

DAGGETT County MUNICIPAL BUILDING AUTHORITY
Tuesday, December 2, 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-tjgt-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)
 - a. Discussion And Consideration Of Change Order 03
- 2. Discussion And Consideration Of Renewal For The MBA Corporation Of Daggett County

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, November 25, 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, Randy Asay and Jack Lytle attended in person. Attorney Kent Snider and Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:29 am by Board Member Tippetts.

Present In Person: Peggy White, Jordynnn Hewitt, Bryan Gibson, Cordell McCracken, Jesse Platt.

Present Online or by Phone: Lynn Sitterud, Aaron Averett

Approve MBA Minutes: The MBA minutes from Tuesday, November 18, 2025 were made available by the Clerk's Office for review by the Board Members. Board Member Lytle motioned to approve the minutes for November 18, 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

Water Treatment Plant: Aaron Averett stated that he does need to be on the agenda for next week. Change orders will be supplied.

New Clinic: Board Member Asay provided an update on the project's progress, things are moving along smoother. They should be installing the windows soon.

Citizen Comments: No citizen comments at this time.

MBA Cash Summary and MBA Accounts Receivable Report: The MBA Cash Summary and MBA Accounts Receivable Report was provided by the Recorder/Treasurer's Office and reviewed by the Board Members. Board Member Lytle motioned to acknowledge receipt of the MBA Cash Summary Dated November 21, 2025 and MBA Accounts Receivable Report. 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: There was no Open Invoice Register for the MBA

MBA Disbursement Summary and Purchase Request: There was no Disbursement Summary and Purchase Request at this time.

Correspondence / Calendar: Board Member Matt Tippetts attended the Manila Town Council meeting to discuss the construction clinic's landfill costs. The Town Council was unwilling

to adjust the rates. The Town is currently measuring the capacity of the trailers used for dumping and estimating their weight.

Aaron Averett provided an update on the town's landfill study, noting a concern that the state might require a revision of their current plan. He will be discussing the landfill situation further with town officials. There may be a fear of the landfill reaching its capacity. There was some discussion.

Board Member Jack Lytle stated he would not be available next Tuesday. He may attend the meeting virtually. The next clinic meeting is on the 4th at 10:00 am.

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 Construction Change Directives for the Daggett County Health Business And Community Center (DCHBCC). Jesse Platt stated that we have not received Change order #3 yet and he would follow up with that for the next meeting.

There was no need for a closed session.

With nothing further to consider, Board Member Tippetts adjourned the meeting by acclamation at 9:52 am.

County of Daggett
Cash Summary
All Bank Accounts as of 12/01/2025

Bank Account	Account No.	Account Name	Amount
Zions Checking	10.1122	Zions Checking - General	\$466,081.06
Zions Checking	11.1122	Cash - checking - Zions Fd 11	\$1,419,791.08
Zions Checking	12.1122	Cash - checking - Zions Fd 12	\$145,782.48
Zions Checking	13.1122	Cash - checking - Zions Fd 13	\$351,174.72
Zions Checking	15.1122	Zions Checking - General	\$6,302.46
Zions Checking	17.1122	Cash - Checking - Zions Fd 17	\$11,868.56
Zions Checking	18.1122	Cash - Checking - Zions Fd 18	\$30,849.22
Zions Checking	19.1122	Zions Checking - General	\$267,332.10
Zions Checking	20.1122	Cash-Checks-Zions fd 20	\$3,667.26
Zions Checking	22.1122	Cash - checking Zions Fd 22	\$554,681.71
Zions Checking	23.1122	Cash - checking - Zions Fd 23	\$671,460.47
Zions Checking	24.1122	Cash - checking - Zions Fd 24	\$4,549.50
Zions Checking	25.1122	Cash - checking - Zions Fd 25	\$702,794.39
Zions Checking	27.1122	Cash - checking - Zions Fd 27	\$3,745.51
Zions Checking	28.1122	Cash - checking - Zions Fd 28	\$579,310.29
Zions Checking	30.1122	Cash - Checking - Zions Fd 30	\$18,647.95
Zions Checking	32.1122	Cash - checking Zions FD 32	\$13,733.17
Zions Checking	33.1122	Cash - checking - Zions Fd	(\$163,208.00)
Zions Checking	34.1122	Cash-Checking-Zions Fd 34	\$936,066.40
Zions Checking	35.1122	Zions Checking	(\$130,126.62)
Zions Checking	37.1122	Zions Checking - Combined	\$24,787.35
Zions Checking	40.1122	Cash - checking - Zions Fd 40	\$191,966.48
Zions Checking	45.1122	Cash - Checking - Zions Fd 45	(\$103,419.65)
Zions Checking	47.1122	Zions Checking - General	\$19,805.73
Zions Checking	49.1122	Checking - Zions Fd 49	\$58,472.72
Zions Checking	50.1122	Cash-Checking-Zions Fd 50	\$70,068.67
Zions Checking	72.1122	Cash - checking - Zions Fd 72	\$15,040.20
Zions Checking	74.1122	Cash - checking - Zions Fd 74	\$33,783.93
Zions Checking	75.1122	Cash - checking - Zions Fd 75	\$54,341.33
Zions Checking	76.1122	Cash - checking - Zions Fd 76	\$32,542.18
Zions Checking	77.1122	Cash - checking - Zions Fd 77	\$4,312.97
Zions Checking	78.1122	Cash - checking - Zions Fd 78	\$10,643.39
Zions Checking	80.1122	Cash - checking - Zions Fd 80	\$37,642.66
Zions Checking	81.1122	Zions Checking - General	(\$43.73)
			\$6,344,447.94
PTIF 2259 General Accounts	10.1151	PTIF 2259 General	\$26,334.43
PTIF 2259 General Accounts	11.1151	PTIF 2259 General	\$255,562.97
PTIF 2259 General Accounts	12.1151	PTIF 2259 General	\$47,991.00
PTIF 2259 General Accounts	13.1151	PTIF 2259	\$103,949.81
PTIF 2259 General Accounts	33.1123	PTIF 2259 General	\$154,955.34
PTIF 2259 General Accounts	50.1151	PTIF 2259 General	\$170.00
			\$588,963.55
PTIF 2552 General Fund	10.1161	PTIF 2552 General Fund	\$5,657.91
PTIF 2552 General Fund	28.1161	PTIF 2552 Home Sales	\$21,066.06
			\$26,723.97
PTIF 2772 Farm & Ranch Protection	10.1162	PTIF 2772 General Fund	\$20,519.48
PTIF 2772 Farm & Ranch Protection	47.1162	PTIF 2772 General Fund	\$3.64
			\$20,523.12
PTIF 2834 General Fund	10.1153	PTIF 2834 General Fund	\$191.75
PTIF 3465 General Fund	10.1163	PTIF 3465 General Fund	\$23,471.49
PTIF 3932 General Fund	10.1154	PTIF 3932 General Fund	\$12,338.32
PTIF 5583 Daggett County RDA Fund	25.1151	PTIF 5583 Daggett County RDA	\$1,387,869.43
PTIF 5610 Daggett County Redevelopment #1	25.1158	PTIF 5610 Daggett County RDA	\$858,284.60
PTIF 8676 Water Revenue Bond	28.1168	PTIF 8676 Water Revenue Bond	\$59,370.95
PTIF 8699 WT Bond Reserve Account	28.1169	PTIF 8699 WT Bond Reserve Account	\$18,717.74
PTIF 8700 WT 2015 Replacement Account	28.1170	PTIF 8700 WT 2015 Replacement Account	\$86,179.56
Zions Tax Collection 026134668	81.1130	Zions Checking - Tax Collection	\$901,570.67
PTIF 3200 Motor Vehicle	81.1131	PTIF 3200 Motor Vehicle	\$103,430.94
UNDEPOSITED PAYMENTS	10.1175	Cash clearing	\$36.48
UNDEPOSITED PAYMENTS	12.1175	Cash clearing	\$0.02
UNDEPOSITED PAYMENTS	25.1175	Cash Clearing	\$856.33

**County of Daggett
Cash Summary
All Bank Accounts as of 12/01/2025**

Bank Account	Account No.	Account Name	Amount
UNDEPOSITED PAYMENTS	28.1175	Cash clearing	(\$892.83)
UNDEPOSITED PAYMENTS	33.1175	Cash clearing	(\$1,913.61)
UNDEPOSITED PAYMENTS	40.1175	Cash Clearing	\$0.01
UNDEPOSITED PAYMENTS	72.1175	Cash clearing	(\$0.02)
UNDEPOSITED PAYMENTS	74.1175	Cash clearing	\$0.03
			(\$1,913.59)
General Ledger Cash Total:			\$10,430,170.44

**County of Daggett
Cash Summary
All Bank Accounts as of 12/01/2025**

Description	Amount
Zions Checking	\$6,288,487.08
PTIF 2259 General Accounts	\$588,963.55
PTIF 2552 General Fund	\$26,723.97
PTIF 2772 Farm & Ranch Protection	\$20,523.12
PTIF 2834 General Fund	\$191.75
PTIF 3465 General Fund	\$23,471.49
PTIF 3932 General Fund	\$12,338.32
PTIF 5583 Daggett County RDA Fund	\$1,387,869.43
PTIF 5610 Daggett County Redevelopment #1	\$858,284.60
PTIF 8676 Water Revenue Bond	\$59,370.95
PTIF 8699 WT Bond Reserve Account	\$18,717.74
PTIF 8700 WT 2015 Replacement Account	\$86,179.56
Zions Tax Collection 026134668	\$850,405.58
PTIF 3200 Motor Vehicle	\$103,430.94
UNDEPOSITED PAYMENTS	\$105,212.36
General Ledger Cash Total:	\$10,430,170.44

Accounts Receivable Report for Commission

Who:	Fund:	What:	How Much:	Received:	Notes:
State of Utah	33	Multi-County Assessing & Collecting	\$153,255.17	11/01/2025	
UDOT	50	Advertising Invoice for SR-43 Trail	\$1,320.00		Submitted 08/06/2025
State of Utah	35	Shooting Range Grant Reimbursement	\$116,064.76		Submitted 11/07/2025

Municipal Building Authority of Daggett County

Open Invoice Register - 12/1/2025

Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				
HBC Center App 005	Hadfield Construction LLC	11/30/25	11/30/25	\$ 448,650.75			
				\$ 541,804.79	454100.740	MBA Capital outlay	Community Health & Social Services Project General
				\$ (93,154.04)	454100.740	MBA Capital outlay	Construction thru 11/30//2025
							Less Retainage overpaid
Total				\$ 448,650.75			
						GL Account Summary	
				\$ 448,650.75	454100.740	MBA Capital outlay	
				\$ 448,650.75		Total	

----- Forwarded message -----

From: **Eric Johnson** <eric@publicprivatelaw.com>

Date: Tue, Nov 18, 2025 at 11:04 AM

Subject: FW: Annual Renewal for 14505982-0140 is now Delinquent - Utah Department of Commerce Filing Notice

To: Brianne Carter <bcarter@daggettcountry.org>, Keri Pallesen <kpallesen@daggettcountry.org>

Cc: Kim Johnson <kimberli@publicprivatelaw.com>, Kent Snider <ksnider@daggettcountry.org>

Brianne and Keri,

Looks like it is time to renew the corporation for the Municipal Building Authority of Daggett County. This will need to be done each year.

Best, Eric
(801) 520-5333

From: corpucc@utah.gov <corpucc@utah.gov>

Sent: Friday, November 14, 2025 3:26 AM

To: KIMBERLI@PUBLICPRIVATELAW.COM

Subject: Annual Renewal for 14505982-0140 is now Delinquent - Utah Department of Commerce Filing Notice

BRIANRAYMOND,

RE: MUNICIPAL BUILDING AUTHORITY OF DAGGETT COUNTY, UTAH, 14505982-0140

DELINQUENCY NOTICE

Utah Department of Commerce

Division of Corporations & Commercial Code

The division of corporations has not received an annual report/renewal for this business entity registration and has changed its status to delinquent. In order to correct this delinquency please visit:

<https://corporations.utah.gov/renewal-process/>

This entity will be involuntarily dissolved or revoked if a renewal is not correctly filed within 60 days from the date of this notice.

Note: The state's new online business registration system requires that you have a **UtahID** to access the system.

If you do not already have a **UtahID**, you will create one the first time you login to the new system.