Draft Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, March 19, 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 and Clerk Brian Raymond attended in person. The meeting was called to order at 9:02 am by Commissioner Matt Tippets. The invocation was given by Commissioner Asay. Commissioner Tippets then led those in attendance in the Pledge of Allegiance.

Present In Person: Peggy White, Bret Reynolds of CIVCO Engineering, Steven Wood, Hank Gutz and Curtis Harwick of the PRCA Rodeo, Chad Reed with Flaming Gorge Road and Transportation Special Services District, Manila Mayor Kathi Knight, Cordell McCraken, Miles Hanberg of DWR, Laurie Brummond of UBOAG and staff members Kevin Yack, Kendra Hackford, Angie Henline, Nate Zilles; Marie Bowers, Patricia Madsen, Deb Hangge of the Senior Program, Sandy Kunkel of Dutch John Town Council, Trevor Brooksby and Jesse Platt

Present Online or by Phone: Senator Ron Winterton, HD Sanderson of Representative Curtis' Office, Bart Jensen and Martin Pierce of Jones and DeMille Engineering

Motion to Go In and Out of Redevelopment Agency (RDA): Commissioner Lytle motioned to go in and out of the Redevelopment Agency (RDA) Meeting Agenda. Commissioner 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 Tuesday, March 12, 2024 meeting were available for review and approval. Commissioner Lytle motioned to approve the minutes for the Tuesday, March 12, 2024 Daggett County Commission and RDA Meeting minutes. 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 said there was an email from Kent Snider and he will have some comments on the MBA. Peggy White had some feedback from Kim Deiter regarding affordable housing and she has reached out to some of the contacts provided, but has not heard back on anything.

Bret Reynolds said they had posted the position for EMS Director with the hopes of having the position filled by the end of April or early May. Gale Lamb has been appointed as a new member of the Board so they have a full board now. He will be an at large member and his position will be vacated should Dutch John choose to join the District.

Bret Reynolds provided an update on the Airport Fencing project. There is a change order coming. It will take out the gates and put in barbed-wire and is less than the original budget. Bret has also talked with UDOT about the Airport Layout Plan (ALP) for Manila, so UDOT is checking

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into doing that this year. Kent Snider came into the meeting virtually and said he had not received anything on the airport land (lot 6) that we are trying to acquire from Mr. Robbins. Kent will try to see Mr. Robbins in person. Bret Reynolds will be in the Salt Lake and Provo area on Friday and was willing to help.

Commissioner Lytle asked Kent Snider if he has gotten with CIB and the Bond Attorney to get the information we need to move forward on the water treatment plant. Kent stated he had not yet done that and thanked Commissioner Lytle for the reminder.

Commissioner Tippets noted that the federal bill that provides the additional funding for the Bike Path passed and we want to thank Representative Curtis. HD was asked how we access those funds and he said he will get with the staff that is more knowledgeable about it and get back to us. It was noted that Representative Curtis will be here in the Courthouse next Monday morning. There will be a breakfast provided and replies have been good so far. HD stated that Representative Curtis has planned on coming to the Basin the first week of July. He has specifically asked to visit Daggett County so if we could set up a meeting for that time, that would be great.

Peggy White was asked about the jail. She said she had received some brief information from Mr. Fugal and she was going to follow up to see if there was any recent activity.

Commissioner Lytle asked Senator Winterton about Interim Legislative Sessions. Senator Winterton said it will start in May. They are working on their list of things to review during the interim and if we have something that we want to have them look into they would be happy to do so.

Citizen Comments: Commissioner Lytle noted that last night there was a PRCA meeting and there was a question of whether the stands will be on the North or South side. The first concern was, will this be done by Labor Day and how does it affect the Cow Country Rodeo. If it's not done in time it will affect our high value sponsors. The PRCA group would like to have been more involved in the process. Jesse Platt said that the Cow Country board was tasked with developing this, but it has mostly been done by Buildings and Grounds. There was a question of ADA access to the ramp and would it be paved or just grass? Jesse said it's under discussion. Commissioner Tippets thought we want the input of the users so we get it right the first time. The music was also discussed and Daggett Daze activities would be at different times. Jesse again stressed that an Advisory Board should be formed so that we can get things done in a timely manner and grow the facilities. Hank Gutz thought it should have been done in the fall, but we didn't have the money until now so we are moving forward. Commissioner Asay said that there was a consideration of funding and waiting until we have the funds to move forward. The more people we have involved the harder it will be to get anything done. We still have not got it out for bid yet. Hank Gutz said that the PRCA group is here to help and this year's Cow Country Rodeo should have a large contingency from the Jr. Finals that will be back in Rock Springs this year. Engineering has been working hard to get this prepared. The Jr. Rodeo is also a consideration for the timing of everything. Hank would like to see another high school rodeo here. We would like for that to happen as well. Jesse brought up that the Cow Country Board is tasked with this and Donald Pallesen is the only name he can think of on that Board. Steven Wood said we should have plans by the middle of next week. Jesse thought we could line up a meeting for Friday afternoon. Hank suggested getting with the High School and talking with Melinda Broadbent.

Discussion And Consideration Of Division Of Wildlife Resources PILT Payment: Commissioner Tippets welcomed Miles Hanberg, who read a letter from the Director. The Check was in the amount of $4,683.00. Miles was asked how many acres this was for and Miles thought it was for about 8,000 acres. These properties have a lot of value for Wildlife. Miles also addressed the wildlife mitigation and this wasn't the best year for Daggett County with the late winter and other

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priorities due to wildfires. Commissioner Lytle asked, will projects affect grazing in a good way? It is hoped it will be beneficial. Miles was thanked for the check and the information.

Cash Summary Report & Aging Report Review: The Cash Summaries and Accounts Receivable Reports were provided by the Recorder/Treasurer's Office. Commissioner Asay noted Fund 45 is not on the Funds list. Peggy White thought it was the new MBA Fund, and Clerk Raymond noted he will need to get a new Funds list prepared. It has a negative balance and that was thought to be a result of payments made while waiting for reimbursement.

Commissioner Lytle motioned to accept the Cash Summary Report dated March 18, 2024 for all bank accounts and the accounts receivable report. 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 March 18, 2024 for all standard invoices in the amount of $88,774.93. 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 Lytle motioned to accept the Disbursement Listing from Zions Checking from March 7, 2024 to March 18, 2024 in the amount of $233,776.70 with a void amount of $2,422.79. 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.

Correspondence: Commissioner Lytle noted there is a Forest Service Notice about the proposed Fire Treatments and it mirrors what they had informed us of in a previous meeting.

Commissioner Tippets said that he has had quite a bit of correspondence with Representative Curtis' Office about the trails appropriation and the upcoming breakfast.

There was discussion of Seven County Infrastructure Coalition (SCIC) being willing to get deeper into the Ski Resort and see what might be possible as they get into the discussions with the developers.

Commissioner Tippets attended the CDBG Board meeting last week and there was good information provided. The environmental engineer for the wetlands and the bike path is moving forward. He also talked with Steven Shephard and John Chadwick with the ski resort. Peggy White was asked if there is another meeting this week with SCIC and she thought there was. There is also a UBAOG meeting on the 27th. Laurie Brummond asked if we could go through a discussion on the

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CIB. Joel will be involved. Laurie also asked that we reserve the Pavilion on June 27th for the annual UBAOG meeting held in Daggett County.

Purchase Requests: Steven Wood said the rooftop unit we have had on back order has finally arrived and it's a sole source which was known when we ordered it. Commissioner Lytle motioned to approve the purchase request with Mountainland for $5,976. 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.

Correspondence (Cont'd) and Calendar: Commissioner Tippets asked if Peggy White had found the SCIC Zoom meeting information regarding the Ski Resort. She stated that the information was sent by Brian Barton and was set for tomorrow at 2:00 pm. She was asked to forward that information to all three Commissioners.

Commissioner Lytle said there is a Partners meeting tomorrow morning at 9:00 am and a UDOT quarterly meeting starting at 10:00 am. Thursday is the CLG meeting in Lyman and there is also a River Operations meeting with the BOR and he will be attending that meeting. Commissioner Tippets is booked Thursday and the next week is the UBAOG meeting in Uintah County and Commissioner Tippets asked to be excused. Commissioner Lytle will not be able to attend the Commission meeting next week. Commissioner Randy Asay has Tri-County Health next week, but nothing this week.

POLICY AND LEGISLATION

Discussion And Consideration Of A Title V Right Of Way (ROW) Request With The BLM For The Taylor Flat Airstrip: Commissioner Lytle explained that we would be requesting the strip be reopened with a shorter strip to stay out of the ACEC and they thought this might work. Kent Snider was asked if he had a chance to review it and he replied that he had and he didn't have any concerns as it appears to be pretty basic.

Commissioner Asay motioned to approve the Title V Right of Way request with the BLM for the Taylor Flat Airstrip. 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. Commissioner Lytle requested a signed copy to share with the BackCountry folks and he will take it down on Thursday to BLM.

Discussion And Consideration Of Presentation On UBAOG Rehabilitation Program: Laurie Brummond started things out and thanked Commissioner Asay for his support. There was rent money and mortgage payments and there is money now to go towards rehabilitation. This allows us to work on the older mobile homes. Kendra Hackford will be spearheading this and Angie Henline is in charge of Self-Help. It's all income qualified and it doesn't necessarily make sense. Jesse Platt had asked Laurie to get more help with housing in our area. There was an application turned in for self-help, but with all the potential shutdowns it's in limbo at the moment. They still have the Jail housing being built in Duchesne. Kendra was given time to speak, and she stated the limitation is income qualification. Kendra said

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UBAOG has decided to get information from any callers and they fill out one application and then they work through which program might work best for them. Each program has different income guidelines. Two person income limit at 80% is about $85,000, which should allow people to qualify. It doesn't appear that the program will work for 2nd homes. UBAOG needs willing homeowners and contractors for the next three years. There is $600,000 and may be more if needed. Jesse thought Peggy White would be the better person to be the County contact and he would support her. Payments can be made on contracts up to ½ for reliable contractors. Commissioner Tippets asked if there is a grant program that covers the purchase of land and there is the single family land grant from Olene Walker. East Bay was discussed as having two lots for $45,000 and it was asked if they could be duplexes instead of single family. Mayor Knight was not sure. Peggy asked if there was a time required to stay in the house. There isn't one unless there was a deed restriction on the land, which the County has used before. Jesse was asked to show Lauries' staff around and Peggy brought up the water project which will open up lots along Ylincheta.

Discussion And Consideration Of Senior Citizen Program Policies And Board Members: Commissioner Lytle asked how many were here for this meeting and Laurie explained that we have been working to get this program set up and this is the result of those efforts. Charlotte has approved the Policy manual and then Laurie went out sick, and then Charlotte passed away. The new person has not been hired. If there are any questions please let us know so we can get going for the new Fiscal year starting July 1st. Kathi Knight is not sure what all the requirements are and so Laurie said that it may change with the emphasis of the new hire.

Discussion And Consideration Of Public Hearing For CIB Capital Improvement List Prioritization: Commissioner Tippets started the hearing at 11:10 am and read the script provided by UBAOG. To apply for project funding it must be on the list. Each entity must have completed the Capital Asset Inventory (CASI) and returned it to the Uintah Basin Association of Governments (UBAOG). One more review will be allowed on the list, but the Deadline is May 21, 2024. Kevin Yack said each entity wishing to apply for funding must attend a tutorial or your application will not be considered. One person from the entity other than an engineer must attend one of the meetings. It is an annual thing, so each year you want to apply you need to attend. Engineers can attend, but CIB does not want them driving the applications. More than one person can attend from each entity.

Daggett County Projects include: #1-Property Acquisition near the courthouse for $1 million; #2-Health Center is in process, with a priority for funding but it doesn't have approved funding yet, so it will stay on the list; #3-Airport work in Dutch John for $555,556.; Bret brought up the airport that the apron and taxiway were completed, and Kevin said CIB wants specifics not generic projects, so it was changed to Resurfacing, taxiways (needs more work) and lighting; #4-Rodeo Ground Improvements; #5-Bike/pedestrian path needs to remain on the list and is in conjunction with Town of Manila; #6-Ski Resort NEPA Study; #7-Shooting Range Infrastructure; #8-Jail Improvements; #9- Recreational Trail System; #10-Study for Water Sewer Development for Taylor Flats; #11-Airport improvements, we are waiting on word from FAA, so, we need to keep this on the list, but might become a higher priority; #12 & 13-water DistributionTreatment Projects. These projects are in process and could be taken off. They are not done and we may need more funding, but probably not this year, but next spring maybe for February of 2025.

Dutch John #1-Road improvements and there is a Joint Highways prioritization for 3 years from now and may need additional funding; #2-Affordable Housing in Dutch John, so previous discussion was good; #3-Firehouse Improvements for the existing firehouse. #4 Town Building on the 10 acres.

Flaming Gorge Fire and EMS District-#1; Fire and EMS vehicle and equipment purchases.

Road and Transportation District: #1-Brown's Park Road-Commissioner Lytle asked about SITLA Road Easements and who owns them? CIB has required the Counties to deed over the roads

during construction and then they are deeded back after the completion of the project. Improvements to the Brown's Park Rd that need improvements to finalize everything including surface improvements and realignments. Change to February of 2025; #2-Change to $8 million in conjunction with the Town of Manila to complete the whole thing. Storm Drains need to be a part of this as there is no need to do other road improvements without fixing the drainage problem. This is to be hot mix paving along with the drainage.; #3-SITLA Road easements-The easements would not be for the district, but for the entities and would be for June of 24; #4-Birch Creek and Red Creek Road Improvements-Move to June of 24.

Town of Manila-#1-Sewer System Improvements-hoping to begin making those improvements this fall including fixing one of the lagoons and adding a new lagoon. This is already in process, so any additional could be supplemental and therefore removed. Commissioner Lytle asked how Wyoming fit into this. Stateline is in Utah and the line is to the North along the fence line. It's more of a question for the County and we need to talk with adjacent property easements for Slope easements. #2-We have outgrown our Town Hall offices and want to see the whole building turned into a Community Center. There isn't much available in our area. Commissioner Tippets said the new Clinic will have some space for a Conference Room that will accommodate 80 people. It was asked if there will be a kitchen? It was stated not at this time. #3-Water System improvements to Captains Cove speaks for itself; #4-Road Maintenance; #5-Bike path and there has been discussion of wetlands mitigation and we don't know the details and need yet, but the old sewer ponds would be helpful for that project. Mitigation will be more than one to one. There is funding for Brownfields that may be able to help with this. Laurie Brummond said they worked with Duchesne County on a project and they have a recommendation on a good contractor. #6-Natural Gas Planning Study - Commissioner Lytle said the County could help with that as we would like to see it spread out to the County. Kevin Yack said that Planning Grants require a 50/50 match, so Kathi Knight said she definitely wants the County in on that. Mayor Knight said she had heard back and the Manila Bay is allowed to have duplexes. Chad Reed thought there was a Gas Study done in the 80's out of Colorado with the company that had the Franchise at that time. There was another study done in 2014 that would allow it to be in tanks instead of lines. It wasn't clear who would be willing to hook up or not due to the seasonality of the residents. Any changes need to be submitted to UBOAG before May 1, 2024

Commissioner Lytle motioned to approve the list as amended. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion.

	Yes	No	Abstained	Absent
County - Commissioner Tippets:	X			
County - Commissioner Lytle:	X			
County - Commissioner Randy Asay:	X			
Town of Dutch John Sandy Kunkel	X			
Fire and EMS District- Bret Reynolds	X			
Road District-Chad Reed	X			
Town of Manila-Kathi Knight	X			

The motion carried.

Commissioner Tippets closed the Public Hearing at 12:15 pm by acclamation.

Discussion And Consideration Of Senior Citizen Program Policies And Board Members (Cont'd): Commissioner Tippets turned the time over to Laurie Brummond and she said Nate Zilles has been tasked with helping this to go forward. UBAOG had prepared this for the other two centers in Duchesne County and Mayor Knight wanted this to go forward and she has been regulating it as we move forward. The Health Department is in charge and allowable under this grant. Dutch John has come in on it and that is appreciated. The congregate meals is just one part of the program. We

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want to get the RSVP program going again and transportation too, but it is a challenge with inflation, so we are still working on that. Buses can go to Wyoming, which is new. It's been a 6 year process and lots of paperwork. This program is on a State Fiscal year and the County is on a different schedule than the State and Town. Commissioner Lytle asked about the MOU and Nate was asked to go through this with each entity and their requirements.

Nate Zilles said the packets are in the correct order, so we will go through the by-laws first. No individual is to get financial remuneration for their involvement in the Senior program. Residency is not a requirement to participate. There will need to be an annual meeting where new Board of Directors will be introduced. Regular meetings will also need to be held as needed by the board. The meetings can be virtual and the vote will count just as if they are there in person. The Board structure was reviewed and it is the responsibility of the three entity elected officials to make the selections. There need to be three Seniors, plus three elected officials and one board member who is less than 60 years old. The by-laws can be amended with a ⅔'rds vote. The Program Administrator is not a voting member of the board.

The Officers were discussed and questions were answered. There are paid positions like the cook and the Senior Specialist is responsible for the activities. The Budget will determine how many hours they can work. Marie Bowers asked about the cook and how that will work with only one meal a month. There was discussion that any official program of the Senior Program must meet the guidelines. UBAOG is the pass through and the Program Administrator will ensure that the policies are followed. The budget was reviewed and it is thought that the County will not be invoiced until the start of FY 2025. The MOUs need to be renewed every year and the MOA is for however long deemed necessary. Laurie suggested that the program start buying food now and stocking up. Tax exempt is required, but the County has had issues with Wyoming accepting Utah exemptions. The statistics need to be kept and put into the system that does not work very well.

Nate put in a plug for the Government In the Basin training scheduled for April 24 from 3 pm to 8 pm. Planning and Zoning is also invited.

Discussion And Consideration Of Approval Of SR-43 Engineering Agreement Modification #3: Commissioner Tippets said this is to deal with the wetlands issue for the Pathway. The plan to use the Manila area land is a good one and a good way to remediate the wetland areas.

Commissioner Lytle motioned to approve the Agreement Modification #3 for the Engineering Agreement. Commissioner Asay seconded the motion even though he is opposed to the wetland issues. Commissioner Tippets said that part of this is to challenge their findings and part of this is to find where we can mitigate. Commissioner Asay does not like how the Army Corps has so much power. Commissioner Lytle asked for the mitigation and there are three options including paying. The Commissioners voted as follows on the motion.

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

The motion carried.

REPORT FOR THE BOARD OF CANVASSERS FOR THE MARCH 5, 2024 DEMOCRATIC PRESIDENTIAL PREFERENCE PRIMARY ELECTION

Pending

Clerk Raymond brought in the documents from the Election held on March 5, 2024 and noted that Daggett County continues to be a Vote By Mail County. There were 45 Ballots sent to registered Democratic Voters. No Ballots were requested by members of any other party. One voter contacted us to notify us that they were no longer living in Utah and their ballot was not voted. Voters had the option of mailing their ballots in, voting early in person, dropping ballots into a drop box or voting in person during Early Voting or on Election Day.

We had 21 people vote in this primary for a 47.7% Voter Turnout. All ballots received were able to be counted. We received 9 ballots and 9 were dropped off in Ballot Boxes. There were no (0) voters that took advantage of Early Voting between February 26th and March 1st, while three (3) people voted In Person on Election Day. No ballots were received after the Postmark deadline and no ballots were returned undeliverable. We did not receive any provisional ballots for this election. It was noted that one Republican opted to vote in the open Democratic Primary.

Early Voting in Manila took place on February 26 and 28 and March 1st, 2024 from 9 am to 5 pm in the Clerk's Office. Early Voting in Dutch John was held on February 29, 2024 from 3 pm to 7 pm. There were 2 By Mail ballots received with signatures that did not match what we had on record. Both were contacted promptly and after providing security information and verification that they voted the ballot in question their ballots were counted. We did not receive any ballots without signatures. We did not receive any UOCAVA ballots for this election.

The Election was audited on Monday, March 18, 2024. No Public attended, Commissioner Randy Asay did attend and observe the proceedings. All 21 paper ballots matched the electronic ballot and the Cast Vote Record, except the In person ballots which had no distinguishable marks to compare the actual ballot with the electronic version, but the votes were consistent with the Cast Vote Record. Release dates for ballots counted results uploaded to the Lt. Governor's Office were: March 5, 2024, and March 19, 2024.

FEDERAL RACES	ELECTION NIGHT RESULTS	CANVASS RESULTS
DEMOCRATIC FOR U.S. PRESIDENT		
JOSEPH R BIDEN, JR	18	19
GABRIEL CORNEJO	0	0
MARIANNE DEBORAH WILLIAMSON	0	0
FRANK LOZADA	0	0
DEAN BENSON PHILLIPS	2	2
TOTAL VOTES FOR U.S. PRESIDENT	**20**	**21**

Commissioner Lytle motioned to certify the Election Results for the 2024 Democratic Presidential Preference Primary. 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: No Closed Session was held today.

With no further business, Commissioner Lytle motioned to adjourn at 2:45 pm. Commissioner Tippets seconded the motion. The Commissioners voted as follows on the motion.

	Yes	No	Abstained	Absent
Commissioner Matt Tippets	X			

Pending

Commissioner Jack Lytle: X
Commissioner Randy Asay: X

The motion carried.

Pending