58	3.05
<b>50</b>	0.36	0.55	0.69	0.93	1.15	1.36	1.47	1.86	2.34	2.89	3.42
<b>100</b>	0.44	0.66	0.82	1.11	1.37	1.60	1.71	2.13	2.64	3.23	3.81
<b>200</b>	0.52	0.78	0.97	1.31	1.62	1.88	1.98	2.41	2.95	3.58	4.22
<b>500</b>	0.65	0.98	1.22	1.64	2.03	2.31	2.38	2.83	3.39	4.05	4.78
<b>1000</b>	0.76	1.15	1.43	1.92	2.38	2.69	2.73	3.19	3.74	4.42	5.22

- G. An inflow and outflow hydrograph will be required on all retention/detention basins.

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 3**

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	11,101,599.76	18,059,945.06	22,393,600.00	4,333,654.94	80.7
LICENSES & PERMITS	( 930.00)	35,250.00	40,000.00	4,750.00	88.1
INTERGOVERNMENTAL REVENUE	115,645.64	12,838,123.46	13,537,100.00	698,976.54	94.8
CHARGES FOR SERVICES	845,201.64	5,014,814.25	6,460,600.00	1,445,785.75	77.6
FINES & FORFEITURES	6,489.09	86,001.28	93,000.00	6,998.72	92.5
MISCELLANEOUS REVENUE	46,468.01	1,049,134.63	2,186,800.00	1,137,665.37	48.0
CONTRIBUTIONS & TRANSFERS	16,818.32	190,652.78	2,903,700.00	2,713,047.22	6.6
	12,131,292.46	37,273,921.46	47,614,800.00	10,340,878.54	78.3
<u>EXPENDITURES</u>					
COUNCIL	6,517.64	112,744.97	127,600.00	14,855.03	88.4
WATER DEVELOPMENT	.00	275,000.00	275,000.00	.00	100.0
PUBLIC DEFENDER	85,777.85	598,963.93	700,700.00	101,736.07	85.5
EXECUTIVE	54,647.33	370,882.94	449,100.00	78,217.06	82.6
FINANCE	42,374.23	554,984.34	620,400.00	65,415.66	89.5
HUMAN RESOURCES	54,493.90	334,024.93	377,400.00	43,375.07	88.5
GIS DEPT	7,251.18	101,418.28	116,100.00	14,681.72	87.4
INFORMATION TECHNOLOGY SYSTE	71,146.68	951,127.21	1,042,700.00	91,572.79	91.2
AUDITOR	1,128.45	24,677.17	29,300.00	4,622.83	84.2
CLERK	10,440.93	110,853.60	127,500.00	16,646.40	86.9
RECORDER	13,596.89	144,039.76	175,700.00	31,660.24	82.0
ATTORNEY	124,219.15	1,659,974.10	1,777,800.00	117,825.90	93.4
VOCA - VICTIM SERVICES	( 464.27)	( 250.00)	.00	250.00	.0
VAWA - ATTORNEY - GRANT SERV	( 939.16)	.00	.00	.00	.0
NON-DEPARTMENTAL	10,156.08	345,489.50	359,600.00	14,110.50	96.1
CENTRAL MAIL	430.56	4,216.53	7,100.00	2,883.47	59.4
BUILDING & GROUNDS	18,505.37	261,594.45	400,100.00	138,505.55	65.4
VOCA - MAIN	41,745.87	418,106.89	376,000.00	( 42,106.89)	111.2
VOCA - SAS	11,143.71	97,292.52	128,700.00	31,407.48	75.6
VAWA - INVESTIGATION	11,868.13	106,995.38	92,700.00	( 14,295.38)	115.4
VAWA - PROSECUTION	5,096.17	50,026.95	116,800.00	66,773.05	42.8
ELECTIONS	23,839.29	829,351.55	933,000.00	103,648.45	88.9
PUBLIC NOTICES	74.95	928.45	3,100.00	2,171.55	30.0
ECONOMIC DEVELOPMENT	4,475.06	55,475.06	52,000.00	( 3,475.06)	106.7
SHERIFF - CRIMINAL	290,070.28	3,718,907.86	4,892,000.00	1,173,092.14	76.0
SHERIFF - SUPPORT SERVICES	235,249.54	2,415,067.13	2,644,400.00	229,332.87	91.3
SHERIFF - ADMINISTRATION	99,168.49	1,536,544.86	1,838,400.00	301,855.14	83.6
SHERIFF - SEARCH AND RESCUE	5,824.14	121,449.15	137,000.00	15,550.85	88.7
SHERIFF - EXPLORER	1,799.82	8,967.40	25,100.00	16,132.60	35.7
FIRE DEPARTMENT	114,854.38	1,004,429.76	1,206,000.00	201,570.24	83.3
SHERIFF - CORRECTIONS	591,616.58	7,722,585.02	8,403,600.00	681,014.98	91.9
SHERIFF - IT DEPARTMENT	( 303.58)	8,697.69	28,300.00	19,602.31	30.7
BEE INSPECTION	2,500.00	2,500.00	2,500.00	.00	100.0
SHERIFF - ANIMAL CONTROL	13,357.45	165,889.11	187,700.00	21,810.89	88.4
SHERIFF - EMERGENCY MANAGEME	16,359.43	127,368.76	180,200.00	52,831.24	70.7
FIRE-EMS	11,476.40	11,476.40	.00	( 11,476.40)	.0
PUBLIC HEALTH	.00	240,387.75	320,600.00	80,212.25	75.0

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
PUBLIC WELFARE	.00	81,100.00	82,800.00	1,700.00	98.0
FAIRGROUNDS	82,024.09	1,025,944.21	1,456,800.00	430,855.79	70.4
COMMUNICATIONS	1,750.00	12,257.63	15,600.00	3,342.37	78.6
LIBRARY	12,669.47	93,944.06	101,300.00	7,355.94	92.7
USU AG EXTENSION SERVICE	50.20	244,719.95	305,400.00	60,680.05	80.1
COUNTY FAIR	873.63	96,795.88	169,400.00	72,604.12	57.1
RODEO	.00	209,506.73	230,800.00	21,293.27	90.8
STATE FAIR	.00	980.00	1,000.00	20.00	98.0
AGRICULTURAL PROMOTION	.00	.00	6,000.00	6,000.00	.0
CONTRIBUTIONS	.00	480,000.00	2,345,400.00	1,865,400.00	20.5
TRANSFERS OUT	.00	2,631,800.00	4,035,800.00	1,404,000.00	65.2
MISCELLANEOUS	145,586.48	284,686.96	307,800.00	23,113.04	92.5
COUNTY PANDEMIC RELIEF	216,446.11	2,584,169.67	10,402,500.00	7,818,330.33	24.8
	<u>2,438,898.90</u>	<u>32,238,094.49</u>	<u>47,614,800.00</u>	<u>15,376,705.51</u>	<u>67.7</u>
	<u>9,692,393.56</u>	<u>5,035,826.97</u>	<u>.00</u>	<u>( 5,035,826.97)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

TAX ADMINISTRATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	2,220,887.19	2,658,697.27	3,323,800.00	665,102.73	80.0
CHARGES FOR SERVICES	99,371.71	1,081,809.22	629,900.00	( 451,909.22)	171.7
MISCELLANEOUS REVENUE	136.32	2,849.55	.00	( 2,849.55)	.0
CONTRIBUTIONS & TRANSFERS	.00	.00	627,100.00	627,100.00	.0
	<u>2,320,395.22</u>	<u>3,743,356.04</u>	<u>4,580,800.00</u>	<u>837,443.96</u>	<u>81.7</u>
<u>EXPENDITURES</u>					
TAX ADMINISTRATION ALLOCATIONS	103,642.77	1,365,009.36	1,601,200.00	236,190.64	85.3
INFORMATION TECHNOLOGY SYSTE	30,597.67	390,506.90	413,300.00	22,793.10	94.5
TREASURER	24,176.53	287,773.84	325,300.00	37,526.16	88.5
ASSESSOR	114,366.87	1,742,733.08	2,100,600.00	357,866.92	83.0
CONTRIBUTIONS	78,937.07	90,457.78	85,500.00	( 4,957.78)	105.8
MISCELLANEOUS	481.09	28,067.34	54,900.00	26,832.66	51.1
	<u>352,202.00</u>	<u>3,904,548.30</u>	<u>4,580,800.00</u>	<u>676,251.70</u>	<u>85.2</u>
	<u>1,968,193.22</u>	<u>( 161,192.26)</u>	<u>.00</u>	<u>161,192.26</u>	<u>.0</u>



CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

MUNICIPAL SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	227,211.61	2,532,526.38	5,571,000.00	3,038,473.62	45.5
LICENSES & PERMITS	80,747.45	1,918,842.47	1,146,800.00	( 772,042.47)	167.3
INTERGOVERNMENTAL REVENUE	58,500.00	2,644,500.28	3,867,900.00	1,223,399.72	68.4
CHARGES FOR SERVICES	1,673.83	988,317.51	1,071,100.00	82,782.49	92.3
MISCELLANEOUS REVENUE	17,160.81	142,061.81	300,500.00	158,438.19	47.3
CONTRIBUTIONS & TRANSFERS	125,617.64	309,666.64	2,541,400.00	2,231,733.36	12.2
	<u>510,911.34</u>	<u>8,535,915.09</u>	<u>14,498,700.00</u>	<u>5,962,784.91</u>	<u>58.9</u>
<u>EXPENDITURES</u>					
DEVELOPMENT SERVICES ADMIN	21,486.78	181,199.28	230,300.00	49,100.72	78.7
ZONING DEPARTMENT	69,272.65	456,784.45	776,700.00	319,915.55	58.8
FIRE DEPARTMENT	33,870.00	237,388.59	244,900.00	7,511.41	96.9
BUILDING INSPECTION	65,725.13	768,133.13	856,600.00	88,466.87	89.7
ANIMAL CONTROL	.00	.00	12,000.00	12,000.00	.0
ROAD	79,085.44	4,051,511.24	5,377,400.00	1,325,888.76	75.3
SANITATION/WASTE COLLECTION	.00	.00	30,000.00	30,000.00	.0
VEGETATION MANAGEMENT	44,006.30	580,651.76	663,600.00	82,948.24	87.5
PUBLIC WORKS	59,002.36	428,693.53	729,700.00	301,006.47	58.8
TRAILS MANAGEMENT	223,989.12	789,852.98	1,173,700.00	383,847.02	67.3
CONTRIBUTIONS	.00	15,542.00	2,970,900.00	2,955,358.00	.5
TRANSFERS OUT	.00	1,431,400.00	1,431,400.00	.00	100.0
MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
	<u>596,437.78</u>	<u>8,941,156.96</u>	<u>14,498,700.00</u>	<u>5,557,543.04</u>	<u>61.7</u>
	<u>( 85,526.44)</u>	<u>( 405,241.87)</u>	<u>.00</u>	<u>405,241.87</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	619,504.15	743,152.36	966,000.00	222,847.64	76.9
CHARGES FOR SERVICE	21,198.00	275,982.75	280,000.00	4,017.25	98.6
CONTRIBUTIONS	.00	.00	113,500.00	113,500.00	.0
	<u>640,702.15</u>	<u>1,019,135.11</u>	<u>1,359,500.00</u>	<u>340,364.89</u>	<u>75.0</u>
<u>EXPENDITURES</u>					
PUBLIC HEALTH	.00	1,309,274.00	1,309,500.00	226.00	100.0
CONTRIBUTIONS	.00	.00	50,000.00	50,000.00	.0
	<u>.00</u>	<u>1,309,274.00</u>	<u>1,359,500.00</u>	<u>50,226.00</u>	<u>96.3</u>
	<u>640,702.15</u>	<u>( 290,138.89)</u>	<u>.00</u>	<u>290,138.89</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

CACHE CO REDEVELOPMENT AGENCY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	.00	.00	70,000.00	70,000.00	.0
CONTRIBUTIONS	.00	.00	277,500.00	277,500.00	.0
	<u>.00</u>	<u>.00</u>	<u>347,500.00</u>	<u>347,500.00</u>	<u>.0</u>
<u>EXPENDITURES</u>					
COMMUNITY DEVELOPMENT	.00	.00	325,000.00	325,000.00	.0
CONTRIBUTIONS	.00	.00	11,000.00	11,000.00	.0
TRANSFERS OUT	.00	11,409.00	11,500.00	91.00	99.2
	<u>.00</u>	<u>11,409.00</u>	<u>347,500.00</u>	<u>336,091.00</u>	<u>3.3</u>
	<u>.00</u>	<u>( 11,409.00)</u>	<u>.00</u>	<u>11,409.00</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

FUND 230

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	59,358.94	629,834.09	690,000.00	60,165.91	91.3
INTERGOVERNMENTAL REVENUE	.00	40,000.00	58,100.00	18,100.00	68.9
CHARGES FOR SERVICES	3,730.58	25,312.75	34,000.00	8,687.25	74.5
MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
CONTRIBUTIONS & TRANSFERS	.00	.00	173,500.00	173,500.00	.0
	<u>63,089.52</u>	<u>695,146.84</u>	<u>956,100.00</u>	<u>260,953.16</u>	<u>72.7</u>
<u>EXPENDITURES</u>					
VISITORS BUREAU	43,619.85	567,341.79	694,100.00	126,758.21	81.7
TRANSFERS OUT	.00	262,000.00	262,000.00	.00	100.0
	<u>43,619.85</u>	<u>829,341.79</u>	<u>956,100.00</u>	<u>126,758.21</u>	<u>86.7</u>
	<u>19,469.67</u>	<u>( 134,194.95)</u>	<u>.00</u>	<u>134,194.95</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

COUNCIL ON AGING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	31,449.56	521,179.80	742,200.00	221,020.20	70.2
CHARGES FOR SERVICES	115.00	1,715.30	8,500.00	6,784.70	20.2
MISCELLANEOUS REVENUE	944.84	10,327.23	12,800.00	2,472.77	80.7
CONTRIBUTIONS & TRANSFERS	23,664.74	397,600.92	518,700.00	121,099.08	76.7
	<u>56,174.14</u>	<u>930,823.25</u>	<u>1,282,200.00</u>	<u>351,376.75</u>	<u>72.6</u>
<u>EXPENDITURES</u>					
NUTRITION-MANDATED	47,409.84	462,973.37	617,300.00	154,326.63	75.0
SR CITIZENS CENTER-NON-MANDATE	55,002.68	400,712.58	544,300.00	143,587.42	73.6
ACCESS - MANDATED	10,033.70	119,797.76	120,600.00	802.24	99.3
	<u>112,446.22</u>	<u>983,483.71</u>	<u>1,282,200.00</u>	<u>298,716.29</u>	<u>76.7</u>
	<u>( 56,272.08)</u>	<u>( 52,660.46)</u>	<u>.00</u>	<u>52,660.46</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

MENTAL HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	346,838.51	2,913,302.41	3,000,000.00	86,697.59	97.1
CONTRIBUTIONS	35,812.00	144,748.00	135,000.00	( 9,748.00)	107.2
	<u>382,650.51</u>	<u>3,058,050.41</u>	<u>3,135,000.00</u>	<u>76,949.59</u>	<u>97.6</u>
<u>EXPENDITURES</u>					
PUBLIC HEALTH	.00	2,372,531.57	3,135,000.00	762,468.43	75.7
	<u>.00</u>	<u>2,372,531.57</u>	<u>3,135,000.00</u>	<u>762,468.43</u>	<u>75.7</u>
	<u>382,650.51</u>	<u>685,518.84</u>	<u>.00</u>	<u>( 685,518.84)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

RESTAURANT TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	128,410.31	1,373,992.70	1,680,000.00	306,007.30	81.8
	128,410.31	1,373,992.70	1,680,000.00	306,007.30	81.8
<u>EXPENDITURES</u>					
TOURISM AWARDS	50,000.00	225,160.00	219,000.00	( 6,160.00)	102.8
FACILITY AWARDS	165,581.94	561,760.17	1,024,700.00	462,939.83	54.8
CONTRIBUTIONS	.00	.00	180,400.00	180,400.00	.0
TRANSFERS	.00	255,818.00	255,900.00	82.00	100.0
	215,581.94	1,042,738.17	1,680,000.00	637,261.83	62.1
	( 87,171.63)	331,254.53	.00	( 331,254.53)	.0

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

RAPZ TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	155,590.19	1,691,396.40	1,830,000.00	138,603.60	92.4
	155,590.19	1,691,396.40	1,830,000.00	138,603.60	92.4
<u>EXPENDITURES</u>					
FACILITIES AWARDS	302,599.00	981,358.20	864,400.00	( 116,958.20)	113.5
PROGRAM AWARDS	6,764.82	543,948.87	589,000.00	45,051.13	92.4
CONTRIBUTIONS	.00	.00	293,000.00	293,000.00	.0
TRANSFERS OUT	.00	83,402.00	83,600.00	198.00	99.8
	309,363.82	1,608,709.07	1,830,000.00	221,290.93	87.9
	( 153,773.63)	82,687.33	.00	( 82,687.33)	.0



CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

CCCOG FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	388,988.26	4,230,915.95	5,006,800.00	775,884.05	84.5
	388,988.26	4,230,915.95	5,006,800.00	775,884.05	84.5
<u>EXPENDITURES</u>					
ROAD PROJECTS	.00	3,386,621.63	4,481,800.00	1,095,178.37	75.6
TRANSFERS OUT	.00	.00	525,000.00	525,000.00	.0
	.00	3,386,621.63	5,006,800.00	1,620,178.37	67.6
	388,988.26	844,294.32	.00	( 844,294.32)	.0

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	17,516.08	1,014,162.31	1,084,500.00	70,337.69	93.5
MISCELLANEOUS REVENUE	3,963.66	28,977.24	44,500.00	15,522.76	65.1
AIRPORT LAND LEASE REVENUES	2,052.95	107,197.04	101,300.00	( 5,897.04)	105.8
CONTRIBUTIONS & TRANSFERS	.00	80,000.00	118,900.00	38,900.00	67.3
	<u>23,532.69</u>	<u>1,230,336.59</u>	<u>1,349,200.00</u>	<u>118,863.41</u>	<u>91.2</u>
<u>EXPENDITURES</u>					
AIRPORT DEPARTMENT	<u>12,273.41</u>	<u>1,164,060.78</u>	<u>1,349,200.00</u>	<u>185,139.22</u>	<u>86.3</u>
	<u>12,273.41</u>	<u>1,164,060.78</u>	<u>1,349,200.00</u>	<u>185,139.22</u>	<u>86.3</u>
	<u>11,259.28</u>	<u>66,275.81</u>	<u>.00</u>	<u>( 66,275.81)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

CHILDREN'S JUSTICE CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	42,941.32	178,504.71	465,700.00	287,195.29	38.3
CONTRIBUTIONS & TRANSFERS	.00	.00	1,406,500.00	1,406,500.00	.0
	<u>42,941.32</u>	<u>178,504.71</u>	<u>1,872,200.00</u>	<u>1,693,695.29</u>	<u>9.5</u>
<u>EXPENDITURES</u>					
CHILDREN'S JUSTICE CNTR - VOCA	14,638.78	126,102.90	248,200.00	122,097.10	50.8
CHILDREN'S JUSTICE CENTER	45,482.01	678,369.32	1,624,000.00	945,630.68	41.8
	<u>60,120.79</u>	<u>804,472.22</u>	<u>1,872,200.00</u>	<u>1,067,727.78</u>	<u>43.0</u>
	<u>( 17,179.47)</u>	<u>( 625,967.51)</u>	<u>.00</u>	<u>625,967.51</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

AMBULANCE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CONTRIBUTIONS	296,750.00	1,187,000.00	6,801,000.00	5,614,000.00	17.5
	296,750.00	1,187,000.00	6,801,000.00	5,614,000.00	17.5
<u>EXPENDITURES</u>					
AMBULANCE DEPARTMENT	417,907.22	1,165,308.06	5,501,000.00	4,335,691.94	21.2
DEPARTMENT 4810	.00	.00	1,300,000.00	1,300,000.00	.0
	417,907.22	1,165,308.06	6,801,000.00	5,635,691.94	17.1
	( 121,157.22)	21,691.94	.00	( 21,691.94)	.0

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	59.49	905.99	.00	( 905.99)	.0
CONTRIBUTIONS AND TRANSFERS IN	.00	1,983,200.00	1,987,200.00	4,000.00	99.8
	59.49	1,984,105.99	1,987,200.00	3,094.01	99.8
<u>EXPENDITURES</u>					
CAPITAL LEASE - PATROL VEHICLE	.00	665,592.65	667,400.00	1,807.35	99.7
CAPITAL LEASE - ROAD EQUIPMENT	.00	31,387.83	31,400.00	12.17	100.0
SALES TAX REVENUE BONDS	1,205,432.45	1,265,364.90	1,267,700.00	2,335.10	99.8
CAPITAL LEASE - IT EQUIPMENT	.00	19,166.59	20,700.00	1,533.41	92.6
	1,205,432.45	1,981,511.97	1,987,200.00	5,688.03	99.7
	( 1,205,372.96)	2,594.02	.00	( 2,594.02)	.0

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	4,139.98	125,272.05	.00	( 125,272.05)	.0
CONTRIBUTIONS AND TRANSFERS IN	.00	2,050,000.00	15,932,300.00	13,882,300.00	12.9
	<u>4,139.98</u>	<u>2,175,272.05</u>	<u>15,932,300.00</u>	<u>13,757,027.95</u>	<u>13.7</u>
<u>EXPENDITURES</u>					
ROAD FACILITIES	1,912,283.21	11,202,273.83	15,932,300.00	4,730,026.17	70.3
	<u>1,912,283.21</u>	<u>11,202,273.83</u>	<u>15,932,300.00</u>	<u>4,730,026.17</u>	<u>70.3</u>
	<u>( 1,908,143.23)</u>	<u>( 9,027,001.78)</u>	<u>.00</u>	<u>9,027,001.78</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2020

TRUST AND AGENCY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
LICENSES & PERMITS	.00	1,000.00	.00	( 1,000.00)	.0
	.00	1,000.00	.00	( 1,000.00)	.0
<u>EXPENDITURES</u>					
	.00	.00	.00	.00	.0
	.00	1,000.00	.00	( 1,000.00)	.0

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 4**





**FINANCIAL STATEMENTS**  
**with**  
**INDEPENDENT AUDITORS' REPORT**  
**Years Ended June 30, 2020 and 2019**

## TABLE OF CONTENTS

### **INTRODUCTORY SECTION**

Letter of Transmittal .....	1-2
Organization Chart .....	3
List of Principal Officials .....	4

### **FINANCIAL SECTION**

INDEPENDENT AUDITORS' REPORT .....	5-6
FINANCIAL STATEMENTS:	
Statements of Financial Position .....	7
Statements of Activities .....	8
Statement of Functional Expenses for the Year Ended June 30, 2020 .....	9
Statement of Functional Expenses for the Year Ended June 30, 2019 .....	10
Statements of Cash Flows .....	11
Notes to Financial Statements .....	12-19

### **SUPPLEMENTAL SECTION**

Schedule 1: Detailed Statements of Activities .....	20-23
REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i> .....	24-25
Communication with those Charged with Governance .....	26-28

# **INTRODUCTORY SECTION**



December 4, 2020

Office of the State Auditor  
Utah State Capitol Complex  
Senate Office Building, Suite E310  
P.O. Box 142310  
Salt Lake City, UT 84114

The financial statement report of Bear River Mental Health Services, Inc. (Center), a not-for-profit organization, for the fiscal years ended June 30, 2020 and 2019, is submitted herewith. Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the Center. To the best of our knowledge and belief, the enclosed data is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the various funds of the Center. All disclosures necessary to enable the reader to gain an understanding of the Center's financial activities have been included.

The financial report is presented in three sections: introductory, financial, and supplemental. The introductory section includes this transmittal letter, organizational chart, and a list of principal officials. The financial section includes the auditor's report and the June 30, 2020 and 2019, financial statements. The supplemental section consists of a comparative detail statement of activities, the auditor's reports in accordance with government auditing standards, and communication with those charged with governance.

The Center contracts with the State of Utah, which dictates that programs be considered for compliance with the requirements governing types of services. Management of the Center is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Center are protected from loss, theft or misuse; and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America.

The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of federal, state and county financial assistance, the Center also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to a periodic evaluation by management. As demonstrated by the statements and schedules included in the financial section of this report, the Center continues to meet its responsibility for sound financial management.

The preparation of the financial statements and supplemental information was made possible by the dedicated services of the Bear River staff, who assisted with the audit process. Additionally, the excellent work accomplished by the staff from the firm of Carver Florek & James, CPA's made this an extremely useful review and summary for management purposes.

Due credit also should be given to the governing board of the Center for their interest and support in planning and conducting the operations in a responsible and progressive manner.

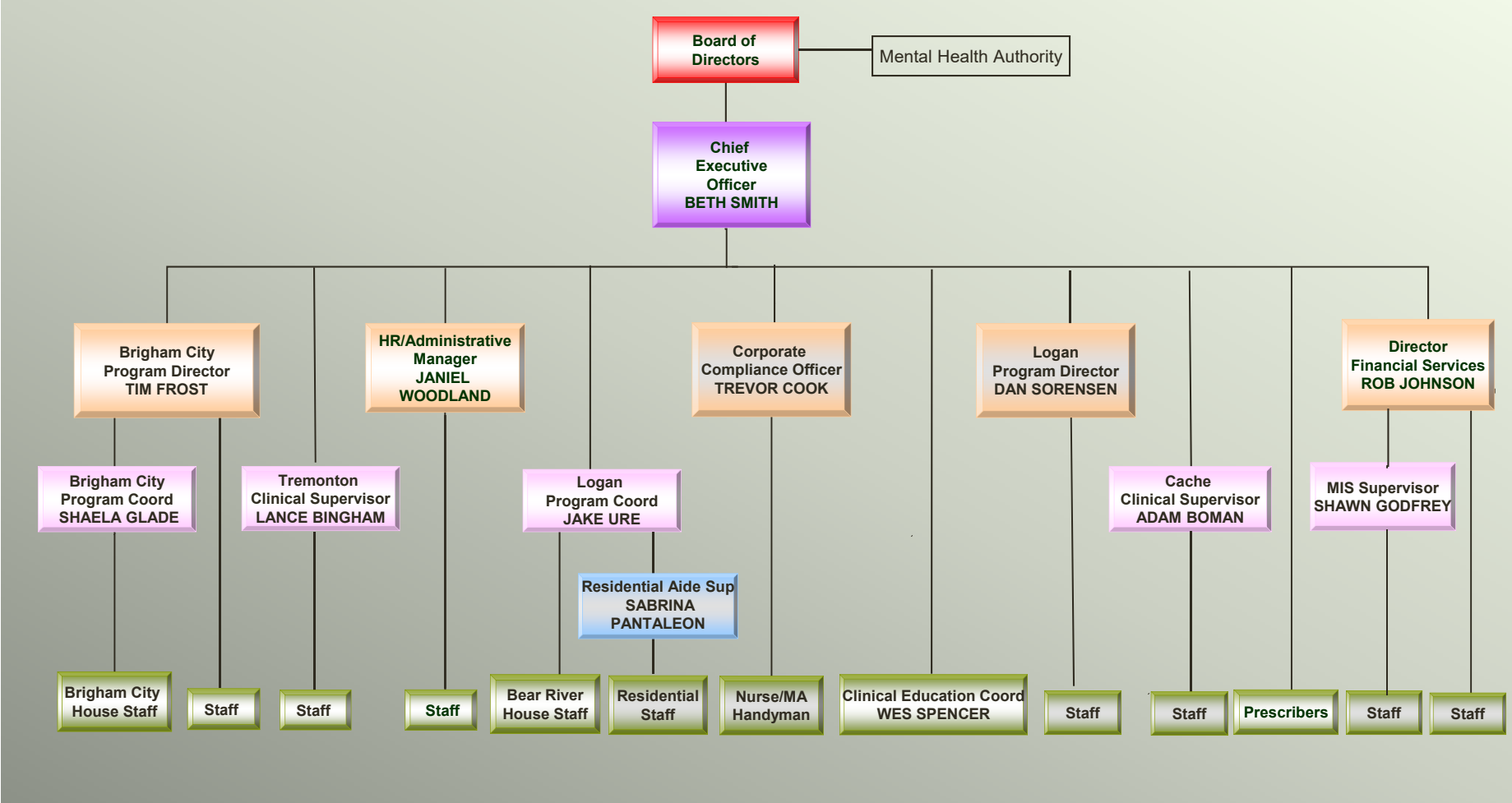
Respectfully,

A handwritten signature in cursive script that reads "Beth Smith". The signature is written in black ink and is positioned above a horizontal blue line.

Beth Smith (Dec 4, 2020 12:49 MST)

Beth A. Smith  
President/CEO

# BEAR RIVER MENTAL HEALTH ORGANIZATIONAL CHART AS OF 6/30/2020



**EXECUTIVE COMMITTEE:**

President/CEO..... Beth A. Smith  
Director of Financial Services..... Robert B. Johnson  
Box Elder County Program Director..... Timothy Frost  
Corporate Compliance Officer..... Trevor L. Cook  
HR/Administrative Manager..... Janiel Woodland  
Clinical Supervisor..... Daniel Sorensen

**BOARD OF DIRECTORS:**

Chair..... Steven L. Stowers  
Vice Chair..... Gail Godfrey  
Member..... Steve Vincent  
Member..... William Cox  
Member..... Craig Buttars  
Member..... Kirk Allen  
Member..... Kris Monson  
Member..... Brad Mortensen  
Member..... Jared Taylor  
Member..... Jeff Scott  
Member..... Jared Glover

# **FINANCIAL SECTION**



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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Bear River Mental Health Services, Inc.  
Logan, Utah

We have audited the accompanying financial statements of Bear River Mental Health Services, Inc. (a nonprofit Center), which comprise the statements of financial position as of June 30, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Bear River Mental Health Services, Inc. as of June 30, 2020 and 2019, and the changes in its net assets, functional expenses, and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 4, 2020 on our consideration of Bear River Mental Health Services, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

## Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the basis financial statements as a whole. The supplementary information included in Schedule 1 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audits of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Carver Flook & James, CPAs

December 4, 2020  
Layton, Utah

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**STATEMENTS OF FINANCIAL POSITION**  
**June 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 6,583,049	\$ 2,727,412
Accounts receivable	1,185,573	3,748,923
Prepaid expenses	744,962	196,589
Total current assets	8,513,584	6,672,924
Property and equipment, net	2,128,349	2,340,619
Investments	20,000	20,000
Total assets	<u>\$ 10,661,933</u>	<u>\$ 9,033,543</u>
 <b>LIABILITIES AND NET ASSETS</b>		
Current liabilities:		
Accounts payable	\$ 269,913	\$ 302,363
Accrued expenses	988,796	953,694
Unexpended county funds	78,750	64,720
Other current liabilities	2,499	2,099
Total current liabilities	1,339,958	1,322,876
Mortgage payable	309,935	309,935
Total liabilities	1,649,893	1,632,811
Net assets - without donor restrictions		
Operating appropriation	3,683,190	3,506,276
Net investment in fixed assets	1,818,414	2,030,684
Undesignated	3,510,436	1,863,772
Total net assets	9,012,040	7,400,732
Total liabilities and net assets	<u>\$ 10,661,933</u>	<u>\$ 9,033,543</u>

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**STATEMENTS OF ACTIVITIES**  
**Years Ended June 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
<b>SUPPORT AND REVENUES</b>		
Government support:		
Federal	\$ 10,940	\$ -
State	3,041,928	2,905,058
County	451,735	453,676
Total governmental support	<u>3,504,603</u>	<u>3,358,734</u>
Revenues:		
Medicaid, net	8,839,993	6,929,859
Service fees	226,147	233,177
Investment income	121,596	104,936
Client living fees	69,926	76,440
Miscellaneous	29,337	28,260
Total revenues	<u>9,286,999</u>	<u>7,372,672</u>
Total support and revenues	<u>12,791,602</u>	<u>10,731,406</u>
<b>EXPENSES</b>		
Outpatient	6,844,683	6,609,601
Intensive services	3,181,625	2,938,530
Management and general	1,176,729	1,116,791
Total expenses	<u>11,203,037</u>	<u>10,664,922</u>
<b>NON-OPERATING REVENUES</b>		
Gain on sale of assets	<u>22,743</u>	<u>737</u>
<b>INCREASE (DECREASE) IN NET ASSETS - WITHOUT DONOR RESTRICTIONS</b>	1,611,308	67,221
<b>NET ASSETS - WITHOUT DONOR RESTRICTIONS BEGINNING OF YEAR</b>	<u>7,400,732</u>	<u>7,333,511</u>
<b>NET ASSETS - WITHOUT DONOR RESTRICTIONS END OF YEAR</b>	<u><u>\$ 9,012,040</u></u>	<u><u>\$ 7,400,732</u></u>

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**Year Ended June 30, 2020**

	<i>Program Services</i>		<b>Management and General</b>	<b>Company Total</b>
	<b>Outpatient</b>	<b>Intensive Services</b>		
Personnel	\$ 6,011,775	\$ 1,189,913	\$ 1,049,033	\$ 8,250,721
Travel/auto	77,929	30,305	6,856	115,090
Office maintenance	26,292	8,362	5,682	40,336
Occupancy	223,444	154,041	26,555	404,040
Professional	179,473	1,588,646	18,659	1,786,778
Staff support	63,708	15,550	40,738	119,996
Data processing	98,592	18,341	8,083	125,016
Program activities	13,378	95,226	-	108,604
Depreciation	147,164	81,241	12,616	241,021
Other	2,928	-	8,507	11,435
Total expenses	<u>\$ 6,844,683</u>	<u>\$ 3,181,625</u>	<u>\$ 1,176,729</u>	<u>\$ 11,203,037</u>
	61.10%	28.40%	10.50%	

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**Year Ended June 30, 2019**

	<i>Program Services</i>		<b>Management and General</b>	<b>Company Total</b>
	<b>Outpatient</b>	<b>Intensive Services</b>		
Personnel	\$ 5,846,097	\$ 1,152,751	\$ 996,035	\$ 7,994,883
Travel/auto	84,882	25,570	8,286	118,738
Office maintenance	20,706	8,651	5,003	34,360
Occupancy	185,336	128,808	24,514	338,658
Professional	151,032	1,368,494	16,557	1,536,083
Staff support	72,872	19,716	38,661	131,249
Data processing	91,440	24,901	6,068	122,409
Program activities	16,362	104,885	-	121,247
Depreciation	135,542	103,643	12,848	252,033
Other	5,332	1,111	8,819	15,262
Total expenses	<u>\$ 6,609,601</u>	<u>\$ 2,938,530</u>	<u>\$ 1,116,791</u>	<u>\$ 10,664,922</u>
	61.98%	27.55%	10.47%	

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**STATEMENTS OF CASH FLOWS**  
**Years Ended June 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Increase decrease in net assets without donor restrictions	\$ 1,611,308	\$ 67,221
Adjustments to reconcile increase decrease in net assets to net cash provided used by operating activities:		
Depreciation and amortization	241,021	252,033
Gain from sale of property and equipment	22,743	737
Donated fixed assets	-	20,091
Changes in operating assets and liabilities:		
Accounts receivable	2,563,350	2,004,166
Prepaid expense, deposits, and other assets	548,373	396,614
Accounts payable	32,450	200,873
Accrued expenses and interest	49,532	53,916
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>3,861,645</u>	<u>1,456,083</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Proceeds from sale of property and equipment	22,743	737
Purchase of property and equipment	28,751	39,944
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>	<u>6,008</u>	<u>39,207</u>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	3,855,637	1,495,290
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	<u>2,727,412</u>	<u>4,222,702</u>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<u><u>\$ 6,583,049</u></u>	<u><u>\$ 2,727,412</u></u>

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities**

Bear River Mental Health Services, Inc. (Center) is a not-for-profit organization whose purpose is to provide mental health services to residents of Cache, Rich and Box Elder Counties in the state of Utah. The Center was incorporated as a not-for-profit organization on January 1, 1984. Prior to incorporation, mental health services were performed through a tri-county governmental association. The Center receives funding for its programs from various federal, state and local sources. In addition, the Center receives Medicaid reimbursement for eligible patients on a capitation basis. The Center has facilities in Logan, Brigham City and Tremonton, Utah, with satellite offices in Garden City and Randolph, Utah.

The Center provides comprehensive mental health services to clients including: psychosocial rehabilitation, residential services, inpatient services, individual therapy, group therapy, psychological testing, medication management, etc. These services are provided for individuals who are eligible for Utah State Medicaid, the portion of the population that meets the State of Utah's definition for seriously and persistently mentally ill adults or seriously emotionally disturbed children and adolescents, or those individuals in psychiatric crisis or in need of inpatient hospitalization.

**Basis of Accounting**

The financial statements of the Center have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

**Basis of Presentation**

The Center follows Financial Accounting Standards Board (FASB) Accounting Standards Codification 958, "Not-for-Profit Entities," as the basis of presentation of its financial statements. Therefore, the Center reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions. However, the Center had no net assets with donor restrictions during the years ended June 30, 2020 and 2019.

*Net assets without donor restrictions* – Net assets for use in general operations and not subject to donor (or certain grantor) restrictions. The governing board may designate, from net assets without donor restrictions, net assets for any purpose.



**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Use of Estimates**

The financial statements include estimates and assumptions made by management that affect the carrying amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported amounts of revenues and expenses. Actual results could differ from those estimates.

**Property and Equipment**

Acquisitions of property and equipment in excess of \$5,000 are capitalized. Property and equipment are carried at cost or, if donated, at the estimated fair value at the date of donation. Depreciation is computed on the straight-line method over the estimated useful lives of the assets (3 – 25 years).

**Tenant Deposits**

The Center collects refundable deposits for certain monthly living accommodations provided to eligible patients. This liability represents amounts received and held as of June 30, 2020 and 2019 and is reported as other current liabilities on the statement of financial position.

**Accrued Leave Payable**

Unused personal leave that is expected to be liquidated with expendable available resources and paid upon termination has been accrued.

**Advertising Expenses**

The Center expenses advertising costs as incurred. Advertising costs were \$7,232 and \$8,983 for the years ended June 30, 2020 and 2019, respectively.

**Revenues with and without donor restrictions**

Revenues earned from services provided under third-party reimbursement and private pay arrangements are recognized on a cash basis due to the uncertainty of the timing and amount of collection. As this treatment has an immaterial effect on the financial statements, and due to the uncertainty of collection which is not susceptible to reasonable estimation by management, the Center's treatment is deemed to conform with generally accepted accounting principles.

Contributions received that are by the donor are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions .

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Income Taxes**

The Center is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the Center's tax-exempt purpose may be subject to taxation as unrelated business income. There was no known unrelated business income during the years ended June 30, 2020 and 2019.

**Functional Allocation of Expenses**

The costs of program and supporting service activities have been summarized on a functional basis in the statement of functional expenses. The statement of functional expenses presents the natural classification detail of expenses by function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. Expenses are tracked using direct identification methodology of charging specific expenses as either program, management and general, or fundraising. The financial statements report certain categories of expense that are attributable to one or more program of supporting functions. Those expenses primarily include administrative, building, non-personnel, health savings account (HSA), liability insurance, data processing, and depreciation. Administrative building non-personnel and data processing expenses are allocated based upon management estimate. HSA and liability insurance expenses are allocated to the program to which the applicable employees primarily work. Depreciation expense associated with shared admin/program buildings are allocated based upon management's estimate of usage.

**Cash and Cash Equivalents**

Cash and cash equivalents includes all unrestricted monies in banks and highly liquid investments with maturity dates of less than three months. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments.

**Adoption of new accounting pronouncements**

During the year ended June 30, 2020, the Center adopted ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606). Adoption of this accounting standard does not change prior reported amounts for net assets or changes in net assets.

**Subsequent Events**

Subsequent events have been evaluated through December 4, 2020, the date the financial statements were available to be issued, and there were no matters that materially affect the carrying amounts of assets, liabilities, and member deficit as of June 30, 2020.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**2. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS**

The following reflects the Center's financial assets as of June 30, 2020 and 2019, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Financial assets:		
Cash and cash equivalents	\$ 6,583,049	\$ 2,727,412
Accounts Receivable	<u>1,185,573</u>	<u>3,748,923</u>
Financial assets, end of year	7,768,622	6,476,335
Less: assets unavailable for general expenditures within one year	<u>-</u>	<u>-</u>
Financial assets available to meet cash needs for general expenditures within one year	\$ <u><u>7,768,622</u></u>	\$ <u><u>6,476,335</u></u>

**3. CASH AND CASH EQUIVALENTS**

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of a bank failure, the Center's deposits may not be recovered. The Center follows the Utah Money Management Act, which requires all deposits of entity to be in a qualified depository, defined as any financial institution whose deposits are insured by an agency of the federal government and certified by the Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council. As of June 30, 2020, the Center's bank accounts exceeded the FDIC limit of \$250,000 by approximately \$2,300. As of June 30, 2019, none of the Center's bank accounts exceeded the FDIC limit of \$250,000.

Credit Risk

Credit risk is the risk that the counterparty to an investment will not fulfill its obligations. The Center's policy for limiting the credit risk of investments is to comply with the Money Management Act.

The Center is authorized to invest in the Utah Public Treasurer's Investment Fund (PTIF), an external pooled investment fund managed by the Utah State Treasurer and subject to the Act and council requirements. The PTIF is not registered with the SEC as an investment company and deposits are not insured or otherwise guaranteed by the State of Utah.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**3. CASH AND CASH EQUIVALENTS (CONTINUED)**

The PTIF operates and reports to participants on an amortized costs basis. The income, gains and losses, net of administration fees, are allocated based upon the participants' average daily balances.

The Center had investments with the PTIF of \$6,464,042 and \$2,880,247 as of June 30, 2020 and 2019, respectively. The entire balance had a maturity of less than one year and is reported as cash and cash equivalents on the statements of financial position. The PTIF has not been rated.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates of debt investments will adversely affect the fair value of an investment. The Center manages its exposure to declines in fair value by investment; mainly in the PTIF and by adhering to the Money Management Act. The Act requires that the remaining term to maturity of investment may not exceed the period of availability of the fund to be invested.

**4. INVESTMENTS**

Mental Health Risk Retention Group

In 1984, the Center joined an association to provide liability insurance coverage. The association required that stock be purchased in a corporation by all mental health centers participating in the insurance plan. On January 12, 1988, 40 shares of class "C" common stock were issued to the Center in consideration of \$20,000 paid as a deposit. The market value of this investment is not available due to the nature of the corporation.

**5. PREPAID MEDICAID MATCH**

Medicaid requires that the state's portion of the Medicaid match be prepaid before Medicaid funds may be received by the Center. The match is estimated on a quarterly basis. Occasionally, the estimated match isn't sufficient to cover the actual match amount. The balances in the prepaid Medicaid match account as of June 30, 2020 and 2019 were \$734,445 and \$131,664, respectively.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**6. PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following as of June 30, 2020 and 2019:

	2020	2019
Land	\$ 457,429	\$ 457,429
Buildings and improvements	5,623,600	5,623,600
Furniture and equipment	708,244	679,492
	<u>6,789,273</u>	<u>6,760,521</u>
Accumulated depreciation	<u>(4,660,924)</u>	<u>(4,419,902)</u>
	<u>\$ 2,128,349</u>	<u>\$ 2,340,619</u>

**7. RETIREMENT PLANS**

By means of its substantial contract with Cache, Box Elder and Rich Counties, eligible employees of the Center can participate in the Local Governmental Noncontributory Retirement System (Noncontributory System), a cost-sharing multiple-employer defined benefit pension plan administered by the Utah Retirement Systems (Systems).

The Systems are comprised of two pension trust funds and several retirement savings plans. The legacy pension fund is referred to as "Tier 1". The second pension fund entitled "Tier 2 Public Employees System Contributory Retirement System" (Tier 2) became effective July 1, 2011. All participating employees beginning on or after July 1, 2011 who had no previous service credit with any of the Utah Retirement Systems, are members of the Tier 2 Retirement System.

The Systems are established and governed by the respective sections of Title 49 of the Utah Code Annotated 1953, as amended. The Systems' defined benefit plans are amended statutorily by the State Legislature. The Utah State Retirement Office Act in Title 49 provides for the administration of the Systems under the direction of the Board, whose members are appointed by the Governor. The Systems are fiduciary funds defined as pension (and other employee benefit) trust funds. Utah Retirement Systems (URS) is a component unit of the State of Utah. Title 49 of the Utah Code grants the authority to establish and amend the benefit terms. URS issues a publicly available financial report that can be obtained by writing Utah Retirement Systems, 560 E. 200 S., Salt Lake City, Utah 84102 or visiting the website: [www.urs.org](http://www.urs.org).

The Center was required to contribute a percentage of covered salaries to the respective systems: 18.47 percent to the, Tier 1 Noncontributory Retirement System, and 16.69 percent to the Tier 2 Contributory Hybrid Retirement System. The contribution rates are actuarially determined rates and are approved by the Board as authorized by Utah Code Title 49.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**7. RETIREMENT PLANS (CONTINUED)**

The Center's contributions to the Tier 1 Noncontributory Retirement System for years ended June 30, 2020, 2019 and 2018 were \$424,403, \$475,765 and \$481,337, respectively. The Center's contributions to the Tier 2 Contributory Hybrid Retirement System for years ended June 30, 2020, 2019 and 2018 were \$324,988, \$255,515 and \$197,931, respectively. The contributions were equal to the required contributions for each year.

The Center provides supplemental pension benefits for all of its fulltime employees through a defined contribution plan, Section 401(k). Benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate in the plan from the date of employment. Employee contributions are optional within prescribed limits; The Board of Directors authorizes the Center to contribute 2 percent of the Tier 1 and Tier 2 employees' retirement salary. The Center's 2 percent contribution is fully vested upon deposit into the plan. The Center made contributions totaling \$173,931, \$166,519 and \$156,327 for years ended June 30 2020, 2019 and 2018. Employees made \$58,765, \$52,997 and \$62,043 in optional contributions for the same periods.

The Center also offers its employees deferred compensation plans created in accordance with Internal Revenue Service Code. The plans, available to all employees eligible for benefits, permit them to defer a portion of their salary until future years. Employees are eligible to voluntarily participate from the date of employment and are vested immediately upon that date. Employee contributions to the Section 457 plan totaled \$14,366, \$7,162 and \$23,117 and the Roth IRA plan totaled \$20,240, \$20,075 and \$17,033 for the years ended June 30, 2020, 2019 and 2018. The Center did not make any contribution to either plan.

Pension Assets and Liabilities

The actuarially determined share of the URS unfunded pension liability and pre-funded assets ascribed to the Center at December 31, 2019 and 2018 is a net pension liability of \$27,402 and \$47,395, respectively, for the Tier 2 Public Employees System, and a net pension liability of \$1,235,730 and \$2,476,713, respectively, for the Noncontributory System.

**8. MORTGAGE PAYABLE**

The Center purchased a building in Brigham City, Utah, to use in their mental health services. This purchase was made with loan proceeds available from the Department of Housing and Urban Development (HUD) through the State of Utah Housing Trust Fund at zero percent interest. Repayment of the loan is to be made when the project is sold, transferred to another entity or changes use. The amount due at June 30, 2020 and 2019, was \$309,935, which was for the purchase and renovation of the building.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended June 30, 2020 and 2019**

**9. CAFETERIA PLAN**

The Center has set up a cafeteria plan to enable employees to have amounts excluded from their income under Section 125(a) and other applicable sections of the Internal Revenue Service Code of 1986, as amended. The plan is to provide contributions from the employees to cover benefits paid. The plan is administered by an independent agency with assets maintained in separate bank accounts.

**10. DESIGNATED NET ASSETS**

The Board of Directors has appropriated an amount to be set aside for normal operations of the Center. The operating appropriation has been calculated at 120 days of expenditures for year end June 30, 2020. Net investment in fixed assets represents the net book value of capital assets held at year end, net of related debt.

**11. OPERATING LEASES**

Rent expense for years ended June 30, 2020 and 2019 was \$2,400.

**12. CONCENTRATIONS OF RISK**

The Center received approximately 69% and 65% of its revenue from Medicaid and approximately 24% and 27% of its revenue from the State of Utah during the years ended June 30, 2020 and 2019, respectively. As of June 30, 2020 and 2019, approximately 15% and 64% of the Center's receivables were from Medicaid and approximately 71% and 30% of the Center's receivables were from the State of Utah, respectively. A change in the level or amount of support could significantly affect the operations of the Center.

# **SUPPLEMENTAL SECTION**



**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**SCHEDULE 1 DETAILED STATEMENTS OF ACTIVITIES**  
**Years Ended June 30, 2020 and 2019**

	Memorandum Only <u>2020</u>	Memorandum Only <u>2019</u>	<u>C hange</u>
<b>SUPPORT AND REVENUES</b>			
Government support:			
Federal:			
CO ID	\$ 10,940	\$ -	0.00%
State:			
State operating grant	1,671,917	1,880,263	11.08%
State children's grant	458,791	216,000	112.40%
State Medicaid replacement	61,903	79,539	22.17%
Stabili ation and mobile response	401,383	355,222	12.99%
arly intervention	190,552	190,801	0.13%
Pre-admission screening/resident review	26,787	39,928	32.91%
Telehealth revenues	178,540	95,727	86.51%
ustice reinvestment initiative	43,251	42,990	0.61%
Community outplacement grant	8,804	4,588	91.89%
Total state	3,041,928	2,905,058	4.71%
County:			
County match	451,735	453,676	0.43%
Total governmental support	3,504,603	3,358,734	4.34%
Revenues:			
Medicaid, net:			
Medicaid disability determination	2,622	5,645	53.55%
Medicaid capitation	10,975,822	9,235,225	18.85%
Medicaid FFS	521,533	224,381	132.43%
Medicaid/Medicare crossovers	22,141	35,242	37.17%
Medicaid match contra revenue	2,576,858	2,473,137	4.19%
Medicaid admin fee	105,267	97,497	7.97%
Total Medicaid, net	8,839,993	6,929,859	27.56%

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**SCHEDULE 1 DETAILED STATEMENTS OF ACTIVITIES (CONTINUED)**  
**Years Ended June 30, 2020 and 2019**

	Memorandum Only <b>2020</b>	Memorandum Only <b>2019</b>	<b>C hange</b>
Service fees:			
Personal payments	\$ 3,806	\$ 5,854	34.98%
Insurance	22,009	21,179	3.92%
Medicare	92,354	114,809	19.56%
Mental health court	37,169	34,964	6.31%
Schools	50,089	46,953	6.68%
Consult fees	17,676	6,881	156.88%
Rainbow club/New discovery	3,044	2,537	19.98%
Total service fees	226,147	233,177	3.01%
Investment income	121,596	104,936	15.88%
Client living fees:			
24-hour supervised living fees	15,586	18,762	16.93%
Semi-independent living fees	54,340	57,678	5.79%
Total client living fees	69,926	76,440	8.52%
Miscellaneous:			
Integration Grant	9,000	-	0.00%
Miscellaneous	12,034	2,854	321.65%
Donations	1,000	20,091	95.02%
Day treatment lunch program	7,303	5,315	37.40%
Total miscellaneous	29,337	28,260	3.81%
Total revenues	9,286,999	7,372,672	25.97%
Total support and revenues	12,791,602	10,731,406	19.20%

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**SCHEDULE 1 DETAILED STATEMENTS OF ACTIVITIES (CONTINUED)**  
**Years Ended June 30, 2020 and 2019**

	Memorandum Only <b>2020</b>	Memorandum Only <b>2019</b>	<b>C hange</b>
<b>EXPENSES</b>			
Salaries	\$ 5,038,527	\$ 4,869,542	3.47%
Employee benefits	3,212,194	3,125,340	2.78%
Total personnel	8,250,721	7,994,882	3.20%
Travel - in state	54,256	58,004	6.46%
Travel - out of state	-	-	0.00%
Gas and oil	15,543	18,154	14.38%
Maintenance	14,543	13,985	3.99%
Insurance	30,748	28,596	7.53%
Total travel/auto	115,090	118,739	3.07%
Office supplies	19,626	19,747	0.61%
Postage	5,246	4,770	9.98%
Printing and publications	13,209	8,007	64.97%
Maintenance	2,255	1,839	22.62%
Total office maintenance	40,336	34,363	17.38%
Rent	2,400	2,400	0.00%
Utilities	126,999	124,976	1.62%
Telephone	59,489	56,462	5.36%
Insurance	33,348	32,646	2.15%
anitorial	59,219	46,197	28.19%
Maintenance	122,585	75,977	61.34%
Total occupancy	404,040	338,658	19.31%
Contract services	200,642	170,542	17.65%
Inpatient	1,586,136	1,365,311	16.17%
Residential beds	-	230	100.00%
Total professional services	1,786,778	1,536,083	16.32%
Books and journals	151	574	73.69%
Licenses and memberships	14,231	14,036	1.39%
Education and training	43,090	57,783	25.43%
Liability insurance	62,524	58,855	6.23%
Total staff support	119,996	131,248	8.57%

See accompanying notes and independent auditors' report

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**SCHEDULE 1 DETAILED STATEMENTS OF ACTIVITIES (CONTINUED)**  
**Years Ended June 30, 2020 and 2019**

	Memorandum Only <u>2020</u>	Memorandum Only <u>2019</u>	<u>Change</u>
Data processing services	\$ 8,020	\$ 4,545	76.46%
Data processing supplies/equipment	13,877	39,328	64.71%
Data processing maintenance	<u>103,119</u>	<u>78,535</u>	<u>31.30%</u>
Total data processing	125,016	122,408	2.13%
Materials	3,342	5,449	38.67%
Medical supplies	1,042	994	4.83%
Patient activities	<u>104,220</u>	<u>114,805</u>	<u>9.22%</u>
Total program activities	108,604	121,248	10.43%
Advertising	7,232	8,983	19.49%
Miscellaneous	2,290	2,703	15.28%
annual charges	1,351	1,324	2.04%
Board of directors	<u>562</u>	<u>2,251</u>	<u>75.03%</u>
Total other expenses	11,435	15,261	25.07%
Equipment and furnishings	<u>28,751</u>	<u>-</u>	<u>0.00%</u>
Total capital outlay	28,751	-	0.00%
Total expenditures before adjustment	10,990,767	10,412,890	5.55%
Capital expenditures	28,751	-	0.00%
Depreciation	<u>241,021</u>	<u>252,033</u>	<u>4.37%</u>
Total expenses	11,203,037	10,664,922	5.05%
Non-operating revenue:			
Gain on sale of asset	<u>22,743</u>	<u>737</u>	<u>2,985.89%</u>
Net income (loss)	<u><u>\$ 1,611,308</u></u>	<u><u>\$ 67,221</u></u>	<u><u>2,297.03%</u></u>

See accompanying notes and independent auditors' report



CARVER  
FLOREK &  
JAMES, CPA's

CERTIFIED PUBLIC ACCOUNTANTS

---

Steven L. Carver, CPA  
Gordon H. James, CPA  
Jason K. Lund, CPA

**REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON  
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors  
Bear River Mental Health Services, Inc.  
Logan, Utah

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Bear River Mental Health Services, Inc. (a nonprofit Center), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 4, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Bear River Mental Health Services, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Bear River Mental Health Services, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Center's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Carver Florek & James, CPAs

December 4, 2020  
Layton, Utah



CERTIFIED PUBLIC ACCOUNTANTS

---

Steven L. Carver, CPA  
Gordon H. James, CPA  
Jason K. Lund, CPA

December 4, 2020

To the Board of Directors of  
Bear River Mental Health Services, Inc.  
Logan, Utah

We have audited the financial statements of Bear River Mental Health Services, Inc. as of and for the year ended June 30, 2020, and have issued our report thereon dated December 4, 2020. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated September 30, 2020, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Bear River Mental Health Services, Inc. solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We did not identify any significant control deficiencies and other matters during our audit.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Bear River Mental Health Services, Inc. is included in Note 1 to the financial statements. As described in Note 1 to the financial statements, during the year, Bear River Mental Health Services, Inc. changed its method of revenue recognition by adopting Accounting Standards Update 2014-09. There was no effect on previously reported total net assets or changes to total net assets. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimate affecting the financial statements is management's estimate of the allowance for uncollectible accounts.

Management's estimate of the allowance for uncollectible accounts is based on management's assessment of the debtor's ability to repay, historical collections, and other factors. We evaluated the key factors and assumptions used to develop the allowance for uncollectible accounts and determined that it is reasonable in relation to the basic financial statements taken as a whole.

### *Financial Statement Disclosures*

The financial statement disclosures are neutral, consistent, and clear.

## **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.



### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. We did not identify any financial statement misstatements in the current period.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were no material misstatements identified as a result of our audit procedures.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Bear River Mental Health Services, Inc.'s financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated December 4, 2020.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings or Issues**

In the normal course of our professional association with Bear River Mental Health Services, Inc., we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Bear River Mental Health Services, Inc.'s auditors.

This report is intended solely for the information and use of the board of directors and management of Bear River Mental Health Services, Inc., and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

*Carver Flook & James, CPAs*

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 5**



**HEALTH EXTENSION**  
Advocacy. Research. Teaching.

# HEART

Health Extension: Advocacy,  
Research, & Teaching

2019-2020

[extension.usu.edu/heart](http://extension.usu.edu/heart)



**HEALTH EXTENSION**  
Advocacy. Research. Teaching.



Prevention  
and Education



Stigma  
Reduction



Strengthening  
Community Ties



Harm  
Reduction

The HEART Initiative has completed its second year of a cutting-edge, 4-year pilot program which serves as a model of how Utah State University Extension partners with local entities to better address the health and wellness needs in our state.

The HEART team continued their efforts in bringing unique academic resources into communities, partnering locally and nationally to address the opioid crisis and other pressing public health issues. HEART is a partner with health departments, research experts, community coalitions, and other key stakeholders to coordinate on-the-ground efforts that advance information, solutions, and partnerships. HEART is based on a strategic plan of four pillars: Prevention and Education, Stigma Reduction, Strengthening Community Ties, and Harm Reduction. Below you will find examples of HEART programs that are based on these pillars.

**Sincerely, The USU Extension HEART team**

Ashley Yaughner, Tim Keady, Kandice Atismé, Maren Voss,  
Mateja R. Savoie Roskos, Gabriela Murza





## Prevention and Education



Image from Leap With HOPE Suicide Prevention Festival in February 2020; pictured are Carbon County 4-H Coordinator DeLayna Barr along with HEART Faculty member Ashley Yaughter

Americans often feel that the goal of pain management is 100% pain relief. This belief combined with prescribing practices may result in long-term use of opioids for pain management and may expose patients to increased health risks. Opioids may not be the best or most effective option for pain management for every person and health concern.

Using the evidence-based Living Well with Chronic Pain, a free community workshop series produced by Stanford researchers, HEART faculty conducted a workshop series in person and online. With topics on gentle exercise, action plans, healthcare community, and relaxation, among others, the workshop provides alternative pain management options to community members so that opioids are not their only source of pain relief.

85

total participants  
attended in total  
and received

430

hours of pain  
education  
and support

All respondents  
said they were

**VERY  
SATISFIED**

with the course

**“Walking more, happier,  
helped my confidence level.”**

**“This class has given me a  
push, I needed this.”**



## Stigma Reduction

HEART faculty, in collaboration with faculty from the USU Department of Psychology, were awarded over \$250,000 by the Utah Department of Health's Overdose Data to Action (OD2A) grant to address stigma against opioid use disorder (OUD) treatment. Three areas (Carbon County, Emery County, and downtown Ogden) identified as state “hot spots” for overdose deaths are the focus of the program. Starting next year, the project will begin implementing and evaluating the evidence-based stigma reduction curriculum at eight free community events held throughout these areas.

The goal of the program is for community members to gain knowledge and awareness about opioid use disorder and available local resources that will promote empathy to reduce stigma associated with opioid use disorder and its treatment. HEART faculty are eager to continue to develop and provide this information to our communities, and we look forward to the many future impacts resulting from this project!



HEART poster presentation at the 2020 USU Extension Annual Conference





**HEALTH EXTENSION**  
Advocacy. Research. Teaching.

# HEART

## Health Extension: Advocacy, Research, & Teaching

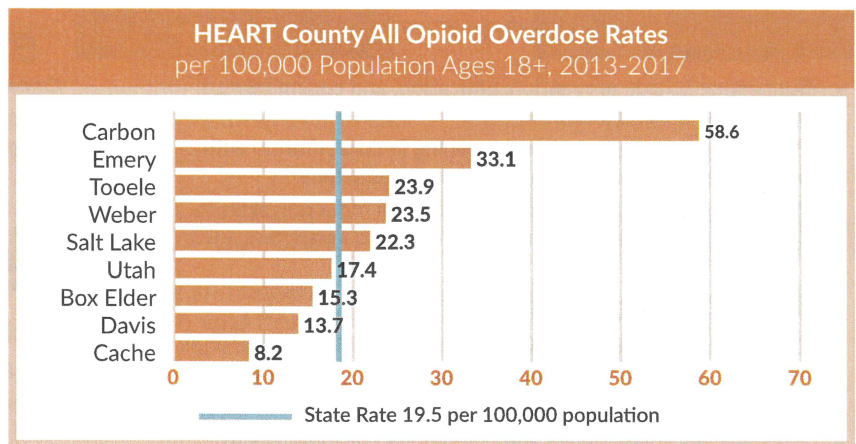
[extension.usu.edu/heart](http://extension.usu.edu/heart)

**Health Extension: Advocacy, Research, & Teaching (HEART)** is partnering locally and nationally to address the opioid crisis and other pressing public health issues. The Health & Wellness faculty team serves the state of Utah. Five faculty address opioid use disorder throughout Utah and within the nine counties suffering its most devastating effects. HEART is partnering with health agencies, research experts, community coalitions, and other key stakeholders to coordinate on-the-ground efforts that advance evidence-based information, community-based solutions, and multi-sector partnerships.

### What does HEART do?



HEART brings unique academic resources into the community, partnering locally and nationally to address the opioid epidemic and other pressing public health issues.



Utah Department of Health (2019, March 4). Opioid Overdose by County Data.



### Where is HEART located?

HEART serves all of Utah, with experts reaching the nine counties most affected by opioid use disorders.



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**Mateja Savoie-Roskos  
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**Ashley Yaughner, Ph.D.**  
**HEART Coordinator**  
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(435) 636-3276



## What are HEART's objectives?

HEART partners with the community, targeting objectives based on a strategic plan that identified the four main categories listed below, offering fact sheets in each category to better inform the public and key stakeholders about pressing issues related to health and wellness.

### 1. Prevention and Education

- Supporting evidence-based youth mentorship in partnership with 4-H
- Supporting education in schools in partnership with evidence-based programming
- Collaborating on suicide prevention and education

### 2. Stigma Reduction and Harm Reduction

- Collecting storytelling and narratives from persons in recovery, active users, and family members to share and spread awareness in hopes it can teach the public
- Providing education to individuals, groups, public, and key stakeholders
- Supporting suicide prevention, education, and coping related to opioid and substance use
- Providing evidence-based programming in collaboration with other Extension professionals and key stakeholders
- Providing education, information, and harm reduction skills to communities (e.g., supporting Narcan use and awareness, etc.)

### 3. Strengthening Community Ties

- Connecting, establishing, and supporting coalition partnerships
- Service mapping to address gaps in service provision and fostering community accessibility
- Engaging key stakeholders and community collaborators to ensure the community voice guides all HEART outputs and projects

### 4. Resilience Building

- Partnering to build emotional and physical resilience through strength-based programming, engendering a greater capacity to deal with struggles
- Promoting and strengthening resilience through evidence-based practice

## What has HEART contributed?

In our second year (July 2019-July 2020), HEART made significant impacts to offer community-guided, comprehensive programming in nine counties and throughout the state.

Based on the four identified areas of need, some of our first year highlights include:



16

Newspaper Article  
Features



3

Website and 6  
Radio Ad Features



10

Programs  
Implemented



51

One-time  
Educational Events  
Participated in



4

Journal Articles  
Authored



4

Extension Fact  
Sheets Produced



\$3,128,451

Federal Funding  
Acquired



\$379,764

State Funding  
Acquired



\$79,200

Internal/Extension  
Funding Acquired



429

Narcan Kits  
Distributed



51

Coalitions  
Participated In



31

Conference or  
Other Professional  
Presentations

## Follow us on Social Media



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@usuextension\_heart



@usu heart

## How to collaborate with us:

We are available and excited to collaborate with individuals, agencies, key stakeholders, and communities across the state to promote Utah's overall health and wellness.

Please contact your nearest HEART team member to meet and discuss partnering on projects, community efforts, policy, funding opportunities, and more. We look forward to working with you!

Learn more at [extension.usu.edu/heart](https://extension.usu.edu/heart)

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## Strengthening Community Ties



January 2020 Emery County Community Education Event, Castle Dale, UT

HEART faculty continue to focus on connecting, establishing, and supporting coalition partnerships. They also focus on service mapping to address gaps in service provisions and fostering community accessibility, and in engaging key stakeholders and community collaborators. The Carbon & Emery Opioid & Substance Use Coalition has continued to coordinate community efforts to comprehensively address the opioid crisis in these rural areas.

In June 2019, only 7 months after initiation of the coalition, HEART faculty secured funding to provide four community education dinner events, educational materials, and resource guides via collective efforts of coalition members from June 2019 to June 2020. To view an online recording of the event, please visit [extension.usu.edu/heart/community-education-dinner](https://extension.usu.edu/heart/community-education-dinner).

Served over



participants



Distributed over 1,400 copies of the compiled Recovery Resources Book

Exceeded **80%** goal of behavioral and psychological change in the **133** surveys returned

**94%** Strongly Agree/Agree

More knowledgeable about prevention and treatment strategies for opioid misuse.

**92%** Strongly Agree/Agree

More confident finding and using community resources on opioid misuse when needed.

**87%** Strongly Agree/Agree

More accepting and understanding perceptions of opioid treatment.

**86%** Strongly Agree/Agree

More likely to step in as a first responder during a medical emergency (Naloxone).



## Harm Reduction

Harm reduction is a set of strategies and ideas to reduce the negative consequences of substance use, since completely abstaining isn't always realistic, and people who use substances have rights and deserve respect. It includes providing evidence-based programming in collaboration with other Extension professionals, key stakeholders, and community members in Narcan® training, medication-assisted treatment use, opioid and suicide prevention education, stigma awareness, and more.



Under the direction of project directors Sandra Sulzer, Ph.D., and Suzanne Prevedel of USU and USU Extension, HEART faculty partnered with the Tribal and Rural Opioid Initiative, other agencies, and community members to collaboratively plan, organize, present, and evaluate the 3-day Rural Opioid Health and Wellness Summit in July 2019. Many trainings and learning opportunities for community members and professionals were provided such as naloxone trainings, a legal panel, youth education, stigma reduction education, suicide prevention education, stories of recovery and hope, and much more. In 2020, an Intertribal Summit will be held and planned through collaboration with Lead Summit Organizer, Michelle Chapoose.

### Number of event attendees



Adults

Youth

### Event details



Presenters

Naloxone Trainings

Participants

Tribal Members

### 2 Harm Reduction Group Series in 2019-20



led Groups



To better address communities' needs, HEART will combine Stigma Reduction and Harm Reduction into one pillar. Moving forward, Resilience Building will be the fourth pillar to focus and drive the work and programming of HEART. We are excited for the added benefits it will add to our communities.

## Significant Accomplishments of the HEART Initiative in 2019-2020



**16**

Newspaper  
Article Features



**3**

Website  
and 6 Radio  
Ad Features



**10**

Programs  
Implemented



**51**

One-time  
Educational  
Events  
Participated in



**4**

Journal  
Articles  
Authored



**4**

Extension  
Fact Sheets  
Produced



**14**

Other  
Publications  
Authored  
(Newspaper  
Articles, Brief  
Articles)



**\$379,764**

State Funding  
Acquired



**\$79,200**

Internal/  
Extension  
Funding  
Acquired



**\$3,128,451**

Federal  
Funding  
Acquired



**429**

Narcan Kits  
Distributed



**456**

Individuals  
Trained  
on Narcan  
Education



**51**

Coalitions  
Participated In



**31**

Conference  
or Other  
Professional  
Presentations



**3**

Short Courses  
Developed



**42**

Trainings  
Received



**26**

Conferences  
Attended



**27**

Conferences and  
Events Planned  
or Implemented



**11**

Peer Reviews  
Completed



**13**

Individuals Provided Experience/  
Employment/Mentorship  
Through HEART (e.g., Interns,  
Coordinators, etc.)

### Follow us on Social Media



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Learn more at [extension.usu.edu/heart](https://extension.usu.edu/heart)

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**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 6**



## CACHE COUNTY ORDINANCE 2021 - 05

### AN ORDINANCE AMENDING CHAPTERS 5.08 AND 5.12 OF THE COUNTY CODE RELATING TO ALCOHOLIC BEVERAGES

- (A) WHEREAS, Cache County has an interest in protecting public health, safety, and morals within the unincorporated areas of the County through the regulation and restriction of alcoholic beverages;<sup>1</sup> and
- (B) WHEREAS, state law leaves many issues regarding the regulation of alcoholic beverages to local decision and control; and
- (C) WHEREAS, Cache County ordinances regulating alcoholic beverages have not been amended or modified in over 30 years and, therefore, use terminology and establish a regulatory framework that does not fully harmonize with current state law; and
- (D) WHEREAS, the County has an interest in promoting economic activity and development in the County, which may be enhanced by allowing the production and tasting of wine in connection with agriculture and agritourism; and
- (E) WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens,

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

#### SECTION 1:

Chapter 8 of Title 5 of the Cache County Code is amended to read as follows:

#### **Chapter 5.08 ALCOHOLIC BEVERAGES**

##### **5.08.010 POLICY AND PURPOSE**

The purpose of this chapter is to regulate and restrict alcoholic beverages in Cache County by adopting existing state regulations and further regulating in areas that state law specifically leaves to local control and in areas of local concern not directly covered by state law, including by restricting to one the categories of state alcoholic beverage licenses

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<sup>1</sup> See Jonathan W. Dukes, et al., *Access to alcohol and heart disease among patients in hospital: observational cohort study using differences in alcohol sales laws*, BRITISH MEDICAL JOURNAL, June 14, 2016; D. Mark Anderson, Benjamin Crost & Daniel Rees, *Wet Law, Drinking Establishments, and Violent Crime*, THE ECONOMIC JOURNAL, December 2014; Donald W. Zeigler, et al., *The neurocognitive effects of alcohol on adolescents and college students*, PREVENTIVE MEDICINE, January 2005.



that are available in Cache County and by adopting conditions, requirements, and procedures for obtaining the county's consent to the issuance of the single state alcoholic beverage license that is available in Cache County.

#### **5.08.020 ADOPTION OF STATE LAW**

The sale and distribution of alcoholic beverages are regulated under state law as found in Utah Code title 32B, the Alcoholic Beverage Control Act, as amended. The County adopts the Alcoholic Beverage Control Act, Utah Code title 32B, in its entirety, as amended.

#### **5.08.030 DEFINITIONS**

- (A) The definition of each term which is defined in Utah Code title 32B, the Alcoholic Beverage Control Act, as amended, is hereby adopted into this chapter, except to the extent modified by this chapter.
- (B) "Local consent" means consent given by the County for the issuance of a state alcoholic beverage license or permit.

#### **5.08.040 LOCAL CONSENT PERMITTED ONLY FOR WINERY MANUFACTURING LICENSE**

- (A) The County may give local consent only for the issuance of a Winery Manufacturing License under Utah Code sections 32B-11-101 to -303, as amended.
- (B) If the County gives local consent to the issuance of a state Winery Manufacturing License, the County Clerk must issue to the applicant a certificate of local consent.
- (C) It is the responsibility of any applicant under this chapter to be in compliance with applicable conditions and requirements of state law and this chapter when making application with the County for local consent to the issuance of a state Winery Manufacturing License. It is the obligation of each applicant to stay in compliance with state law and this chapter regardless of changes to those laws. To the extent permitted by state law, the officers and administrators of the County have the authority to enforce both the provisions of state law regulating alcoholic beverages and the provisions of this chapter.

#### **5.08.050 REQUIREMENTS FOR OBTAINING LOCAL CONSENT TO THE ISSUANCE OF A WINERY MANUFACTURING LICENSE**

The granting of local consent to the issuance of a Winery Manufacturing License is conditioned upon the applicant satisfying the following criteria:

- (A) Qualifications. At the time of application, the applicant must:
- (1) be 21 years of age or older;
  - (2) not have had any alcoholic beverage license or permit revoked in the last 3 years;
  - (3) comply with federal and state laws pertaining to the payment of taxes and contributions to unemployment and insurance funds;
  - (4) meet all state requirements for a Winery Manufacturing license;
  - (5) not be in default under the provisions of any County ordinance;
  - (6) not be indebted or obligated to the County, except for current taxes; and
  - (7) not have been convicted of:
    - (a) a felony under federal or state law;
    - (b) any crime concerning the sale, offering for sale, warehousing, manufacturing, distribution, transportation, or adulteration of an alcoholic product;
    - (c) a crime involving moral turpitude; or
    - (d) on 2 or more occasions within the 5 years preceding the day on which the application is submitted, driving under the influence of alcohol, drugs, or any combination of alcohol and drugs.
- (B) Ownership. The applicant must disclose to the County the identity and mailing address of each of the following individuals, each of whom must meet the qualifications set forth in subsection (A) of this section:
- (1) the applicant if the applicant is a natural person;
  - (2) each partner controlling 20% or more of the applicant if the applicant is a partnership;
  - (3) each shareholder owning 20% or more of the shares of the applicant if the applicant is a corporation;
  - (4) each owner of 20% or more of the applicant if the applicant is a limited liability company; and
  - (5) each officer, director, manager, managing agent, or person holding a similar position of any applicant that is not a natural person.

- (C) Application. The applicant must file a written and verified application with the County Clerk. The application must be subscribed by the applicant or person authorized to act on behalf of the applicant, who must state under oath that the facts therein contained are true. Failure to provide all required information or providing false or misleading information in the application constitutes grounds for denial of the application or revocation of the County's consent and constitutes a misdemeanor if done willfully with the intent to mislead the County. The application must include:
- (1) the applicant's full name;
  - (2) the applicant's mailing address;
  - (3) the applicant's proposed location for its premises;
  - (4) a description of the control measures to be imposed by the state Department of Alcoholic Beverage Control and where alcohol will be stored, served, and sold;
  - (5) a signed consent form stating that law enforcement and authorized County representatives will have the unrestricted right to enter and inspect the premises to ensure compliance with state law and County ordinances;
  - (6) a statement by the applicant affirming that the applicant, including each person identified in subsection (B) of this section, possesses the qualifications specified in subsection (A) of this section and the Alcoholic Beverage Control Act;
  - (7) an acknowledgement that the applicant is subject to all operational restrictions imposed on its state permit by the state Department of Alcoholic Beverage Control;
  - (8) a statement by the applicant affirming that the proposed use of any premises by the applicant will not be in violation of County land use regulations and that the applicant will otherwise be in full compliance with all applicable County, state, and federal laws and ordinances;
  - (9) an acknowledgement that no alcohol may be stored, served, or sold unless the applicant obtains the appropriate state license or permit; and
  - (10) such other information as may from time to time be required by the County Clerk or County Executive.

- (D) Review and Inspection. The applicant must receive a positive recommendation from all of the following Cache County departments:
- (1) Cache County Sheriff. All applications filed in accordance with the provisions of this chapter must be referred by the County Clerk to the Sheriff for investigation and report. Prior to issuance of any local consent to the issuance of a Winery Manufacturing License, all applicants, including each individual identified in subsection 5.08.050(B) of this chapter, and the applicant's supervisory personnel must submit to a Utah bureau of criminal identification ("BCI") check conducted through the County Sheriff and/or the state of Utah. In the event new supervisory personnel are hired during the term of the license or permit, those new personnel must submit to a BCI check within 30 days of the hire date. The Sheriff must, within 14 calendar days of his or her receipt of the application, make a recommendation to the County Clerk. If recommending denial of local consent to the issuance of a Winery Manufacturing License, the Sheriff must submit a detailed report of the investigation, record the recommendation on the application, and sign the application. If recommending approval, the Sheriff must record the recommendation on the application, sign the application, and may at his or her sole discretion submit a detailed report of the investigation. In conducting an investigation and making a recommendation, the Sheriff may investigate and base a decision upon such factors as:
- (a) the general reputation and character of the persons who frequent the proposed premises;
  - (b) whether the activities at the proposed premises have been conducted in a lawful, quiet, and orderly manner;
  - (c) whether the proposed premises meet the proximity requirements and considerations set forth in the Alcoholic Beverage Control Act;
  - (d) results of any BCI check;
  - (e) whether the applicant satisfies the requirements of, and is in compliance with, this chapter and the Alcoholic Beverage Control Act;
  - (f) whether any criminal violations by or charges against the applicant, including the individuals identified in subsection 5.08.050(B) of this chapter, exist where the violation at issue would make the applicant ineligible for a license or permit under this chapter or state code;
  - (g) policies and safety protections the applicant has in place to restrict minors from accessing the portion or portions of the proposed premises where alcoholic beverages will be sold or to prevent minors from gaining access to or consuming alcoholic beverages.

- (2) Bear River Health Department. All applications filed in accordance with the provisions of this chapter must be referred by the County Clerk to the Bear River Health Department. The Health Department must inspect all proposed premises to assure compliance with state law, County ordinances, and Health Department rules and regulations regarding the preparation, storage, distribution, or sale of food and/or alcoholic beverages. The Health Department must, within 14 calendar days of its receipt of the application, make a recommendation to the County Clerk. If recommending denial of local consent to the issuance of a Winery Manufacturing License, the Health Department must submit a detailed report of the investigation, record the recommendation on the application, and sign the application. If recommending approval, the Health Department must record the recommendation on the application, sign the application, and may at its sole discretion submit a detailed report of the investigation.
- (3) Fire Authority. All applications filed in accordance with the provisions of this chapter must be referred by the County Clerk to the appropriate fire authority. The fire authority must inspect the proposed premises to assure compliance with all state fire standards, County ordinances, and fire authority rules and regulations. The fire authority must, within 14 calendar days of its receipt of the application, make a recommendation to the County Clerk. If recommending denial of local consent to the issuance of a Winery Manufacturing License, the fire authority must submit a detailed report of the investigation, record the recommendation on the application, and sign the application. If recommending approval, the fire authority must record the recommendation on the application, sign the application, and may at its sole discretion submit a detailed report of the investigation.
- (4) Development Services Department. All applications filed in accordance with the provisions of this chapter must be referred by the County Clerk to the Cache County Development Services Department. The Development Services Department must inspect the proposed premises and/or the plans for the proposed premises to assure compliance with all land use regulations and applicable building codes of the state and County. The Development Services Department must, within 14 calendar days of its receipt of the application, make a recommendation to the County Clerk. If recommending denial of local consent to the issuance of a Winery Manufacturing License, the Development Services Department must submit a detailed report of the investigation, record the recommendation on the application, and sign the application. If recommending approval, the Development Services Department must record the recommendation on the application, sign the application, and may at its sole discretion submit a detailed report of the investigation.
- (E) Training Requirement. The applicant must show by a certificate or certificates granted by the state Department of Alcoholic Beverage Control, or by adequate proof of the existence of such a certificate or certificates, that each person who serves a wine taste on behalf of the licensee has completed the alcohol training and education seminar as



required by the Alcoholic Beverage Control Act. Each new person who serves a wine taste on behalf of the licensee must complete the seminar within 30 days of commencing employment.

- (F) Fees. The applicant must with its application pay the local consent fee established by the County Council, which is in addition to the general business license fees and any other basic fees or regulatory fees which may apply. Regardless of whether the application is approved or denied, the local consent fee is nonrefundable and will be retained to pay the costs of processing the application.

#### **5.08.070 APPROVAL AND CONTENT OF CERTIFICATE OF LOCAL CONSENT TO THE ISSUANCE OF A WINERY MANUFACTURING LICENSE**

- (A) Determination. The County Clerk must make a determination of whether local consent to the issuance of a Winery Manufacturing License is appropriate under the provisions of this chapter. In making that determination, the County Clerk is not authorized to deviate from this chapter's requirements.
- (B) Proof of State Licensure. Prior to operating under the authority of this chapter, each approved applicant must obtain and provide to the County Clerk proof of state licensure. No local consent to the issuance of a Winery Manufacturing License is effective until the state has issued a Winery Manufacturing License to the applicant pursuant to state statute.
- (C) Authorization. The giving of local consent to the issuance of a Winery Manufacturing License for purposes of state law does not authorize any action or business practice which is prohibited by or inconsistent with this chapter.
- (D) Content of Certificate of Local Consent to the Issuance of a Winery Manufacturing License. Certificates of local consent to the issuance of a Winery Manufacturing License must be signed by the County Clerk and must contain the following information:
  - (1) the name of the licensee to whom the Winery Manufacturing License has been issued and the name of a local contact person;
  - (2) the street address of the premises and, if different, the mailing address of the licensee;
  - (3) the term of the local consent to the issuance of a Winery Manufacturing License, including commencement and expiration dates; and
  - (4) a statement that the local consent to the issuance of a Winery Manufacturing License is subject to revocation by the County for violation of this chapter and/or violation of the Alcoholic Beverage Control Act.



- (E) Term of Local Consent to the Issuance of a Winery Manufacturing License. Unless otherwise provided in this chapter, local consent to the issuance of a Winery Manufacturing License is a one-time requirement and must be obtained by all new applicants. Once local consent to the issuance of a Winery Manufacturing License is obtained, the licensee must renew his or her local consent certificate by December 31 of each year, unless local consent has been revoked or suspended under this chapter or unless the Winery Manufacturing License is suspended, revoked, or denied.
- (F) Display. The certificate of local consent to the issuance of a Winery Manufacturing License must at all times be conspicuously displayed to the public in the place to which it refers and for which it is issued.

#### **5.08.080 RENEWAL OF LOCAL CONSENT TO THE ISSUANCE OF A WINERY MANUFACTURING LICENSE**

- (A) Renewal of Existing Local Consent to the Issuance of a Winery Manufacturing License. In October of each year, the County Clerk must send via first class mail notice to each business with a certificate of local consent to the issuance of a Winery Manufacturing License that the local consent is scheduled to expire. Businesses desiring to renew must file with the County Clerk a renewal fee, a completed renewal application in a form prescribed by the County Clerk, and a copy of their current state Winery Manufacturing License at least 30 days prior to expiration of the local consent. The County Clerk must issue a new certificate of local consent to the issuance of a Winery Manufacture License valid through December 31 of the next year if the above requirements are met and the County Clerk is unaware of grounds for denial, revocation, or suspension of local consent.
- (B) Penalty for Untimely Renewal Application. A holder of a certificate of local consent to the issuance of a Winery Manufacturing License who fails to timely file an application for renewal must be assessed a penalty equal to 25% of the renewal fee.
- (C) Status when Action is Pending on a Renewal Application. If an application for renewal has been filed with the County Clerk, upon written notification by the County Clerk, a holder of a certificate of local consent to the issuance of a Winery Manufacturing License must on the date the existing certificate expires close his or her licensed premises for all business related to the Winery Manufacturing License and keep the premises closed for all business related to the Winery Manufacturing License until the date a new certificate of local consent is issued. In the absence of such notice, the certificate is deemed extended if a renewal application was filed on or before the local consent was set to expire.
- (D) Transfer of Local Consent to the Issuance of a Winery Manufacturing License. Local consent to the issuance of a Winery Manufacturing License is not transferrable from person to person or from location to location without reapplying for local consent and following the provisions set forth in section 5.08.050 of this chapter. Applicants must



also present proof that the transfer was approved by the state Department of Alcoholic Beverage Control as outlined in the Alcoholic Beverage Control Act.

#### **5.08.090 DENIAL, SUSPENSION, AND REVOCATION OF LOCAL CONSENT TO THE ISSUANCE OF A WINERY MANUFACTURING LICENSE**

- (A) Investigation. The County Clerk may, on his or her own initiative or in response to complaints from the general public or any County department, investigate and gather evidence of violations of this chapter or other circumstances which may give rise to grounds for a denial, suspension, or revocation of local consent to the issuance of a Winery Manufacturing License. The County Clerk may request County staff to investigate further or obtain additional evidence before making a determination. The County Clerk will determine whether sufficient grounds and evidence exist to deny, revoke, or suspend local consent.
- (B) Grounds for Denial of Local Consent to the Issuance of a Winery Manufacturing License. The County Clerk has the authority, without a hearing, to deny an application for local consent to the issuance of a Winery Manufacturing License or an application for renewal of local consent to the issuance of a Winery Manufacturing License if:
  - (1) the application does not contain all of the required information;
  - (2) the application fee is not paid;
  - (3) the applicant, owners, or premises did not meet all of the applicable requirements of section 5.08.050 of this chapter;
  - (4) the applicant intentionally misrepresented or concealed information required by this chapter in an application for local consent or in an application for renewal of local consent;
  - (5) the applicant holds local consent to the issuance of a Winery Manufacturing License for other premises under this chapter that are not in good standing or upon which premises the provisions of this chapter and state laws are frequently violated; or
  - (6) the applicant does not hold a current Cache County business license.
- (C) Grounds for Suspension or Revocation of Local Consent to the Issuance of a Winery Manufacturing License. The County Clerk has the authority to suspend or revoke local consent to the issuance of a Winery Manufacturing License without a hearing. The suspension or revocation of local consent does not take effect until the time for appealing the decision as set forth in this chapter has passed and, if an appeal is filed, until the appeal is decided by the County Council. The County Clerk has the authority to suspend or revoke local consent to the issuance of a Winery Manufacturing License under this chapter for the following reasons:

- (1) the applicant and/or individuals identified in subsection 5.08.050(B) of this chapter do not meet the qualifications set forth in subsection 5.08.050(A) of this chapter or in state code;
  - (2) local consent could be denied for any of the reasons listed in subsection (B) of this section;
  - (3) the local consent holder has violated state or local alcoholic beverage laws or regulations;
  - (4) the local consent holder does not pay an application fee, renewal fee, or fine;
  - (5) the local consent holder does not hold a current Cache County business license;
  - (6) the local consent holder fails to follow the transfer process outlined in subsection 5.08.080(D) of this chapter;
  - (7) the local consent holder has failed to comply with the terms of a related land use permit (e.g., conditional use permit, building permit, etc.);
  - (8) the local consent holder has received 3 or more serious or grave disciplinary sanctions, as defined by the state Department of Alcoholic Beverage Control, within a 3-year period;
  - (9) the local consent holder has failed to maintain current and appropriate licensure under the Alcoholic Beverage Control Act; or
  - (10) the local consent holder has failed to complete the training requirements outlined in subsection 5.08.050(E) of this chapter, unless the licensee provides to the County Clerk proof of compliance within 30 days of the time that the local consent holder is first notified that such violation occurred.
- (D) Procedure for Denial, Suspension, or Revocation. The County Clerk must give notice to any applicant or local consent holder of the decision to deny, suspend, or revoke local consent to the issuance of a Winery Manufacturing License by mailing notice by certified mail to the individual identified in the application at the address listed on the application. The notice must include the following:
- (1) the name of the applicant or local consent holder;
  - (2) the reason for denial, suspension, or revocation, including an identification of any County, state, or federal law violated;
  - (3) an explanation of the applicant's or local consent holder's right to appeal the decision of the County Clerk;

- (4) a statement of the time frames and process for appeal; and
  - (5) a statement that if the applicant or local consent holder chooses not to appeal within the specified time frame, the decision of the County Clerk will be final and the applicant or local consent holder will be expected to comply immediately with the denial, suspension, or revocation.
- (E) Appeals. Denials, suspensions, and revocations by the county clerk under this section may be appealed to the Cache County Council by filing a written notice of appeal with the County Clerk within 10 calendar days of the date of mailing of the certified letter notifying the applicant or local consent holder of the denial, suspension, or revocation.
- (F) Licensing after Revocation. In the event that an application has been denied or local consent has been revoked or suspended, the applicant may not reapply for local consent to the issuance of a Winery Manufacturing License for the same location until one year has expired from the date of the denial, suspension, or revocation.
- (G) Validity of Business License or Local Consent During Appeal. An individual with a suspended or revoked business license or a suspended or revoked local consent may continue to operate his or her business in accordance with federal, state, and local laws pending resolution of the appeal if an appeal is filed or until the time for appeal has passed if an appeal is not filed.
- (H) Emergency Suspensions by County Sheriff. Local consent to the issuance of a Winery Manufacturing License may be suspended by the County Sheriff or his or her designee without a prior hearing provided there is probable cause to believe a violation or violations of this chapter or state law are occurring and the conditions are such that public health or safety are endangered. Such a temporary suspension may occur only if the local consent holder or its management personnel fail to remedy the violation or violations within 15 minutes of notification by the Sheriff or his or her designee that a suspension will occur if the violation or violations are not remedied in a manner that eliminates the immediate danger to public health or safety. No emergency suspension by the County Sheriff or his or her designee may extend beyond the ordinary close of business on the day on which the suspension was given.

#### **5.08.100 MISCELLANEOUS:**

- (A) County Fairgrounds, Rodeo Arena, and Event Center. It is unlawful for any person to possess or consume an alcoholic beverage in or upon the Cache County Fairgrounds, Rodeo Arena, or Event Center, except at a private event occurring with the County's written consent in or upon the Cache County Fairgrounds, Rodeo Arena, or Event Center.
- (B) Advertising on County-Owned Property Prohibited. Any advertising or advertisement of alcoholic beverages in or upon any county-owned property is prohibited.

- (C) Inspection of Premises. The County Sheriff, the County Clerk, a County code enforcement officer, and Bear River Health Department officials or their designees are permitted to have access to all premises associated with wine manufacturing under a Winery Manufacturing License and all premises of establishments applying for local consent to the issuance of a Winery Manufacturing License, and they may make periodic inspections of such premises and report their findings to the County Clerk.
- (D) Penalties. Unless otherwise provided, any person who violates any provision of this chapter is guilty of a class B misdemeanor and, upon conviction thereof, is punishable as provided by state law.
- (E) Severability. If a provision of this chapter or the application of a provision of this chapter to a person or circumstance is held invalid, the remainder of this chapter must be given effect without the invalid provision or application. The provisions of this chapter are severable.

#### Section 2:

Chapter 12 of Title 5 of the Cache County Code is repealed in its entirety.

#### Section 3:

This ordinance amends and supersedes Chapter 8 of Title 5 of the Cache County Code, repeals Chapter 12 of Title 5 of the Cache County Code, and supersedes all other prior ordinances, resolutions, policies, and actions of the Cache County Council relating to alcoholic beverages to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such other prior ordinances, resolutions, policies, and actions remain in full force and effect.

#### Section 4:

This ordinance takes effect 15 days following its passage and approval by the County Council.



PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH  
THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2021.

	In Favor	Against	Abstained	Absent
Paul R. Borup				
David Erickson				
Nolan P. Gunnell				
Barbara Tidwell				
Karl Ward				
Gina Worthen				
Gordon Zilles				
Total				

**CACHE COUNTY:**

**ATTEST:**

By: \_\_\_\_\_  
Gina H. Worthen, Chair

By: \_\_\_\_\_  
Jess W. Bradfield, County Clerk/Auditor

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 7**



**CACHE COUNTY  
ORDINANCE NO. 2021 - 03**

**AN ORDINANCE AMENDING SECTIONS 2.12.110 AND 2.12.290 OF THE CACHE  
COUNTY CODE RELATING TO THE USE OF ROBERT'S RULES OF ORDER**

WHEREAS, section 2.12.110 of the Cache County Code now says that debate in Council meetings is generally subject to Robert's Rules of Order but does not expressly identify which edition of Robert's Rules of Order is to apply; and

WHEREAS, section 2.12.290 of the Cache County Code now says that procedures and rules for conducting Council business that are not specifically provided in the County Code or state law are regulated, interpreted, and construed in accordance with the now outdated first edition of Robert's Rules of Order; and

WHEREAS, recent editions of Robert's Rules of Order have been titled Robert's Rules of Order Newly Revised; and

WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens,

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

**SECTION 1:**

Cache County Code section 2.12.110 is amended to read as follows:

**2.12.110: MEETINGS OF COUNTY COUNCIL:**

A. All meetings, except those types expressly excluded by law, shall be advertised, open and public. The county council shall meet in regular session not less than twice per month at stated times to be provided by ordinance, and may in addition hold special meetings or executive sessions called in the manner provided by law.

B. Proceedings and meetings of the council shall be as prescribed by applicable statutes and valid ordinances, and debate therein shall generally be subject to the current edition of Robert's Rules of Order Newly Revised. All ordinances and resolutions shall be enacted in the manner provided by general law.





## SECTION 2:

Cache County Code section 2.12.290 is amended to read as follows:

### 2.12.290: RULES; GENERAL:

A. Procedures and rules not specifically provided herein or by state law shall be regulated, interpreted and construed in accordance with the current edition of Robert's Rules of Order Newly Revised. A copy of said edition shall be maintained in the office of the county clerk and shall be available to the public.

B. As circumstances may reasonably require, the council may, upon a two-thirds ( $\frac{2}{3}$ ) vote of the members present, temporarily suspend the rules with respect to the specific matter before it.

## SECTION 3:

### PRIOR ORDINANCES, RESOLUTIONS, POLICIES AND ACTIONS SUPERSEDED

This ordinance amends and supersedes sections 2.12.110 and 2.12.290 of the Cache County Code, and all prior ordinances, resolutions, policies, and actions of the Cache County Council to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such prior ordinances, resolutions, policies, and actions shall remain in full force and effect.

## SECTION 4:

### EFFECTIVE DATE

This ordinance takes effect 15 days following its passage and approval by the County Council.

PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS \_\_\_\_  
DAY OF \_\_\_\_\_ 20\_\_.

	In Favor	Against	Abstained	Absent
Paul R. Borup				
David Erickson				
Barbara Tidwell				
Karl Ward				
Gina Worthen				
Jon White				
Gordon Zilles				
Total				



CACHE COUNTY COUNCIL

By:

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Gina H. Worthen, Chair

ATTEST:

By: 

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Jess W. Bradfield, County Clerk/Auditor



## REDLINE VERSION OF AMENDMENTS:

### 2.12.110: MEETINGS OF COUNTY COUNCIL:

A. All meetings, except those types expressly excluded by law, shall be advertised, open and public. The county council shall meet in regular session not less than twice per month at stated times to be provided by ordinance, and may in addition hold special meetings or executive sessions called in the manner provided by law.

B. Proceedings and meetings of the council shall be as prescribed by applicable statutes and valid ordinances, and debate therein shall generally be subject to **the current edition of "Robert's Rules Oof Order" Newly Revised**. All ordinances and resolutions shall be enacted in the manner provided by general law.

### 2.12.290: RULES; GENERAL:

A. Procedures and rules not specifically provided herein or by state law shall be regulated, interpreted and construed in accordance with **the current edition of "Robert's Rules Oof Order" Newly Revised, first edition, as published by Pyramid Publications, in Old Tappan, New Jersey**. A copy of said edition shall be maintained in the office of the county clerk and shall be available to the public.

B. As circumstances may reasonably require, the council may, upon a two-thirds ( $\frac{2}{3}$ ) vote of the members present, temporarily suspend the rules with respect to the specific matter before it.

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 8**

## **CACHE COUNTY ORDINANCE 2021 - 04**

**AN ORDINANCE OF THE COUNTY COUNCIL OF CACHE COUNTY, UTAH,  
REPEALING AND AMENDING COUNTY CODE SECTIONS 2.64.010, 2.64.020,  
2.64.030, 2.64.040, 2.64.050, 2.64.060, 2.64.070, 2.64.080, 2.64.090, 2.64.100, 2.64.110,  
2.64.120, 2.64.130, 2.64.140, 2.64.150, 2.64.160, 2.64.170, 2.64.180, 2.64.190, 2.64.200,  
2.64.210, AND 2.64.220 RELATING TO COUNTY RECORDS.**

WHEREAS, Utah Government Records Access Management Act Utah Code Section 63G-2-102 requires that the public has reasonable access to unrestricted public records and,

WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens,

NOW, THEREFORE, The County Legislative Body of Cache County ordains as follows:

### **SECTION 1:**

Cache County Code Chapter 2.64. is therefore repealed and amended as follows:

### **Chapter 2.64**

### **PUBLIC RECORDS ACCESS AND MANAGEMENT**

#### **2.64.010: AUTHORITY AND PURPOSE:**

Under authority of Utah Code Annotated § 63G-2-701, this chapter specifies how records in the custody of Cache County may be accessed, and where and to whom requests for access to records shall be directed. All other regulations related to access to public records, including but not limited to, standards for the classification and designation of records; the standards for the management and retention of records; response time for access requests; and time limits for appeals shall be as set forth in Utah Code Annotate Title 63G, Chapter 2.

#### **2.64.020: DEFINITIONS:**

Terms used in this chapter are defined in Utah Code Annotated Section 63G-2-103, as amended.

#### **2.64.030: REQUEST FOR ACCESS:**

A. A request for access to records must be made in writing and include the information required by Utah Code Annotated Section 63G-2-204 as follows:

1. The requestor's:
  - a. Name;
  - b. Mailing address;
  - c. Email address, if the person has an email address and is willing to accept communications by email relating to the person's records request;
  - d. Daytime telephone number; and
  - e. A description of the record requested that identifies the record with reasonable specificity.
- B. Requests must be submitted by first class mail; hand delivery; or electronically to the Records Officer as follows:
  1. For records maintained by Cache County (excluding Cache County Sheriff Records): Office of the County Clerk, 179 North Main, Logan UT, 84321. Electronically submitted request shall be sent to [grama@cachecounty.org](mailto:grama@cachecounty.org).
  2. For Cache County Sheriff records: Cache County Sheriff's Office, Attn: Records Officer, 1225 West Valley View, Suite 200, Logan UT, 84321. Electronically submitted request must be sent to [grama@cashesheriff.org](mailto:grama@cashesheriff.org).
- C. Requests submitted in a manner other than set forth herein will not be accepted.

#### **2.64.040: APPEAL:**

- A. An appeal of a decision of a Records Officer, shall be in writing, comply with the information required by Utah Code Annotated 63G-2-401(2), and be submitted by first class mail; hand delivery; or electronically to the Office of the Cache County Executive, 199 North Main Street, Logan UT, 84321 or [grama@cachecounty.org](mailto:grama@cachecounty.org).
- B. Appeals submitted in a manner other than set forth herein will not be accepted.

#### **2.64.050: FEES:**

- A. A schedule of fees that may be charged in response to a records request may be obtained by contacting the Records Officer. The fee schedule is also available on the Cache County website at [www.cachecounty.org](http://www.cachecounty.org).
- B. Fees for providing a record may be waived under certain circumstances described in Utah Code Annotated Section 63G-2-203(4). A request for a fee waiver shall be made in writing to the Records Officer as part of the records request.

#### **2.64.060: FORMS:**

- A. Request forms are available at [www.cachecounty.org](http://www.cachecounty.org) or from the Records Officer.

B. These forms are provided as a convenience, and a requester is not required to use these forms as long as information required by the statute is provided.

## SECTION 2:

### PRIOR ORDINANCES, RESOLUTIONS, POLICIES AND ACTIONS SUPERSEDED

This ordinance amends and supersedes Chapter 64 of Title 2 of the Cache County Code, and all prior ordinances, resolutions, policies, and actions of the Cache County Council relating to this Chapter to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such prior ordinances, resolutions, policies, and actions shall remain in full force and effect.

## SECTION 3

### EFFECTIVE DATE

This ordinance takes effect 15 days after its passage. Following its passage, but prior to the effective date, a copy of the Ordinance shall be deposited with the County Clerk and a short summary of the ordinance, together with a statement that a complete copy of the ordinance is available at the county clerk's office and with the name of the members voting for and against the ordinance shall be published in a newspaper of general circulation within the County as required by law.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY,  
UTAH THIS \_\_\_\_\_, 2021.

	In Favor	Against	Abstained	Absent
David L. Erickson				
Barbara Tidwell				
Paul Borup				
Gina Worthen				
Nolan Gunnell				
Karl Ward				
Gordon A. Zilles				
Total				

**CACHE COUNTY**

By: \_\_\_\_\_  
Gina H. Worthen, Chair

**ATTEST:**

\_\_\_\_\_  
Jess W. Bradfield, County Clerk / Auditor



**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 9**

**CACHE COUNTY  
RESOLUTION 2021 – 02**

**A RESOLUTION APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO  
THE CACHE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES**

The County Council of Cache County, Utah, in a regular meeting lawful notice of which has been given, finds that pursuant to 17B-1-304 of the Utah Code, the Cache County Executive shall appoint certain individuals to serve on special district boards.

THEREFORE, the Cache County Council hereby adopts the following resolution.

BE IT RESOLVED, that the following individual has been recommended by the Cache County Executive to serve on the Cache Mosquito Abatement District Board of Trustees.

Section 1. Appointment

Please see “Exhibit A” attached hereto and made a part hereof.

Section 2. Authorization

The Cache County Council hereby ratifies the appointment listed on “Exhibit A” attached hereto and made a part hereof to the Cache Mosquito Abatement District Board of Trustees pursuant to the recommendation of the Cache County Executive.

Section 3. Terms

The term of the appointment shall be four years which expires December 31, 2024.

Section 4. Effective Date

This appointment shall become effective immediately upon the adoption of this resolution.

This resolution was adopted by the Cache County Council on the 26th day of January, 2021.

Cache County Council

Attest:

By: \_\_\_\_\_  
Gina H. Worthen, Chair

By: \_\_\_\_\_  
Jess W. Bradfield, County Clerk/Auditor

# APPOINTMENTS

01/26/2021

## CACHE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

**BOARD MEMBER**  
**COUNTY REPRESENTATIVE**

**JEFF RICKS**  
4275 N 3200 W  
Benson, Utah 84335  
435-752-8916  
[email address@email.com](mailto:email address@email.com)

**Appointed to a Four-Year Term**  
**that expires 12/31/2024**

**CACHE COUNTY COUNCIL MEETING**  
**JANUARY 26, 2021**

**ATTACHMENT 10**

**CACHE COUNTY  
RESOLUTION 2021 – 03**

**A RESOLUTION APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO  
THE CACHE WATER DISTRICT BOARD OF TRUSTEES**

The County Council of Cache County, Utah, in a regular meeting lawful notice of which has been given, finds that pursuant to 17B-1-304 of the Utah Code, the Cache County Executive shall appoint certain individuals to serve on special district boards.

THEREFORE, the Cache County Council hereby adopts the following resolution.

BE IT RESOLVED, that the following individual has been recommended by the Cache County Executive to serve on the Cache Water District Board of Trustees.

Section 1. Appointment

Please see “Exhibit A” attached hereto and made a part hereof.

Section 2. Authorization

The Cache County Council hereby ratifies the appointment listed on “Exhibit A” attached hereto and made a part hereof to the Cache Water District Board of Trustees pursuant to the recommendation of the Cache County Executive.

Section 3. Terms

The term of the appointment shall be four years which expires on December 31, 2024.

Section 4. Effective Date

This appointment shall become effective immediately upon the adoption of this resolution.

This resolution was adopted by the Cache County Council on the 26th day of January, 2021.

Cache County Council

Attest:

By: \_\_\_\_\_  
Gina H. Worthen, Chair

By: \_\_\_\_\_  
Jess W. Bradfield, County Clerk/Auditor

EXHIBIT A  
**APPOINTMENTS**  
01/26/2021

**CACHE WATER DISTRICT BOARD OF TRUSTEES**

**BOARD MEMBER  
IRRIGATED AGRICULTURE  
REPRESENTATIVE**

**DON BALDWIN**  
675 N Main Street  
Lewiston, Utah 84320  
435-512-4672  
<mailto:taskcows@comcast.net>

**Appointed to a Four-Year Term  
that expires 12/31/2024**