

Minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, December 9, 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 and Randy Asay attended in person. Board Member Lytle was delayed but did attend in person. Attorney Kent Snider and Clerk Larinda Isaacson attended in person. Auditor Keri Pallesen attended virtually. The meeting was called to order at 9:15 am by Board Member Tippetts.

Present In Person: Peggy White, Jordynn Hewitt, Bryan Gibson, Cordell McCracken, Kathi Knight, Jesse Platt, Lori Haslem

Present Online or by Phone: No one present at this time.

Approve MBA Minutes: The MBA minutes from Tuesday, December 2, 2025 were made available by the Clerk's Office for review by the Board Members. Board Member Asay motioned to approve the minutes for December 2, 2025. Board Member Tippetts 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: No updates at this time.

New Clinic: The building is moving forward. The road in front of the clinic is no longer closed. They will be putting the windows in 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 Asay motioned to acknowledge receipt of the MBA Cash Summary Dated December 5, 2025 and MBA Accounts Receivable Report. Board Member Tippetts 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 MBA Open Invoice Register at this time.

MBA Disbursement Summary: The MBA Disbursement Summary was provided by the Auditor's office and reviewed by the Board Members. Board Member Asay motioned to acknowledge receipt of the MBA Disbursement Dated December 1, 2025 to December 3, 2025. Board Member Tippetts seconded the motion. The Board Members voted as follows on the motion:

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

The motion carried.

Purchase Request: Jesse Platt, Project Manager for the new Clinic, has a purchase request for the xray machine. It is attached with a sole source. That purchase has the package to make the xray machine fully operational. This machine was recommended by our current provider. Board Member Matt Tippets motioned to approve the purchase Request and Sole source. Board Member Asay seconded the motion.

Correspondence / Calendar: There was a request on the water treatment plant to have a change order. However, there was no information provided.

Discussion and Consideration of Change Orders And Construction Change Directives For The Daggett County Health Business And Community Center (DCHBCC): Change Order #4 was presented to the Board Members by Project Manager Jesse Platt, who also provided a detailed handout. The change order adds \$708.01 to the project cost but does not extend the project timeline. Board Member Tippets motioned to approve Change Order #4 in the amount of \$708.01. Board Member Asay seconded the motion. The Board Members voted as follows.

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

The motion carried.

Board Member Jack Lytle arrived at the meeting at 9:30 AM.

There was no need for a closed session.

With nothing further to consider, Board Member Tippets adjourned the meeting by acclamation at 9:33 am.

/s/Matt Tippets
Board Member/Matt Tippets

/s/Larinda Isaacson
Clerk/Larinda Isaacson

/s/Randy Asay
Board Member/Randy Asay

/s/Jack Lytle
Board Member/Jack Lytle