

**COMMISSION MINUTES**  
**May 13, 2013**

Minutes of the regularly scheduled meeting of the Sevier County Commissioners held this thirteenth day of May, 2013. Meeting commenced at 1:30 p.m. with Commissioners Gary Mason, Garth 'Tooter' Ogden, and Gordon Topham in the Commission Chambers of the Sevier County Administration Building, 250 North Main, Richfield, Utah. Clerk/Auditor Steven C. Wall and Malcolm Nash were also present.

**Commission business:**

Commissioner Ogden reported that the BMX track was nearly completed at the Fairgrounds. He also noted that they will soon be advertising for the EWP Clear Creek Project around the first part of June. Commissioner Ogden then noted that Kelly Conder had been selected as the new Landfill Supervisor, and they will be advertising for three new equipment operators later this month to fill the positions of Mr. Conder and the others who are retiring at the end of May.

Commissioner Topham reported that HB 142, passed during the legislative session this year, did provide funding for a feasibility study in implementing HB 148 from last year by doing a study of the feasibility of the State taking over management of Federal lands. He also discussed with the Commission the issues with some of the bills that had been discussed concerning Forest Service and BLM law enforcement officers authorization to work or not work outside of Federal properties.

Malcolm Nash updated the Commissioners on the lighting project at the fairgrounds of improving the lighting and control of the lighting in the grandstand area at the cost of approximately \$2,200.

**Minutes of April 22<sup>nd</sup> approved:**

After review, Commissioner Topham moved to approve the minutes of the April 22<sup>nd</sup> Commission Meeting, second Commissioner Ogden, unanimous.

**Claims approved:**

Commissioner Ogden then moved to approve the claims as presented, second Commissioner Topham, unanimous.

**Travel Council Recommendations and Tour of Utah agreement approved:**

Special Events Director Kevin Arrington reviewed with the Commissioners the recommendations from the last Travel Council Meeting held April 25<sup>th</sup>. He also discussed with them a new events calendar that will be a web based calendar that will show all of the events from the different communities in the County sponsored by either the Communities or the County. After discussion, Commissioner Topham moved to approve the recommendations of the Travel Council as recommended, second Commissioner Ogden, unanimous.

Kevin Arrington then discussed with the Commissioners the Tour of Utah, Host Participation Agreement between the Utah Cycling Partnership Incorporated and Sevier County. Discussion followed concerning the things that will be happening when the Tour comes to Richfield August 8<sup>th</sup>, and the things that will need to be done to fulfill the contract. Mr. Arrington said that they would be invited to the Fair on August 7<sup>th</sup> and they will leave the following morning. After

discussion, Commissioner Topham moved to approve the agreement with Utah Cycling Partnership Incorporated for the Tour of Utah, Host Participation, second Commissioner Ogden, unanimous.

**Event contracts approved:**

Paula Martin reviewed with the Commission a contract for the magician Al Lampkin who will be here during the Balloon Festival at a fee of \$750. After discussion, Commissioner Ogden moved to approve the agreement with Al Lampkin, second Commissioner Topham, unanimous.

Ms. Martin then reviewed with the Commissioners a contract between JS Productions and Sevier County for a monster truck show during the Fair at a fee of \$13,000 for a guarantee of at least three monster trucks and the activities that will take place during that show. After discussion, Commissioner Ogden moved to agreement for the monster truck show, second Commissioner Topham, unanimous.

**Beer license for Sevier Hospitality Services approved:**

The Commissioners then reviewed a beer license application from Jill Williams on behalf of Sevier Hospitality Services, LLC, noting that Sheriff had reviewed and approved the license. After discussion, Commissioner Ogden moved to approve the beer license at a fee of \$200 per year, second Commissioner Topham, unanimous.

**Sheriff recommends personnel changes:**

Sheriff Nate Curtis and Human Resources Director LeighAnn Wheeler reported they had interviewed and recommended the hire of Shane Roberts at the Jail at a new recruit level of \$15.26 per hour effective May 20, 2013. Sheriff Curtis reported he did well on all of the testing, and felt he would be a good employee. Commissioner Topham moved to authorize the new hire as recommended, second Commissioner Ogden, unanimous.

Sheriff Curtis and Ms. Wheeler then reported they had interviewed and recommended Virginia Stewart for the new Substance Abuse Manager to replace Steve Mickelsen at a wage of \$21.81 effective May 13, 2013. After discussion, Commissioner Ogden moved to approve the promotion, second Commissioner Topham, unanimous.

Sheriff Curtis and Ms. Wheeler then discussed with the Commissioners that parameters set in the merit system were changes for some of his officers from a Deputy I to a Deputy II based on their years of service and meeting other requirements as set forth in the merit system. They also require letters of recommendation by their supervisor, as well as meeting those requirements. They are requesting an increase for Bobby Hatch, and Jared Campbell who had met those requirements. Discussion followed concerning mid-year raises, and it was stated this was part of the program implemented and department promotions with the merit system and that the raises were budgeted for. After further discussion, Commissioner Ogden moved to approve the raises for Bobby Hatch and Jared Campbell moving from a Deputy I position to a Deputy II position with an increase of approximately \$0.60 per hour for a total wage of \$17.39 per hour effective May 13, 2013, second Commissioner Topham, unanimous.

**New Landfill Superintendent named:**

Ms. Wheeler reported they had advertised and had done testing and interviews, and recommended Kelly Conder as the new Landfill Supervisor. She noted that he will be on a six-month probation in that position, and they will be watching some of the management criteria that they had set out for him to accomplish during that time. The recommended wage would be \$22.25 per hour effective May 13, 2013. After discussion, Commissioner Ogden moved to approve the promotion for Kelly Conder, second Commissioner Topham, unanimous.

Ms. Wheeler then reported they will be advertising for three operator positions at the Landfill to fill the vacancy from the promotion and two others that will be retiring within the next few weeks.

**New CJC Manager hired:**

Ms. Wheeler then reported they had advertised and interviewed for the manager position at the CJC because of the retirement of Caron Withers, and recommended hiring Karen Ashby effective May 13<sup>th</sup>. This is a part-time position, 28 hours per week, that is funded through the grant at \$18.02 per hour. After discussion concerning the hours and starting time, Commissioner Ogden moved to authorize the hire as recommended, second Commissioner Topham, unanimous.

**Personnel Policies approved:**

Ms. Wheeler then reviewed with the Commission proposed updated sections to the Personnel Policy Handbook, specifically: Section XII – Work Hours, Section XIII – Employee Conduct, and Section XIV – Workplace Harassment. She said these updated policies have been reviewed by the Committee and the Commission, and that recommended changes have been made as discussed in the Committee meetings. After discussion, Commissioner Topham motioned to adopt the three updated personnel policies as recommended, second Commissioner Ogden, unanimous.

**Public Comments:**

Commissioner Mason then opened the meeting for comments from the public. There were no comments.

There being no further business to come before the Board, meeting adjourned at 3:15 p.m.