

# Morgan County Rural Planning Organization

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May 2023 Meeting

## Meeting Agenda

**DATE:** May 24, 2023  
**TIME:** 4:00 pm  
**LOCATION:** *This meeting will be a hybrid meeting. The anchor location for this meeting will be held at the in-person address below. It will also be available via Zoom. Members of the public may participate in, monitor, or listen to the meeting in person or electronically using the information provided below.*

**In-person** Morgan City Office  
90 West Young Street  
Morgan City, UT

**On-line** [Join Zoom Meeting](#)  
**Meeting ID** 824 4227 5611  
**Passcode** 328362  
**Call-in Number** 1-669-444-9171

- 1 Introductions
- 2 **Action:** Approval of the March 2023 meeting minutes
- 3 Opportunity for Public Comment
- 4 **Action:** Adopt the RPO Bylaws
- 5 **Information/Discussion:** Statewide Long-Range Plan Overview - Upcoming Public Comment Period
- 6 **Information/Discussion:** 3rd Quarter (59-12-2217) Prioritization Process
- 7 **Information/Discussion:** Corridor Preservation Prioritization Process
- 8 **Information/Discussion:** Morgan County Active Transportation Plan update
- 9 Call for agenda items and meeting adjournment

# Morgan County Rural Planning Organization

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## RPO Kick-off Meeting

### Meeting Minutes

**DATE:** March 22, 2023

**TIME:** 4:00 pm

**LOCATION:** *This meeting was a hybrid meeting. The anchor location for this meeting was held at the in-person address below. It was also available via Zoom.*

**In-person** Morgan City Office  
90 West Young Street  
Morgan City, UT

**LOCATION:** Mayor Steve Gale, Morgan City  
Ty Bailey, Morgan City  
Lance Prescott, Morgan City  
Commissioner Blaine Fackrell, Morgan County  
Christopher Chesnut, UDOT  
Julie Bjornstad, WFRC  
Hugh Van Wagenen, WFRC

#### 1 Introductions [00:00:00]

Julie Bjornstad from the Wasatch Front Regional Council (WFRC) welcomed the Morgan County Rural Planning Organization (RPO) and introduced the meeting agenda.

#### 2 Opportunity for Public Comment

There were no members of the public present.

#### 3 **Information/Discussion:** Overview of RPO, committees, meeting schedule, and communication [00:02:30]

Previously, there was a Morgan County-Ogden Valley Rural Planning Organization (RPO) to coordinate transportation investments between the Morgan and Weber Counties to develop long-range transportation plans, coordinate with public participation, and provide technical assistance to its members. Recently, the RPO membership changed to only Morgan County and Morgan City to focus on Morgan County's specific needs. This meeting is the first meeting under the new body of the Morgan County RPO.

Attendees discussed whether there is a scenic byway committee established for the Mogan-Parley's Scenic Byway, and, if so, who should be represented on it.

Attendees agree to have an RPO meeting on the third Wednesday of every month from 4:00 pm to 5:30 pm, with potential rescheduling later.

**4 Action: Election of Chair and Vice-Chair [00:16:38]**

Julie opened the floor for nominations for Chair and Vice Chair. Ty nominated Mayor Gale as Chair and Commissioner Fackrell as Vice-Chair. Commissioner Fackrell nominated Lance Prescott. Lance nominated Brett Hiner. Lance seconded the nomination of Mayor Gale as Chair and Commissioner Fackrell as Vice-Chair. Although there was not a quorum present, members approved of electing leadership in this special case. A unanimous vote elected Mayor Gale as Chair, and Commissioner Fackrell as Vice-Chair.

**5 Action: Approval of the April 2021 meeting minutes [00:19:37]**

Mayor Gale called for the approval of the April meeting minutes. Ty made the motion to approve, and Commissioner Fackrell seconded. All votes were in favor of approval.

**6 Action: Adopt the RPO Bylaws [00:21:23]**

The RPO Bylaws were reviewed. Julie asked if the elected officials wanted a different membership list under Article II of the Bylaws. A change to the Morgan County School District representative position to become a non-voting member was proposed. A change to the Bylaws about quorum was also proposed, with Ty suggesting that the quorum shall be a simple majority of the total voting membership of the RPO but must include at least two members representing Morgan City and at least two members representing Morgan County. The votes to enact these changes were tabled until the next meeting due fewer than two members of the County present to vote.

**7 Information/Discussion: Prioritization requirements of Corridor Preservation and 3rd Quarter (59-12-2217) funds [00:31:17]**

Julie began a discussion about the Utah State Code 59-12-2217. The Council of Governments (COG) shall develop a written prioritization process of projects to be funded, create a priority list of transportation projects, and present the priority list to the county legislative body for approval. The written prioritization process includes what types of projects the prioritization applies to, the weighted criteria system to determine which proposed projects will be prioritized, the specification of data to apply the weighted criteria system, application procedures for how a project is considered, and any other provision the COG believes appropriate. Julie described the weighted criteria system and emphasized that the written prioritization process should be publicly available before the public meeting required by Subsection (5)(b) is held. Julie requested that Ty bring a draft process to discuss at the next meeting.

The group then discussed the application for the prioritization procedure for corridor preservation funds and whether this has been begun. Commissioner Fackrell said this application has not yet

begun. Ty explained that he drafted the original prioritization procedure and that Commissioner Andersen would make edits to the application based on Weber County's procedure, but that there has been no formal adoption. The current policy says that the COG will endorse a project after considering specific criteria but does not specify prioritization. Julie asked whether the RPO would need to come to the next meeting with an application and proposed prioritization system. Ty said that the application does need to be redone. Julie mentioned that the County should follow the procedure outlined in the statute.

Commissioner Fackwell mentioned that maintenance of trails is a topic that needs to be discussed. Commissioner Fackwell mentioned that maintenance for a trail in the Cottonwood area and a trail near State Street could be funded through the local options sales tax. Ty said active transportation could be considered in the prioritization criteria, included in the project list, and could be prioritized through the COG. Commissioner Fackwell asked if there was anything that could fund trail maintenance construction, or corridor preservation for roads under state jurisdiction. Julie and Huge discussed that active transportation facilities that have clear origins and destinations are eligible for local option sales tax revenue. Christopher answered that one could use county funds for state highways and that county funds could be used as a local match.

Ty recommended to Mayor Gale that agreeing on prioritization criteria first would establish a more unified plan between the County and City and provide consistency in communicating project goals.

#### **8 Information/Discussion:** Transportation Investment Fund nomination process [01:00:45]

Christopher Chesnut brought up the Transportation Investment Fund (TIF) nomination process, with nominations open until April or May. Julie forwarded an email discussing the nomination process to the elected officials. Local governments can also nominate active transportation projects to be prioritized, which will be ranked against other projects in the state.

#### **9 Information/Discussion:** UDOT EIS updates - US-89/I-84 interchange and Mountain Green interchange [01:06:57]

Christopher briefly discussed that the EIS has recently been started, beginning with goal setting and envisioning. A workshop is being held for the US-89/I-84 interchange to explore active transportation. Julie asked if anyone attended the Mountain Green Interchange kickoff - no one at the meeting had been involved in the EIS yet.

#### **10 Information/Discussion:** Morgan County Active Transportation Plan update [01:09:40]

Commissioner Blaine Fackrell said there is a meeting on March 27 at 6:00 pm at the County Building to discuss the Morgan County Active Transportation Plan. They will hopefully approve the Plan for the next commission meeting on April 4, 2023. Christopher said that the current draft of the Active Transportation Plan reflects the additional trails that Morgan County identified. Commissioner Fackrell and Christopher discussed ensuring that phasing of trails connecting Morgan County to Weber County be aligned with other plans such as WFRC's Regional Transportation Plan.

## 11 Call for agenda items and meeting adjournment [01:14:24]

The next meeting will have agenda items to adopt the RPO Bylaws and discuss the project prioritization for the third quarter and corridor preservation. Julie said she would look into scenic byway designation and committee approval.

Ty updated Julie and Hugh about their recently awarded grant for Morgan City's parks and trails master plan from WFRC's TLC program and expected to begin their trails plan in July. Morgan City also recently applied for a grant from Outdoor Recreation to rehabilitate their existing trail. Ty also provided an update on Young Street.

The meeting was adjourned.

DRAFT

# **BYLAWS OF THE MORGAN COUNTY RURAL PLANNING ORGANIZATION**

## **PREAMBLE**

By agreement, the local government representatives of Morgan City and Morgan County formed the Morgan County Rural Planning Organization (RPO). The purpose of this RPO is to meet at regular intervals to discuss transportation planning issues as defined by the RPO boundaries of Morgan County and develop a transportation plan and priorities for the County.

### **ARTICLE I. PURPOSE**

The purpose of the Morgan County Rural Planning Organization, hereafter referred to as the "RPO", is a voluntary advisory organization of local governments, which fosters a cooperative effort in regards to transportation planning.

#### **This Organization Shall:**

1. Develop a long-range transportation plan for the RPO region including roads functionally classified as collector and above;
2. Provide a forum for public participation in the rural transportation process;
3. Develop and prioritize transportation projects the RPO believes should be considered for funding in the Statewide Transportation Improvement Plan (STIP) process, and in local transportation improvement programs;
4. Support the COG in developing prioritization criteria and prioritizing projects for Morgan County's 3rd quarter local option sales tax for transportation (59-12-2217) funds.
5. Support the COG in developing prioritization criteria and prioritizing projects for Morgan County's corridor preservation funds.
6. Provide transportation-related information to local governments and other interested agencies, organizations, and persons;
7. Serve as a forum to identify, discuss, study, and focus regional transportation challenges and opportunities;
8. Perform other related transportation planning activities that shall be agreed upon between the RPO, Utah Department of Transportation, and Wasatch Front Regional Council.

### **ARTICLE II. MEMBERSHIP**

The Rural Planning Organization shall include the following, or their designees:

- Morgan City Mayor
- Morgan City Planning Commission representative
- Morgan City Manager
- Morgan City Road Supervisor
- Morgan County Commission active transportation representative
- Morgan County Commission public works representative
- Morgan County Planning Commission representative
- Morgan County Planning & Development Director
- Morgan County Public Works Director
- Morgan County School District representative

- Utah Department of Transportation staff representative
- Wasatch Front Regional Council staff representative

The City's elected body shall appoint a representative from the City's Planning Commission to serve a two-year term. The County's elected body shall appoint two representatives, one representing public works and one representing active transportation, and a representative from the County's Planning Commission to serve a two-year term. The County School District may appoint a representative, who also serves on the County Council of Governments, to serve a two-year term.

Other members may be added by amendment of the Bylaws.

### **ARTICLE III. VOTING.**

Each member of the RPO, with the exception of the UDOT and WFRC representatives, shall have one (1) vote on the RPO. A simple majority vote of the voting members present, providing they constitute a quorum, shall carry all questions. Designees/alternates shall have full membership status in the absence of a member.

### **ARTICLE IV. QUORUM.**

A Quorum of the RPO shall be a simple majority (10) of the total voting membership of the RPO.

### **ARTICLE V. OFFICERS.**

Officers of the RPO shall consist of a Chair and Vice-Chair and other officers as required. Officers are selected by majority vote for a term of two-years. Officers shall be selected at the first meeting of the year. An officer's alternate may act in the office in absence of the officer.

### **ARTICLE VI. RESPONSIBILITIES.**

#### **The Chair Shall:**

1. Conduct meetings in accordance with these bylaws;
2. Appoint, with the concurrence of the RPO, the chairs of any committees not established by the original bylaws.

The Vice-Chair shall assume the responsibilities of the Chair when the Chair is absent, unable, or unwilling to fulfill the responsibilities of the Chair. Should neither the Chair nor the Vice-Chair be available to preside over a meeting, a Chair Pro-Tem shall be appointed by majority vote.

#### **The RPO shall:**

1. Adopt and amend the RPO Bylaws;
2. Elect an RPO Chair, Vice-Chair, and other officers as required;
3. Propose, initiate, approve, or implement studies, recommendations, discussions, plans, or other matters related to the RPO;
4. Prepare and evaluate transportation plans and priorities for consideration by public and private agencies responsible for implementing transportation projects in the RPO boundaries;
5. Maintain appropriate records for all activities of the RPO in accordance with the Utah Code as Amended §52-4-101.

## **ARTICLE VIII. ADMINISTRATION**

### **Meetings:**

1. Shall be held when deemed necessary, appropriate, and advisable by each committee of the RPO. Notices shall be distributed at least 24 hours prior to a scheduled meeting, and in accordance with the Utah Code as Amended §52-4-101.
2. All meetings of the RPO and any its subordinate committees shall be conducted in accordance with normal parliamentary procedures.
3. A member of the RPO can request a meeting to be convened as an electronic meeting. WFRC staff will give public notice of the meeting as required by Utah Code section 52-4-202 of the Utah Open and Public Meetings Act; and post written notice at the anchor location for the meeting. The WFRC staff shall in addition to giving the public notice required by Utah Code section 52-4-202, provide notice of the electronic meeting to the members of the RPO at least 24 hours before the meeting so that they may participate in and be counted as present for all purposes, including the determination that a quorum is present. The notice to the members of the RPO shall give a description of how the members will be connected to the electronic meeting.

## **ARTICLE IX. AMENDMENTS.**

Bylaws may be amended at a meeting of the RPO, provided that written notice shall have been sent to each voting member, and his or her alternate, thirty (30) day prior to the next meeting, stating the proposed amendments or changes to the Bylaws.

A two-thirds-majority of all voting members is required to amend or change any of the Bylaws.

Amendments must not conflict with the letter or fundamental intent of the Memorandum of Understanding and Inter-local Agreement, which governs this document. In the event of a conflict, the MOU and Interlocal Agreement shall carry precedence.