

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, September 16, 2025** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Matt Tippets and Randy Asay attended in person. Commissioner Lytle will be here shortly. Attorney Kent Snider, Auditor Keri Pallesen, and Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:06 am by Commissioner Tippets. The invocation was given by Commissioner Randy Asay. Commissioner Tippets led those in attendance in the Pledge of Allegiance.

Present In Person: Sean Hughes, Hank Gutz, Katie Anderson, Bret Reynolds, Gary Boyd

Present Online or by Phone: Mechelle Miller, Jordynn Hewitt, Peggy White, Trevor Brooksby, Mike Miles

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 Tippets 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: Minutes from the September 2, 2025 Commission and RDA Meeting were available for review. Commissioner Asay motioned to accept the minutes from the September 2, 2025 Commission and RDA Meeting. Commissioner Tippets 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

RDA and MBA: There were no new updates.

Affordable Workforce Housing: Cordell McCracken stated that things are moving forward.

EMS/EMT Sheriff's Office Updates: Katie Anderson stated that the Safety fair was a success.

Airports: Bret Reynolds is working on the nighttime evaluation and the Operations Maintenance Manual.

Clinic: Construction crews are getting the stone and the sewer drains in, they hit some pretty hard rock and had to chisel it. They were able to break through it.

Code Enforcement Issues: Nothing new to report at this time.

Roads: A plan in hand has been set up. Discussions need to be scheduled with the Mayor of Manila, UDOT, and Army Corp Engineer.

Tourism: Tris Munsick concert went well. The weather did not cooperate and it did have to be moved to the Hub. A big Thank You to them for helping us out.

Citizen Comment: There were no citizen comments.

Recess for the MBA meeting at 9:19 am. Back from recess at 9:50 am.

Cash Summary and Accounts Receivable: The Cash Summary and Accounts Receivable was provided by the Treasurer's Office and reviewed by the Commissioners. Commissioner Asay motioned to accept the Cash Summary and Accounts Receivable Report for the County and RDA dated September 12, 2025. Commissioner Lytle seconded 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 was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Asay motioned to approve the Open Invoice Register dated September 15, 2025 in the amount of \$46,203.49 for the County & the RDA. 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.

Reimbursement Register: There was no Reimbursement Register

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 August 21, 2025 to September 2, 2025 for Daggett County Zion's Checking in the amount of \$160,319.55. 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.

Purchase Request: Time was given to Gary Boyd. They are wanting to put up a wildlife friendly fence around the Shooting Range. Three bids were given. One bid for Watts fencing for \$11,225. Second bid for RC fencing \$28,003. The third bid was from Cowboy Construction for \$18,293. Watts Fencing was granted the project.

Correspondence / Calendar: At 2:30 today is a presentation for Centrally Assessed. The Round Table invited Commissioners to a meeting on November 18, 2025. Commissioner Tippets will be out for meetings on Thursday. Public Lands and Quarterly UDOT meeting tomorrow at 10:00 in Vernal. Road District Meeting on Monday at 7:00 pm.

POLICY AND LEGISLATION

Discussion and Consideration Of Resolution 25-16: A Resolution Declaring The

Existence Of A Drought: This is an existing resolution that needs to be renewed. Commissioner Lytle motioned to approve Resolution 25-16. 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.

10:30 AM Mike Miles With Aycock & Miles Associates To Present The 2024 Audit:

Time was given to Mike Miles. He stated that Keri's Books were in great shape. There was some discussion. Commissioner Lytle motioned to accept and approve the 2024 Audit. 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 Daggett County Water Service Contract: There was some discussion. This is a Renewal. Trevor Brooksby and Clerk Larinda Isaacson will work together to get a letter for BOR. Commissioner Lytle motioned to approve The Daggett County Water Service Contract. 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 Proof On Water Right Application

NO.41-3470(A30414b): Attorney Kent Snider was consulted. It was decided to table this for a week and Kent will do some research.

Discussion and Consideration Of Who Will Have The Authority To Sign The Blackcat & Airport Reimbursement Requests: Time was given to Bret Reynolds. There was some discussion. Historically it has been the Chairman that has signed. Keri Pallesen would like access to Black Cat in order to view the requests. Commissioner Lytle motioned that the Chairman of Daggett County Commission will have the authority to sign the Blackcat and Airport Reimbursement requests. 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 Em Mitigation Of Regional Plan Adoption: Time was given to Katie Anderson. There was some discussion. Commissioner Asay motioned to approve the adoption of the updated EM Mitigation Regional Plan. 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 Special Service District Letter: Time was given to Sean Hughs. There was some discussion. It was asked that the Commissioners reviewed the letter, which consisted of a list and formal requests. Commissioner Asay motioned to approve the letter from the Flaming Gorge Road Transportation Special Service District. 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 Approval Of The Manila Airport Layout Plan 2025: Time was given to Bret Reynolds. There was some discussion. Commissioner Lytle motioned to approve The Manila Airport Layout Plan 2025. 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 Adding Cade Hawks As Chairman of the Rodeo Board: There was some discussion regarding the by-laws. Commissioner Tippets motioned to appoint Cade Hawks as Chairman to the Rodeo advisory board per the by-laws. Because of his position as Director of Facilities for Daggett County. 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.

With nothing further to discuss, Commissioner Tippets adjourned the meeting by acclamation at 11:44 am.

/s/Matt Tippets
Commissioner/Matt Tippets

/s/Larinda Isaacson
Clerk/Larinda Isaacson

/s/Randy Asay
Commissioner/Randy Asay

/s/Jack Lytle
Commissioner/Jack Lytle