

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, October 7, 2025** 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 and Jack Lytle attended in person. Auditor Keri Pallesen attended virtually. Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:01 am by Commissioner Tippetts. The invocation was given by Matt Tippetts who then led those in attendance in the Pledge of Allegiance.

Present In Person: Cordell McCracken

Present Online or by Phone: Wendy Lessig

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: Minutes from the September 30, 2025 Commission and RDA Meeting were provided by the Clerk's Office for review by the Commissioners. It was noted that a correction needed to be made regarding the Back County Pilots Association. Commissioner Lytle motioned to accept the minutes with this correction from the September 30, 2025 Commission and RDA Meeting. 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

RDA and MBA: There were no new updates.

Affordable Workforce Housing: They have broken ground on the self help housing.

EMS/EMT Sheriff's Office Updates: There were no new updates at this time.

Airports: Kent Bond wanted to talk with the Commission. Unfortunately, he is feeling unwell and will contact the Commission later.

Clinic Updates, Roads, Code Enforcement Issues and Tourism: No new updates at this time.

Legislation

Citizen Comment: There were no citizen comments.

Cash Summary and Accounts Receivable Reports: The Cash Summary and Accounts Receivable Reports were provided by the Treasurer's Office and reviewed by the Commissioners. Commissioner Lytle motioned to accept the Cash Summary and Accounts Receivable Report for the County and RDA dated October 3, 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 Asay motioned to approve the Open Invoice Register dated October 2, 2025 in the amount of \$32,529.10 for the County. 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.

RDA Open Invoice Register: The Open Invoice Register for the RDA was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to approve the Open RDA Invoice Register dated October 2, 2025 in the amount of \$120,000.00. 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.

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 September 14, 2025 to September 27, 2025 in the amount of \$555.26. 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 September 25, 2025 to October 2, 2025 for Daggett County Zion's Checking in the amount of \$188,394.62 with a void amount of \$2,025.01. 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 Request: There were no Purchase Requests at this time.

Correspondence: There was correspondence in the packet. The Baptist Group sent an email. Commissioner Asay asked this to be added. The group has an interest in the jail. Commissioner Tippetts stated that he would like to talk to them. There was some discussion.

Jason Roundy from the Forest Service, sent an email regarding prescribed burning during the federal government shut down.

Calendar: Commissioner Jack Lytle has a 7 County Infrastructure meeting this week.

Commissioner Asay has a NorthEastern Counseling meeting this week.

Commissioner Tippetts, There is a Conservation District meeting/dinner and presentation tomorrow at 5:30 at the park pavilion. BOE starts at 1:00 today. There will be three individuals coming in to discuss their taxes. There is a mandatory meeting for all staff tomorrow at 2:00 and one at 3:30. The Supervisor Meeting is Thursday from 8:00 to 4:30. There is going to be a meeting for the Burbot Bash on Thursday October 23, 2025 at 1:00 pm. UBOAG Meeting is at 10:00 am at the Uintah County Offices on the 23rd as well.

Recess for the MBA meeting at 9:27 am. Back from recess at 9:37 am.

POLICY AND LEGISLATION

Discussion and Consideration Of Federal Aviation Administration Application For Taylor Flat Airstrip: Time was given to Wendy Lessig. She stated that she put Daggett County as the owner of the airstrip and the Back Country Pilots Association as the Manager on the application. It was agreed that this was acceptable. Commissioner Lytle motioned to approve the Federal Aviation Administration application for Taylor Flat Airstrip. 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 Between BLM & Daggett County Concerning Taylor Flat Airstrip: Time was given to Wendy Lessig who emailed the information to the Clerk. Larinda Isaacson copied the information and distributed it to the commissioners. There was some discussion. Commissioner Tippetts stated that based on the information from last week's meeting the maintenance of the runway will be assisted by the Back Country Pilots Association. They will be helping clean up the runway and getting it ready for use. Commissioner Asay motioned to approve the signing of the right of way grant on the Taylor Flat runway. 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 New Air B&B Business License For KMS Manila:

Commissioner Lytle motioned to approve the business license for KMS Manila. 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 Business License Procedure In The Clerk's Office:

Time was given to Larinda Isaacson. It was discussed to have the business licenses be processed administratively in the Clerk's Office. Commissioner Lytle motioned to approve business licensing being administered by the Clerk's Office and not have to go before the Commission. 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.

Went into Recess at 10:11am. Back from recess at 10:16 am the IT department joined the meeting.

Discussion and Consideration Of Request To Comply With Utah Code Section 63A-19-402.5 Website Privacy Notice: Time was given to Keri Pallesen. There was some discussion. Keri stated she would forward the email she had received to Cordell McCracken. This will be put on the agenda for next week. Time was given to Cordell. He had the Daggett County Website pulled up. Cordell and Brian Gibson have been working on a Privacy Policy that will put us in compliance.

There was a need to go into Closed Session For the purpose of collective bargaining, purchase exchange or lease of real property .

Commissioner Lytle motioned to go into Closed Session for the purpose of collective bargaining, purchase exchange or lease of real property. 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.

Went into Closed Session at 10:24 am.

Commissioner Lytle motioned to go into Open Session. Commissioner Asay seconded the motion. The commissioners voted as follows on the motion:

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

The motion carried.

Back into Open Session at 11:07 pm.

With nothing further to discuss, Commissioner Tippetts adjourned the meeting by acclamation at 11:07 pm.

/s/Matt Tippetts
Commissioner/Matt Tippetts

/s/Larinda Isaacson
Clerk/Larinda Isaacson

/s/Randy Asay
Commissioner/Randy Asay

/s/Jack Lytle
Commissioner/Jack Lytle