

Bear Lake Regional Commission

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Minutes Bear Lake Regional Commission Garden City, UT August 28, 2024

Those in attendance:

Sim Weston - Board Chairman, Rich County Commissioner
Bradley Jensen - Board Vice Chairman, Bear Lake County Commissioner
Burdette Weston - Board Secretary Mayor of Laketown
Mike Leonhardt - Mayor of Garden City
Ron Jensen – Recreation
Ken Brown - Rich County at Large
Dan Fisher - City Council of Montpelier
Mitch Poulsen - Executive Director- Bear Lake Regional Commission

Excused:

Albert Johnson - Bear Lake County at Large
Roy Bunderson - Mayor of Bloomington
Tami Leonhardt – Director Bear Lake Convention & Visitors Bureau
Christy Jensen - Bear Lake Regional Commission

Also in attendance:

Kathi Izatt

Chairman Sim Weston conducted the August 28, 2024, meeting of the Bear Lake Regional Commission, the meeting started at 7:07 pm.

Approval of Agenda

Commissioner Sim Weston asked for an approval of the agenda, The agenda was reviewed and approved.

- **Ron Jensen motioned to approve the agenda as amended.
Ken Brown seconded the motion. Motion carried.**

Audit Engagement Letter

With the retirement of Gary Teuscher CPA, The Bear Lake Regional Commission has reached out to Matthew Regen CPA, out of Logan Utah, to conduct the required audit for the 2024 fiscal year. Mr. Regen has submitted an audit engagement letter for this service.

- **Mike Leonhardt made a motion to sign the audit engagement letter with Matthew Regen CPA, for the 2024 fiscal year's audit.**

Brad Jensen seconded the motion, motion carried

Changes to the Policies and Procedures manual

Mitch Poulsen recommended changes to the Policies and Procedures manual, deleting benefits for insurance, retirement and vacation leave for “salaried and qualified hourly” employees. These benefits will now only be offered to “full time, salaried” employees. Which will include salaried employees working over 30 hours a week.

- **Mike Leonhardt made a motion to approve the changes in insurance retirement and leave to include only full-time salaried employees.**

Ken Brown seconded the motion, motion carried.

Salary Discussion

Mitch reviewed the notice he will put out to solicit a new employee to replace Christy Jensen upon her retirement in January. The job will be put out as a part-time position at \$18.00 per hour.

A funding discussion followed, due to this position dropping from a full-time position to a part-time position, and the rising costs of doing business and maintaining adequate staff. Contact to the States and Counties for increased financial support will be initiated.

Staff Report

An educational water Milfoil meeting was held on August 23rd hosted by the Idaho Department of Ag. In Jeremy Varley presentation he said the treatments they have been doing have produced good outcomes and they are seeing significant reduction of Water Milfoil on the lake.

Mitch stressed the adverse effects of Milfoil and suggested that along with funding requests for the Regional Commission, it would also be beneficial to request additional funding to help with the Milfoil issues the lake is having and play a more active role in helping with eradication.

Approval of Minutes

The minutes were reviewed and approved.

- **Ron Jensen made a motion to approve the June 26th meeting minutes, and the canceled July 31, 2024 meeting minutes.**

Burdette Weston seconded the motion, motion carried.

Bills & Payroll

The bills and payroll for the Bear Lake Regional Commission were reviewed, a motion was made to approve them.

- **Dan Fisher made a motion to ratify the payment of the July bills & payroll for the Bear Lake Regional Commission**

Burdette Weston seconded the motion, motion carried.

- **Ken Brown made a motion to accept and approve payment of the August 2024 bills and Payroll, for the Bear Lake Regional Commission.**

Mike Leonhardt seconded the motion, motion carried.

Executive Session

- **Ken Brown made a motion to go into executive session to discuss personnel.
Mike Leonhardt seconded the motion, motion carried.
Roll Call Vote: Sim Weston, Ken Brown, Mike Leonhardt, Burdette Weston, Dan Fisher,
Ron Jensen, Bradley Jensen**
- **Burdette Weston motioned to adjourn the Executive Session and return to regular August meeting of the Bear Lake Regional Commission.
Ron Jensen seconded the motion, motion carried.**

Upon leaving the executive session and returning to the regular meeting of the Bear Lake Regional Commission a motion was made to increase the Executive Director's salary.

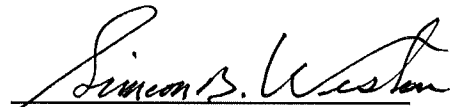
- **Ken Brown made a motion to increase Executive Director Mitch Poulsen's salary 10%
Mike Leonhardt seconded the motion. Motion carried.**

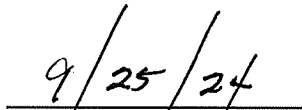
Adjourn

With no further business, the meeting ended at 8:47 p.m.

- **Ken Brown motioned to adjourn the meeting of the Bear Lake Regional Commission
Brad Jensen seconded the motion, motion carried.**

Minutes Approved:


Chairman


Date