

**SOUTHEASTERN UTAH ASSOCIATION OF LOCAL GOVERNMENTS**

**SEUALG Board Room  
375 South Carbon Avenue, Price, UT 84501  
May 27<sup>th</sup>, 2021**

<b>MEMBERS PRESENT</b>	<b>STAFF</b>	<b>GUESTS</b>
Bruce Adams, virtual Gabriel Woytek, virtual Kent Wilson Mayor Emily Niehaus, virtual Danny VanWagoner Natalie Randall, virtual Tony Martines, virtual Mayor Mike Kourianos	Geri Gamber Jade Powell Barbara Fausett, virtual Michael Bryant Julie Rosier, virtual Allison Preston Valyn Peacock, virtual Barbara Fausett, virtual Austin Preston Camille Otto, virtual Jamie Sicilia	Larry Ellertson, Congressman Curtis's Office Clay Crozier, Senator Romney's Office

Commissioner Wilson asked for motion to open SEUALG meeting 12:00 p.m. Quorum was present.

**MOTION WAS MADE TO OPEN AOG MEETING (EMILY NIEHAUS/GABRIEL WOYTEK).  
VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

1. **INFORMATION: CONGRESSIONAL, STATE, AND GUEST INFORMATION-CHAIR**

Clay Crozier updated the board on Federal Legislative processes/progress.

2. **MOTION: CONSENT AGENDA-CHAIR**

- March 25, 2021, SEUALG Board Minutes
- Ratify Vote Approval RFP Consulting
- Approve Calendar Schedule for July 2021 thru-June 2022.
- Fiscal year- Area Agency on aging – Four-year plan
- Tractor Safety
- Request for traveling- 2021 Community Action annual convention- Boston  
Circle conference – San Antonio  
NADO Conference- Portland

**MOTION WAS MADE TO APPROVE CONSENT AGENDA (TONY MARTINES/MIKE KOURIANOS). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

3. **INFO/MOTION: PROGRAM, INDIRECT AND AGENCY BUDGETS/FINANCIALS – AUSTIN PRESTON**

Austin discussed to the board about the Program Budgets with Agency, Economic, Community Services, Weatherization, Housing, Aging, and Enterprise. Talked about the Adopted Budget Form and the total remaining budget, expense, wages, travel and compared indirect to directly expenses. Indirect is 15% from the Department of Commerce. Geri talked about keeping the board members informed, transparency on the budgets, wages, and Weatherization Program. Jade, Geri, and Austin are taking over the Weatherization Program to manage.

**MOTION WAS MADE TO APPROVE PROGRAM, INDIRECT AND AGENCY BUDGETS/FINANCIALS (/MIKE KOURIANOUS/BRUCE ADAMS) VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

4. **INFO/MOTION: FRAUD RISK ASSESEMENT- AUSTIN PRESTON**

Austin explained the Fraud Risk Assessment form and explained the agency compliance.

**MOTION WAS MADE TO APPROVE FRAUD RISK ASSESSMENT (TONY MARTINES/DANNY VANWAGONER). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

5. **INFO/MOTION: AUDIT COMMITTEE: AUSTIN PRESTON**

Austin talked about formalizing an audit committee and reached out to Commissioners Wilson, Adams, Martines, Woytek. Board talked about having an auditor on the committee and consultant. No motion was made.

6. **INFO/MOTION: AUDIT BID- AUSTIN PRESTON**

Austin explained there was one Audit Bid. Opened the Audit Envelope – The Firm is Larsen out of Spanish Fork Utah. 2021- Fiscal Year \$11,650.00 \$3,500 federal total \$15,150 for total bid. Auditor and Consulting should always be separate in the process of the financials.

**MOTION WAS MADE TO APPROVE AUDIT BID (BRUCE ADAMS/EMILY NIEHAUS) VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

7. **INFO/MOTION: CONSULTING BID- AUSTIN PRESTON**

Austin explained there was one Consulting Bid. Opened the Consulting Envelope- Smuin, Rich & Marsing 10 hours of services Flat Rate \$1100.00-month CPA Fee 135.00 Non-CPA Fee 95.00. Continue 2.5% increase. Motion to negotiate on the wages and 120 hours year.

**MOTION WAS MADE TO NEGOTIATE ON WAGES AND 120 HOURS (TONY MARTINES/BRUCE ADAMS). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

8. **INFO: APPROVONG BILLS DISCUSSION- AUSTIN PRESTON**

Austin discussed on having the board staff the bills for transparency – List of the monthly bills send to Secretary Tony Martines. Commissioner Tony Martines will look over the bills, verify and then email board members. Rafity bills on the consent agenda next board meeting.

9. **MOTION/REVIEW: APPROVAL CDBG-COVID SMALL BUSINESS RECOVERY GRANT PROGRAM APPLICATION- JADE POWELL**

Jade went over the CDBG-COVID small business recovery grant Programs application. Board motion to look over the CDBG-COVID small business grant program application in ten days then electronic vote on the applications.

**MOTION WAS MADE TO HAVE BOARD REVIEW APPLICATIONS FOR TEN-DAYS THEN CALL FOR A VOTE TO APPROVE (TONY MARTINES/BRUCE ADAMS). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

10. **UPDATE: CDBG-CV FUNDS AND PROJECT -JADE POWELL**

Jade updated CDBG-CV funds and project. Ask the Board for ideas what the community needs in the region area for funding.

11. **MOTION: APPROVAL OF \$12,082 IN ADDITIONAL FUNDS FOR CDBG PROGRAM YEAR 2021- JADE POWELL**

Jade asked for a motion for approval of \$12,082 for additional funding for the CDBG Program.

**MOTION WAS MADE TO APPROVE Approval of \$12,082 in Additional Funds for CDBG Program Year 2021 (EMILY NIEHAUS/GABRIEL WOYTEK). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

12. **MOTION: Approve Housing Rehab Projects- Barbara Fausett**

Barbara discussed the following:

- Elderly Woman and Man:

Roof replacement, windows, and doors replacement.

Recommendation: Up to \$20,000 OWHLF Loan and up to \$15,000 CDBG grant for total estimated project up to \$35,000

- Elderly/Disabled Woman:

Installation of new windows and baseboard

Application for a 504 grant funds -USDA \$7,500 (max grant funds)

4 Applications received for Self Help or 502 loan packaging.

Reviewing application, follow up with applicants, making requests for additional information.

**MOTION WAS MADE TO APPROVE HOUSING REHAB PROJECTS (EMILY NIEHAUS/BRUCE ADAMS). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

13. **MOTION: Establish an AOG Building Committee- Kent Wilson**

Kent Wilson talked about establish an AOG Building Committee. Board suggestions on the new building, financials, and planning. There was no motion made or vote.

14. **UPDATE: ULCT- Mayor Niehaus**

Nothing was discussed.

15. **UPDATE: UAC-Commissioner Wilson**

Nothing was discussed.

16. **OTHER BUSINESS:**

Commissioner Bruce Adams is on the CIB board, was confirmed and Geri Gamber is on the GOED Board.

17. **MOTION: CIB-Helper City Police Vehicle- Mike Bryant**

Mike Bryant talked about putting the CIB application on the table -Helper City police vehicle.

**MOTION WAS MADE TO HAVE THE CIB-Helper City Police Vehicle tabled (EMILY NIEHAUS/DANNY VANWAGONER). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yeas).**

18. **MOTION TO ADJOURN:**

**MOTION WAS MADE TO ADJOURN AT 3:00 p.m. (BRUCE ADAMS/ GABRIEL WOYTEK). VOTE: UNANIMOUS APPROVED. (Board gave thumbs up for yea).**

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Prepare by

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Chairperson