

**MINUTES OF THE ADMINISTRATIVE MEETING OF
THE BOARD OF COMMISSIONERS OF WEBER COUNTY**

on **Monday, March 4, 2024, 11:30 a.m. to 3:00 p.m.**, at the Commission Conference
Room #365, 2380 Washington Blvd, Ste. #360, Ogden, UT and on Zoom

<https://us06web.zoom.us/j/87347346572?pwd=OLT9nUW9igK1amgnwBFosvgiBVyXay.1>

Meeting ID: 873 4734 6572

Passcode: 226857

Members Present: Commissioner Jim Harvey, Commissioner Sharon Bolos, Commissioner Gage Froerer

Discussion and/or action for approval of minutes for the Commission Work Session held on February 26, 2024

Commissioner Bolos made a motion to approve the minutes for the Commission Work Session held on February 26, 2024. Commissioner Harvey seconded the motion. All say Aye. The motion carries.

Sheriff Office Updates, including discussion regarding Jail Expansion, Wage Study, Upgrade for Radios – Sheriff Ryan Arbon, Emily Wilde, Scott Parke, Chris Crockett, Sean Wilkinson, Stephanie Russell, Chief Phillip Reese, Sgt. Kyle Slater, John Bond
Commissioner Froerer was in another meeting and did not attend this meeting.

Scott Parke discussed they have the \$520,000 for the radios in the Capital Projects Fund saved. He needs the Commissioners to sign a budget change to appropriate the money that they have been saving to use the money for the digital radios. The Commissioners approved the allocation of funds previously set aside for the radio upgrades.

Sheriff discussed the wages of his employees and how the wages need to be competitive with other agencies in different cities and counties. He has been working with Emily Wilde and Scott Parke. Emily discussed what type of wage study needs to be done. The Commissioners agreed to proceed with a wage study, funded by a contingency, to assess the compensation structure of their sworn officers and how it compares to other agencies. Commissioner Harvey would like to get a study for the Sheriff's office and also a countywide study. He would like to know how much it would be for both studies versus one study.

Chief Reese discussed they are getting bids to fix the roof of the jail. They have received one bid for \$50,000.00. Scott Parke said this would come from the Capital Projects Fund. The commissioners approved this allocation and signed a budget change. Chief Reese also shared two different options regarding the jail expansion. He discussed the development of a new medical and clinic area, as well as mental health housing for inmates. The options ranged from \$29.9 million to \$98 million. Chief Reese and Sheriff Arbon would like explore the provision for proper medical care and future expansion without locking administrations into specific decisions. This also not hinder future growth and could accommodate other services in the future. The estimated cost for this project is around \$37 million dollars. They also discussed the need for a structural feasibility analysis and a fiscal impact study for the Keisel facility. John

Bond discussed that the Commissioners need to decide what projects are a priority and then decide on how to pay for the projects before moving forward. The Commissioners agreed.

Commissioner Bolos made a motion to saunter until 1:00 p.m. Commissioner Harvey seconded the motion. All say aye. The motion carries.

Discussion regarding the CJC – Rodd Layton, Scott Parke, Katie O’Blennis, Emily Wilde, Steffani Ebert, Chris Crockett, Sean Wilkinson
Commissioner Froerer returned and was present for the rest of the work session.

Rodd Layton discussed the need for wage increases for his staff. Because they are so specialized in what they do, he stated that it’s critical that he pays them what they are worth. These adjustments aim to improve internal equity and retain valuable employees. He also presented comparisons with other centers. Rodd is asking for \$20,000.00 for these increases. Scott Parke discussed he can pull the funding from the contingency fund as there is \$43,000.00 and he’s only asking for \$20,000.00. The Commissioners decision was to proceed with the compensation adjustment.

Commissioner Froerer made a motion to saunter until 1:30 p.m. Commissioner Bolos seconded the motion. All say aye. The motion carries.

Discussion regarding Wayfinding Signs and Funding – Tammy Aydelotte, Sean Wilkinson, Scott Parke, Charlie Ewert, Rick Grover, Stephanie Russell, Chris Crockett
Charlie Ewert discussed receiving a GOED grant to finish the pedestrian wayfinding signs. This will be on the Commissioners consent agenda tomorrow, which will be to extend the contract with the State as they have not spent the in kind money that was matched. Scott Parke was concerned about the project’s budget, with a request to spend an additional \$200,000.00 from impact fees. The plan was to get the impact fee plan approved first before making any budget changes. There was also a discussion about potentially using the fees on other trail projects; however, the decision was made to defer any commitments until the situation with a new trail organization in Ogden Valley becomes clearer. The consent agenda item regarding the signage project will be removed from the Commission Meeting agenda tomorrow to allow more time. Sean Wilkinson will be meeting with the Ogden Valley Group this week. The commissioners agreed to approve the extension with the State, but want to wait on the decision regarding the impact fees and budget change until they find out more information regarding the new trail organization in the Ogden Valley.

Commissioner Froerer made a motion to saunter until 2:00 p.m. Commissioner Harvey seconded the motion. All say aye. The motion carries.

Discussion regarding Weber County Volunteer Policy – Emily Wilde, Chris Crockett, Scott Parke, Sean Wilkinson, Stephanie Russell
Emily Wilde discussed several policy updates. The telecommuting policy was revised to allow departments to establish their own internal policy. The tuition reimbursement policy was updated to remove the first come, first serve eligibility rule, and instead basing participation on budget availability. Also, to make sure they do not go over the IRS limit. A clarifying sentence

was added to the internship policy regarding unpaid internships. A new volunteer policy was introduced to standardize the practices across the departments, including volunteers don't get paid, but can be compensated with gifts or meals that can't exceed \$50.00. Lastly, a modification was made to the Interdepartmental policy to clarify that it applies only when goods and services are provided between departments, not affiliated groups. Emily will present these policies to the Extended Department Head Meeting and at the Commission Meeting.

Closed Session to discuss the purchase, exchange or lease of real property

Commissioner Bolos made a motion to go into a closed session. Commissioner Froerer seconded the motion. All say aye. The motion carries.