

DAGGETT COUNTY MUNICIPAL BUILDING AUTHORITY AGENDA
Tuesday, January 20, 2025 AT 9:30 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

9:30 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 Summary
- H. MBA Correspondence – Discussion Only
- I. MBA Calendar Review

POLICY AND LEGISLATION

- 1. Discussion And Consideration Of Purchase Request To BVEA For Electrical Service \$ Transformer For The New Clinic In The Amount Of \$49,439.00

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, January 13, 2026** 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 Jack Lytle and Randy Asay attended in person. Auditor Keri Pallesen and Attorney Kent Snider attended virtually. Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:28 am by Board Member Tippetts.

Present In Person: Peggy White, Bryan Gibson, Leonard Isaacson, Jordynn Hewitt

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

Approve MBA Minutes: The MBA minutes from Tuesday, January 6, 2026 were made available by the Clerk's Office for review by the Board Members. Board Member Lytle motioned to approve the minutes for January 6, 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: Board Member Lytle stated that things are moving forward. They are working on the inside. They have slowed down just a bit because of ordering issues.

New Clinic: Board Member Asay said things are moving smoothly. The windows are in. The doors are on the way.

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 January 9, 2026 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: The MBA Open Invoice Register was provided by the Auditor's Office and reviewed by the Board Members. Board Member Lytle motioned to approve the MBA Open Invoice Register dated January 8, 2026 in the amount of \$3,403.18, with a thank you to the Auditors office for putting a note on which project each entry goes to. 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 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 January 5, 2026 to January 8, 2026 in the amount of \$377,445.71. 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.

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

Correspondence / Calendar: There is a construction coordination meeting for the Clinic Thursday at 10:00 am. Board Member Asay was asked for an update on the CIB meeting where we asked for reimbursement in regards to the clinic. We were granted the funding from CIB. This was to cover the water issues that were experienced early in the project. The support and work that has gone into this project was expressed to be very appreciated.

Discussion and Consideration of 2026 MBA Board Member Chairman Position:

Board Member Lytle stated that he nominated Board Member Tippetts to be the Chairman stating that Matt has been doing an excellent job. Board Member Lytle motioned to accept Board Member Tippetts as the Chairman. Board Member Asay 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 9:48 am.

Draft Minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, January 20, 2026** 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, Jack Lytle and Randy Asay attended in person. Auditor Keri Pallesen, Attorney Kent Snider and Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:25 am by Board Member Tippetts.

Present In Person: Peggy White, Bryan Gibson, Jordynn Hewitt

Present Online or by Phone: Lynn Sitterud

Approve MBA Minutes: The MBA minutes from Tuesday, January 13, 2026 were made available by the Clerk's Office for review by the Board Members. Minutes will be tabled until next week as the wrong set was printed out.

Issue Updates

Water Treatment Plant: This is moving along nicely with plans of it being completed mid February.

New Clinic: Board Member Asay stated we are waiting for a few supplies to arrive.

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 January 16, 2026 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 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 Lytle motioned to acknowledge receipt of the MBA Disbursement Summary Dated January 8, 2026 to January 13, 2026 in the amount of \$3,403.18. 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.

Correspondence / Calendar: There was nothing at this time.

Discussion and Consideration of Ordinance 26-01MBA: An Ordinance Setting The Municipal Building Authority Meeting Schedule For 2026: Board Member Tippetts asked for the change of time being started at 9:30 AM. Board Member Lytle Motioned to adopt Ordinance 26-01MBA: An ordinance setting the Municipal Building Authority Meeting Schedule for 2026 with the time change to 9:30 am. Board Member Asay 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 9:33 am.

County of Daggett
Cash Summary
All Bank Accounts as of 01/23/2026

Bank Account	Account No.	Account Name	Amount
Zions Checking	10.1122	Zions Checking - General	\$54,549.61
Zions Checking	11.1122	Cash - checking - Zions Fd 11	\$1,323,254.44
Zions Checking	12.1122	Cash - checking - Zions Fd 12	\$175,232.19
Zions Checking	13.1122	Cash - checking - Zions Fd 13	\$345,109.95
Zions Checking	15.1122	Zions Checking - General	\$6,302.46
Zions Checking	17.1122	Cash - Checking - Zions Fd 17	\$11,645.62
Zions Checking	18.1122	Cash - Checking - Zions Fd 18	\$30,849.22
Zions Checking	19.1122	Zions Checking - General	\$267,073.10
Zions Checking	20.1122	Cash-Checks-Zions fd 20	\$3,667.26
Zions Checking	22.1122	Cash - checking Zions Fd 22	\$523,191.75
Zions Checking	23.1122	Cash - checking - Zions Fd 23	\$666,928.33
Zions Checking	24.1122	Cash - checking - Zions Fd 24	\$4,549.50
Zions Checking	25.1122	Cash - checking - Zions Fd 25	\$645,284.39
Zions Checking	27.1122	Cash - checking - Zions Fd 27	\$3,745.51
Zions Checking	28.1122	Cash - checking - Zions Fd 28	\$560,918.11
Zions Checking	30.1122	Cash - Checking - Zions Fd 30	\$12,490.26
Zions Checking	32.1122	Cash - checking Zions FD 32	\$6,626.84
Zions Checking	33.1122	Cash - checking - Zions Fd	(\$31,870.51)
Zions Checking	34.1122	Cash-Checking-Zions Fd 34	\$872,968.62
Zions Checking	35.1122	Zions Checking	(\$28,008.22)
Zions Checking	37.1122	Zions Checking - Combined	\$24,787.35
Zions Checking	40.1122	Cash - checking - Zions Fd 40	\$264,034.96
Zions Checking	45.1122	Cash - Checking - Zions Fd 45	(\$1,131,087.10)
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	\$72,595.04
Zions Checking	72.1122	Cash - checking - Zions Fd 72	\$6,500.01
Zions Checking	74.1122	Cash - checking - Zions Fd 74	\$39,773.11
Zions Checking	75.1122	Cash - checking - Zions Fd 75	\$41,328.67
Zions Checking	76.1122	Cash - checking - Zions Fd 76	\$32,284.71
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	\$25,729.13
Zions Checking	81.1122	Zions Checking - General	\$8,435.53
			\$4,932,110.08
PTIF 2259 General Accounts	10.1151	PTIF 2259 General	\$30,620.47
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
			\$593,249.59
PTIF 2552 General Fund	10.1161	PTIF 2552 General Fund	\$5,840.05
PTIF 2552 General Fund	28.1161	PTIF 2552 Home Sales	\$21,066.06
			\$26,906.11
PTIF 2772 Farm & Ranch Protection	10.1162	PTIF 2772 General Fund	\$20,659.38
PTIF 2772 Farm & Ranch Protection	47.1162	PTIF 2772 General Fund	\$18.21
			\$20,677.59
PTIF 2834 General Fund	10.1153	PTIF 2834 General Fund	\$193.06
PTIF 3465 General Fund	10.1163	PTIF 3465 General Fund	\$23,631.46
PTIF 3932 General Fund	10.1154	PTIF 3932 General Fund	\$12,422.41
PTIF 5583 Daggett County RDA Fund	25.1151	PTIF 5583 Daggett County RDA	\$1,397,328.69
PTIF 5610 Daggett County Redevelopment #1	25.1158	PTIF 5610 Daggett County RDA	\$864,134.38
PTIF 8676 Water Revenue Bond	28.1168	PTIF 8676 Water Revenue Bond	\$59,775.60
PTIF 8699 WT Bond Reserve Account	28.1169	PTIF 8699 WT Bond Reserve Account	\$18,845.31
PTIF 8700 WT 2015 Replacement Account	28.1170	PTIF 8700 WT 2015 Replacement Account	\$86,766.93
Zions Tax Collection 026134668	81.1130	Zions Checking - Tax Collection	\$180,228.06
PTIF 3200 Motor Vehicle	81.1131	PTIF 3200 Motor Vehicle	(\$3,539.85)
UNDEPOSITED PAYMENTS	10.1175	Cash clearing	\$3,106.07
UNDEPOSITED PAYMENTS	11.1175	Cash clearing	\$2,688.58
UNDEPOSITED PAYMENTS	12.1175	Cash clearing	\$0.02

**County of Daggett
Cash Summary
All Bank Accounts as of 01/23/2026**

<u>Bank Account</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
UNDEPOSITED PAYMENTS	25.1175	Cash Clearing	\$856.33
UNDEPOSITED PAYMENTS	28.1175	Cash clearing	\$20,065.17
UNDEPOSITED PAYMENTS	32.1175	Cash clearing	\$2,780.00
UNDEPOSITED PAYMENTS	33.1175	Cash clearing	(\$103.61)
UNDEPOSITED PAYMENTS	35.1175	Cash Clearing	\$1,726.07
UNDEPOSITED PAYMENTS	40.1175	Cash Clearing	\$0.01
UNDEPOSITED PAYMENTS	72.1175	Cash clearing	\$7,567.37
UNDEPOSITED PAYMENTS	74.1175	Cash clearing	\$1,299.95
UNDEPOSITED PAYMENTS	76.1175	Cash clearing	\$80.00
UNDEPOSITED PAYMENTS	81.1175	Cash clearing	\$10,846.51
			\$50,912.47
General Ledger Cash Total:			\$8,263,641.89

**County of Daggett
Cash Summary
All Bank Accounts as of 01/23/2026**

Description	Amount
Zions Checking	\$4,932,110.08
PTIF 2259 General Accounts	\$593,249.59
PTIF 2552 General Fund	\$26,906.11
PTIF 2772 Farm & Ranch Protection	\$20,677.59
PTIF 2834 General Fund	\$193.06
PTIF 3465 General Fund	\$23,631.46
PTIF 3932 General Fund	\$12,422.41
PTIF 5583 Daggett County RDA Fund	\$1,397,328.69
PTIF 5610 Daggett County Redevelopment #1	\$864,134.38
PTIF 8676 Water Revenue Bond	\$59,775.60
PTIF 8699 WT Bond Reserve Account	\$18,845.31
PTIF 8700 WT 2015 Replacement Account	\$86,766.93
Zions Tax Collection 026134668	\$180,228.06
PTIF 3200 Motor Vehicle	(\$3,539.85)
UNDEPOSITED PAYMENTS	\$50,912.47
General Ledger Cash Total:	\$8,263,641.89

Accounts Receivable Report for Commission

Who:	Fund:	What:	 How Much:	Received:	Notes:
UDOT	50	Advertising Invoice for SR-43 Trail	\$1,320.00		Submitted 08/06/2025
State of Utah	30	SHSP Grant	\$4,275.97		Submitted 01/08/2026

Municipal Building Authority of Daggett County

Open Invoice Register - 1/23/2026

General							
Invoice No.	Vendor	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
TreatmentPlant#7	Patriot Construction, LLC	12/31/25	12/31/25	\$ 228,570.76			
				\$ 228,570.76	454100.740	MBA Capital outlay	Dutch John Water Improvement Project - Treatment Plant Phase 12/31/2025
1632	Bridger Valley Electric	1/15/26	1/15/26	\$ 49,439.00			
				\$ 49,439.00	454100.740	MBA Capital outlay	Community Health & Social Services Bldg Project - Job 26002 & Transformer
Total				\$ 278,009.76			

GL Account Summary

\$ 278,009.76	454100.740	MBA Capital outlay
\$ 278,009.76		Total

Municipal Building Authority of Daggett County

Open Invoice Register - 1/23/2026

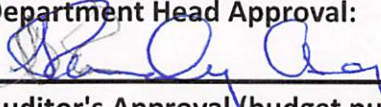
Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				

Municipal Building Authority of Daggett County
Disbursement Summary
Zions Checking - 01/13/2026 to 01/23/2026

Payee Name	Reference No.	Payment Date	Payment Amount	Void Date	Void Amount	Source
Amazon Capital Services	100825.00	1/13/2026	\$ 1,631.18			Purchasing
Utah Counties Indemnity Pool (UCIP)	Wire 1/13/26	1/13/2026	\$ 1,772.00			Purchasing
Total			\$ 3,403.18		\$ -	



Purchase Request Form

Date of Request: 01/22/2026	Date Required: 1/27/2026	Vendor Name: BVEA
Requested By: Jesse Platt		Vendor Contact: Val 307-786-2835
Department Head Approval: 		Ship to Address: 105N 1st West Manila Utah 84046
Auditor's Approval (budget purposes only):		

Special Instructions, Quotes, Etc.:

Qty	Item # or Account code	Description	Price Each	Total Price
1	JOB 260002	Installation of Electrical Service	\$24,700.00	\$24,700.00
1	Tranformer	Tranformer for new Health Building	\$24,739.00	\$24,739.00
			\$0.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL				\$49,439.00

Account Code	Dollar Amount
Project: DCHBCC	\$49,439.00

Commission Approval: _____ **Date:** _____



PO BOX 399
40014 BUSINESS LOOP I-80
MOUNTAIN VIEW, WY 82939
(307) 786-2800

INVOICE: 1632

Invoice Date: 01/15/2026
Terms: NET
Due Date: 01/15/2026
Amount Due: \$ 49,439.00

DAGGETT COUNTY
PO BOX 219
MANILA UT 84046

Project: Health Clinic RA

Account: 1255
Description: Job 260002

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DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
Job 260002	1.000	DOL	24,700.0000	24,700.00	
Transformer	1.000	DOL	24,739.0000	24,739.00	

MESSAGES

THIS IS AN ESTIMATED COST ONLY
In the event that the actual cost is greater or lesser than
estimated cost of construction, the consumer will be billed or
refunded the actual cost.

Subtotal: \$ 49,439.00
Tax: \$ 0.00
Total: \$ 49,439.00
Amount Paid: \$ 0.00
Amount Due: \$ 49,439.00

RETURN BOTTOM PORTION WITH PAYMENT



PO BOX 399
40014 BUSINESS LOOP I-80
MOUNTAIN VIEW, WY 82939
(307) 786-2800

Account: 1255
Invoice: 1632
Due Date: 01/15/2026
Amount Due: \$ 49,439.00

Amount Of Payment: _____

Remit To:

BRIDGER VALLEY ELECTRIC ASSOCIATION, INC
PO BOX 399
MOUNTAIN VIEW WY 82939

DAGGETT COUNTY
PO BOX 219
MANILA UT 84046

5400900000000125500000016320049439002



Sole Source Request

Note: Please complete all fields below. Requests with missing information will be rejected and returned to requestor for completion.

Sole Source Procurement is appropriate when available from a single source only.

Department Requesting Authorization: Buildings and Grounds

Contact Person: Jesse Platt

Product/Service to be purchased:

Electric Utility Service for DCHBCC

Cost: \$49,439

Recommended Supplier: BVEA

Phone number: 307-786-2835

Email: vcrook@bvea.coop

Address: 40014 Business Loop 1-80

Mountainview, WY 82939

(307) 786-2800

Sole Source Request is based on which of the following:



Compatibility of equipment / service (complete sections A and B)



Equipment / service is only available from a single supplier in the U.S. (complete section A)



Compatibility of professional services (complete Section A)

Continue on page 2

Section A - General Information

1. What is unique about this product / service to justify a sole source?

Only electric utility provider

2. Could the product / service be reasonably modified to allow for competition?

No

3. Explain the market research performed to make the sole source recommendation.

They have the market contract in the area

4. List the names of suppliers contacted, contact person and summary of their responses.

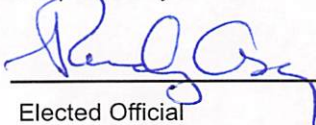
BVEA

5. Complete disclosure must be included with this request if the requestor has any personal, financial, or fiduciary relationship with the recommended supplier. (See attached)

Section B - General Information

1. Describe the existing equipment that this purchase must be compatible with.

Requested by:


Elected Official

Approved by:

Commission