

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, May 21, 2024** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Matt Tippetts, Randy Asay, Jack Lytle attended in person. Attorney Kent Snider and Auditor Keri Pallesen attended virtually. Clerk Brian Raymond attended in person. The meeting was called to order at 9:00 am by Commissioner Matt Tippetts. The invocation was given by Commissioner Jack Lytle and then Commissioner Matt Tippetts led those in attendance in the Pledge of Allegiance.

Present In Person: Gary Boyd, Peggy White, George Rawson, Trevor Brooksby, Steven Wood.

Present Online or by Phone: Bryan Meier of Sunrise Engineering, Christian Colovich Martin Pierce of Jones and DeMille Engineering

Motion to Go In and Out of Redevelopment Agency (RDA): Commissioner 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 Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Approve Minutes: Commission meeting minutes for the Tuesday, May 14, 2024 meeting were available for review and approval. Commissioner Lytle noted Phil Peco is with an “i” and not an “e”, so Clerk Brian Raymond made that change to the minutes.

Commissioner Lytle motioned to approve the minutes for the Tuesday, May 14, 2024 Daggett County Commission and RDA Meeting as amended. 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.

Issue Updates: Commissioner Asay asked if there was any clarification on the Dutch John RDA issue and Attorney Kent Snider said he had read through the entire 120 pages of the code and said it had many “may”s, but not “shall”s as was intimated by the conversation with the Mayor last week. The RDA was set up before the Town of Dutch John incorporated and sold property, but does not do projects. Commissioner Lytle said he had talked with Mayor Johns the following day and explained that the code was mostly dealing with cash rich projects vs. our property rich RDA. Kent said that in subsection B.i, if a private property owner approaches the county and says I want to develop the property in this certain way and 50% or more of the property encompasses the town, then we would have to approach the town. That is the only time what Mayor Johns is talking about applies. Commissioner Tippetts said we might want to write a letter to formally clarify everything once Kent has spoken with the Dutch John attorney.

Regarding affordable housing, Peggy said that there were five applications for the “self-help” that have been turned in, but they have not gone through the approval process. Peggy has

emailed UBAOG, but hasn't heard back yet. We do need 4 approved applications to move forward. The Sheriff wasn't available today. Commissioner Tippets had a conversation with the Fire and EMS District to get a meeting to talk more about the transition process. On the 28th of May, we could do that at 11 am or 1 pm. Commissioner Tippets will talk to them and see what works best.

Commissioner Tippets thought the Airport fencing project was mostly wrapped up and Commissioner Asay thought all that was needed was the final walk through. It was noted that the monthly Clinic fee was down a little to about \$17,000.

In regards to Code Enforcement, Kent said there are about 6 lots that they are filing criminal charges on. He was following up with Sgt. Isaacson on those.

Citizen Comments: Commissioner Asay asked George Rawson if he had comments. George Rawson said that it had been 9 months since he brought his concerns to the Commission and very little has happened. Attorney Kent Snider said that he had moved one trailer out and another was to be fixed up. George said there are 2 trailers there. Kent said that Planning and Zoning looked at it and thought he was in compliance. Kent said he will have them look at it again and investigate it. George brought up an issue over a new water hookup and the gentleman in question was not very nice about it. Kent said he will have them look this over and encouraged George to come into the office over the week of June 10th through the 14th and he will discuss it further. George felt like it is still a problem as there are two trailers with different people coming in and out and they are not family members. Kent said the officers will go out and check around for other violations this weekend.

Cash Summary Report & Aging Report Review: The Cash Summaries were provided by the Recorder/Treasurer's Office.

Commissioner Lytle motioned to accept the Cash Summary Report and Aging Report dated May 17, 2024. 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. Clerk Raymond noted there was an updated version from earlier this morning over what was sent out last night.

Commissioner Lytle motioned to approve the Open Invoice Register dated May 21, 2024 for all standard invoices in the amount of \$102,146.97. 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 Lytle motioned to approve the Reimbursement Register dated April 28 through May 21, 2024 for Matt Tate's mileage

reimbursement in the amount of \$103.85. 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.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office. Commissioner Lytle motioned to approve the Disbursement Listing from Zions Checking from May 13, 2024 to May 20, 2024 for Daggett County Zion's Checking in the amount of \$155,504.82 with no void amounts. 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 was a purchase request from Gary Boyd of the Shooting Range Committee. The Trap Houses are done and now we need to get the throwing machines. We have 3 bids and the cheapest is \$18,650.00 and we are not being charged shipping out of Minnesota or they would have been much closer. Commissioner Tippetts asked to see the bids and he passed them off to Commissioner Lytle who reviewed them and also asked if it included the shipping, which it does.

Commissioner Asay motioned to approve the purchase request to Metro Gun Club for 2 G Series Wobble Pat Traps in the amount of \$18,650.00. 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. Gary also had a sample sign for the fencing to keep people out of the shooting area and Commissioner Lytle suggested that he speak with Keri Pallesen and get it approved by her and UCIP, so that we meet all the code specifications. Peggy White asked if it is open to the public and Gary said that trap houses require prior authorization but the rest of the facility is open to the public. Donations are always welcome.

Correspondence: Commissioner Lytle already mentioned his conversation with Mayor Johns last week. Clerk Raymond said there were a couple of items in the packet. The first one was Dutch John's desire to cancel the Leadership Luncheons for the summer and look at whether or not to start them up again in the fall. Commissioner Lytle felt like they should be continued and Commissioner Tippetts agreed. It might be helpful to have a round robin opportunity to speak allowing everyone to chip in. Trevor Brooksby thought they were productive when he was involved. Commissioner Tippetts was reluctant to take time off during the summer even though everyone is busy because they are helpful and educational. Peggy and Commissioner Lytle agreed and there was discussion to keep them informal, while giving everyone an opportunity to speak. Commissioner Asay thought each get together is different and brings out new discussion items and enables us to work on our relationships. People can't always attend every month, so the more we have the more often people might be able to attend. We don't have to accomplish big things every time, but it gives

us a chance to communicate. Maybe we can discuss having a format change and drop the lunch or whatever is wanted to make it easier.

Calendar: Commissioner Lytle jumped to this and there is a CLG meeting in Lyman this week and he is unsure that he will be able to make it. Thursday there is a Zoom meeting between SCIC and the Forest Service about the Ski Resort at 3:30 pm. Nobody else got that, so Commissioner Tippetts forwarded the email to the other Commissioners. Jon Stearmer wanted to get with Kent Snider and Kent said he had been contacted but not gotten any information.

Clerk Raymond brought up the Juneteenth Holiday and the State is recognizing it on Monday the 17th and we would like to follow that. Keri was brought into the conversation and she found the State Code and it gives guidance of observing this holiday on the Monday prior to the holiday if it falls on a Tuesday, Wednesday, Thursday or Friday. If it falls on a Saturday or Sunday, it will be observed on the following Monday. This will be brought up on next week's agenda to be discussed.

Brian Raymond also mentioned that June 25th is the General June Primary date and we will need to cancel the Commission Meeting that date. The Logic and Accuracy Test will be on June 5th at 9:00 am. Commissioners were invited to attend this election activity..

Brian will be out of the office next week from May 27-31. Deputy Clerk Larinda Isaacson will be covering the Commission Meeting on May 28th.

Commissioner Lytle said this Thursday starts the UAC legislative committees during the Interim. There are lots of election items for this next meeting.

Peggy White stated that The 10:30 AM meeting for Ray Ruble will have to be tabled as Mari Campbell has been in the hospital and will be unable to attend. She is trying to have this as a surprise for Ray.

POLICY AND LEGISLATION

Discussion And Consideration Of Notice To Proceed For Westech For Dutch John Water Treatment Plant Equipment Build: Commissioner Tippetts turned the time over to Trevor Brooksby and Aaron Averett. Trevor said that we had received a concurrence letter from the State that the pilot study was an approved method to treat the water, but this is not a proceed on construction. We had this on the agenda a couple of months ago and had to wait until we received the letter from the State. This will allow us to start building the equipment but not to do the construction. Aaron said that in 2 weeks we will have a 90% plan for the state to formally review and they will then give approval to proceed with the final construction about the end of June or into July. Commissioner Lytle wanted to make sure that we are not jumping the gun and surprising them with the expenditure before they were expecting it. Aaron said that is why they waited for the concurrence letter from the State.

Commissioner Lytle motioned to approve the Notice to Proceed for Westech the Dutch John Water Treatment Plant Equipment Build with the caveat that Drinking Water agrees with this. 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. A Short recess was taken at 10:30 am. The Commission came back into session at 10:35 am.

Discussion And Consideration Of Business Licenses For Orlie's Refrigeration & Heating, Bridger Valley Fence LLC, Ropin 'N' Smokin Brew & Q, Pallesen Construction Inc, Michael Sergeant, South Valley Airbnb: Commissioner Tippetts read through the list of businesses and Brian said

that Craig Stockavas had also completed everything now. Commissioner Asay motioned to approve business licenses. as stated: Orlie’s Refrigeration & Heating, Bridger Valley Fence LLC, Ropin ‘N’ Smokin Brew & Q, Pallesen Construction Inc, Michael Sergeant, South Valley Airbnb and Craig Stockavas. 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.

Discussion And Consideration Of Conditional Business License For Atwood Sportfishing:

Commissioner Tippetts asked what was missing and Brian thought that it was written down on the licenses, but could not find that information. It was probably their UPP, but could be that we’ve received payment and no paperwork or vice versa. Commissioner Asay motioned to conditionally approve the business license for Atwood Sportfishing. 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.

Discussion And Consideration Of County Appointee To Senior Board: Commissioner Tippetts said they hadn’t done much yet, but we wanted to get ahead of this. Commissioner Asay said that he had his chance already and Commissioner Lytle was asked if he could do it and he was willing if the others would cover if he could not make a meeting. Commissioner Tippetts said he would help out if needed.

Commissioner Asay motioned to approve Commissioner Lytle as the County Representative to the Senior Board. Commissioner Tippetts seconded the motion. There was discussion about how the board was set up and Peggy White was asked to remind the other entities that they need to nominate their representative. The Commissioners voted as follows on the motion:

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

The motion carried.

10:30 AM Recognition Of Daggett County Cowboy Of The Year - Ray Ruble: This agenda item was tabled due to Mari Campbell being in the hospital.

Discussion And Consideration Of Surplus Items From Grounds & Maintenance Dept:

Steven Wood was present and said they had tried to sell some of these items already, but weren’t successful. The lawnmowers are new items and Steven was hoping to have a yard sale. The Big Band saw was brought up and it was thought that it might be a part of the museum. It might be able to be a part of the CCC building, but there are still questions as to whether or not it needs to go inside the building, but it's not on the list for surplus at this time.

Commissioner Lytle motioned to approve the surplus of the items on the list provided by Steven including the 3 mowers. Commissioner Asay seconded the motion. Commissioner Asay wanted to see Steven have the authority to negotiate a sale price and Commissioner Lytle thought that the Yard sale was a good idea. Commissioner Tippetts noted that we have tried to sell these items

already without any luck, so whoever comes and makes a deal will be the new owner. Steven said he had not picked a day yet, but he will advertise throughout the town and maybe in the newsletter. The Commissioners voted as follows on the motion:

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

The motion carried.

Discussion And Consideration Of Rodeo Grounds Advisory Board Volunteer

Applications- Curtis Harwick & Matt Henry: Commissioner Lytle asked Steven Wood about this and there was some confusion, but Keri Pallesen said Matt Henry had turned his application in.

Commissioner Asay motioned to appoint Curtis Harwick and Matt Henry to the Rodeo Grounds Advisory Board Volunteer. Commissioner Lytle seconded the motion. We now have Peggy White, Steven Wood, Donald Pallesen, Curtis Harwick and Matt Henry on the Board, so the Board is complete. The Commissioners voted as follows on the motion:

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

The motion carried. There was discussion about the contract for the construction of the new Grandstand and so far there has only been one general contractor communicating with us-Cook Builders. He is also working on the steel prepped to maybe make it possible for them to construct it once the steelwork has been completed. Peggy White said that the Governor's Office of Economic Opportunity needs a report with dates of completion and expenditures in about three weeks. Keri Pallesen was asked the best way to do this. She said with the \$120,000 that we have to do an RFP and State Purchasing could help with producing the RFP. Public Purchase was another option to help get this out there. It could involve one RFP or do it as two separate RFPs. Steven Wood said he has a basic understanding of the RFP and Bart with Jones and DeMille could help him.

Discussion And Consideration Of URS Employer Election To Pick Up Tier 2 Public

Safety: Commissioner Tippetts turned the time over to Keri Pallesen to discuss this. Keri noted that this is very complicated and a work session would be helpful. This afternoon would be okay for a work meeting. The deadline is not until July, but we need to make a decision. Keri had sent out an email chain and there is a video employees can watch. The increase has to come from the employees and not the County. If more information is needed a meeting with URS could be scheduled.

Closed Session: Commissioner Jack Lytle said that there was a need to go into Closed Session today for the purpose of Purchase, Exchange or Lease of Real Property. Commissioner Lytle motioned to hold a Closed Session for the purpose of Purchase, Exchange or Lease of Real Property at 11:15 am. 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 Matt Tippetts:	X			
Board Member Randy Asay:	X			

The motion carried.

Open Session: Jack Lytle motioned to go back into open session at 2:19 pm. Randy Asay seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Asay:	X			
Board Member Tippetts:	X			
Board Member Lytle:	X			

The motion carried.

Commissioner Tippetts adjourned the meeting by acclamation at 2:20 pm.

/s/Matt Tippetts
Commissioner/Matt Tippetts

/s/Excused
Clerk/Brian Raymond

/s/Randy Asay
Commissioner/Randy Asay

/s/Jack Lytle
Commissioner/Jack Lytle