

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, January 16, 2024** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Matt Tippets, Randy Asay and Jack Lytle attended in person. Attorney Kent Snider attended virtually, while Clerk Brian Raymond, attended in person. The meeting was called to order at 9:05 am by Commissioner Matt Tippets. The invocation was given by Attorney Kent Snider. Commissioner Tippets then led those in attendance in the Pledge of Allegiance.

**Present In Person:** Peggy White, Steven Wood and Jesse Platt

**Present Online or by Phone:** Bart Jensen of Jones and DeMille Engineering, Bryan Meier of Sunrise Engineering

**Motion to Go In and Out of Redevelopment Agency (RDA):** Commissioner Randy Asay motioned to go in and out of the Redevelopment Agency (RDA) Meeting Agenda. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippets:			X	
Commissioner Lytle:			X	
Commissioner Asay:			X	

The motion carried.

**Approve Minutes:** Commission meeting minutes for the January 9, 2024 meeting were available for review and approval. Commissioner Asay motioned to approve the minutes for the Tuesday, January 9, 2024 Daggett County Commission and RDA Meeting as written. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

**Issue Updates:** Commissioner Lytle asked about the posting of information regarding the property transfer to the MBA. Attorney Snider said that he is waiting for the legal description to be added to the packet and that should be done today.

Clerk Raymond said there was a form from Bret Reynolds regarding the award of the fencing contract for the Manila airport that needed Commissioner Tippets signature. Commissioner Tippets acknowledged seeing it.

Commissioner Asay said that he had spoken with Dr. Breitenback and his daughter had brought up the possibility of some federal funding as there are some federal grants that we might be able to get that are for rural clinics and hospitals. Jesse Platt had said that we would probably need some additional funding once the new facility is built.

Steven Wood said he had been working on the grandstand improvements. Landmark had given us a bid for the design, as a state contract. Commissioner Tippets said that he has found Landmark to be very expensive. Peggy White brought out that the State Grant contract is for portable bleachers and so there was discussion of the possibility of other options and if the contract locked us into only portable bleachers or if there was some flexibility. Peggy went to get the contract

for review. While she was gone there was more discussion on the engineering and how to set that up. Landmark is a contractor, on the State Bid, and Gordian would be their subcontractor. Gordian would do the engineering and Landmark would then build the grandstands. Commissioner Asay said he would like to see permanent grandstands more than just portable ones. It was brought out that we need both permanent and temporary seating. Time is of the essence to get anything done before rodeo season.

Peggy read through the scope of work for the grant and it was thought we might need to go back to the State if we want to do permanent improvements, but it was unclear. Is it more of a concern to do other events or multiple events at the same time? They are rodeo grounds and can accommodate other activities, but we have to keep it functional for rodeos. We've used it for other things like the Burbot Bash, graduation, etc. What other expenses are there in the \$140,000 for this project and it is hoped that the \$140,000 will cover it all. Jesse Platt said this could be phased if needed, but we need to get it going now or we will miss the boat this year. Commissioner Lytle asked if using the money for permanent bleachers would void the contract. The bid is a starting place, but we need to see what else is out there. Steven will talk with the other engineering firms and get this rolling. We still need to make sure engineering is okay for the grant before we spend any money. The new stands would also be ADA compliant, so it won't seat as many, but that is a plus. Peggy asked Jesse and Steven to provide her the information needed to talk with the grant folks and provide accurate information. The permanent seating could possibly be on the North and the temporary seating would be on the south side of the arena because it is easier to get portable seating on that side.

Jesse Platt provided information on the Clinic options. Bart Jensen was given the floor and said that the only way to cut the cost is to shrink the size of the building, so there were three options discussed today-Option A would be as is. Option B is where 20' would be trimmed off the building and things were moved around to save just under a million dollars. Option C would be the reduced size and an unfinished basement and would save just over a million dollars. Commissioner Tippetts thought that Option C is still a huge improvement compared to what we have now. Jesse said he likes B as there is dedicated space for expansion of services. Commissioner Tippetts thought there is still a risk that if we finish the space and give it away we won't be able to fill the space. Commissioner Lytle thought that building now and looking into the future give us options even if the space goes unused for a little while. Commissioner Lytle thought we should go with B or even A without a finished basement. Commissioner Asay thought B looked better than C and we felt like the original plan was not extravagant. The lack of funding is the issue and it seems like they could cover everything, except what's on the pending list which is our project and San Juan's Hospital.

Peggy White gave her thoughts and Brian Raymond said he wasn't too excited about Dentist Offices in the basement. Peggy said she went to a Dentist and Pediatrician in a basement on the Wasatch Front. Brian said that he likes B as it is challenging enough to get providers here, having unfinished space would make it more difficult. Commissioner Lytle asked if shrinking the building size would limit urgent care. Commissioner Asay brought up that Dr. Breitenbach said that as you add more services you add more cost. More services over time will eventually build up more use. It was thought that B was the most desirable option to present to CIB and if they don't go for that, we could then phase the project if we get a hard no. We would need to let CIB know we will come back for additional funding at some point in time. If it gets delayed we might not be able to afford it at all. All Commissioners were encouraged to attend the meeting with CIB on Thursday, February 1st. Bart thought that the effort put into this discussion was good and puts us into a good place. He will work on finalizing the option and getting the phasing option nailed down in case it's needed.

Commissioner Lytle asked about crack sealing on the roads and the trash for that, but nobody had heard anything. Commissioner Tippetts will be meeting with James Olsen, head of the Road department, this afternoon and will bring it up with him.

Attorney Kent Snider said he met with Mr. West and he is now in compliance with Planning and Zoning. There are several more issues with other individuals that will be discussed at tonight's Planning and Zoning meeting.

**Citizen Comments:** No Citizen Comments were given today.

**Cash Summary Report & Aging Report Review:** The Cash Summaries and Accounts Receivable Reports were provided by email from the Recorder/Treasurer's Office. Commissioner Lytle said he had talked with the Treasurer and she had printed a couple of copies. Mr. Lytle had some questions for the Treasurer, so he asked her to join the meeting. He was unclear on the PTIF account balances and it seems to be increasing in Fund 28. Brianne said that she can not write checks off the PTIF account, but as the checking account gets low she can transfer funds from some PTIF Accounts to the checking account. The accounts in question are State held funds for the grant.

Commissioner Asay motioned to acknowledge receipt of the Cash Summary Report dated January 16, 2024 and the Aging Report also of the same date. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion.

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

**Open Invoice Register:** The Open Invoice Register was provided by the Auditor's Office. Commissioner Asay motioned to approve the Open Invoice Register dated January 11, 2024 for all standard invoices in the amount of \$132,188.45. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion.

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried. Commissioner Lytle noted that \$88,467.12 is for the water project in Dutch John.

**Disbursement Listing:** The Disbursement Listing was provided by the Auditor's Office. Commissioner Lytle motioned to accept the Disbursement Listing from Zions Checking from January 8, 2024 to January 11, 2024 in the amount of \$147,449.71 without a void amount. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion.

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

**Purchase Requests:** There were no purchase requests.

**Correspondence:** Commissioner Lytle said he spoke with former Representative Chris Stewart and he has purchased part of Milt Beck's ranch and wants to be a resource and help Daggett County out.

Kent Snider was asked if he had talked with Matt Lucas and he had not, but said he would try to contact him after the Commission meeting.

Brian Raymond said that he had included the Commission Assignments and information on a National Association of Counties (NACo) Western Region virtual meeting this Thursday. He had received an email after the packet was printed that there is a DWR Fisheries meeting scheduled for February 1st in Vernal.

Peggy brought up the NACo packet from last week that she was asked to look into. Basically, NACo would like all the counties to have a "Government Day" in April. This would be within our own county to educate and inform the citizens of what the County has been working on. This is being done in hopes of getting more people involved. There was some discussion regarding what Daggett could do. Peggy was asked to contact the high school and see if something could be set up there to share knowledge.

There was a question from Attorney Snider regarding the McGuirks and if we had an agreement that could spread the hookup payments out over 36 months and Brian could not remember one. Mr. Snider also asked about the percentage rate that should or should not be charged. Commissioner Lytle said he could see both sides of having a high interest rate to encourage people to pay it all at once or a lower rate (3-5%) to just get them paid off. The attorney suggested getting it formally adopted in a resolution and said he would work on that so it could be on next week's agenda.

Peggy was asked if she had heard anything from Lori Haslem regarding the jail and she had not heard anything new yet.

**Calendar:** Commissioner Lytle said he will be going to the legislature tonight and be there throughout the week. The County Day on the Hill is on Wednesday, the 24th of January. A short Recess was taken at 12:20 pm. The Commission returned from Recess at 12:43 pm.

## **POLICY AND LEGISLATION**

**Discussion And Consideration Of Possible Update Of Entity Seals :** Clerk Brian Raymond showed the seals that are worn and explained that some entities do not have a seal now and need one. There was discussion regarding the needs and possible options. Brian said he would work on something and bring it back for approval.

Commissioner Lytle motioned to table possible update of entity seals. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Matt Tippetts	X			
Commissioner Jack Lytle	X			
Commissioner Randy Asay	X			

The motion carried.

**Discussion And Consideration Of 2024 Board Membership Updates:** Commissioner Tippetts asked Clerk Raymond if he had any further information. Clerk Raymond said that the Cemetery Board had two members who have expired, and are willing to continue. Clerk Raymond said he is still working on this and will compile a list for approval all at once.

**Discussion And Consideration Of Business License Coordination With Towns:** Clerk Raymond said that in the past there was discussion regarding the coordination of Town and County

business licenses so there could be reciprocity between the entities. Who requires a license? Which entity, town or county, do they need the license from? There was some discussion about who needs licenses from which entities, exceptions, enforcement, ect. Commissioner Tippetts thought that we should require anyone not exempted by State Code to get a business license. It was asked if we have people that we know of that are not getting licenses and Clerk Raymond said he wasn't sure, but knew we had sent second and third notices to some that were slow. Attorney Snider said he would send letters from his office if names and addresses were provided to him.

Commissioner Lytle motioned to stay with State Law. No second was given and so the motion failed. Basically we will continue to require a business license for all businesses operating within the unincorporated area of the County that are not exempted by State Code.

Attorney Snider said he did some research during the break and the State has a rate that updates annually and it is 6.81% while the Feds have a rate that updates monthly. Whatever the rate is when the contract is set is used for the entirety of the contract and not adjusted. Commissioner Lytle brought up that upon the sale of the property it becomes payable. Recording it helps protect against a sale without our knowledge.

**Closed Session:** There was no need for a closed Session today.

With no further business, Commissioner Lytle motioned to adjourn at 1:27 pm. Commissioner Asay seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Matt Tippetts	X			
Commissioner Jack Lytle	X			
Commissioner Randy Asay	X			

The motion carried and the meeting was adjourned at 1:27 pm.

/s/Matt Tippetts  
Commissioner/Matt Tippetts

/s/Brian Raymond  
Clerk/Brian Raymond

/s/Randy Asay  
Commissioner/Randy Asay

/s/Jack Lytle  
Commissioner/Jack Lytle