

DAGGETT County MUNICIPAL BUILDING AUTHORITY
Tuesday September 16, 2025 AT 9:15 A.M.
Daggett County Courthouse (95 North 1st West; Manila, UT 84046)
Public Access Is Available Through Electronic Means At
meet.google.com/ewi-tjqt-axg

9:15 A.M. STANDING BUSINESS

- A. Welcome And Introduction Of Those Attending Electronically By Name
- B. Review of Minutes
- C. Issues Updates – Discussion Only
 - a. Water Treatment Plant Project
 - b. New Clinic Building Project
 - c. Legislation Discussion
- D. Citizen Comments - 5 minutes
- E. MBA Cash Summary Report & MBA Accounts Receivable Report
- F. MBA Open Invoice Register & Reimbursement Register
- G. MBA Disbursement Listing
- H. MBA Purchase Requests
- I. MBA Correspondence – Discussion Only
- J. MBA Calendar Review

POLICY AND LEGISLATION

- 1. Discussion And Consideration Of Change Orders And Construction Change Directives For The Daggett County Health Business And Community Center (DCHBCC)

Closed Session For Discussion Of Items Permitted By §52-4-205 Of State Code**

Draft Minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, September 2, 2025** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Board Members Matt Tippetts, Board Member Randy Asay and Board Member Jack Lytle attended in person. Attorney Kent Snider attended virtually. Clerk Larinda Isaacson was excused. Deputy Clerk Nicole White attended in person. The meeting was called to order at 9:47 am by Board Member Tippetts.

Present In Person: Peggy White, Jordynn Hewitt

Present Online or by Phone: Bart Jensen

MBA Approve Minutes: There were minutes to review. Board Member Lytle motioned to approve the minutes for the Daggett County MBA meeting from Tuesday August 26, 2025. Board Member Asay seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

Issue Updates: No issues and updates at this time.

Water Treatment Plant: Board Member Lytle stated they are getting the skin on it. Board Member Lytle wanted to thank Trevor Brocksby for all the hard work he has done on the project.

New Clinic: Structural fill is almost done. The construction crew is working on the gravity drain. Concrete trucks will be coming in towards the end of the week.

RDA: No updates at this time for this category.

Legislation: There were no legislation updates for the MBA.

Citizen Comments: No citizen comments at this time.

MBA Cash Summary & MBA Accounts Receivable Report: The MBA Cash Summary and MBA Accounts Receivable was provided by the Treasurer's Office and reviewed by the Board Members. Board Member Lytle motioned to accept receipt of the MBA Cash Summary and MBA Accounts Receivable Dated August 29, 2025. Board Member Asay seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

MBA Open Invoice Register: The MBA Open Invoice Register was provided by the Auditor's Office and reviewed by the Board Members. Board Member Lytle motioned to accept the MBA Open Invoice Register as being reviewed from September 2, 2025 in the amount of \$82,716.44

for Daggett County MBA. Board Member Asay seconded the motion. Board Members Voted as follows on the motion:

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

The motion carried.

MBA Disbursement Listing: The MBA Disbursement Listing was provided by the Auditor's Office and reviewed by the Board Members. Board Member Lytle motioned to accept the Disbursement Listing as being reviewed from August 21, 2025 to September 2, 2025 for Daggett County Zion's Checking in the amount of \$358,467.85. Board Member Asay seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

Purchase Request: There were no purchase requests at this time.

Correspondence / Calendar: At 1:00 pm today there's a work order meeting for the Daggett County Health Business And Community Center. (DCHBCC).

There was a need for a closed session.

Motion to Go Into Closed Session: Board Member Lytle motioned to go into Closed Session at 9:59 am. Board Member Asay seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

Motion to Go Back Into Open Session: Board Member Asay motioned to go back into Open Session at 10:47 am. Board Member Lytle seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

Discussion and Consideration of Change Orders And Construction Change Directives For The Daggett County Health Business And Community Center (DCHBCC): There was nothing to discuss for Change Orders And Construction Change Directives For The Daggett County Health Business And Community Center (DCHBCC).

With nothing further to consider, Board Member Tippetts adjourned the meeting by acclamation at 10:48 AM.

Draft Minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, September 5, 2025** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Board Members Matt Tippetts attended by phone. Board Member Randy Asay attended in person. Board Member Jack Lytle was excused. Attorney Kent Snider & Clerk Larinda Isaacson were excused. Deputy Clerk Nicole White attended in person. The meeting was called to order at 2:05 PM by Board Member Tippetts.

Present In Person: Cordell McCracken, Bryan Gibson

Present Online or by Phone: There was no one present online.

MBA Approve Minutes: There were no minutes to review.

Issue Updates

Water Treatment Plant, New Clinic, RDA & MBA: There were no updates at this time.

Legislation

Citizen Comments: No citizen comments at this time.

MBA Cash Summary & MBA Accounts Receivable Report: There were no reports to review at this time

MBA Open Invoice Register: The MBA Open Invoice Register was provided by the Auditor's Office and reviewed by the Board Members. Board Member Asay motioned to accept the MBA Open Invoice as being reviewed from September 4, 2025 in the amount of \$23,601.72 for Daggett County MBA. Board Member Tippetts seconded the motion. Board Members Voted as follows on the motion:

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

The motion carried.

MBA Disbursement Listing, Purchase Request, Correspondence / Calendar: No updates at this time.

There was a need for a closed session.

With nothing further to consider, Board Member Tippetts adjourned the meeting by acclamation at 2:07 pm..

Municipal Building Authority of Daggett County
Disbursement Summary
Zions Checking - 09/02/2025 to 09/15/2025

Payee Name	Reference No.	Payment Date	Payment Amount	Void Date	Void Amount	Source
Webb's Select-A-Service	100534	45902	\$ 1,100.00			Purchasing
C & H Cowboy Construction LLC	100540	45904	\$ 23,601.72			Purchasing
Total			\$ 24,701.72		0	