

**DAGGETT County MUNICIPAL BUILDING AUTHORITY**  
**Tuesday, November 25, 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](https://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)

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 18, 2025** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Board Member Matt Tippetts, Board Member Jack Lytle and Board Member Randy Asay attended in person. Auditor Keri Pallesen attended virtually. Clerk Larinda Isaacson attended in person. Invocation was given by Board Member Matt Tippetts. The meeting was called to order at 9:14 am by Board Member Tippetts.

**Present In Person:** Peggy White, Brian Gibson, Sean Hughes, Cordell McCracken

**Present Online or by Phone:** Bart Jensen

**Approve MBA Minutes:** The MBA minutes from Tuesday, October 28, 2025 were made available by the Clerk's Office for review by the Board Members. Board Member Lytle motioned to approve the minutes for October 28, 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.

**Approve MBA Minutes:** The MBA minutes from Thursday, October 30, 2025 were made available by the Clerk's Office for review by the Board Members. Board Member Lytle motioned to approve the minutes for October 30, 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.

**Approve MBA Minutes:** The MBA minutes from Wednesday, November 12, 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 12, 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:** Things are moving forward. No specific updates at this time.

**New Clinic:** There was no new information shared.

**Citizen Comments:** Jesse Plat informed the group that CIB requested an update on Daggett County projects. This information is being sent to them. There has been a slight delay in the timeline because the original request was not routed to the appropriate personnel.

**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 Asay motioned to acknowledge receipt of the MBA Cash Summary Dated November 14, 2025 and MBA Accounts Receivable Report. Board Member Lytle seconded the motion. The Board Members voted as follows on the motion:

|                       | Yes | No | Abstained | Absent |
|-----------------------|-----|----|-----------|--------|
| Board Member Tippets: | X   |    |           |        |
| Board Member Lytle:   | X   |    |           |        |
| Board Member Asay:    | X   |    |           |        |

The motion carried.

**MBA Disbursement Summary:** The MBA Disbursement Summary was provided by the Auditor's Office and reviewed by the Board Members. Board Member Lytle motioned to approve the Open Invoice Register dated November 10, 2025 To November 13, 2025 in the amount of \$44,349.69 for the MBA. Board Member Asay seconded the motion. The Board Member voted as follows on the motion:

|                       | Yes | No | Abstained | Absent |
|-----------------------|-----|----|-----------|--------|
| Board Member Tippets: | X   |    |           |        |
| Board Member Lytle:   | X   |    |           |        |
| Board Member Asay:    | X   |    |           |        |

The motion carried.

**Purchase Request:** Project Manager Jesse Platt had a purchase request for a water tank for the new clinic water. Jesse provided 3 options. First option Skidded Horizontal tank for \$7,500.00 plus \$1,182.50 for shipping. Second option Fuel/water tank for \$7,000.00 from Mckinnon. Third option provided 2007 DTI Double T 400 BBL Water Tank for \$9,500.00. There was some discussion. Board Member Lytle motioned to approve the Skidded Horizontal Tank from Lou Arenbel for \$7,500.00 plus \$1,182.50 for shipping. Board Member Asay seconded the motion. The Board Member voted as follows on the motion

|                       | Yes | No | Abstained | Absent |
|-----------------------|-----|----|-----------|--------|
| Board Member Tippets: | X   |    |           |        |
| Board Member Lytle:   | X   |    |           |        |
| Board Member Asay:    | X   |    |           |        |

The motion carried.

**Correspondence / Calendar:** Nothing new at this time.

**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).

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

With nothing further to consider, Board Member Tippets adjourned the meeting by acclamation at 9:47 am.

**County of Daggett**  
**Cash Summary**  
**All Bank Accounts as of 11/21/2025**

| Bank Account                              | Account No. | Account Name                          | Amount                |
|-------------------------------------------|-------------|---------------------------------------|-----------------------|
| Zions Checking                            | 10.1122     | Zions Checking - General              | (\$193,783.91)        |
| Zions Checking                            | 11.1122     | Cash - checking - Zions Fd 11         | \$1,331,619.00        |
| Zions Checking                            | 12.1122     | Cash - checking - Zions Fd 12         | \$63,406.61           |
| Zions Checking                            | 13.1122     | Cash - checking - Zions Fd 13         | \$325,081.91          |
| Zions Checking                            | 15.1122     | Zions Checking - General              | \$6,302.46            |
| Zions Checking                            | 17.1122     | Cash - Checking - Zions Fd 17         | \$12,066.81           |
| 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           | \$555,957.94          |
| Zions Checking                            | 23.1122     | Cash - checking - Zions Fd 23         | \$675,625.21          |
| 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         | \$563,868.76          |
| Zions Checking                            | 30.1122     | Cash - Checking - Zions Fd 30         | \$18,647.95           |
| Zions Checking                            | 32.1122     | Cash - checking Zions FD 32           | \$8,456.86            |
| Zions Checking                            | 33.1122     | Cash - checking - Zions Fd            | (\$297,027.16)        |
| Zions Checking                            | 34.1122     | Cash-Checking-Zions Fd 34             | \$936,066.40          |
| Zions Checking                            | 35.1122     | Zions Checking                        | (\$132,064.49)        |
| Zions Checking                            | 37.1122     | Zions Checking - Combined             | \$24,787.35           |
| Zions Checking                            | 40.1122     | Cash - checking - Zions Fd 40         | \$191,901.48          |
| Zions Checking                            | 45.1122     | Cash - Checking - Zions Fd 45         | (\$103,419.65)        |
| Zions Checking                            | 47.1122     | Zions Checking - General              | \$19,791.16           |
| 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         | \$9,107.70            |
| Zions Checking                            | 74.1122     | Cash - checking - Zions Fd 74         | \$26,944.14           |
| Zions Checking                            | 75.1122     | Cash - checking - Zions Fd 75         | \$56,292.05           |
| Zions Checking                            | 76.1122     | Cash - checking - Zions Fd 76         | \$32,321.18           |
| 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         | \$40,340.57           |
|                                           |             |                                       | <b>\$5,328,726.06</b> |
| 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                     | \$1,700.17            |
| PTIF 2259 General Accounts                | 50.1151     | PTIF 2259 General                     | \$170.00              |
|                                           |             |                                       | <b>\$435,708.38</b>   |
| 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           |
|                                           |             |                                       | <b>\$26,723.97</b>    |
| 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                |
|                                           |             |                                       | <b>\$20,523.12</b>    |
| 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       | \$476,275.42          |
| PTIF 3200 Motor Vehicle                   | 81.1131     | PTIF 3200 Motor Vehicle               | \$103,430.94          |
| UNDEPOSITED PAYMENTS                      | 10.1175     | Cash clearing                         | \$13,025.87           |
| UNDEPOSITED PAYMENTS                      | 11.1175     | Cash clearing                         | \$7,845.25            |
| UNDEPOSITED PAYMENTS                      | 12.1175     | Cash clearing                         | \$0.02                |
| UNDEPOSITED PAYMENTS                      | 13.1175     | Cash clearing                         | \$1,833.74            |

**County of Daggett  
Cash Summary  
All Bank Accounts as of 11/21/2025**

| <b>Bank Account</b>               | <b>Account No.</b> | <b>Account Name</b> | <b>Amount</b>         |
|-----------------------------------|--------------------|---------------------|-----------------------|
| UNDEPOSITED PAYMENTS              | 23.1175            | Cash clearing       | \$100.00              |
| UNDEPOSITED PAYMENTS              | 25.1175            | Cash Clearing       | \$856.33              |
| UNDEPOSITED PAYMENTS              | 28.1175            | Cash clearing       | \$12,483.67           |
| UNDEPOSITED PAYMENTS              | 32.1175            | Cash clearing       | \$4,437.80            |
| UNDEPOSITED PAYMENTS              | 33.1175            | Cash clearing       | \$1,068.79            |
| UNDEPOSITED PAYMENTS              | 35.1175            | Cash Clearing       | \$1,562.98            |
| UNDEPOSITED PAYMENTS              | 40.1175            | Cash Clearing       | \$65.01               |
| UNDEPOSITED PAYMENTS              | 72.1175            | Cash clearing       | \$3,573.08            |
| UNDEPOSITED PAYMENTS              | 74.1175            | Cash clearing       | \$2,282.84            |
| UNDEPOSITED PAYMENTS              | 76.1175            | Cash clearing       | \$221.00              |
| UNDEPOSITED PAYMENTS              | 80.1175            | Cash clearing       | \$428.00              |
| UNDEPOSITED PAYMENTS              | 81.1175            | Cash clearing       | \$30,237.91           |
|                                   |                    |                     | <b>\$80,022.29</b>    |
| <b>General Ledger Cash Total:</b> |                    |                     | <b>\$8,917,834.02</b> |

**County of Daggett  
Cash Summary  
All Bank Accounts as of 11/21/2025**

| Description                               | Amount                |
|-------------------------------------------|-----------------------|
| Zions Checking                            | \$5,328,726.06        |
| PTIF 2259 General Accounts                | \$435,708.38          |
| 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            | \$476,275.42          |
| PTIF 3200 Motor Vehicle                   | \$103,430.94          |
| UNDEPOSITED PAYMENTS                      | \$80,022.29           |
| <b>General Ledger Cash Total:</b>         | <b>\$8,917,834.02</b> |

Accounts Receivable Report for Commission

| Who:          | Fund: | What:                               | How Much:    | Received: | Notes:                                      |
|---------------|-------|-------------------------------------|--------------|-----------|---------------------------------------------|
| State of Utah | 33    | Multi-County Assessing & Collecting | \$153,255.17 |           | Sent to Treasurer's Office for Disbursement |
| 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                        |