

Draft Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, July 1, 2025** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioner Randy Asay & Jack Lytle attended in person. Commissioner Tippetts was excused. Attorney Kent Snider & Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:04 am by Commissioner Asay.

**Present In Person:** Jordynn Hewitt, Cordell McCracken, Brian Gibson, Bret Reynolds, Matt Henry

**Present Online or by Phone:** Kent Bond, Commissioner Tippetts was on the phone later in the meeting.

**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 Tippetts:				X
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

**Approve Minutes:** There were minutes to review from June 24, 2025. The Commissioners reviewed the minutes. Commissioner Lytle motioned to approve the minutes for the Daggett County Commission and RDA meeting from June 24, 2025. Commissioner Asay 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.

**Recess for the MBA Meeting at 9:07 am. Returned from recess at 10:05 am.**

#### **Issue Updates:**

**RDA:** There was nothing new.

**Affordable Workforce Housing:** Things are moving forward.

**Airports:** Bret Reynolds handed out some paperwork. The Airport Layout Plan was the first thing addressed. Commissioner Lytle asked for a Draft stamp to be put on the plans. This has not been sent to the State for review. Kent Bond was on the phone. They took the previous ALP and have continued on. Bret reviewed the information for the Commissioners. There was some discussion. The canal has been kept in the plan. It was discussed if a new Search and Rescue building had anything to do with the airport. There was some discussion. Time was given to Kent. Kent gave some input in regards to his thoughts on the layout plan.

**Fire and EMS:** Fire and EMS District is adopting the States stand on fire restrictions. Jordynn Hewitt has posted the BLM stance on Fire and EMS District on the website. Fireworks were discussed. It has been decided to restrict fireworks use in the unincorporated county. Jordynn will contact Mayor Kathi Knight and see what the town of Manila has decided.

**Roads:** They had a good meeting with UDOT regarding the wetlands. Commissioner Lytle is working to get Sears Canyon Road on the agenda.

**Tourism:** Jordynn Hewitt asked if there was anything that the Commissioners wanted posted about the drought. The Car show and Freedom Festival were discussed. The Cow Country Rodeo is coming up. The Shooting Range has a new restroom. The Flaming Gorge Dam Visitor Center is still not open.

**Clinic:** No new information was provided.

**Code Enforcement Issues:** There were no updates. Carrie Poulsen is getting a list for Attorney Kent Snider of new violations.

**Citizen Comment:** There was no citizen comment.

**Cash Summary and Accounts Receivable:** Commissioner Lytle motioned to accept the Cash Summary and Accounts Receivable Report dated June 26, 2025. 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.

**Open Invoice Register:** The Open Invoice Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to approve the Open Invoice Register dated June 27, 2025 in the amount of \$88,516.46 for the County & the RDA has no 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.

**Reimbursement Register:** Commissioner Lytle motioned to accept the Reimbursement Register Report dated June 8, 2025 to June 21, 2025 in the amount of \$69.30. 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 and reviewed by the Commissioners. Commissioner Lytle motioned to accept the Disbursement Listing as being reviewed from June 20, 2025 to June 27, 2025 for Daggett County Zion's Checking in the amount of \$192,319.92 with a void amount of \$2,252.15. 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 10:01 am. Returned from recess at 10:11am.

**Purchase Request:** Jordynn Hewitt has a purchase request. This is money for the contestants of the Rodeo, \$5,000.00 comes from TRT and has already been approved. Commissioner Jack Lytle motioned to approve the \$5,000.00 to Broken Heart Rodeo Company coming out of Fund 32 contingent on a PO being completed. There was some discussion and confusion on the PO. There was some clarification done. 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 Open Invoice Register needed to be reapproved due to the Purchase Request.** The Open Invoice Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to approve the Open Invoice Register dated June 20, 2025 to June 27, 2025 with it being contingent on the purchase request PO for the County & the RDA has no 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.

**Correspondence:** Last week Peggy White sent an email to the Commissioners in regards to a meeting with Williams in Dutch John. She wanted to know how to respond to them. There was some discussion. Looking at scheduling for July 15th.

**Calendar Review:** Jack will be gone to the NACO Convention the 10-14 of July. Clerk Larinda Isaacson will be out to the UAC Conference in Box Elder next week.

## **POLICY AND LEGISLATION**

**Discussion And Consideration Of Completed Business Licenses For Rocky Ridge Outpost, Conquest Expeditions, B&D Real Estate Holdings LLC, & TB 2 Guide Service:** Commissioner Lytle motioned to approve Completed Business Licenses for Rocky Ridge Outpost, Conquest

Expeditions, B&D Real Estate Holdings LLC, & TB 2 Guide Service. 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.

**Discussion And Consideration Of Uintah County Jail Contract Agreement With Daggett County Sheriff's Office:** Time was given to the Sheriff. The agreement is the same as in the past. Attorney Kent Snider did review the contract and did not see anything that would be an issue. Commissioner Lytle motioned to acknowledge the Uintah County Jail Contract Agreement With Daggett County Sheriff's Office. 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.

**Discussion And Consideration Of CEOAB Grant Recommendations For The 2026 Grant:** Time was given to Peggy White. She gave a brief explanation of the grant. There was some discussion. Commissioner Asay stated that he would like a little more information. Peggy stated that she would talk with Keri and get a break down. This was tabled until further information could be gathered.

**Discussion And Consideration Of DP-One Settlement Agreement:** Attorney Kent Snider stated that this was discussed in closed session. It was concurred that it would be brought to open session and be put on the agenda. There was no need to go into closed session for further discussion. Commissioner Tippetts joined by phone. Nancy Steib was asked to join the meeting. Commissioner Tippetts stated what he wanted to accomplish. Asking if a check could be cut today and a new Open invoice register be done with this amount only on it. Nancy stated she would need the settlement agreement in order to process anything. Nancy would prefer not to do this without Keri Pallesen being back in the office. It was discussed to have a meeting on Thursday to approve the Open Invoice. The amount would total \$111,333.33. Commissioner Lytle motioned to approve The DP-One Settlement Agreement. 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.

**There was no need for a closed session.**

Commissioner Asay rescinded his vote and adjourned the meeting by acclamation at 1:04 pm.