

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, October 8, 2024** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Jack Lytle and Randy Asay attended in person and Commissioner Matt Tippetts was delayed and arrived after the meeting had started. Attorney Kent Snider and Clerk Brian Raymond attended in person. Auditor Keri Pallesen joined the meeting after the start. The meeting was called to order at 9:12 am by Acting Commission Chairman Jack Lytle. The invocation was given by Commissioner Lytle and he then led those in attendance in the Pledge of Allegiance.

**Present In Person:** Sean Hughes, Matt Lucas

**Present Online or by Phone:** Ashlee Muir, Bart Jensen 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 Tuesday, October 1, 2024 were available for review and approval. Commissioner Asay motioned to approve the minutes for the Tuesday, October 1, 2024 Daggett County Commission and RDA meeting. 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.

**Issue Updates:** Commissioner Lytle said we've been requested to attend the Dutch John Town Council Meeting as the RDA owner/developer. Commissioner Lytle was going to try and attend virtually as he will be heading to Price for the SCIC meeting Thursday morning. There was a question about what was finalized and there are still several projects in process.

The vacating of the easement in Manila is in process and has to happen before the lot can be created for the Clinic. The Affordable/Workforce Housing project is moving forward. Matt Lucas had forwarded an article on Affordable housing that is being done in other areas that may or may not work for our area.

Kent said that the deputies are taking an online EMT Class. The Sheriff is still the Sheriff at this time and the commissioners support that. There was an inspection on the airports that was completed and we have received the report. The brush, lights, and drainage ditches were some of the things mentioned. Troy was ready to get the ditches taken care of and it was explained there is a 5 year plan for the airport. Commissioner Asay made note of a schedule for turning on and checking lights.

Bart said the drilling truck was supposed to be here Thursday or Friday for the geotech portion of the new clinic, so things are moving forward. There have been some minor changes

proposed on the pharmacy so that is being worked on before the final sign off by UBMC and Commissioner Tippetts.

Next Tuesday there will be a public meeting to get input on the proposed Curfew Ordinance here in the Commissioner Chambers at 7:00 PM.

**Citizen Comments:** There were none.

**Cash Summary Report & Aging Report Review:** The Cash Summaries and Accounts Receivable Reports were provided by the Recorder/Treasurer's Office along with a copy of the email she included with her reports. Commissioner Asay appreciated the comments as the General Fund is getting lower and that information helps.

Commissioner Asay motioned to acknowledge receipt of the Cash Summary as of October 4, 2024. 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 Asay motioned to acknowledge receipt of the Accounts Receivable Report as of October 4, 2024. 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 and reviewed by the Commissioners. Commissioner Lytle noted that the biggest outlay is for the Water Treatment Plant and it should be paid back from the grant.

Commissioner Asay motioned to approve the Open Invoice Register dated October 3, 2024 in the amount of \$59,338.59. 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.

**Reimbursement Register:** Commissioner Asay motioned to approve the Reimbursement Register dated September 19, 2024 to October 3, 2024 for reimbursements in the amount of \$288.75. 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.

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

Commissioner Lytle motioned to accept the Disbursement Listing as being reviewed for Zions Checking from September 26, 2024 to October 3, 2024 for Daggett County Zion's Checking in the amount of \$126,003.89 with no 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 to consider today.

**Correspondence:** Commissioner Lytle noted that there is a notice on the Public Meeting website regarding the proposed curfew ordinance. There is a weblink to the proposed ordinance.

There is notice of the Prescribed Burns to be conducted this fall by the Forest Service that may start this week, but conditions may not permit it and staff may all be involved with the Yellow Lake Fire.

There is a meeting on the operations and flows for the Flaming Gorge Dam on Thursday from 7-8 pm. The dry conditions are affecting how they are operating the Dam.

Brian also said that Corey Auger had sent out some information by email about the Fire Season going longer than usual, but it didn't get put into the packet as you should already have it.

**Calendar Review:** Commissioner Tippetts joined the meeting at 9:45 am and let Commissioner Lytle continue to Chair the meeting. Commissioner Asay said he has a meeting with Northeast Counseling on Wednesday. Commissioner Lytle said they have a big SCIC meeting on Thursday and there will be some discussion on the Ski Resort and that continues to move forward. Commissioner Tippetts said he has the Manila Airport Boundary Work Session and Budget Meetings today. Tomorrow is the Conservation District and Weed Board Meetings. Thursday is the Community Development Block Grant (CDBG) workshop in Vernal. There is the Volunteer Dinner on Friday night at the Pavilion at 5:00 pm. Next Tuesday is the Public Meeting and Planning and Zoning meeting so we may need to do some shuffling. We may need to have the Courtroom for the Public Meeting.

## **POLICY AND LEGISLATION**

### **Discussion And Consideration Of Daggett County Road & Transportation Priority List:**

Commissioner Tippetts said he needs to let Sean Hughes know when we got to this item as James Olsen is out of Town today. This was tabled until Sean could get here.

**Discussion And Consideration Of Surplus Of Quonset Hut:** Commissioner Lytle asked what we needed to discuss with this and Commissioner Asay said that the Road Department no longer wanted the Quonset Hut. There may be someone that wants it, but it really is not known. The Town of Manila will not allow it to be put back up due to the pitch, but maybe it could go up in the County. Search and Rescue may be interested in putting it up at the airport, but that didn't seem to be supported in past discussion. There was discussion as to what the minimum bid would be and where we would advertise. It needs to be stationary and tied down or it could be mangled by the wind as others in the area have done in the past. Sean Hughes thought the salvage value might be about \$500. There may be some interest. Sean said there are some few minor holes, but overall it's in good shape. The shape makes it hard for the shelving and

everything needed by the Weed Department for their chemicals and equipment. Commissioner Asay said it would be nice to see it get used instead of put into a scrap pile. Somebody could purchase it for scrap and as long as it's gone it would be okay.

Commissioner Tippetts motioned to approve surplus to put it on Public Surplus, which is the government surplus site. It will be listed as is, where is, and no delivery. 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. The deadline wasn't discussed so it was talked about doing a two week notice. Sean suggested getting some flyers done with the link to the Surplus site. It was suggested that we put it in a newsletter update, which can be done.

#### **Discussion And Consideration Of Daggett County Road & Transportation Priority List**

**(Cont'd):** Commissioner Tippetts discussed with James the list is not prioritized although he would like to make the Clay Basin asphalt overlay the first priority and then jump over to other projects. Commissioner Lytle asked about Diamond Mountain and Sean Hughes said they try to work with Uintah County, but they don't have any plans in that area at this time. The Road Department hauls some belly dumps over during their two weeks of work. The cattle guard is gone and it might be buried. Stateline Rd has three different sections. Stateline East is part of the Trail project and is a lower Road priority. Sean said that the FLAP Application of several years ago was denied, but they can put in another application this November. The west part is two parts. Bear Paw going west is a higher priority than Bear Paw to the highway. The funding probably will not cover all that we want to do. Commissioner Lytle asked about the agreement with Burdick. Commissioner Tippetts believes that they would leave us the Rotomill at the pit. We get the money for the Forest Service Roads that we use for work on their roads as match money. The Road Department has done some work on the Red Canyon Road and it is thought it will get more work done next year. Clay Basin was also discussed and some of it is coming apart. The Red Creek Bridge is rippled and the State checks out the bridges and they were just here, but we haven't received the report yet. There is a final chip seal on the Brown's Park Road this year. Commissioner Tippetts said the District was trying to get 2.5 miles of the Clay Basin hot mixed while Burdick's batch plant is set up if it's not too late already. It's the Section from the bridge to Frankie Meyers. It would save us a lot of money if we could do this.

Commissioner Lytle motioned to approve the list as provided and at Commissioner Tippetts recommendation to include the #1 priority as the Brown's Park Road. Commissioner Tippetts 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. Sean said it's frustrating that we get it looking good and mother nature comes along and creates problems. Keeping the culverts clean is always an issue and difficult.

**Discussion And Consideration Proposal Of Insurance For Airport Liability:** Commissioner Lytle asked what was done in the past. Commissioner Tippetts explained the extended options for the policy, which have generally not been purchased.

Commissioner Tippetts motioned to approve the Insurance with the premium of \$5,830.00. 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.

**Closed Session:** Commissioner Lytle said there is a closed session needed and Matt Lucas is coming for a Closed session around 11 am. Commissioner Tippetts motioned to recess until the party requesting the closed session arrived and Commissioner Lytle accepted the motion to recess by acclamation at 10:34 am. Commissioner Lytle brought the Commission back into session at 11:05 am.

Commissioner Tippetts motioned to go into Closed Session for the purpose of discussing the purchase exchange, or lease of real property at 11:06 am. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion.

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

The motion carried.

Commissioner Tippetts motioned to go back into Open Session at 12:06 pm. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion:

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

The motion carried.

### **12:00 PM - Work Meeting To Review Issues & Options For The Manila Airport**

**Boundary: Attending in Person:** Commissioners Lytle, Tippetts and Asay, Attorney Kent Snider, Clerk Brian Raymond and Auditor Keri Pallesen joined the meeting at approx. 12:30 pm.

**Attending Virtually:** Danny Peatross of CIVCO Engineering; Bart Jensen and Martin Pierce of Jones and DeMille Engineering.

Commissioner Lytle noted we had this work meeting on the agenda and wasn't sure of the purpose. Bart Jensen said there are some overlapping parcel boundaries and other issues on the Manila Airport that we need to try and resolve now or at some other time. Martin was given the floor to show what the issues were. The deeds on record do not match up and there are some gaps, plus we have the property swap for the fence. Danny Peatross said that the airport is the Senior Right except for Unit #3 of Flaming Gorge Meadows. The chain was longer back when the original boundary was done and the corners have been moved. The fence is on the airport property, but the paper dimensions do not work. There are about 100 different properties that would need to sign off on a change. Title Insurance doesn't seem to be a problem for these properties because it has been the way it is since approximately 1960.

The upcoming survey coming up for the proposed sewer improvements with Sunrise Engineering could bring out the issues. Boundary Line agreements were discussed as an old option and could be done with Bob Slagowski. If there is a problem moving forward we could deal with those issues as they arise. We just need to do it right and the fence is there and if one person says no then you move the fence. Danny and Martin said the agreement would be to match the fenceline. If

not everyone agrees, they would then have the burden of proof to show that something was done wrong and the proposed plat needs to be changed. Commissioner Lytle thanked everyone for the information. Danny said that the Boundary Line Survey would be better than just an agreement. Martin thought it could be done by the end of next week. It was thought the airport project was done so it could be done through the contract with Jones and DeMille. The Boundary Line Adjustment Survey could do it as everyone signs off on it and you might not need deeds. Jones and DeMille's process provides a new quit claim deed whenever this is done. If Kent is provided the legal description and the plat he can do the rest. Everyone was thanked for their efforts

With nothing further to consider Commissioner Tippetts motioned to adjourn the meeting by acclamation at 12:50 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