

DAGGETT COUNTY COMMISSION AND RDA MEETING AGENDA
Tuesday, March 31, 2026 AT 9:00 A.M.
Daggett County Courthouse (95 North 1st West; Manila, UT 84046)
Public Access Is Available Through Electronic Means At
meet.google.com/ewi-tjqt-axg

9:00 A.M. STANDING BUSINESS FOR DAGGETT COUNTY COMMISSION & RDA

- A. Welcome And Introduction Of Those Attending Electronically By Name
- B. Invocation And Pledge of Allegiance
- C. Motion To Go In And Out of Redevelopment Agency Meeting
- D. Review of Minutes
- E. Issues Updates – Discussion Only
 - a. Redevelopment Agency (RDA)
 - b. Municipal Building Authority
 - c. Affordable/Workforce Housing
 - d. EMS/EMT Sheriff's Office Updates
 - e. Airports
 - f. Clinic Updates
 - g. Roads
 - h. Code Enforcement Issues
 - i. Legislation
 - j. Tourism
 - k. Citizen Comments - 5 minutes
- F. Cash Summary Report & Accounts Receivable Report
- G. Open Invoice Register & Reimbursement Register
- H. Disbursement Summary
- I. Correspondence
- J. Commission Calendar Review

DAGGETT COUNTY COMMISSION POLICY AND LEGISLATION

- 1. 9:30 AM Recess For MBA Meeting
- 2. Uintah County Library Bookmobile Update
- 3. Discussion And Consideration Of Resolution 26-05 A Resolution Declaring The Existence Of A Drought Emergency In Daggett County
- 4. Discussion And Consideration Of Final CIB 1 Year List
- 5. Discussion And Consideration Of Review And Allocation Of Administration Fees For Special Revenue Funds
- 6. Discussion And Consideration Of Purchase Order In The Amount \$7,573.92 With Wheeler Machinery For Grader Teeth
- 7. Discussion And Consideration Of Work Release #2026-1 Daggett County / Dutch John Wastewater Improvements Project 2026

Closed Session For Discussion Of Items Permitted By §52-4-205 Of State Code**

REDEVELOPMENT AGENCY (RDA) POLICY & LEGISLATION

- a) Closed Session For Discussion Of Items Permitted By § 52-4-205 of State Code**

COMMITTEE/MAINTENANCE REPORTS

- 1) Mechelle Miller – Dept. Of Public Safety – Emergency Management
- 2) Justice Court Updates.
- 3) Board And Committee Updates
- 4) U.S. Forest Service Updates

Notes: In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Larinda Isaacson at 95 North 1st West, Manila, Utah 84046, Telephone: 435-784-3154.

**Pursuant To § 52-4-205 of State Code Closed Session Is For The Purpose Of Discussing The Character, Professional Competence, Or Physical Or Mental Health Of An Individual; Collective Bargaining; Litigation, Purchase, Exchange, Or Lease Of Real Property.

Draft Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, March 24, 2026** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Matt Tippetts, Randy Asay and Jack Lytle attended in person. Auditor Keri Pallesen, Attorney Kent Snider and Deputy Clerk Nicole White attended in person. The meeting was called to order at 9:02 am by Commissioner Tippetts. The invocation was given by Commissioner Tippetts. Commissioner Tippetts then led those in attendance in the Pledge of Allegiance.

Present In Person: Peggy White, Cordell McCracken, Jordynn Hewitt, Fire Warden Corey Auger, Jesse Platt

Present Online or by Phone: Bret Reynolds

Motion to Go In and Out of Redevelopment Agency (RDA): Commissioner Asay moved to go in and out of the Redevelopment Agency (RDA) Meeting Agenda. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Approve Minutes: Minutes from the March 17, 2026 Commission and RDA Meeting were provided by the Clerk's Office for review by the Commissioners. Commissioner Asay motioned to approve the minutes from March 17, 2026 Commission and RDA Meeting. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:			X	
Commissioner Asay:	X			

The motion carried.

Issue Updates

RDA and MBA: There was nothing new to address at this time.

Sheriff Office, EMS, Code Enforcement, Airports: There were no new updates provided at this time.

Clinic: The doors have been delivered. The last of the sheetrock has been delivered.

Roads: They are getting set up to start moving forward on the Browns Park area.

Tourism: Time was given to Jordynn Hewitt. Registration has opened for the Outlaw shoot. Across the United States there is a big push on the America 250.

Citizen Comment: Fire Warden Corey Auger wanted to make sure the Commission was staying in the loop. Corey has been attending Flaming Gorge Fire and EMS District meetings and working with Steve Forbes and the board. He also provided details on House Bill 48 and 41.

Legislation: There were no new updates provided at this time.

Cash Summary and Accounts Receivable Reports: The Cash Summary and Accounts Receivable Reports were provided by the Treasurer's Office and reviewed by the Commissioners. Commissioner Asay motioned to acknowledge receipt of the Cash Summary and Accounts Receivable Report for the County and RDA dated March 19, 2026. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Asay motioned to approve the Open Invoice Register dated March 19, 2026 in the amount of \$129,021.14 for the County. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Reimbursement Register: The Reimbursement Register was provided by the Auditor's office and reviewed by the Commissioners. Commissioner Lytle motioned to approve the Reimbursement Register dated March 1, 2026 to March 14, 2026 in the amount of \$103.67 for the County. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

County Disbursement Summary: The Disbursement Summary was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to acknowledge receipt of the Disbursement Listing as being reviewed from March 15, 2026 to March 19, 2026 for Daggett County Zion's Checking in the amount of \$119,121.94 with no void amount. Commissioner Lytle seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Calendar /Correspondence: There was a letter from Mayor Kathi Knight regarding the potential RV Dump Station and the public meeting held on March 19th with Planning & Zoning. A UVU student placed a request to use the jail for filming. Further discussion is needed mostly in regards to contract and fees.

Peggy attended a meeting with the outdoor recreation people on the mitigation grant that we'll be opening up. They have approximately \$7 million to grant to third class down through sixth class counties. Only counties can apply for that money. This is not for special districts. However, a county can allocate money into a special district.

Recess at 9:53 am for MBA. Back From Recess at 10:01 am.

POLICY AND LEGISLATION

Discussion And Consideration Of Final CIB 1 Year List: There was some discussion. The 1 Year CIB List is tabled until next week due to Duchesne information being printed.

Discussion And Consideration Of Purchase Request To CrafcO In The Amount Of \$5,124.84: This purchase is for the magnesium chloride for the dirt roads. There was some discussion. This is a State contract. Commissioner Lytle motioned to approve the purchase request to CrafcO in the amount of \$5,124.84 conditional on the contract information being provided to the Auditors Office. Commissioner Asay seconded the motion. The commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Discussion And Consideration Of Purchase Request For Digital Marketing (KUTV 2News) In The Amount Of \$18,500.00: There was clarification provided in the details of switch provider and difference in cost. Commissioner Lytle motioned to approve the purchase request to KUTV 2News for Digital Marketing in the amount of \$18,500.00. Commissioner Asay seconded the motion. The commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Discussion And Consideration Of Review And Allocation Of Administration Fees For Special Revenue Funds: Time was given to Auditor Keri Pallesen. There is more discussion needed. Normally, we have this done by the end of March. Keri thinks it can be pushed out to April. Keri will need to send the audit into the State by June 1st.

A Closed Session was needed with Jesse Lassley.

Commissioner Jack Lytle Motioned to go into closed session for the purpose of purchase, exchange or lease of real property. Commissioner Asay seconded the motion. The commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Closed session 11:02 am.

Commissioner Lytle motioned to go back into open session. Commissioner Asay seconded the motion. The commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippetts:	X			
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

Back to open Session at 1:09 pm.

With nothing further to discuss. The meeting was adjourned by acclamation by Commissioner Matt Tippetts at 1:10 pm.

County of Daggett
Cash Summary
All Bank Accounts as of 03/27/2026

Bank Account	Account No.	Account Name	Amount
Zions Checking	10.1122	Zions Checking - General	(\$118,389.09)
Zions Checking	11.1122	Cash - checking - Zions Fd 11	\$1,483,305.18
Zions Checking	12.1122	Cash - checking - Zions Fd 12	\$181,721.35
Zions Checking	13.1122	Cash - checking - Zions Fd 13	\$381,840.03
Zions Checking	15.1122	Zions Checking - General	\$6,302.46
Zions Checking	17.1122	Cash - Checking - Zions Fd 17	\$12,521.71
Zions Checking	18.1122	Cash - Checking - Zions Fd 18	\$39,844.61
Zions Checking	19.1122	Zions Checking - General	\$313,512.21
Zions Checking	20.1122	Cash-Checks-Zions fd 20	\$3,667.26
Zions Checking	22.1122	Cash - checking Zions Fd 22	\$466,614.08
Zions Checking	23.1122	Cash - checking - Zions Fd 23	\$559,889.19
Zions Checking	24.1122	Cash - checking - Zions Fd 24	\$4,514.54
Zions Checking	25.1122	Cash - checking - Zions Fd 25	\$645,584.39
Zions Checking	27.1122	Cash - checking - Zions Fd 27	\$3,745.51
Zions Checking	28.1122	Cash - checking - Zions Fd 28	\$494,842.08
Zions Checking	30.1122	Cash - Checking - Zions Fd 30	\$10,644.43
Zions Checking	32.1122	Cash - checking Zions FD 32	\$13,889.78
Zions Checking	33.1122	Cash - checking - Zions Fd	\$64,452.01
Zions Checking	34.1122	Cash-Checking-Zions Fd 34	\$1,024,834.99
Zions Checking	35.1122	Zions Checking	(\$23,936.21)
Zions Checking	37.1122	Zions Checking - Combined	\$24,787.35
Zions Checking	40.1122	Cash - checking - Zions Fd 40	\$257,714.36
Zions Checking	45.1122	Cash - Checking - Zions Fd 45	(\$1,500,923.59)
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	\$53,511.05
Zions Checking	72.1122	Cash - checking - Zions Fd 72	\$12,529.63
Zions Checking	74.1122	Cash - checking - Zions Fd 74	\$21,318.40
Zions Checking	75.1122	Cash - checking - Zions Fd 75	\$36,275.45
Zions Checking	76.1122	Cash - checking - Zions Fd 76	\$29,807.95
Zions Checking	77.1122	Cash - checking - Zions Fd 77	(\$196.53)
Zions Checking	78.1122	Cash - checking - Zions Fd 78	\$10,643.39
Zions Checking	80.1122	Cash - checking - Zions Fd 80	\$4,139.82
Zions Checking	81.1122	Zions Checking - General	\$3.20
			\$4,597,274.87
PTIF 2259 General Accounts	10.1151	PTIF 2259 General	\$9,133.50
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	50.1151	PTIF 2259 General	\$170.00
			\$416,807.28
PTIF 2552 General Fund	10.1161	PTIF 2552 General Fund	\$6,008.08
PTIF 2552 General Fund	28.1161	PTIF 2552 Home Sales	\$21,066.06
			\$27,074.14
PTIF 2772 Farm & Ranch Protection	10.1162	PTIF 2772 General Fund	\$20,788.51
PTIF 2772 Farm & Ranch Protection	47.1162	PTIF 2772 General Fund	\$18.21
			\$20,806.72
PTIF 2834 General Fund	10.1153	PTIF 2834 General Fund	\$194.26
PTIF 3465 General Fund	10.1163	PTIF 3465 General Fund	\$23,779.03
PTIF 3932 General Fund	10.1154	PTIF 3932 General Fund	\$12,499.98
PTIF 5583 Daggett County RDA Fund	25.1151	PTIF 5583 Daggett County RDA	\$1,406,054.77
PTIF 5610 Daggett County Redevelopment #1	25.1158	PTIF 5610 Daggett County RDA	\$869,530.76
PTIF 8676 Water Revenue Bond	28.1168	PTIF 8676 Water Revenue Bond	\$124,215.51
PTIF 8699 WT Bond Reserve Account	28.1169	PTIF 8699 WT Bond Reserve Account	\$25,377.77
PTIF 8700 WT 2015 Replacement Account	28.1170	PTIF 8700 WT 2015 Replacement Account	\$122,793.27
Zions Tax Collection 026134668	81.1130	Zions Checking - Tax Collection	\$147,025.10
PTIF 3200 Motor Vehicle	81.1131	PTIF 3200 Motor Vehicle	\$10,658.06
UNDEPOSITED PAYMENTS	10.1175	Cash clearing	\$942.95
UNDEPOSITED PAYMENTS	12.1175	Cash clearing	\$0.02
UNDEPOSITED PAYMENTS	25.1175	Cash Clearing	\$856.33
UNDEPOSITED PAYMENTS	28.1175	Cash clearing	\$5,092.16

**County of Daggett
Cash Summary
All Bank Accounts as of 03/27/2026**

Bank Account	Account No.	Account Name	Amount
UNDEPOSITED PAYMENTS	32.1175	Cash clearing	\$3,199.00
UNDEPOSITED PAYMENTS	33.1175	Cash clearing	(\$1,698.60)
UNDEPOSITED PAYMENTS	35.1175	Cash Clearing	\$3,584.07
UNDEPOSITED PAYMENTS	40.1175	Cash Clearing	\$0.01
UNDEPOSITED PAYMENTS	72.1175	Cash clearing	\$583.87
UNDEPOSITED PAYMENTS	74.1175	Cash clearing	\$0.03
UNDEPOSITED PAYMENTS	76.1175	Cash clearing	\$766.00
UNDEPOSITED PAYMENTS	80.1175	Cash clearing	\$109.14
UNDEPOSITED PAYMENTS	81.1175	Cash clearing	\$9,674.33
			\$23,109.31
General Ledger Cash Total:			\$7,827,200.83

County of Daggett
Cash Summary
All Bank Accounts as of 03/27/2026

Description	Amount
Zions Checking	\$4,597,274.87
PTIF 2259 General Accounts	\$416,807.28
PTIF 2552 General Fund	\$27,074.14
PTIF 2772 Farm & Ranch Protection	\$20,806.72
PTIF 2834 General Fund	\$194.26
PTIF 3465 General Fund	\$23,779.03
PTIF 3932 General Fund	\$12,499.98
PTIF 5583 Daggett County RDA Fund	\$1,406,054.77
PTIF 5610 Daggett County Redevelopment #1	\$869,530.76
PTIF 8676 Water Revenue Bond	\$124,215.51
PTIF 8699 WT Bond Reserve Account	\$25,377.77
PTIF 8700 WT 2015 Replacement Account	\$122,793.27
Zions Tax Collection 026134668	\$147,025.10
PTIF 3200 Motor Vehicle	\$10,658.06
UNDEPOSITED PAYMENTS	\$23,109.31
General Ledger Cash Total:	\$7,827,200.83

Accounts Receivable Report for Commission

Who:	Fund:	What:	 How Much:	Received:	Notes:
UDOT	50	Advertising Invoice for SR-43 Trail	\$1,320.00		Payment being sent 02/26/2026
State of Utah	45	Water Tank	\$15,351.73		Submitted 02/20/2026
State of Utah	30	SHSP Grant	\$6,119.80		Submitted 02/24/2026
CIB	45	Manila Health Clinic	\$1,340,076.03		Working on Submittal
CIB	45	Dutch John Tank & Treatment Plant	\$46,740.54		Submitted 03/27/2026

Daggett County
Open Invoice Register - 3/25/2026

Invoice No.	Vendor	General Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
38073536	Adorama Inc.	3/11/26	3/11/26	\$ 1,099.00			
				\$ 1,099.00	234191.436	TRT Mitigation - Search & Rescue	Therman Drone 2Z U3S Speaker & Spotlight System
16HN-TM6Q-VQV6	Amazon Capital Services	3/16/26	3/16/26	\$ 192.06			
				\$ 192.06	104162.610	BldgGrnds misc supplies & tools	Replacement Inner Tube, Push Bar Panix exit Device, Oil Filter
1F1P-XLP3-DTD9	Amazon Capital Services	3/5/26	3/5/26	\$ 5.89			
				\$ 5.89	104180.240	P&Z office supplies	Sortwik
1G7M-J3X9-RYTL	Amazon Capital Services	3/22/2026	3/22/2026	\$54.76			
				54.76	104148.61	IT/GIS misc supplies	Open Slot Cable Management Cover
	Vendor Total:			252.71			
1808561743	Bureau of Reclamation	3/12/26	3/12/26	\$ 7,071.44			
				\$ 191.12	284420.456	DJ Water Supply Costs	95 Acre Feet @ O&M Rate of \$2.00 per acre foot
				\$ 6,880.32	284420.456	DJ Water Supply Costs	95.56 Acre Feet of Water @ \$72.00 per acre foot
26B2047	Chemtech-Ford, LLC	3/10/26	3/10/26	\$ 387.00			
				\$ 84.00	284420.451	DJ Water Treatment	TOC
				\$ 275.00	284420.451	DJ Water Treatment	DBPs (Disinfection Byproducts) AP
				\$ 28.00	284420.451	DJ Water Treatment	Alkalinity (w/total
3.19.2026	Moon Lake Electric Association, Inc.	3/19/26	3/19/26	\$ 135.63			
				\$ 67.81	284420.270	DJ Water Utilities	Electric - DJ Airport/maintenance building
				\$ 67.82	284430.270	DJ Sewer Utilities	Electric - DJ Airport/maintenance building
73318	Smith Hartvigsen, PLLC	2/28/26	2/28/26	\$ 2,709.00			
				\$ 1,290.00	104150.319	Water Lease professional services	Folow Up Water Issue, 40 yr Plan, Telephone Conference
				\$ 129.00	104150.319	Water Lease professional services	Review 40 yr plan Proposal
				\$ 1,290.00	284420.310	DJ Water Professional Services	Draft Water Supply Contract
12551	Town of Dutch John	3/1/26	3/1/26	\$ 60.00			
				\$ 30.00	284420.270	DJ Water Utilities	Garbage Collection

Daggett County
Open Invoice Register - 3/25/2026

General								
Invoice No.	Vendor	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description	
				\$ 30.00	284430.270	DJ Sewer Utilities	Garbage Collection	
2026-DWINV-0138	Tricounty Health	2/25/26	2/25/26	\$ 25.00				
				\$ 25.00	284420.451	DJ Water Treatment	Drinking Water Samples 170303	
CA1663	Uintah County	3/20/26	3/20/26	\$ 350.00				
				\$ 350.00	104560.270	TV utilities	Grizly Ridge TV Strata Bills - Video Servicece Transport	
3.24.2026	US Postal Service (CMRS-FP)	3/24/26	3/24/26	\$ 2,000.00				
				\$ 2,000.00	104150.241	NonDept postage	Postage for Meter	
566182 01	Vernal Winnelson Co	3/19/26	3/19/26	\$ 52.53				
				\$ 52.53	284420.260	DJ Water Building	Kit Cleanout Assy, Heavy 4-Clamo no Hub Band	

Total **\$ 14,142.31**

GL Account Summary

\$ 54.76	104148.610	IT/GIS misc supplies
\$ 2,000.00	104150.241	NonDept postage
\$ 1,419.00	104150.319	Water Lease professional services
\$ 192.06	104162.610	BldgGrnds misc supplies & tools
\$ 5.89	104180.240	P&Z office supplies
\$ 350.00	104560.270	TV utilities
\$ 1,099.00	234191.436	TRT Mitigation - Search & Rescue
\$ 52.53	284420.260	DJ Water Building
\$ 97.81	284420.270	DJ Water Utilities
\$ 1,290.00	284420.310	DJ Water Professional Services
\$ 412.00	284420.451	DJ Water Treatment
\$ 7,071.44	284420.456	DJ Water Supply Costs
\$ 97.82	284430.270	DJ Sewer Utilities
\$ 14,142.31		Total

Daggett County
Open Invoice Register - 3/25/2026

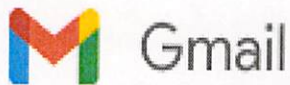
Invoice No.	Vendor	General	Due Date	Amount	Account No.	Account Name.	Description
		Ledger Date					

Daggett County
Open Invoice Register - 3/25/2026

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

Daggett County
Disbursement Summary
Zions Checking - 03/19/2026 to 03/25/2026

Payee Name	Reference No.	Payment Date	Payment Amount	Void Date	Void Amount	Source
	319261200	3/19/2026	\$ 51,320.29			Paycheck
Amazon Capital Services	101034	3/23/2026	\$ 133.90			Purchasing
Basin Collision Repair	101035	3/23/2026	\$ 1,320.70			Purchasing
Daggett County Search & Rescue	101036	3/23/2026	\$ 350.00			Purchasing
ESRI	101037	3/23/2026	\$ 5,679.00			Purchasing
Flaming Gorge Chamber of Commerce	101038	3/23/2026	\$ 27,836.33			Purchasing
GCS Billings	101039	3/23/2026	\$ 24.81			Purchasing
Go Travel Sites, GTS Web Design	101040	3/23/2026	\$ 995.00			Purchasing
Gray's Market LLC	101041	3/23/2026	\$ 108.27			Purchasing
Jenkins' Tires & Wheels, Inc.	101042	3/23/2026	\$ 54.45			Purchasing
Johnson Mark LLC	101043	3/23/2026	\$ 559.80			Payroll
KUTV Channel 2 News	101044	3/23/2026	\$ 9,000.00			Purchasing
Main Street Auto Parts	101045	3/23/2026	\$ 101.22			Purchasing
Olympus Law Group, PLLC	101046	3/23/2026	\$ 150.00			Payroll
Rocket Miner	101047	3/23/2026	\$ 1,720.00			Purchasing
Sea-Western, Inc.	101048	3/23/2026	\$ 441.35			Purchasing
Seven County Infrastructure Coalition	101049	3/23/2026	\$ 1,500.00			Purchasing
Symbol Arts	101051	3/23/2026	\$ 142.50			Purchasing
Systems Communication Corp.	101052	3/23/2026	\$ 18.06			Purchasing
Uintah Basin Association Of Governments	101053	3/23/2026	\$ 9,985.00			Purchasing
EFTPS	ACH 3/19/26	3/19/2026	\$ 14,563.68			Payroll
HealthEquity	ACH 3/19/26	3/19/2026	\$ 2,444.46			Payroll
Utah Retirement Systems	ACH 3/19/26	3/19/2026	\$ 12,607.56			Payroll
Utah State Tax Commission	ACH 3/19/26	3/19/2026	\$ 2,511.72			Payroll
Ameritas Life Insurance Corp.	ACH 3/24/26	3/24/2026	\$ 407.92			Purchasing
Ameritas Life Insurance Corp.	ACH 3/24/26	3/24/2026	\$ 2,215.50			Purchasing
DOT/FAA/ESC	ACH 3/24/26	3/24/2026	\$ 11,473.92			Purchasing
Jones & DeMille Engineering, Inc.	ACH 3/24/26	3/24/2026	\$ 15,399.35			Purchasing
Lincoln Financial Group	ACH 3/24/26	3/24/2026	\$ 1,803.82			Purchasing
			\$ 174,868.61		\$ -	



Vicki Tanner <vtanner@daggettcounty.org>

Fwd: Student Film

2 messages

Peggy White <pwhite@daggettcounty.org>
To: Clerk <Clerk@daggettcounty.org>

Tue, Mar 17, 2026 at 10:54 AM

Hi,

Could you please add this to correspondence for next week please.

Thanks,

Peggy

Thanks

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

From: **Peggy White** <pwhite@daggettcounty.org>

Date: Sat, Mar 14, 2026 at 8:30 AM

Subject: Fwd: Student Film

To: Jordynn Hewitt <jhewitt@daggettcounty.org>, Randall Asay <rasay@daggettcounty.org>, Matt Tippets <mtippets@daggettcounty.org>, Jack Lytle <jlytle@daggettcounty.org>

Your thoughts?

Peggy

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

From: **Hayden Buhler** <hbuhler04@gmail.com>

Date: Fri, Mar 13, 2026 at 4:29 PM

Subject: Student Film

To: <pwhite@daggettcounty.org>

Hello! My name is Hayden Buhler and I am a film student at UVU. I received your contact information from the Utah Film Commission and I wanted to reach out and see if it would be possible to film at the Daggett County Jail. I am producing a student film and it would be perfect for a project that we plan to shoot in mid April. Let me know if this would be possible. I would really appreciate your help. Thank you so much!

--

Hayden Buhler

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Peggy White

Commissioners Assistant

Economic Development Tourism Director

435-784-3218 EXT: 134

Cell 307-747-0668

pwhite@daggettcounty.gov

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Peggy White

Commissioners Assistant

Economic Development Tourism Director

435-784-3218 EXT: 134

Cell 307-747-0668

pwhite@daggettcounty.gov

Peggy White <pwhite@daggettcounty.org>

To: Clerk <Clerk@daggettcounty.org>

Wed, Mar 25, 2026 at 10:05 AM

Hello Hayden,

Sorry for the late reply on this. I had to involve our commissioners as the building is for sale.

A few questions that they have:

1. How long will you need to use the building?
2. What is the beginning date?
3. Do you have insurance for the staff?
4. How many people are involved?

The building has power but no plumbing currently.

Hopefully we can make this all work!

Thank you for your interest.

Peggy

[Quoted text hidden]

RESOLUTION NO: 26-05

A RESOLUTION DECLARING THE EXISTENCE OF A DROUGHT EMERGENCY IN DAGGETT COUNTY, UTAH - PURSUANT TO U.C.A. §17-8-7.

WHEREAS, DAGGETT County experienced a severe lack of normal snowfall and precipitation during the fall and winter of 2024-2026, likely resulting in another year of sustained drought during the growing season; and

WHEREAS, the drought conditions persist thus far in 2026, creating a threat to human health and safety, the environment, the agricultural industry, and the general economy of DAGGETT County; and

WHEREAS, the continued lack of adequate snowpack and moisture has resulted in lower stream and well flow rates, decreasing the culinary water supply and reducing supplies of available irrigation water necessary for cultivation of crops, livestock feed resources, and other public uses; and

WHEREAS, the ongoing drought will likely cause many livestock producers in DAGGETT County and throughout NORTHEASTERN Utah to reduce the size of their herds and force many of them to import feed from other states, which will create a major financial impact on livestock producers; and

WHEREAS, the continued lack of adequate precipitation, coupled with insect infestations and plant stress will likely result in less than normal agricultural production upon DAGGETT COUNTY farms throughout 2026, as well as a reduction of forage growth on the public and private rangelands within DAGGETT COUNTY; and

WHEREAS, the use of public and private rangelands within DAGGETT COUNTY have been and will likely be severely restricted or even temporarily suspended as a result of the continued lack of precipitation; and

WHEREAS, long range weather forecasts do not predict significant increases in precipitation in DAGGETT COUNTY and the State of Utah in general during 2026;

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

Section 1. DECLARATION OF DROUGHT EMERGENCY. Pursuant to §17-8-7, Utah Code Annotated, 1953, as amended, we, the DAGGETT COUNTY Board of Commissioners, do hereby declare that a drought emergency exists within the jurisdictional boundaries of DAGGETT COUNTY, Utah.

Section 2. The provisions of this resolution and the provisions adopted or incorporated by reference are severable and the provisions of other resolutions in conflict with this resolution are hereby repealed.

Section 3. In the opinion of the DAGGETT County Commissioners, it is necessary for the preservation of the peace, health, and safety of the County and the inhabitants thereof that this resolution take effect immediately after its approval and adoption.

PASSED AND ADOPTED by the County Commission of DAGGETT COUNTY, State of Utah on this 3rd day of March, 2026.

DAGGETT COUNTY, a political subdivision of
the State of Utah

Matt Tippetts, Commission Chairman

Attest: _____,

Larinda Isaacson, County Clerk

Voting:

Commissioner Matt Tippetts yea____ nay____

Commissioner Randy Asay yea____ nay____

Commissioner Jack Lytle yea____ nay____

Short-Term (1 Year)

Project Name	County	Project Status	Priority	Project Type	Project Sub-Type	Total Cost	Options
Airport improvement	Duchesne	Not Started	1	Housing & Community Development		\$1,111,112	
Property Acquisition		In Progress	2	Housing & Community Development		\$1,000,000	
Daggett county Rodeo		In Progress	3	Economic Development	Tourism	\$90,000	
Bike and Pedestrian Path		Not Started	4	Parks & Recreation		\$2,000,000	
Ski Resort NEPA Study		Not Started	5	Economic Development	Tourism	\$500,000	
Jail Improvements		Not Started	6	Public Facilities	City Halls & Administrative Buildings	\$150,000	
Shooting Range		Not Started	7	Housing & Community Development	Neighborhood Improvements	\$500,000	
Airport Improvement		Not Started	8	Economic Development		\$150,000	
Water Distribution and Treatment Project		Not Started	9	Drinking Water	Distribution	\$4,000,000	
Sewer System Improvements in Town of Dutch John		Not Started	10	Wastewater & Sewer	Collection	\$4,000,000	
Airport Pavement Preservation		Not Started	11	Public Facilities	Maintenance Facilities	\$50,000	

Medium-Term (2-5 Years)

No projects.

Long-Term (5+ Years)

No projects.

Completed

Project Name	County	Project Type	Project Sub-Type	Total Cost	Options
Community health & Social Svcs Authority - BA BA priority 2-1-2024		Public Facilities		\$7,233, 000	

Presented by: State of Utah

Daggett County Administrative Fee Analysis
2026 Assessment for periods 2019-2025

Fund	10	11	13	17	19	22	23	24
Commissioner Asay	\$ 15,198.20	\$ -	\$ -	\$ -	\$ 868.47	\$ 4,342.34	\$ 1,302.70	\$ 434.23
Commissioner Lytle	\$ 25,116.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissioner Tippetts	\$ 15,411.13	\$ 6,164.45	\$ -	\$ -	\$ 3,082.23	\$ 6,164.45	\$ 6,164.45	\$ -
Econ Dev / Tourism Dir	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,590.17	\$ 14,206.56	\$ 1,353.01
Econ Dev / Tourism Asst	\$ 3,092.97	\$ -	\$ -	\$ -	\$ -	\$ 6,185.95	\$ 37,115.69	\$ -
Recorder/Treasurer	\$ 16,298.04	\$ 3,003.91	\$ 3,003.91	\$ 514.51	\$ 514.51	\$ 4,691.23	\$ 1,029.02	\$ -
Auditor/HR	\$ 68,351.73	\$ 3,173.89	\$ 509.36	\$ 258.77	\$ 41.72	\$ 2,387.71	\$ 5,011.67	\$ 98.16
Clerk	\$ 51,650.29	\$ 2,585.03	\$ 2,585.03	\$ 2,585.03	\$ -	\$ 25,816.75	\$ 12,908.38	\$ -
Assessor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT Department	\$ 72,421.95	\$ 10,160.21	\$ -	\$ -	\$ -	\$ 10,635.17	\$ -	\$ -
Buildings & Grounds Dept	\$ 122,772.97	\$ 2,274.54	\$ -	\$ -	\$ -	\$ -	\$ 18,968.53	
Attorney Snider	\$ 76,744.22	\$ 319.77	\$ 319.77	\$ 19,186.05	\$ -	\$ 2,238.37	\$ -	\$ -
Legal Assistant	\$ 25,455.49	\$ -	\$ -	\$ 10,909.50	\$ -	\$ -	\$ -	\$ -

Fund	10	11	13	17	19	22	23	24
Total Annual Average	\$ 492,513.74	\$ 27,681.79	\$ 6,418.07	\$ 33,453.86	\$ 4,506.92	\$ 56,276.03	\$ 26,416.23	\$ 1,885.40

2025	\$ 492,513.74	\$ 27,681.79	\$ 6,418.07	\$ 33,453.86	\$ 4,506.92	\$ 56,276.03	\$ 26,416.23	\$ 1,885.40
2024-2025	\$ 985,027.47	\$ 55,363.59	\$ 12,836.13	\$ 66,907.72	\$ 9,013.85	\$ 112,552.06	\$ 52,832.45	\$ 3,770.81
2023-2025	\$ 1,477,541.21	\$ 83,045.38	\$ 19,254.20	\$ 100,361.59	\$ 13,520.77	\$ 168,828.08	\$ 79,248.68	\$ 5,656.21
2022-2025	\$ 1,970,054.95	\$ 110,727.18	\$ 25,672.26	\$ 133,815.45	\$ 18,027.69	\$ 225,104.11	\$ 105,664.91	\$ 7,541.62
2021-2025	\$ 2,462,568.68	\$ 138,408.97	\$ 32,090.33	\$ 167,269.31	\$ 22,534.62	\$ 281,380.14	\$ 132,081.13	\$ 9,427.02
2020-2025	\$ 2,955,082.42	\$ 166,090.77	\$ 38,508.39	\$ 200,723.17	\$ 27,041.54	\$ 337,656.17	\$ 158,497.36	\$ 11,312.42
2019-2025	\$ 3,447,596.16	\$ 193,772.56	\$ 44,926.46	\$ 234,177.04	\$ 31,548.46	\$ 393,932.19	\$ 184,913.58	\$ 13,197.83

Fund	10	11	13	17	19	22	23	24
2025 Acutal		\$ 18,285.00			\$ 259.00		\$ 12,278.00	
2024 Acutal		\$ 13,690.88						
2023 Acutal		\$ 13,690.88						
2022 Acutal		\$ 19,192.00						
2021 Acutal		\$ 16,000.00						
2020 Acutal		\$ 16,000.00						
2019 Acutal		\$ 16,000.00						
Subtotal		\$ 112,858.75			\$ 259.00		\$ 12,278.00	

Daggett County Administrative Fee Analysis
2026 Assessment for periods 2019-2025

[illegible]

Fund	25	28	32	33	34	35	45	50	75	80
Total Annual Average	\$ 95,998.18	\$ 42,232.98	\$ 53,352.46	\$ 868.47	\$ 20,971.39	\$ 20,176.52	\$ 51,518.48	\$ 6,791.57	\$ 2,449.80	\$ 21,380.23

2025	\$ 95,998.18	\$ 42,232.98	\$ 53,352.46	\$ 868.47	\$ 20,971.39	\$ 20,176.52	\$ 51,518.48	\$ 6,791.57	\$ 2,449.80	\$ 21,380.23
2024-2025	\$ 191,996.37	\$ 84,465.96	\$ 106,704.92	\$ 1,736.94	\$ 41,942.78	\$ 40,353.03	\$ 103,036.97	\$ 13,583.14	\$ 4,899.59	\$ 42,760.47
2023-2025	\$ 287,994.55	\$ 126,698.94	\$ 160,057.39	\$ 2,605.41	\$ 62,914.17	\$ 60,529.55	\$ 154,555.45	\$ 20,374.71	\$ 7,349.39	\$ 64,140.70
2022-2025	\$ 383,992.74	\$ 168,931.92	\$ 213,409.85	\$ 3,473.87	\$ 83,885.56	\$ 80,706.06	\$ 206,073.94	\$ 27,166.27	\$ 9,799.18	\$ 85,520.94
2021-2025	\$ 479,990.92	\$ 211,164.91	\$ 266,762.31	\$ 4,342.34	\$ 104,856.95	\$ 100,882.58	\$ 257,592.42	\$ 33,957.84	\$ 12,248.98	\$ 106,901.17
2020-2025	\$ 575,989.11	\$ 253,397.89	\$ 320,114.77	\$ 5,210.81	\$ 125,828.34	\$ 121,059.09	\$ 309,110.90	\$ 40,749.41	\$ 14,698.77	\$ 128,281.41
2019-2025	\$ 671,987.29	\$ 295,630.87	\$ 373,467.24	\$ 6,079.28	\$ 146,799.73	\$ 141,235.61	\$ 360,629.39	\$ 47,540.98	\$ 17,148.57	\$ 149,661.64

[illegible]



Purchase Request Form

Date of Request: 3/26/2026	Date Required: 3/26/2026	Vendor Name: Wheeler Machinery
Requested By: Brock Logan		Vendor Contact: 435-789-0635 Ship to Address: 2050 East Airport Road
Department Head Approval:		
Auditor's Approval:		

Special Instructions, Quotes, Etc.:

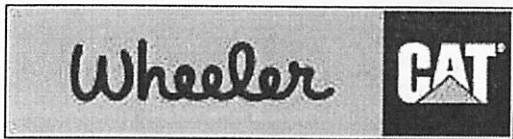
New Teeth for Grader

Qty	Item #	Description	Price Each	Total Price
2	552-8520	Board AS-LH	\$382.40	\$764.80
2	552-8522	Board AS	\$564.62	\$1,129.24
2	552-8523	Board AS-RH	\$382.40	\$764.80
80	552-8527	Bit AS-Wide	\$59.09	\$4,727.20
14	552-9410	Plate-Anglin	\$13.42	\$187.88
				\$0.00
				\$0.00
				\$0.00
TOTAL				\$7,573.92

Account Code	Dollar Amount
11-4415.250	\$7,573.92

Commission Approval:

Date:



Wheeler Machinery Co.,
1345 SOUTH 1500 EAST
VERNAL, UT 84078
Tel: 435-789-0635

DAGGETT COUNTY

CUSTOMER NO.	CONTACT	PHONE NO.	Email	
020804	SHAWN HUGHES	(435) 784-3208	shughes@daggettcountry.org	
ESTIMATE NO.	P.O. NO.	DATE	WORK ORDER NO.	
107567		3/10/2026 12:00:00 AM		
MAKE	MODEL	SERIAL NO.	UNIT NO.	hours
AA	160M3 AWDP	0N9T00193		1486
NOTES				

SEGMENT: 01 SUPPLY PARTS GRADERBIT (557 6824)
NOTES:

Parts			
Part Number	Description	Qty	Ext Price
552-8520	BOARD AS-LH	2	764.80
552-8522	BOARD AS	2	1,129.24
552-8523	BOARD AS-RH	2	764.80
552-8527	BIT AS-WIDE	80	4,727.20
552-9410	PLATE-ANGLIN	14	187.88
Total Parts:			7,573.92
Segment 01 Total:			7,573.92
Total Segments Parts:			7,573.92
Total Segments:			7,573.92
SUB TOTAL (BEFORE TAXES)			7,573.92

- This estimate will expire 30 days from the estimate date.
- Price excludes Freight Charges, Operating Supplies/EPA Fees and Overtime.
- Terms: Net 30.
- Sales Taxes where applicable are not included with the above prices.

This is an estimate of work to be performed and it should be noted that upon disassembly and inspection the customer will be advised of any additional repairs or cost.

Issued PO#_____

Date____/____/____.

Authorized Name (Print)_____.

Authorized Signature _____
"The Signature is an authorization to proceed with the required repair work as described within the estimate".

Any Question? Please Call Mike Barkdull at 801-541-8568._____

STATE OF UTAH COOPERATIVE CONTRACT

PARTS & SERVICE CONSTRUCTION HEAVY EQUIPMENT

THINGS YOU NEED TO KNOW...

- This contract covers the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
- The effective period for this contract...
 - Begins on September 29, 2023 and expires on September 28, 2028
- Labor discounting for the term of this contract is as follows...
 - 5% off the Annual Advertised Shop Rate
 - 5% off the Annual Advertised Field Rate
 - 10% off the Annual Advertised Rate for Rebuilds

- Parts discounting for the term of this contract is based on part class as follows...

Parts Class	Discount %
Undercarriage	15%
GET Parts	34%
GET Parts (Base & Adapters)	25%
GET Parts (Cutting Edges)	40%
Baldwin Filters	40%
CAT Filters	5%
CAT Batteries	10%
Hose & Coupling	12%
Hardware	10%

Parts discounts are automatically in the system and do not show on the quotes from PSQ.

- By choosing to participate in this contract, the entities of the state may elect to forego the bidding process and utilize Wheeler Machinery & ICM as a sole supplier.
- Power Systems does not fall under this contract, they maintain a separate and similar state contract for their purposes.

State Contract MA4300

Division of Purchasing Contact Info

Division of Purchasing Contact Name
Brayden Dent

Division of Purchasing Contact Telephone#
(801)-957-7148

Division of Purchasing Fax#

Division of Purchasing Email ID
braydent@utah.gov

Basic Information

Contract Number *
MA4300

AssociatedBid *
KL23-118

Vendor Name *
WHEELER MACHINERY COMPANY

Vendor Address *
4901 W 2100 S

Vendor City *
Salt Lake City

State *
Utah

Zipcode *
84120

Registered Vendor# *
72721H

Vendor Website

Contract Dates
Start Date → 9/29/2023
End Date → 9/28/2028

Commodity Code#
• o

Heavy Equipment
Contract Family

Vendor Contact Name
Leatham Hendrix

Vendor Contact Phone #
(801)-978-1317

Vendor Contact Email ID
lhendrix@wheelercat.com

Prompt Payment Discount

Type of Service
Goods & Service

Order Instructions

Instructions

This contract covers all parts and service related to Off-Road Heavy Equipment. State agencies will place orders directly with the vendor. It is the responsibility of agencies to inform the vendor they are using the State contract.

PRC Ordering Instructions:

Eligible Users using FINET are recommended to use a DO to PRC or a PRC to make payments on purchases from a State Cooperative Contract in order to effectively track payments against the contract in FINET and Data Warehouse. If a DO to PRC or a PRC is not possible, Eligible Users using FINET may also use a GMA. Please utilize the vendor code on the contract when making payments. If you receive an invoice that does not match the vendor information on the contract, please notify the Division of Purchasing prior to processing your payment.

Additional Details

Details



WORK RELEASE NO. 2026-1 COVER SHEET

DAGGETT COUNTY/DUTCH JOHN
WASTEWATER IMPROVEMENTS PROJECT 2026

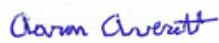
DAGGETT COUNTY
PO BOX 219
MANILA, UT 84046

EXECUTION AND EFFECTIVE DATE

This Work Release No. 2026-1 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by CLIENT.

SUNRISE ENGINEERING, LLC ("SE")

DAGGETT COUNTY ("CLIENT")



By:

By:

Aaron Averett

Name:

Name:

Service Center Manager

Title:

Title:

March 19, 2026

Date:

Date:

WORK RELEASE NO. 2026-1

This Work Release is entered into by and between DAGGETT COUNTY (CLIENT) and SUNRISE ENGINEERING, LLC (SE).

RECITAL

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated the 5th of January 2021, hereinafter referred to as the "Agreement", CLIENT and SE desire to identify certain services and work to be performed by SE pursuant to the Agreement. CLIENT intends to retain general professional services for which SE agrees to perform various professional services.

ARTICLES

ARTICLE 1. THE PROJECT

CLIENT's Project for which CLIENT has engaged SE to perform the services is generally described as follows:

The Dutch John Wastewater Improvements Project (2026) is intended to address existing sewer line and manhole deficiencies within the system. The project will include repairing, replacing, and lining existing sewer lines and laterals as well as repairs to manholes and installation of new manholes.

ARTICLE 2. SCOPE OF WORK

1. Preliminary Engineering Services – SE will provide preliminary planning and administrative services as follows:

- a.** Assist the CLIENT with project planning, cost estimating, consideration of alternatives, to include attending meetings with the CLIENT, and other stakeholders to assist with defining and developing the project.
- b.** SE will assist with project administration and facilitation of the project and will provide coordination with the funding agency and project stakeholders to assist with the transition from the funding phase to the project design phase.

2. Engineering Design Services – SE will provide engineering services for the proposed sewer improvements as follows:

- a.** Preliminary Engineering Design – Preliminary engineering services will include:
 - i.** Perform necessary engineering design to create preliminary plan sheets for the layout of required improvements including locations for lining, spot repairs, sewer line replacements, lateral replacements, and manhole upgrades/replacements as defined in the Wastewater PER and funding application.
 - ii.** Prepare the GIS project map for use in collecting project specific GPS data and for documentation of contract record drawing conditions during construction.

- iii. Provide an updated Engineer's Opinion of Probable Cost (EOPC) for the proposed improvements.
- iv. Meet with the CLIENT for a 30% Design Review meeting to review the preliminary plans and receive comments and concurrence prior to moving to the Final Design phase.
- v. Provisions:
 - 1. CLIENT shall provide assistance to SE for locating existing system components, to the best of CLIENT's knowledge.

b. Final Engineering Design

- i. Final Design will include final design drawings, specifications, and contract documents for the design elements listed above and concurred by the CLIENT in the preliminary design phase. SE will perform necessary detail design to show the character and scope of the work to be performed by contractors on the project.
- ii. SE will prepare technical specifications and contract documents for use in soliciting bids for the project.
- iii. SE will facilitate design reviews with CLIENT at the 60% and 90% design stages.
- iv. SE will submit final drawings and contract documents to the Division of Environmental Quality (DEQ) for plan review if necessary. Comments from the DEQ will be addressed and a bid set of drawings and contract documents will be prepared.

c. Provisions

- i. Environmental and cultural clearances are excluded from the scope of services but may be added as an additional service if requested by CLIENT or required by regulatory agencies.
- ii. It is understood that all repairs and replacements will need to be installed within public rights of way or within easements on private properties.

3. Bid Phase Services – Following final approval of the construction drawings and contract documents, SE will provide the following bid phase services based upon one bid solicitation for the sewer improvements:

- a.** SE will provide assistance to the CLIENT during the bidding and contractor selection phase of the project as follows:
 - i. Conduct a pre-bid site visit as applicable
 - ii. Respond to bidders' requests for information
 - iii. Prepare addenda to the contract documents as required
 - iv. Assist in the bid opening, review the bids, review references, and provide a recommendation to the CLIENT for the award of the contract.
 - v. Prepare a conformed set of contract documents, to include all addenda material, and provide these documents to the CLIENT and the selected bidder.

- 4. Construction Phase Services** - Following the bidding and contractor selection phase, SE will provide construction engineering services during the construction phases. Neither SE nor CLIENT assume responsibility for construction means, methods, techniques, sequences or procedures, or for safety procedures, precautions and programs employed by CONTRACTOR, any subcontractor, their employees, or any material or equipment suppliers. SE'S undertaking hereunder shall not relieve CONTRACTOR'S obligation to perform the work in conformity with the Contract Documents, design drawings, and specifications in an acceptable manner. SE does not guarantee CONTRACTOR's performance or commitments to CLIENT. At the CLIENT's request, the SE may provide some or all of the following services:
- a.** Conduct a preconstruction meeting.
 - b.** Conduct regular construction meetings with the contractor and CLIENT.
 - c.** Review for conformance with design concept and approve if acceptable any necessary shop and working drawings furnished by CONTRACTOR.
 - d.** Provide construction observation as requested by CLIENT. Such observation shall not relieve CONTRACTOR in any way from its obligations and responsibilities under its Contract. The Observer will be qualified for the work, and his duties will include but may not be limited to the following:
 - i.** Observe CONTRACTORS progress and quality of the work to determine if the work generally conforms to the Contract Documents.
 - ii.** Issue immediate written memoranda of noncompliance to the CONTRACTOR, CLIENT, and Project Engineer when the Observer determines CONTRACTOR'S work to be defective or deficient.
 - iii.** Report regularly to the Project Engineer and keep him advised as to work progress and defects and deficiencies in the work of CONTRACTOR.
 - e.** Coordinate with independent materials testing firm for the receipt and review of materials testing reports.
 - i.** The furnishing of materials testing services is excluded from this scope of work. SE assumes no responsibility for the accuracy or completeness of materials testing and reporting by the independent materials testing firm.
 - f.** Review CONTRACTOR's applications for progress and final payment and, after review, submit to CLIENT for approval and payment.
 - g.** On a timely basis and as needed prepare and recommend change orders to the construction contract for acceptance by CONTRACTOR, and for written approval of CLIENT, lenders, and approving agencies as applicable, and subsequent issuance of the approved change orders during the course of construction.
 - h.** Make a final review prior to the issuance of any written notice of substantial completion of all applicable construction.
 - i.** Recommend to the Owner that the work is substantially complete and issue the Certification of Substantial Completion and Final Certificate of Payment.
 - j.** Prepare "Contract Record Drawings" showing details of construction including changes made during the construction process, which SE considers significant.

- k. Provision – the estimated budget for construction engineering and construction observation services included in the compensation section is based on a 90-calendar day construction period with minimal observation. Actual compensation may be more or less than the estimated budgeted amounts based on the actual duration of the construction period and the actual services requested by the CLIENT.

5. Additional Engineering Services – The following engineering services are not included under previous phases but may be added as part of the services rendered under this contract. These services may be provided upon written authorization from CLIENT and agreement on additional compensation. Funding application services beyond the services described in the scope of work above.

a. Additional Engineering Services – The following engineering services are not included under previous phases but may be added as part of the services rendered under this contract. These services may be provided upon written authorization from CLIENT and agreement on additional compensation. Funding application services beyond the services described in the scope of work above.

- i. Searching out property owners and negotiating for land and easement rights and subordination agreements, property surveys, property plats, property descriptions, and abstracting above and beyond that required for the original project.
- ii. Laboratory tests, detailed water quality tests, well tests, borings, hydraulic, soils investigations, water quality studies, or other studies recommended by SE and approved by CLIENT.
- iii. Environmental studies required to obtain environmental clearance from any funding agency or government agency beyond the services described in the scope of work above.
- iv. Appearances before courts or boards on matters of litigation related to the project.
- v. User rate studies, capital facilities planning, engineer's opinions of probable cost beyond those services described in the scope of work above.
- vi. Provide land use planning, housing planning, environmental planning, policy writing, etc. services as requested by CLIENT, these may include:
 - 1. Updating Land Use Code, Zoning and Subdivision Ordinances
 - 2. Reviewing and Processing New Development Applications and Permits
 - 3. Preparing planning and zoning agenda items for Planning Commission and Town Council meetings
 - 4. Supporting Planning Commission and Town Council meetings

b. Provide other miscellaneous services as requested by CLIENT.

It is generally intended that specific, large-budget assignments or projects will be completed by SE for CLIENT at CLIENT's request under separate, distinct work releases.

ARTICLE 3. CLIENT RESPONSIBILITIES

CLIENT's responsibilities will be as follows:

1. Access to Property:
 - a. CLIENT will arrange for access to and make all provisions for SE to enter upon public and private property as required by SE to perform its services.
2. Notices:
 - a. CLIENT will give prompt written notice to SE, whenever CLIENT becomes aware of developments that affect the scope of timing of the Engineering Services.
3. Access to Records:
 - a. CLIENT will make available to SE those records designated by SE as being necessary for the development of the PROJECT.
4. CLIENT will contact private property owners from whom the CLIENT will need to obtain easements and will negotiate said easements with the property owners. Upon receipt of the executed easements, CLIENT will record the easements at the county recorder's office and will provide copies of the recorded easements to SE.
5. CLIENT will locate and uncover, unbury, or otherwise mark sewer system vaults, manholes, or other components that are currently covered or buried, and those for which the location is not readily apparent, as required for the work described in the scope of services above.

ARTICLE 4. PERIOD OF PERFORMANCE OF WORK

Work is to begin when released by CLIENT and may continue for the duration of Contract.

1. Item 1 – Preliminary Engineering Services will be completed within 30 days of the notice to proceed being given by the CLIENT.
2. Item 2 – Sewer Improvements Design will begin following the notice to proceed given by the CLIENT. All tasks will be completed within 60 days of the notice to proceed. If new easements are needed that will affect the determination of alignments, this timeline may be extended to accommodate CLIENT's obtaining easements.
3. Item 3 – Bid Phase services will continue for a duration of 30 days. It is anticipated that a construction contract will be executed following the bid phase.
4. Item 4 – Construction Phase Services will begin following the bid phase and selection of a contractor. It is anticipated that the construction contract period will be 90 days, time and materials budgets are based upon this assumed construction contract time.

ARTICLE 5. COMPENSATION

Compensation for this Work Release will be as follows:

Compensation Summary			
Phase	Description	(\$)	*Fee Type
1	Preliminary Engineering Services	\$4,000	Lump Sum
2	Engineering Design Services - Sewer-line Replacements	\$24,000	Lump Sum
3	Bidding Phase Services	\$9,000	**T&M
4	Construction Phase Services	\$20,000	**T&M
	TOTAL	\$57,000	
*Lump Sum=Fixed Fee; T&M=Time and Materials; NTE= Not to Exceed			
**Budgeted T&M (Time and Materials) is a budgeted amount that will not be exceeded without Client approval and does not guarantee the tasks will be completed within this amount.			

CLIENT agrees to compensate SE for the lump sum amounts listed for the lump sum items.

CLIENT agrees to compensate SE on a Time and Materials basis at the rates and fees listed in the attached Exhibit A for the T&M items listed in the compensation summary. Estimated fees listed in the compensation summary table above are budgetary estimates; actual expenses will be based on actual services requested by the CLIENT and may exceed or be less than the estimates listed.

Any additional services not listed above, that are requested by CLIENT and concurred by SE, will be performed at the rates and fees shown in the attached Exhibit A. SE will submit itemized billings, each month for this work.

ARTICLE 6. INVOICING

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

DAGGETT COUNTY
PO BOX 219
MANILA, UT 84046

Invoices shall be submitted monthly based on the prior month's effort and are due and payable within (30) thirty days

Exhibit A

SUNRISE ENGINEERING

FEE SCHEDULE*

Work Classification	Hourly Rate	Work Classification	Hourly Rate
Administrative I	\$78	Electrical Project Manager II	\$215
Administrative II	\$98	Electrical Project Manager III	\$230
Administrative III	\$116	Construction Observer I	\$109
Administrative IV	\$138	Construction Observer II	\$132
Technical Editor	\$90	Construction Observer III	\$146
Funding Specialist	\$159	Construction Observer IV	\$168
Civil Engineering Intern	\$110	Construction Observer V	\$189
Civil EIT I	\$125	Project Manager I	\$171
Civil EIT II	\$139	Project Manager II	\$184
Civil EIT III	\$154	Project Manager III	\$195
Civil Engineer III	\$171	Project Manager IV	\$213
Civil Engineer IV	\$185	Project Manager V	\$244
Civil Engineer V	\$199	Plan Reviewer	\$110
Civil Engineer VI	\$214	Building Inspector III	\$96
Civil Engineer VII	\$229	Building Official	\$210
Senior Civil Engineer	\$243	GIS Tech	\$94
Principal Civil Engineer	\$256	GIS Senior Tech	\$115
Civil Engineering Tech I	\$101	GIS Analyst	\$140
Civil Engineering Tech II	\$114	GIS Senior Analyst	\$165
Civil Engineering Tech III	\$133	GIS Developer	\$182
Civil Engineering Tech IV	\$148	GIS Team Lead	\$188
Civil Engineering Tech V	\$164	Planner I	\$132
CAD Drafter I	\$102	Planner II	\$148
CAD Drafter II	\$122	Planner III	\$164
CAD/Designer III	\$136	Planner IV	\$180
CAD/Designer IV	\$151	Planner V	\$196
CAD/Designer V	\$169	Planning Manager	\$212
Electrical Engineering Intern	\$106	PI Specialist I	\$118
Electrical EIT I	\$143	PI Specialist II	\$129
Electrical EIT II	\$161	PI Specialist III	\$141
Electrical Engineer III	\$182	PI Specialist IV	\$153
Electrical Engineer IV	\$209	PI Manager	\$165
Electrical Engineer V	\$231	PI Director	\$177
Principal Electrical Engineer	\$254	Survey Tech	\$99
Electrical Engineering Tech I	\$110	Survey CAD Tech	\$145
Electrical Engineering Tech II	\$128	Survey Manager	\$196
Electrical Engineering Tech III	\$149	Registered Surveyor	\$212
Electrical Engineering Tech IV	\$165	Principal Surveyor	\$234
Electrical Engineering Tech V	\$182	One Man Survey Crew	\$172
Electrical Project Manager I	\$185		

REIMBURSABLE EXPENSE SCHEDULE*

Expense	Rate
Mileage	\$0.67/Mile
Per Diem	\$59/Day
Field Vehicle (On-Site)	\$250/Day
UTV (On-Site)	\$200/Day
Nuclear Density Gauge	\$150/Day

*Fees automatically change after the beginning of each year and are subject to change on other occasions.

*Subconsultant and other direct expenses will be invoiced as cost incurred plus 15% handling fee.

*A convenience fee of 4% will be applied to all payments made with a credit card.

SE-2026 01-2026