Draft Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, February 13, 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, Auditor Keri Pallesen, Clerk Brian Raymond attended in person. The meeting was called to order at 9:06 am by Commissioner Matt Tippets. The invocation was given by Commissioner Jack Lytle, who then led those in attendance in the Pledge of Allegiance.

Present In Person: Peggy White, Gary Boyd, Spencer Profit with the U.S. Forest Service

Present Online or by Phone: Bart Jensen of Jones and DeMille Engineering

Motion to Go In and Out of Redevelopment Agency (RDA): Commissioner Jack Lytle motioned to go in and out of the Redevelopment Agency (RDA) Meeting Agenda. Commissioner Randy Asay 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 February 6, 2024 meeting were available for review and approval. Commissioner Tippets brought up the discussion for the CIB funding and the moratorium was just a discussion and was not approved.

Commissioner Lytle motioned to approve the minutes for the Tuesday, January 30, 2024 Daggett County Commission and RDA Meeting with the noted changes. Commissioner Asay 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 where we are at on the proposal for the airport. Commissioner Lytle brought up the MBA transfer and Kent Snider noted he had given all the documents to Clerk Brian Raymond. Brian brought in a draft of the notice, which was discussed and tweaked so that it can be posted.

Commissioner Lytle noted that there was discussion yesterday at the Community luncheon concerning Affordable Housing. Peggy White had talked with Mayor Johns (of Dutch John) last week about this and they do not want to allow separate housing. Commissioner Tippets read through the State Code on this last week and they can restrict, but not completely limit the use of Auxiliary Dwelling Units (ADUs). The Town of Manila has not responded to Peggy's letter yet due to their challenges.

Commissioner Tippets brought up Emergency Management. Exercise dates were given out regarding the April exercises. They will be held on April 11th at 12:00 pm at Clay Basin and April 20th at 10:00 am at Cart Creek Meadow.

The Airport Fencing is in progress and there is another meeting on Thursday.

Bart Jensen was given a chance to speak about the Medical Clinic and he mentioned that the CIB has to be approved before we spend any more money on the project. Commissioner Tippets asked if we had any more thoughts on this. Bart thought we could just wait for the meeting in June and be prepared to go forward as quickly as possible if it's approved at that time.

There were no updates on the Jail. Peggy White said she will contact Lori Haslam today to follow up on this.

Attorney Snider said there were no Planning and Zoning issues to discuss, but they have taken action on three delinquent utility accounts in Dutch John.

Commissioner Lytle gave some brief Legislative updates. Brian was requested to look over HB491 and how it relates to how data is given out on GRAMA requests. HB511 deals with overnight rental properties. HB515 requires an automatic recount and gives other clarifications. SB209 restricts candidates from doing a write-in if they've already done a candidate filing for that and lost in the primary. HB496 requires municipalities and counties that allow short-term rentals to adopt short-term rental ordinances and regulations. Also, requires an owner of a short-term rental to obtain a permit to operate the short-term rental; and establishes safety requirements for short-term rentals. SB214 removes the provision that requires a municipality or county to adopt a resolution to achieve 100% renewable energy by 2030.

There is a meeting tomorrow morning at 8 am for Public Lands and Natural Resources. There is also a meeting for Government Operations at 9am.

Citizen Comments: No Citizen Comments were given today.

Cash Summary Report & Aging Report Review: The Cash Summaries and Accounts Receivable Reports were provided by the Recorder/Treasurer's Office. Commissioner Lytle motioned to accept the Cash Summary Report dated February 2, 2024 for all bank accounts and the accounts receivable report or aging report. Commissioner Asay asked about the Economic Development fund balance as it seemed kind of high. Keri Pallesen explained that it was the $300,000 for the Ski Resort and money from several years of County grants that we are still trying to complete. Commissioner Asay 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.

Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office. Commissioner Asay motioned to approve the Open Invoice Register dated February 9, 2024 for all standard invoices in the amount of $104,484.24. 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.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office.

Commissioner Asay motioned to accept the Disbursement Listing from Zions Checking from February 5, 2024 to February 9, 2024 in the amount of $186,020.20 with no void amount. 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.

Purchase Requests: There were no purchase requests to consider as Gary Boyd, with the Shooting Range, was scheduled on the agenda for later in the meeting.

Correspondence: Commissioner Tippets asked if there was anything for Correspondence and Clerk Raymond said that there were several items. One item was provided by Keri Pallesen from Gallagher Compensation. It originally was considered informational only, but it appears there is a need to sign as acknowledgement of receipt. Commissioner Tippets stated that we should add it to the agenda for next week.

The letter of support for the Greendale Canal Company was available for everyone to read. Commissioner Lytle said that having worked with their ditch, piping it would be a big improvement. It would help a lot of people in the Greendale area. The ditch is losing a lot of water. Commissioner Asay wasn't sure how it would help the water rights and Commissioner Lytle guessed that it might help people to prove up on the water and it would allow people to get the water they are due. The efficiency is no argument and it sounds like a viable project.

Mr. Raymond mentioned that Public Purchase is another way to post our RFPs. There is no Written agreement but you do need to agree with their terms. Brian had given a copy of these terms to Attorney Kent Snider. Kent stated the terms are standard and he saw no concerns. Commissioner Tippets nodded approval.

Calendar: Commissioner Lytle said he would be going down to the Legislature tomorrow afternoon. Commissioner Tippets said he had the CEOAB and tomorrow is the Conservation District and Weed Board meeting. President's day is next Monday and the Courthouse will be closed. Planning and Zoning is next Tuesday the 20th. The Daggett County Crop and Livestock will be at the High School next Tuesday as we had a full house and standing room only last year. Commissioner Asay said he had Northeastern Counseling and UOBAG meetings April 11 and 20th. Next week is the Joint Highways meeting on the 21st and the Bike path meeting on March 6th.

POLICY AND LEGISLATION

Discussion And Consideration Of U.S. Forest Service Report On Prescribed Fire: Rich Howe asked that Bryan Wilson be excused as he had another meeting that went longer than expected. Spencer Profit was introduced as he will be taking over many of Rich's responsibilities. They were looking at doing some prescribed burns this spring and they would like to have two public meetings for those that might be interested. There is not an actual window yet, but we'll see after this next batch of storms. It was originally thought to be late March and now they are looking at April, but it is still tentative. They just wanted to start the conversation. They did almost 1,000 acres that were treated this past fall. It was not a hot burn. The Forest Service has been meeting with some of the people and they are trying to minimize impacts on businesses and visitors. The Fall burns have not really been considered yet. It was thought having the meeting in the Greendale area for those being affected was okay with the Commission. There has been a lot of movement with employees within the Forest Service. Sue Eickhoff has left and Kristy

Groves has replaced her. Rich was asked about the Fish and Game meeting tomorrow and he was unaware of that. Rich was thanked for the information and he said he will come back with updates. They will do prep work and some has already been done on the lines, but more will be done before the burn.

Discussion And Consideration Of Electrical Service To Shooting Complex Including Monthly Fees: Commissioner Tippets turned the time over to Gary Boyd to discuss this. He had talked with the Town of Manila and there was some discussion of doing this together, but the town decided not to participate at this time. Bridger Valley Electric thought it would be better to have two transformers. Bridger Valley Electric will donate $2,000 towards this and also allow us to put in the trench to save $1,352.00. Commissioner Lytle asked about security and the hours. It was discussed that hours would be daylight to dark and eventually there will be cameras for security. Peggy White said the UCORE grant can help with the pavilion for training and maybe that can be done next spring. There may be someone willing to donate the covers for the range and also the pavilion has not been finalized. Commissioner Lytle said there are folks in Vernal that are willing to come up and do Hunter Education. Kathy Havlick, Gary's wife, taught Hunter Safety in Wyoming.

Keri Pallesen brought up some issues with the way things are being done. She used the Cow Country Rodeo as an example and how they fill out an application for the use of County facilities. Since this is a high risk event it might be good to have an application for the shooting range. If it's a scheduled event Keri should be aware of it in case there is a UCIP claim. Commissioner Asay agreed with Keri and wanted to make it work. Filling out the application could avoid over scheduling and also Steven Wood, as the Facility Maintenance Director, needs to be aware of what is going on. There needs to be better coordination and do things the right way. There will be a tendency to pull away from the County and they may want to do that at some time like the PRCA Rodeo did. Maybe as it matures it will, or maybe it will stay with the County. Other groups could be formed that could use the facilities. Hunter Safety was discussed and they would need insurance and it was unclear where that comes from.

There was a great deal of discussion about how to do this simply and easily, but yet doing it correctly. Keri was willing to have a meeting to discuss this further. The facilities group needs keys and maybe they should be the ones to do the scheduling. The Shooting range Committee has keys and that is part of the discussion that needs to take place. Tonya Selby with DWR is over Hunter Safety and her contact info was given to Gary. It was suggested that Gary work with Steven Wood, the Facilities Director, to get in line so they know what is going on.

Commissioner Asay motioned to move the electrical service to the Shooting Complex forward. Commissioner Lytle seconded the motion. Commissioner Tippets summarized that we conditionally approve the $8,865.00 And go through the Facilities Department and Department head Randy Asay in future approvals for the Shooting Range. The Commissioners voted as follows on the motion.

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

The motion carried. Commissioner Tippets signed the purchase order and the meeting was set up to coincide with the next Committee meeting on March 6th at 5:00 pm.

Discussion And Consideration Of Transfer Of Cemetery Lots From Patricia White To Daggett County Section 6 Lot 07; Graves 4,5,6, & Section 7; Lot 07: Graves 4,5,6: Commissioner Lytle asked about this agenda item. Clerk Raymond said that Patricia White had requested that these graves that she does not intend to use be returned to the county. She has been paying a donation for years as part of an agreement with her father, but will not need these graves.

Commissioner Lytle motioned to approve the transfer of Cemetery Section 6 Lot 07; Graves 4, 5, 6, & Section 7; Lot 07: Graves 4, 5, 6 from Patricia White to Daggett County. Commissioner

Asay 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.

Discussion And Consideration Of Privacy Policy Statement For County Website: Commissioner Lytle motioned to approve the Privacy Policy and Commissioner Asay seconded the motion. There was discussion that Keri Pallesen wasn't sure that we had a policy and we need to train our offices on what information we need and how that gets released when requested, etc. Keri explained that it is more than just the website and deals with all the information we gather from people and it needs to be on the website. It's more than just an IT thing for Jesse Platt. The Attorney will get with Jesse and work on this to get a policy created that can be approved by the Commission. The motion and second were pulled. Commissioner Asay motioned to table this agenda item. 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.

Discussion And Consideration Of Bill From Smith Hartvigson: Commissioner Tippets brought this up and Keri Pallesen was the one who asked that it be on the agenda. There is no money in the MBA, so it wasn't clear what should be done. Commissioner Lytle thought it could come from Fund 28. Keri's recommendation was line 310. Commissioner Asay asked about the dissolution. Attorney Snider said that the MBA corporation had been involuntarily dissolved and they don't have the authority to do that, so Kent will work on getting that cleared up. The Lt. Governor's payment has been made in past years and it has come from the Clerk's budget. We would need $50 to open a bank account and those funds should come from the MBA, RDA, etc. There also needs to be an agreement/lease prepared. Kent said that he and Craig had been working on that and he will finalize it.

Commissioner Lytle motioned to have Fund 28 handle the bill from Smith Hartvigsen. Commissioner Asay 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.

Closed Session: There was discussion whether or not there needed to be a Closed Session and it was decided that there was not a need today.

With no further business, Commissioner Tippets adjourned the meeting by acclamation at 11:58 am.