

Minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, December 23, 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 Tippets and Jack Lytle attended in person. Board Member Randy Asay was excused. Clerk Larinda Isaacson attended in person. Auditor Keri Pallesen attended and Attorney Kent Snider attended virtually. The meeting was called to order at 9:26 am by Board Member Tippets.

**Present In Person:** Peggy White, Bryan Gibson, Cordell McCracken, Todd Brown

**Present Online or by Phone:** Conner Haus

**Approve MBA Minutes:** The MBA minutes from Tuesday, December 16, 2025 were made available by the Clerk's Office for review by the Board Members. Board Member Lytle motioned to approve the minutes for December 16, 2025. Board Member Tippets 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.

### Issue Updates

**Water Treatment Plant:** Board Member Lytle stated that things are moving forward.

**New Clinic:** The building is looking beautiful. The siding is coming along.

**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 December 19, 2025 and MBA Accounts Receivable Report. Board Member Tippets 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 Open Invoice Register:** The MBA Open Invoice Register was provided by the Auditor's Office and reviewed by the Board Members. Board Member Lytle motioned to accept the MBA Open Invoice Register dated December 18, 2025. Board Member Tippets 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 acknowledge receipt of the MBA Disbursement Dated December 12, 2025 to December 18, 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.

**Purchase Request:** There were no purchase requests at this time.

**Correspondence / Calendar:** There were no updates at this time.

**Discussion and Consideration of Change Orders And Construction Change Directives For The Daggett County Health Business And Community Center (DCHBCC):** There were no change orders or directives for this week.

**Discussion and Consideration of Resolution 25-22MBA: A Resolution Adopting the Daggett County MBA 2026 Budget:** Board Member Lytle motioned to adopt Resolution 25-22MBA: A Resolution Adopting the Daggett County MBA 2026 Budget. Board Member Tippetts seconded the motion. The Board Members voted as follows.

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

The motion carried.

**Discussion and Consideration of Resolution 25-25MBA: A Resolution Amending the Daggett County MBA 2025 Budget:** Board Member Lytle motioned to adopt Resolution 25-25: A Resolution amending the Daggett County MBA 2025 Budget. Board Member Tippetts seconded the motion. The Board Members voted as follows.

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

The motion carried.

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

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

/s/Matt Tippetts  
Board Member/Matt Tippetts

/s/Larinda Isaacson  
Clerk/Larinda Isaacson

/s/Excused  
Board Member/Randy Asay

/s/Jack Lytle  
Board Member/Jack Lytle