Draft Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, May 14, 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, Jack Lytle attended in person. Attorney Kent Snider attended virtually. Auditor Keri Pallesen and Clerk Brian Raymond attended in person. The meeting was called to order at 9:21 am by Commission Chair Matt Tippets. The invocation was given by Commissioner Matt Tippets and he then led those in attendance in the Pledge of Allegiance.

**Present In Person**: Mayor Butch Johns of Dutch John, Cordell McCracken, Steven Wood, Jesse Platt

**Present Online or by Phone:** Mechelle Miller, Christian Colovich,

**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, May 7, 2024 meeting were available for review and approval. Commissioner Lytle brought up a question on the issue updates and a comma was added to clarify things.

Commissioner Asay motioned to approve the minutes for the Tuesday, May 7, 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 said they are still working on getting the MBA Bond issue squared away for the Water Treatment Plant and Attorney Kent Snider noted he is still working on that. There was a comment that some applications have been turned in for self help housing.

Commissioner Tippets talked with Bob Slagowski to trade some ground for ground. Kent Snider spoke with CIVCO and they are working on getting the legal descriptions so we can draft deeds to transfer the properties. James Olsen with the roads department asked that it be noted on the minutes that the State had asked that we certify the reflectivity of the signs. This has been completed.

Kent said that there has been an initial notice sent out to those people with properties that are not in compliance with code. Vicky Nelson has sent out 5 of these notices and all but one have complied. Kent stated we are in the process of filing charges against the one individual who is still out of compliance.

Pending

**Citizen Comments:** Christian Colovich asked if there was an update on the agreement and Kent Snider said he has been working on it and he still has stages 4-7 to complete before getting it before the Commissioners.

Commissioner Asay said he thought Steven Wood was having some issues about the grandstands as nobody was returning his calls. Jesse Platt thought he would join the meeting and he did. There was talk of borrowing stands for this year. Commissioner Lytle said we could talk to Sweetwater about borrowing the stands we have used in the past. Steven said the emphasis needs to be on ADA and Commissioner Tippets thought that was part of it, but not the only consideration. Steven said there are mobile stands made in Iowa that are ADA compliant and within the budget. They would also have a higher resale value. Commissioner Lytle asked if the Board had been consulted and Steven said that the Board has not been completely formed yet. The bleachers being considered are not elevated, so dirt would need to be placed to allow the spectators to see beyond the fence. Commissioner Lytle recommended getting those interested together as the board. Steven said he had called several contractors and had not heard back from them. He was encouraged to try several of them again. Commissioner Tippets will talk with Maxfields. HK and Timberworks have gotten back to us, but haven't responded since then. Steven had not contacted steel companies to see if they can do what is needed in time. Commissioner Tippets thought a contract with a fabricator might lead to getting a bid from the contractor's to put it together. Commissioner Asay thought this approach would probably be more costly. Steven thought that this project may need more of a commercial builder. The fabricators may have contractors they use that could do this.

**Cash Summary Report & Aging Report Review:** The Cash Summaries were provided by the Recorder/Treasurer's Office. Commissioner Tippets said that we applied for two different State Grants through the Weed Department and we have been awarded about $108,000.00 between the two. This is about $15,000 more than last year. Commissioner Tippets stated good work to the weed department. Commissioner Lytle asked if there were some new PTIFs and Auditor Keri Palesen said she was not aware of any new PTIF accounts.

Commissioner Lytle motioned to accept the Cash Summary Report dated May 10, 2024 for all bank accounts. 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 and the Reimbursement Register were provided by the Auditor's Office and reviewed by the Commissioners.

Commissioner Lytle motioned to approve the Open Invoice Register dated May 13, 2024 for all standard invoices in the amount of $73,341.94. 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.

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

Pending

Commissioner Lytle motioned to approve the Disbursement Listing from May 6, 2024 to May 13, 2024 for Daggett County Zion's Checking in the amount of $61,209.45 with no void amounts. 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.

**Reimbursement Register:** The Reimbursement Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Asay motioned to approve the Reimbursement Register dated May 6 through May 13, 2024 in the amount of $462.80. 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 today.

**Correspondence/ Calendar:** Commissioner Tippets noted that there was one item from the Forest Service in the packet for Correspondence. Commissioner Lytle noted he had received a copy of the NRA Draft Plan and said he would send it to the Commission email and to Brian Raymond. Commissioner Lytle said he has not opened it yet.

Commissioner Lytle thought there was a CLG meeting on Thursday in Lyman at 9 am. There is a Public Lands meeting in Vernal tomorrow morning. There is a special Dutch John Town Council meeting on Wednesday and Planning and Zoning meetings are moving to Mondays starting next week. Mayor Johns said the regular Town Council meeting will be held on Wednesday of the same week as Planning and Zoning.

**POLICY AND LEGISLATION**

**Discussion And Consideration Of Business Licenses For Dish Network LLC, LR Communications, Inc, US Foods Inc, Off-N-On Trucking, Collett's Mountain Resorts Inc, Coca-Cola Bottling Co. High Country, C&H Distributing, Birrell Bottling (DBA Pepsi Of Vernal), Smart Home Pros Inc, Xerox Corporation, Nied Lodging LLC, Bonnie's Acre/Youngberg Properties:** Commissioner Asay motioned to approve business licenses a. Through l. as stated: Dish Network LLC, LR Communications Inc, US Foods Inc, Off-N-On Trucking, Collett's Mountain Resorts Inc, Coca-Cola Bottling Co. High Country, C&H Distributing, Birrell Bottling (DBA Pepsi Of Vernal), Smart Home Pros Inc, Xerox Corporation, Nied Lodging LLC, Bonnie's Acre/Youngberg Properties: 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 Conditional Business Licenses For Mountain West Propane,**

Pending

**American Towers LLC:** Commissioner Tippets asked what was missing and Brian Raymond didn't know so he checked with Vicki Tanner the Deputy Clerk. She said they are missing their UPP Statement/ payments. Commissioner Lytle motioned to approve the listed conditional business licenses as stated: Mountain West Propane, American Towers LLC: 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 Roads Planning With GIS Department:** Cordell McCracken and Jesse Platt came into the meeting and provided printed maps and digital maps and said they wanted to know how the Commissioners wanted the final map to appear. Commissioner Lytle brought up Sear's Canyon Road as there is a piece missing and it should be on there, especially in the SITLA area that we have received a right of way for. The Dino North is being reignited. There is a road up Scott Canyon and another that goes up Bender and then Chokecherry. The Three Corners Rd was also mentioned. The Clay Basin Meadows Road was incomplete and we have maintained this road in the past. Crumb Canyon is not showing the full distance, but part of it is impassable now. Offline might be more efficient to review everything and discuss each road.

There was more discussion on the Western side with roads on Phil Peco for SITLA and Broadbent land. The Dutch John area was reviewed as well as Goslin. The Marlo Road has gone bad due to the heavy rains. There were some roads that are on the BLM Travel Plan but they are not showing on our map near Willow Creek Butte. There might be some SITLA Rds. Jesse thought we needed to get James Olsen of the Road Department involved in this discussion. Scott Canyon needs to be added. Cottonwood needs to be considered as well as Bender. Other areas need to be looked at more closely and it can be done individually and then James can be drawn in to help finalize. Map D seemed to be the style option the Commissioners preferred. Jesse thought Cordell could do comments in workflow while working with each Commissioner. Jesse will reach out to BLM, Forest Service, SITLA and Sunrise Engineering to get roads and trails that are needed.

**Discussion And Consideration Of 8th District Court Contract:** Clerk Raymond said there are actually two contracts one is for the Courts and the other is for the Bailiff reimbursement. Commissioner Lytle asked if the Sheriff had had any comments. Brian was not sure he had seen it yet. Attorney Kent Snider was asked if there were any changes. It was stated that there was a slight increase however, it all looks to be good.

Commissioner Lytle motioned to approve the Administrative 8th District Courts contract including the Bailiff contract. Commissioner Asay seconded the motion. Both contracts run from July 1, 2024 - June 30, 2025. 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 Additional SYSK Funding For The Sheriff's Department:** Commissioner Lytle noted that this was due to the LEO not being available in the Flaming Gorge District. Commissioner Lytle motioned to approve the increased SYSK funding of

Pending

$21,500 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 RDA And Trails for Dutch John.** Commissioner Tippets noted the Trails was the only thing that was on the agenda and Clerk Raymond apologized for not getting this noted correctly. Mayor Butch Johns said the first thing was for equipment from Uintah County to work with on Trails in the County and Dutch John. Kent Snider said the MOU is on his desk, but it looks like we need a three way MOU. Commissioner Lytle said that we have to look at this carefully as we don't want to be prescriptive. There is a process and we have a Trails Plan. There was agreement that a trail system is of value but it shouldn't encumber or devalue the RDA property. Mayor Johns was told to not begin improving trails without formal request and approval from the RDA. Mayor Johns understood and wanted to see the MOU move forward as it is dead in the water. There was talk of developing a green zone that would protect private property from development. The MOU was stuck and maybe the Town needs to be on the MOU. Kent said that it is only between the Counties and not the Town. The Town is including funding next year to move trails forward. Commissioner Lytle said it would be good to get more information. The Town can require developers to allow trails but hasn't yet. They have had all kinds of talk about parks and trails from developers, but it has only been talk so far.

Mayor Johns said that he has been told by the Town's Attorney and staff that the County RDA can't do anything in Dutch John without an Interlocal Agreement (ILA) with the Town. He has done some research and it seems that is correct. Kent was asked about this and he said he would like to speak with the Town's Attorney and see where he is coming from. Mike Harrington is the Town's Attorney and the Mayor will have him reach out to Kent and Kent said he would try to make contact with him as well. We want to do something as we have agreed to try and work together, so in essence this is conversational, but it is also notice that we need to look into this more. 17C-1-200 or maybe section 204 is the section that may apply. Mayor Johns is asking more questions and trying to get answers. We want to try and work together to resolve issues. Sometimes it might be uncomfortable, but you just have to move forward. Mayor Johns said the Town Council has been notified and now the RDA has been notified and he is continuing to come up with questions to ask the Town's Attorney. How do we get to where we want to be? Commissioner Lytle asked where do you want to be? The Mayor was unsure of where he wanted to be, but he just wanted to do the right thing. Every question he has brings up more questions. He just wanted to make the RDA aware of this potential issue.

**Closed Session:** Commissioner Jack Lytle said that there was a need to go into Closed Session today for the purpose of Litigation. Commissioner Lytle motioned to hold a Closed Session for the purpose of Litigation. Commissioner Asay seconded the motion. The Board Members voted as follows on the motion:

| | Yes | No | Abstained | Absent |
|---|---|---|---|---|
| Board Member Jack Lytle: | X | | | |
| Board Member Randy Asay: | X | | | |
| Board Member Matt Tippets: | X | | | |

The motion carried.

**Open Session:** Jack Lytle motioned to go back into open session at 11:57 am. Randy Asay seconded the motion. The Board Members voted as follows on the motion:

Pending

| | Yes | No | Abstained | Absent |
|---|---|---|---|---|
| Board Member Matt Tippets: | X | | | |
| Board Member Jack Lytle: | X | | | |
| Board Member Randy Asay: | X | | | |

The motion carried.

Commissioner Tippets adjourned the meeting by acclamation at 11:57 am.

Pending