

MINUTES OF BOARD OF COUNTY COMMISSIONERS  
MILLARD COUNTY SPECIAL MEETING  
THE 29th DAY OF OCTOBER 2013  
AT THE COURTHOUSE, FILLMORE, UTAH

PRESENT: Daron P. Smith..... Chairperson  
Alan M. Roper..... Commissioner  
  
Norma Brunson..... County Clerk  
Marki Rowley..... Deputy County Clerk  
  
EXCUSED: James I. Withers..... Commissioner  
Richard Waddingham..... County Attorney  
  
ALSO PRESENT: Paulette Staples & Forrest Roper..... Sheriff's Office  
Brandy Grace..... County Auditor

PURSUANT TO AN AGENDA WHICH HERETOFORE HAD BEEN PROVIDED TO each member of the governing body, posted at the principal office of the Millard County Commission, posted on the Utah Public Notice Website, and provided to the Millard County Chronicle Progress, a newspaper of general circulation within Millard County, Utah, as required by law, the following proceedings were had:

PUBLIC WAS WELCOMED

The meeting began at 10:00 a.m. after a brief welcome by Commissioner Smith to the public and Commission members.

OPENING STATEMENTS

Commissioner Smith asked if anyone had an opening statement to give. Commissioner Roper said the invocation. Everyone stood and said the Pledge of Allegiance to the Flag.

Commissioner Smith excused Commissioner Withers who is attending a meeting at the Capital with Linda Gillmor, Millard County Economic Development Director, regarding legislation they are hoping to get passed to get more infrastructure in utilities in our county and rural areas.

Commissioner Smith also excused Attorney Waddingham, who is attending a water hearing in Beaver, Utah regarding water applications that have been filed that will affect the County.

DISCUSSION AND ADOPTION OF MILLARD COUNTY'S 2014 TENTATIVE BUDGET

Auditor Grace discussed with the Commission the 2014 tentative budget. She said the budget is balanced but there is still a lot of work that needs to be done on the budget. She said that there needs to be further discussion and meetings with the elected officials and department heads.

The overall tentative budget for 2014 is \$24,666,725.00. The 2013 budget was \$21,079,855.00. The increase for the current year is mostly attributed to the NRCS Grant for the Clay Springs Fire Recovery Project.

Auditor Grace said that once the tentative budget is adopted she will post it on the County's website for printing and a copy will be available for review in her office, and in the Delta Office.

The 2014 Budget Hearing will be held Tuesday, December 3, 2013 at 7:00 p.m. to receive public comment. The final adoption of the budget will be held on December 17, 2013.

Commissioner Smith went over a few of the fund line items.

Commissioner Smith reported that there was an upgrade in the County's financial software so the reports seem a little different but are easy to read.

Commissioner Roper made a motion to adopt Millard County's 2014 Tentative Budget.

Commissioner Smith stepped from the chair and SECONDED the motion. The voting was unanimous and the motion carried.

Commissioner Smith said that the County received the re-authorization of PILT and SRS funding for one more year.

#### DISCUSSION AND POSSIBLE APPROVAL TO NEGOTIATE FOR SERVICES TO PREPARE A POLICIES AND PROCEDURES MANUAL FOR MILLARD COUNTY

Auditor Grace said that Johnny Miller with Utah Counties Indemnity Pool (UCIP) informed her that Todd Anderson, an attorney with GBS, would be willing to draft a new policies and procedures manual for the County at the cost of \$1,000.00. Mr. Miller informed her that he spoke with a law firm that contracts with UCIP, who would also be willing to rewrite the draft policy at the contract rate it provides UCIP.

After review of the current purchasing policy, Mr. Miller thought that either scenario fits with the County's existing purchasing policy, due to the minimal dollar limit on the first scenario and that the second would fall under the clause of the joint purchase program.

It was suggested to have Attorney Anderson draft the manual and to have the law firm who contracts with UCIP review it. This would help the County to have really sound policies.

Auditor Grace said that recognizing that this is within the purchasing policy they would like to move forward with the plan.

Commissioner Smith said that he feels that it is a good way to proceed and it would be pretty cost efficient. He said years ago when the County had the manual redone it cost quite a bit of money. He said that it seems that the people who would be redoing the manual would have the County's best interest in mind since they are working with the County. It would be a good chance to take advantage of the relationships the County has, as well as take advantage of really good products.

Commissioner Roper made a motion to contract with GBS in the amount of \$1,000.00 for services to prepare a policies and procedures manual for Millard County and to have it reviewed by the law firm contracted by UCIP.

Commissioner Smith stepped from the chair and SECONDED the motion. The voting was unanimous and the motion carried.

WHERE UPON THE MEETING ADJOURNED

Commissioner Roper made a motion to adjourn the meeting.

Commissioner Smith stepped from the chair and SECONDED the motion. The voting was unanimous and the meeting adjourned at 10:20 a.m..

Attest: \_\_\_\_\_

Approved: \_\_\_\_\_