

**DAGGETT COUNTY COMMISSION AND RDA MEETING AGENDA**  
**Tuesday, April 14, 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](https://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. Discussion And Consideration Of Weed Board Duties & Responsibilities
- 3. Discussion And Consideration Of Severe Drought & Possible Fire Restriction
- 4. Discussion And Consideration Of Amending Ordinance 26-11 For Clerical Error
- 5. Discussion And Consideration Of Change Order With Westech For The Dutch John Culinary Water Membrane Filtration Plant In The Amount Of \$19,262.00 For Programming & Controls Modifications
- 6. Discussion And Consideration Of Waiving The Fee For The Town Of Manila's Conditional Use Permit For The Purpose Of Installing An RV Sanitary Station
- 7. Discussion And Consideration Of Event Grant Winner's & T Tab Recommendations
- 8. Ratification Of Sponsorship Of DL Invitational Donation Of \$5,000.00
- 9. Discussion And Consideration Of Awarding Bid For Dutch John 2026 Pavement Preservation Project

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

**REDEVELOPMENT AGENCY (RDA) POLICY & LEGISLATION**

- a) Discussion And Consideration Of Participation Agreement With DJ57, LLC
- b) Discussion And Consideration Of Addendum To Participation Agreement With JOMAC LLC
- c) 11:00AM 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, April 7, 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. Attorney Kent Snider and Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:00 am by Commissioner Tippetts. The invocation was given by Cordell McCracken. Commissioner Tippetts then led those in attendance in the Pledge of Allegiance.

**Present In Person:** Peggy White, Cordell McCracken, Bret Reynolds, Jeff Shipton

**Present Online or by Phone:** Jordynn Hewitt, Adam Roundy, Lynn Sitterud with Senator Curtis.

**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 31, 2026 Commission and RDA Meeting were provided by the Clerk's Office for review by the Commissioners. Commissioner Lytle motioned to approve the minutes from March 31, 2026 Commission and RDA Meeting. 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.

## Issue Updates

**RDA and MBA:** There were no new updates.

**Affordable Workforce Housing:** Peggy White is reaching out to Quinn Benyon regarding tiny homes. She is doing some research regarding this type of housing for our area.

**Sheriff Office, EMS, Code Enforcement:** Nothing new was reported at this time.

**Airports:** The night flight testing is ready to be done. Bret Reynolds will let them know the airport is ready. Ken Campbell is the Airport Manager in Vernal. He has been assisting us in improving the Daggett County airports.

The BLM has an interest in using the Brown's Park airstrip commercially. This is a concern. This will change the liability of the air strip. There was some discussion and it was recommended not to use it commercially.

**Clinic:** Heat is now available in the building.

**Roads:** Browns Park roads are being worked on. The bike path trail is slowly moving forward. We are proceeding on the wetlands that have been discussed in the past. There will need to be more conversation with the town of Manila.

**Tourism:** Mountain West Trails will be taking place in May. There will be a pontoon boat tour of the Gorge.

**Citizen Comment:** There were no citizen comments.

**Recess at 9:48 am for MBA. Back From Recess at 10:47 am.**

## Legislation

**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 Lytle motioned to acknowledge receipt of the Cash Summary and Accounts Receivable Report for the County and RDA dated April 2, 2026. 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.

**Open Invoice Register:** The Open Invoice Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle had an issue with the lack of documentation of the donation to the DL Invitational. Jordynn Hewitt was asked to reach out to Keri Pallesen to make sure the proper procedure for the transfer of funds is met. Commissioner Lytle motioned to approve the Open Invoice Register dated April 3, 2026 in the amount of \$35,908.40 for the County contingent on the sponsorship Form being approved this week and ratified on the agenda next week. 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.

**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 15, 2026 to March 28, 2026 in the amount of \$104.40. 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.

**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 25, 2026 to April 3, 2026 for Daggett County Zion’s Checking in the amount of \$152,647.40 with no void amount. 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.

**Calendar /Correspondence:** UAC Conference is the 28 - 30 of April which is the same date as commission meeting. It has been decided to cancel the meeting on the 28th to accommodate the UAC Conference. Leadership lunch is next week after the commission meeting.

**POLICY AND LEGISLATION**

A vote was held on the \$5,000.00 donation to the DL Invitational after Commissioner Jack Lytle questioned the corresponding line item on the Open Invoice register. Commissioner Jack Lytle motioned to approve the \$5,000.00 donation to the DL Invitational for June 19-20, 2026 funded through the TRT. 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. This will need to be ratified in next week's meeting.

**10:00 am Opening, Discussion And Consideration Of Closed Bids For Dutch John 2026 Pavement Preservation Project:** There were 5 (five) bids received in the Clerk’s office for the 2026 Pavement Preservation Project.

- 1- Highlite Airfield Services, LLC - received 4/6/26 \$282,386.50
- 2- American Road Maintenance - received 4/3/26 \$345,760.00
- 3- Maxwell Asphalt, Inc. - received 4/3/26 \$238,250.00
- 4- Asphalt Preservation, LLC - received 4/2/26 \$243,572.20
- 5- Straight Stripe Painting, Inc - received 4/6/26 \$312,256.60

Bret Reynolds reviewed the bids. All bids are over budget. Another concern is the work should be done before June. There was some discussion. It was recommended to put the award of the bid on next week's agenda.

**Discussion And Consideration of Single Event Permit and \$1,000.00 donation To SingleFly Fundraiser:** This has been an annual event. It was discussed that the donation was not included in this year's budget. There was some discussion. It was asked if the donation could come out of the Daggett Designation. Keri stated that there is \$2000 in that fund. Commissioner Lytle motioned to approve the Single Event Permit for SingleFly and the \$1,000.00 donation. Commissioner Asay second 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 Final CIB 1 (One) Year List:** Commissioner Lytle motioned to approve CIB 1 (One) year list. Commissioner Tippetts 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.

**Opened Public Hearing at 11:12 pm regarding the Ordinances to change the county Assessors Salary and Duties and the Auditor/HR salary and duties. Commissioner Tippetts Adjourned the public hearing at 1:01 pm by acclamation.**

**Discussion And Consideration Of Daggett County Ordinance 26-10: An Ordinance Of The Daggett County Commission Amending Daggett County Ordinance 25-21 “Establishing Salaries For 2026” And Adjusting The County Assessor's Annual 2026 Salary:** Commissioner Lytle motioned to adopt the Ordinance 26-10: An ordinance of the Daggett County Commission Amending Daggett County Ordinance 25-21 “establishing salaries for 2026” and adjusting the County Assessor’s annual 2026 salary from \$67,053.00 to \$97,053.00. This addition is for managing the construction of the new clinic building. 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 Daggett County Ordinance 26-11: An Ordinance Of The Daggett County Commission Amending Daggett County Ordinance 25-21 “Establishing Salaries For 2026” And Adjusting The County Auditor’s Annual 2026 Salary:** Commissioner Asay motioned to adopt Ordinance 26-11: An ordinance of the Daggett County Commission amending Daggett County Ordinance 25-21 “Establishing salaries for 2026” and adjusting the County Auditor’s annual 2026 salary from \$67,053.00 to \$97,053.00. This is Combining the existing HR annual salary with the existing Auditor annual salary. 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.

**Discussion And Consideration Of The Daggett County Jail Filming Fee:** A university student requested to use the Daggett County Jail for a class film project. Due to the Jail currently lacking water, the Commission discussed the request and set conditions for approval.

It was decided that the student would be charged a \$1,500.00 fee, must provide their own restroom facilities, and would be required to clean up thoroughly after filming.

Commissioner Lytle motioned to approve the \$1,500.00 fee and to have Kent draft a contract outlining the aforementioned requirements for the use of the Daggett County Jail for filming.

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.

**Discussion And Consideration Of Daggett County Ordinance 26-06: An Ordinance Adopting Changes To The Daggett County General Plan To Add Water Conservation Plan In Compliance With SB 110(2022) And §17-27a-401 Of Utah Code:** Carrie Poulsen was recognized for her hard work and diligence in preparing this. Commissioner Lytle motioned to adopt Ordinance 26-06: An ordinance adopting changes to the Daggett County General Plan to add the Water Conservation Plan in compliance with SB 110(2022) and §17-27a-401 Of Utah Code. 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.

**Discussion And Consideration Of Daggett County Ordinance 26-07: An Ordinance Adopting Changes To Title 8, Chapter 15 Of The Daggett County Code Regarding Short Term Rentals:** Commissioner Lytle motioned to adopt Ordinance 26-07: An ordinance adopting changes to title 8, Chapter 15 of the Daggett County Code regarding short term rentals. 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.

**Recess at 12:42 pm. Back from recess at 1:00 pm**

With nothing further to discuss. The meeting was adjourned by acclamation by Commissioner Matt Tippets at 1:05 pm.

**County of Daggett  
Cash Summary  
All Bank Accounts as of 04/09/2026**

Bank Account	Account No.	Account Name	Amount
Zions Checking	10.1122	Zions Checking - General	(\$167,010.15)
Zions Checking	11.1122	Cash - checking - Zions Fd 11	\$1,471,923.58
Zions Checking	12.1122	Cash - checking - Zions Fd 12	\$185,614.12
Zions Checking	13.1122	Cash - checking - Zions Fd 13	\$376,394.49
Zions Checking	15.1122	Zions Checking - General	(\$6,506.42)
Zions Checking	17.1122	Cash - Checking - Zions Fd 17	\$11,932.55
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	\$464,742.08
Zions Checking	23.1122	Cash - checking - Zions Fd 23	\$542,010.56
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	\$491,151.38
Zions Checking	30.1122	Cash - Checking - Zions Fd 30	\$10,644.43
Zions Checking	32.1122	Cash - checking Zions FD 32	\$19,198.78
Zions Checking	33.1122	Cash - checking - Zions Fd	\$53,466.29
Zions Checking	34.1122	Cash-Checking-Zions Fd 34	\$1,024,834.99
Zions Checking	35.1122	Zions Checking	(\$21,472.14)
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	(\$2,046,787.88)
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	\$16,093.20
Zions Checking	74.1122	Cash - checking - Zions Fd 74	\$21,418.40
Zions Checking	75.1122	Cash - checking - Zions Fd 75	\$34,100.30
Zions Checking	76.1122	Cash - checking - Zions Fd 76	\$30,533.95
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	\$868.39
Zions Checking	81.1122	Zions Checking - General	\$3.20
			<b>\$3,948,746.12</b>
PTIF 2259 General Accounts	10.1151	PTIF 2259 General	\$10,531.51
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
			<b>\$418,205.29</b>
PTIF 2552 General Fund	10.1161	PTIF 2552 General Fund	\$6,096.83
PTIF 2552 General Fund	28.1161	PTIF 2552 Home Sales	\$21,066.06
			<b>\$27,162.89</b>
PTIF 2772 Farm & Ranch Protection	10.1162	PTIF 2772 General Fund	\$20,856.71
PTIF 2772 Farm & Ranch Protection	47.1162	PTIF 2772 General Fund	\$18.21
			<b>\$20,874.92</b>
PTIF 2834 General Fund	10.1153	PTIF 2834 General Fund	\$194.90
PTIF 3465 General Fund	10.1163	PTIF 3465 General Fund	\$23,856.98
PTIF 3932 General Fund	10.1154	PTIF 3932 General Fund	\$12,540.95
PTIF 5583 Daggett County RDA Fund	25.1151	PTIF 5583 Daggett County RDA	\$1,410,663.78
PTIF 5610 Daggett County Redevelopment #1	25.1158	PTIF 5610 Daggett County RDA	\$872,381.06
PTIF 8676 Water Revenue Bond	28.1168	PTIF 8676 Water Revenue Bond	\$124,622.69
PTIF 8699 WT Bond Reserve Account	28.1169	PTIF 8699 WT Bond Reserve Account	\$25,460.96
PTIF 8700 WT 2015 Replacement Account	28.1170	PTIF 8700 WT 2015 Replacement Account	\$123,195.78
Zions Tax Collection 026134668	81.1130	Zions Checking - Tax Collection	\$49,503.46
PTIF 3200 Motor Vehicle	81.1131	PTIF 3200 Motor Vehicle	\$2,394.78
UNDEPOSITED PAYMENTS	10.1175	Cash clearing	\$5,729.01
UNDEPOSITED PAYMENTS	11.1175	Cash clearing	\$92,674.18
UNDEPOSITED PAYMENTS	12.1175	Cash clearing	\$0.02
UNDEPOSITED PAYMENTS	13.1175	Cash clearing	\$21,782.16

**County of Daggett  
Cash Summary  
All Bank Accounts as of 04/09/2026**

<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	(\$283.84)
UNDEPOSITED PAYMENTS	32.1175	Cash clearing	\$2,295.00
UNDEPOSITED PAYMENTS	33.1175	Cash clearing	(\$269.00)
UNDEPOSITED PAYMENTS	35.1175	Cash Clearing	\$1,410.00
UNDEPOSITED PAYMENTS	40.1175	Cash Clearing	\$0.01
UNDEPOSITED PAYMENTS	72.1175	Cash clearing	\$1,420.98
UNDEPOSITED PAYMENTS	74.1175	Cash clearing	\$0.03
UNDEPOSITED PAYMENTS	76.1175	Cash clearing	\$370.00
UNDEPOSITED PAYMENTS	80.1175	Cash clearing	\$214.66
UNDEPOSITED PAYMENTS	81.1175	Cash clearing	\$37,101.62
			<b>\$163,301.16</b>
<b>General Ledger Cash Total:</b>			<b>\$7,223,105.72</b>

**County of Daggett  
Cash Summary  
All Bank Accounts as of 04/09/2026**

Description	Amount
Zions Checking	\$3,948,746.12
PTIF 2259 General Accounts	\$418,205.29
PTIF 2552 General Fund	\$27,162.89
PTIF 2772 Farm & Ranch Protection	\$20,874.92
PTIF 2834 General Fund	\$194.90
PTIF 3465 General Fund	\$23,856.98
PTIF 3932 General Fund	\$12,540.95
PTIF 5583 Daggett County RDA Fund	\$1,410,663.78
PTIF 5610 Daggett County Redevelopment #1	\$872,381.06
PTIF 8676 Water Revenue Bond	\$124,622.69
PTIF 8699 WT Bond Reserve Account	\$25,460.96
PTIF 8700 WT 2015 Replacement Account	\$123,195.78
Zions Tax Collection 026134668	\$49,503.46
PTIF 3200 Motor Vehicle	\$2,394.78
UNDEPOSITED PAYMENTS	\$163,301.16
<b>General Ledger Cash Total:</b>	<b>\$7,223,105.72</b>

### Accounts Receivable Report for Commission

Who:	Fund:	What:	How Much:	Received:	Notes:
UDOT	50	Advertising Invoice for SR-43 Trail	\$1,320.00		Followed up w/ Larry Montoya 04/01/2026
State of Utah	30	SHSP Grant	\$6,119.80		Submitted 02/24/2026, Followed up w/ Katie 04/02/2026 - Federal Government on partial lockdown. No funds to be released.
CIB	45	Manila Health Clinic	\$1,340,076.03		Followed up w/ Brenda Malmgren 04/02/2026
CIB	45	Dutch John Tank & Treatment Plant	\$46,740.54		Submitted 03/27/2026

**Daggett County**  
**Open Invoice Register - 4/10/2026**

General							
Invoice No.	Vendor	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
4.1.2026	AJoules, Inc.	4/1/26	4/1/26	\$ 2,500.00			
				\$ 2,500.00	334148.611	A & C - IT/GIS software & software maint	Service & Maint April 2026
16TD-19MM-JXPR	Amazon Capital Services	4/3/26	4/3/26	\$ 185.15			
				\$ 185.15	104148.250	IT/GIS equip supplies & maint	HP972X Black Ink
1M7C-64ML-KN6V	Amazon Capital Services	4/3/26	4/3/26	\$ 219.95			
				\$ 219.95	104148.250	IT/GIS equip supplies & maint	Battery Backup
1RR7-YKMR-1F9G	Amazon Capital Services	4/1/26	4/1/26	\$ 179.98			
				\$ 179.98	104148.250	IT/GIS equip supplies & maint	Monitors
	<b>Vendor Total:</b>			<b>\$ 585.08</b>			
3.31.2026Group	Bridger Valley Electric	3/31/26	3/31/26	\$ 5,069.22			
				\$ 2,246.80	104162.270	BldgGrnds utilities	Electric-Crthse
				\$ 52.00	104162.621	BldgGrnds cemetery expenses	Electric-Cemetery
				\$ 53.55	104210.270	Sheriff Utilities	Electric-Grnhse lights
				\$ 1,111.60	104210.270	Sheriff Utilities	Electric-Jail
				\$ 52.00	104210.270	Sheriff Utilities	Electric-Bennion
				\$ 52.00	104560.270	TV utilities	Electric-DJMTTV
				\$ 105.73	104560.270	TV utilities	Electric-Manila Airport
				\$ 830.63	284420.270	DJ Water Utilities	Electric-Water Plant
				\$ 165.84	284420.270	DJ Water Utilities	Electric-Airport Rd DJ
				\$ 289.63	284430.270	DJ Sewer Utilities	Electric-Water Waste Plant
				\$ 54.38	754510.270	Park utilities	Electric-park
				\$ 55.06	754510.270	Park utilities	Electric-Rodeo
3.31.2026Roads	Bridger Valley Electric	3/31/26	3/31/26	\$ 90.07			
				\$ 90.07	114415.270	BRoads Utilities	Electric-Roads
3.31.2026Shooting	Bridger Valley Electric	3/31/26	3/31/26	\$ 54.50			
				\$ 54.50	354611.270	Shooting Range Utilities	Electric-Shooting Range
	<b>Vendor Total:</b>			<b>\$ 5,213.79</b>			
26C2167	Chemtech-Ford, LLC	4/6/26	4/6/26	\$ 112.00			
				\$ 28.00	284420.451	DJ Water Treatment	Alkalinity (w/total
				\$ 84.00	284420.451	DJ Water Treatment	TOC

**Daggett County**  
**Open Invoice Register - 4/10/2026**

Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				
3.31.2026Maint	Daggett County	3/31/26	3/31/26	\$ 244.00			
				\$ 40.00	284420.270	DJ Water Utilities	Sewer DJ
				\$ 82.00	284420.270	DJ Water Utilities	Water DJ
				\$ 40.00	284430.270	DJ Sewer Utilities	Sewer DJ
				\$ 82.00	284430.270	DJ Sewer Utilities	Water DJ
340898	Dan's Tire Service Of Vernal	3/10/26	3/10/26	\$ 38.00			
				\$ 38.00	104210.255	Sheriff fleet vehicle maintenance	Rotation & Balance
131845136	Fleet Pride	1/27/26	1/27/26	\$ 16.36			
				\$ 16.36	114415.250	BRoads Equip supplies & expense	Filter Fuel/Water Separator
131888244	Fleet Pride	1/29/26	1/29/26	\$ (152.99)			
				\$ (152.99)	114415.250	BRoads Equip supplies & expense	LED Beacon
131931655	Fleet Pride	1/30/26	1/30/26	\$ 28.56			
				\$ 28.56	114415.250	BRoads Equip supplies & expense	Filter Glass Hydr
133483154	Fleet Pride	4/2/26	4/2/26	\$ 48.40			
				\$ 48.40	114415.251	BRoads Equipment Repair	Flange Wheel Nuts, Wheel Studs
	<b>Vendor Total:</b>			\$ (59.67)			
1-1061839	Gray's Market LLC	3/23/26	3/23/26	\$ 34.99			
				\$ 34.99	104162.231	BldgGrnds Fuel	Gas Can
2-0997209	Gray's Market LLC	3/30/26	3/30/26	\$ 4.99			
				\$ 4.99	104162.255	BldgsGrnds fleet vehicle maint	Auto bulb
	<b>Vendor Total:</b>			\$ 39.98			
INV-004328	Intergrated Power Solutions LLC dba Simpli Scada	4/3/26	4/3/26	\$ 199.97			
				\$ 199.97	284420.280	DJ Water Telephone	Complete Cloud Scada Service
LL2181	Legacy Logos LLC	4/6/26	4/6/26	\$ 270.00			

**Daggett County**  
**Open Invoice Register - 4/10/2026**

Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				
				\$ 90.00	324550.917.03	DL Invitational Expenditures	Banners 3z10
				\$ 90.00	324550.917.10	Cow Country Rodeo Expenditures	Banners 3z10
				\$ 90.00	354611.450	Shooting Range Cost of Sales	Banners 3z10
EA1672516	Les Olson Company	3/31/26	3/31/26	\$ 110.32			
				\$ 102.18	104150.251	NonDept copier/fax supplies & maint	Copies/Prints Color
				\$ 8.14	104150.251	NonDept copier/fax supplies & maint	Copies/Prints Black
191073	Milt's Ace Hardware	3/4/26	3/4/26	\$ 7.38			
				\$ 7.38	804610.610	Weed miscellaneous	Thread Rods
191451	Milt's Ace Hardware	3/23/26	3/23/26	\$ 23.95			
				\$ 23.95	284420.451	DJ Water Treatment	Coupling, Adapters
	<b>Vendor Total:</b>			\$ 31.33			
V211826	Morcon Specialty Inc.	3/31/26	3/31/26	\$ 138.48			
				\$ 138.48	114415.251	BRoads Equipment Repair	Hose, Clamp, Coupler, Nipple
2605	Rocky Ridge Outpost	3/13/26	3/13/26	\$ 1,750.00			
				\$ 1,750.00	224600.602	Rural County Grant Program Expenditures Part A	New Teepee
6352820	Strata Networks	3/31/26	3/31/26	\$ 234.98			
				\$ 234.98	284420.280	DJ Water Telephone	Internet
17791	TecServ Inc.	4/6/26	4/6/26	\$ 54.00			
				\$ 41.50	104148.611	IT/GIS software & software maint	Microsoft 365 Apps for Business
				\$ 12.50	104148.611	IT/GIS software & software maint	Microsoft 365 Business Standard
2.0261E+12	Thatcher Company	4/7/26	4/7/26	\$ 1,482.25			
				\$ 1,482.25	284420.451	DJ Water Treatment	T-Chlor 12.5
3.31.2026	Cemetery Town Of Manila	3/31/26	3/31/26	\$ 73.00			

**Daggett County**  
**Open Invoice Register - 4/10/2026**

		General					
Invoice No.	Vendor	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
				\$ 1.00	104162.621	BldgGrnds cemetery expenses	Processing
				\$ 72.00	104162.621	BldgGrnds cemetery expenses	Water
3.31.2026Crthse	Town Of Manila	3/31/26	3/31/26	\$ 122.50			
				\$ 72.00	104162.270	BldgGrnds utilities	water
				\$ 49.50	104162.270	BldgGrnds utilities	Sewer
				\$ 1.00	104162.270	BldgGrnds utilities	Processing
3.31.2026Jail	Town Of Manila	3/31/26	3/31/26	\$ 1,102.00			
				\$ 663.50	104210.270	Sheriff Utilities	Water
				\$ 437.50	104210.270	Sheriff Utilities	Sewer
				\$ 1.00	104210.270	Sheriff Utilities	Processing
3.31.2026Park	Town Of Manila	3/31/26	3/31/26	\$ 122.50			
				\$ 49.50	754510.270	Park utilities	Sewer
				\$ 1.00	754510.270	Park utilities	Processing
				\$ 72.00	754510.270	Park utilities	Water
3.31.2026Roads	Town Of Manila	3/31/26	3/31/26	\$ 90.25			
				\$ 1.00	114415.270	BRoads Utilities	Processing
				\$ 89.25	114415.270	BRoads Utilities	Water
3.31.2026Sheriff	Town Of Manila	3/31/26	3/31/26	\$ 139.75			
				\$ 89.25	104210.270	Sheriff Utilities	Water
				\$ 49.50	104210.270	Sheriff Utilities	Sewer
				\$ 1.00	104210.270	Sheriff Utilities	Processing
<b>Vendor Total:</b>				<b>\$ 1,650.00</b>			

46082	Uintah County Jail	3/31/26	3/31/26	\$ 78.23			
				\$ 78.23	104210.310	Sheriff jail contracted services	Inmate care/housing

3.24.2026Group	Union Telephone Company	3/24/26	3/24/26	\$ 1,249.98			
				\$ 729.79	104150.280	NonDept phone/internet	Phone/Camera
				\$ 176.41	104210.280	Sheriff telephone	Phone/Camera
				\$ 126.09	114415.280	BRoads Telephone	Phone/Camera
				\$ 71.69	234191.280	TRT telephone	Phone/Camera
				\$ 45.67	234191.924	TRT Camera Broadband and	Phone/Camera
				\$ 51.27	284420.280	DJ Water Telephone	Phone/Camera
				\$ 49.06	504360.204	Airport AWOS fees	Phone/Camera

**Daggett County**  
**Open Invoice Register - 4/10/2026**

Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				
4.3.2026	Internet	Union Telephone Company	4/3/26	4/3/26	\$ 1,191.00		
					\$ 95.63	104111.280	Comm telephone
					\$ 31.88	104122.280	JP ct M telephone
					\$ 15.94	104131.280	HR telephone/internet
					\$ 31.88	104141.280	Auditor telephone
					\$ 15.94	104141.280	Auditor telephone
					\$ 127.51	104142.280	Clerk telephone
					\$ 31.88	104145.280	Atty telephone
					\$ 175.33	104148.280	IT/GIS telephone
					\$ 15.94	104162.271	BldgGrnds utilities UBAG
					\$ 15.94	104162.280	BldgGrnds phone/internet
					\$ 15.94	104180.280	P&Z phone
					\$ 409.97	104210.280	Sheriff telephone
					\$ 47.82	114415.280	BRoads Telephone
					\$ 15.94	174219.280	Victim Advocate telephone
					\$ 15.94	224600.280	Econ Dev phone/internet
					\$ 15.94	234191.280	TRT telephone
					\$ 47.82	334144.280	A & C - Rec/Trs telephone
					\$ 47.82	334146.280	A & C - Assessor phone/internet
					\$ 15.94	804610.280	Weeds phone
					<b>\$ 2,440.98</b>		
<b>Vendor Total:</b>							

31227	Utah Asphalt Pavement Association	4/1/26	4/1/26	\$ 250.00			
				\$ 250.00	114415.210	BRoads Subscriptions &	Annual Dues 2026

6140024595	Verizon Wireless	4/1/26	4/1/26	\$ 80.02			
				\$ 40.01	104141.280	Auditor telephone	Aircards
				\$ 40.01	104148.280	IT/GIS telephone	Aircards

3306	Walk-N-Roll	3/31/26	3/31/26	\$ 137.43			
				\$ 137.43	114415.251	BRoads Equipment Repair	15 Wheel

PS002071198	Wheeler Machinery Co.	4/3/26	4/3/26	\$ 218.07			
				\$ 218.07	114415.255	BRoads Fleet Vehicle Maintenance	Motor GP-WIP

SS000612535	Wheeler Machinery Co.	4/2/26	4/2/26	\$ 7,573.92			
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**Daggett County**  
**Open Invoice Register - 4/10/2026**

Invoice No.	Vendor	General Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
				\$ 7,573.92	114415.255	BRoads Fleet Vehicle Maintenance	Nuts, Plwbolts,Board AS-LH, RH, AS, Bits, Plate Anglin
	<b>Vendor Total:</b>			<b>\$ 7,791.99</b>			
	<b>Total</b>			<b>\$ 25,373.16</b>			

**GL Account Summary**

\$ 95.63	104111.280	Comm telephone
\$ 31.88	104122.280	JP ct M telephone
\$ 15.94	104131.280	HR telephone/internet
\$ 87.83	104141.280	Auditor telephone
\$ 127.51	104142.280	Clerk telephone
\$ 31.88	104145.280	Atty telephone
\$ 585.08	104148.250	IT/GIS equip supplies & maint
\$ 215.34	104148.280	IT/GIS telephone
\$ 54.00	104148.611	IT/GIS software & software maint
\$ 110.32	104150.251	NonDept copier/fax supplies & maint
\$ 729.79	104150.280	NonDept phone/internet
\$ 34.99	104162.231	BldgGrnds Fuel
\$ 4.99	104162.255	BldgsGrnds fleet vehicle maint
\$ 2,369.30	104162.270	BldgGrnds utilities
\$ 15.94	104162.271	BldgGrnds utilities UBAG
\$ 15.94	104162.280	BldgGrnds phone/internet
\$ 125.00	104162.621	BldgGrnds cemetery expenses
\$ 15.94	104180.280	P&Z phone
\$ 38.00	104210.255	Sheriff fleet vehicle maintenance
\$ 2,458.90	104210.270	Sheriff Utilities
\$ 586.38	104210.280	Sheriff telephone
\$ 78.23	104210.310	Sheriff jail contracted services
\$ 157.73	104560.270	TV utilities
\$ 250.00	114415.210	BRoads Subscriptions & Memberships
\$ (108.07)	114415.250	BRoads Equip supplies & expense
\$ 324.31	114415.251	BRoads Equipment Repair
\$ 7,791.99	114415.255	BRoads Fleet Vehicle Maintenance
\$ 180.32	114415.270	BRoads Utilities
\$ 173.91	114415.280	BRoads Telephone
\$ 15.94	174219.280	Victim Advocate telephone
\$ 15.94	224600.280	Econ Dev phone/internet
\$ 1,750.00	224600.602	Rural County Grant Program Expenditures Part A
\$ 87.63	234191.280	TRT telephone

**Daggett County**

**Open Invoice Register - 4/10/2026**

Invoice No.	Vendor	General		Amount	Account No.	Account Name.	Description
		Ledger Date	Due Date				
				\$ 45.67	234191.924	TRT Camera Broadband and maintenance	
				\$ 1,118.47	284420.270	DJ Water Utilities	
				\$ 486.22	284420.280	DJ Water Telephone	
				\$ 1,618.20	284420.451	DJ Water Treatment	
				\$ 411.63	284430.270	DJ Sewer Utilities	
				\$ 90.00	324550.917.03	DL Invitational Expenditures	
				\$ 90.00	324550.917.10	Cow Country Rodeo Expenditures	
				\$ 47.82	334144.280	A & C - Rec/Trs telephone	
				\$ 47.82	334146.280	A & C - Assessor phone/internet	
				\$ 2,500.00	334148.611	A & C - IT/GIS software & software maint	
				\$ 54.50	354611.270	Shooting Range Utilities	
				\$ 90.00	354611.450	Shooting Range Cost of Sales	
				\$ 49.06	504360.204	Airport AWOS fees	
				\$ 231.94	754510.270	Park utilities	
				\$ 15.94	804610.280	Weeds phone	
				\$ 7.38	804610.610	Weed miscellaneous	
				<b>\$ 25,373.16</b>		<b>Total</b>	

**Daggett County**  
**Disbursement Summary**  
**Zions Checking - 04/03/2026 to 04/10/2026**

<b>Payee Name</b>	<b>Reference No.</b>	<b>Payment Date</b>	<b>Payment Amount</b>	<b>Void Date</b>	<b>Void Amount</b>	<b>Source</b>
Amazon Capital Services	101070	4/7/2026	\$ 386.89			Purchasing
Anderson, Emily	101071	4/7/2026	\$ 350.00			Purchasing
AT&T Mobility LLC (FirstNet)	101072	4/7/2026	\$ 488.41			Purchasing
Chavez, B Jill	101073	4/7/2026	\$ 1,500.00			Purchasing
Chemtech-Ford, LLC	101074	4/7/2026	\$ 32.00			Purchasing
Daggett County	101075	4/7/2026	\$ 5,445.54			Purchasing
Flaming Gorge Community Foundation	101076	4/7/2026	\$ 5,000.00			Purchasing
Kenworth Sales Company	101078	4/7/2026	\$ 76.08			Purchasing
Mountain West Propane Inc.	101079	4/7/2026	\$ 1,509.00			Purchasing
Outside Interactive, Inc.	101080	4/7/2026	\$ 6,495.00			Purchasing
Utah Retirement Systems	ACH 4/10/26	4/3/2026	\$ 12,542.36			Payroll
Utah State Tax Commission	ACH 4/10/26	4/3/2026	\$ 2,496.86			Payroll
Assurity Life Insurance Company	ACH 4/14/26	4/9/2026	\$ 932.52			Payroll
EFTPS	ACH 4/3/26	4/3/2026	\$ 14,562.04			Payroll
Public Employees Health Program	ACH 4/6/26	4/3/2026	\$ 38,310.04			Purchasing
Bureau of Reclamation	ACH 4/9/26	4/3/2026	\$ 7,071.44			Purchasing
HealthEquity	ACH 4/9/26	4/3/2026	\$ 6,244.46			Payroll
The Bancorp Bank	ACH 4/9/26	4/3/2026	\$ 12,808.88			Purchasing
Zions Bankcard Center	ACH 4/9/26	4/9/2026	\$ 14,625.48			Purchasing
<b>Total</b>			<b>\$ 130,877.00</b>		<b>\$ -</b>	

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## Ashley National Forest Quarterly Planning Update - April 2026

1 message

**Ashley National Forest** <no-reply@news.fs.usda.gov>

Wed, Apr 8, 2026 at 11:30 AM

Reply-To: Intermountain Region <reply-T4WVQKCWGREU3ORJC4XZ63YQDE.130017@news.fs.usda.gov>

To: braymond@daggettcountry.org



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

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Ashley National Forest



## Quarterly Project Planning Update – April 2026

You are subscribed to NEPA project updates for the Ashley National Forest. Our [quarterly project planning update](https://www.fs.usda.gov/ashley) is now available on our website: <https://www.fs.usda.gov/ashley>.

Thank you for your interest and involvement in the management of your public lands!

For additional information, please contact: Lesley Tullis, Ashley National Forest Environmental Coordinator, by phone at 435-781-5123 or by email at [lesley.tullis@tullis@usda.gov](mailto:lesley.tullis@tullis@usda.gov).



This email was sent by: **Intermountain Region**

324 25th Street  
Ogden, UT, 84401, USA

USDA is an equal opportunity provider, employer, and lender.

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# Change Order Proposal

3665 South West Temple, Salt Lake City, UT 84115 Phone:  
801.265.1000

Job Name: Dutch John Culinary Water Membrane Filtration Plant	Ref. PO/Contract: -
WesTech Job No: 25053A	Cust. Job No: -
Customer: Daggett County	Revision No: Rev.0
Customer Contact: Trevor Brooksby	Date: 4/7/2026
WesTech Contact: Ben Booth	Validity Period: 30 days
WesTech Email: bbooth@westechwater.com	

## SCOPE

Item	Description of Change and Statement of Reason	Net Price (USD)
A	<p><b>Programming and Controls Modifications:</b> Upgrading WesTech AltaPac controls to accommodate additional signals in the absence of a plant SCADA</p> <ul style="list-style-type: none"> <li>-Installation and supply of two (2) additional Analog IO Cards</li> <li>-Programming modifications to accommodate additional plant wide signals</li> </ul>	\$19,262.00
Payment Terms	100% Upon Receipt of Order	
Freight Terms	FSP-FFA - FOB Shipping Point - Full Freight to Jobsite (USA ONLY)	Included
Freight Terms	Dutch John, UT	
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included
<b>Total, Excluding Taxes If Applicable</b>		<b>\$19,262.00</b>

## TERMS

- (1) Unless specifically identified above or attached to the contrary, this Job Change Order does not impact Terms and Conditions for the Purchase of Goods and Services of the Existing Agreement.
- (2) This order is subject to all specifications above as well as attachments included.

## AUTHORIZATION

Daggett County

WesTech Engineering, LLC.

Signed by: \_\_\_\_\_ Date

Signed by: \_\_\_\_\_ Date

Title: \_\_\_\_\_

Title: \_\_\_\_\_





DAGGETT COUNTY  
95 North 100 West  
PO Box 219  
Manila, UT 84046  
435-784-3218

### Conditional Use Permit Application

Title 8, Chapter 11: All rules and regulations of the Conditional Use Permit must be met and followed for the approval of a Conditional Use permit. There shall be no presumption of approval of any aspect of the process. **An application will not be accepted if not complete.** All sections of the application must be filled out and correct information provided. **A Conditional Use Permit application requires a detailed site plan, which includes existing, and future dwellings/structures, distances to property lines, applicant information, etc.**

#### OFFICE USE ONLY

CUP# \_\_\_\_\_ Fee \$300 Receipt# \_\_\_\_\_  
Is this an amendment?  YES  NO Date Approved \_\_\_\_\_ Date Paid \_\_\_\_\_

#### PROPERTY INFORMATION AND LOCATION

(All lines applicable to this site must be filled in) Parcel 101-0090-0268

SECTION \_\_\_\_\_ TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_  
PARCEL# A268 CURRENT ZONING DESIGNATION AG20  
TOTAL ACREAGE OF PARCEL 4.87 AREA OCCUPIED BY THIS USE \_\_\_\_\_  
PROPERTY ADDRESS Airport Rd & Hwy 43 CITY/ST/ZIP MANILA Ut 84046

**YOU MUST INCLUDE A PARCEL MAP OBTAINED FROM THE DAGGETT COUNTY RECORDER'S OFFICE WITH THIS APPLICATION**

#### APPLICANT INFORMATION

OWNER(S) OF PROPERTY Town of Manila  
MAILING ADDRESS PO Box 189 CITY/ST/ZIP MANILA Ut 84046  
ADDRESS OF PROPERTY Airport Rd Hwy 43 CITY/ST/ZIP MANILA Ut 84046  
PHONE 435-784-3143 EMAIL KATHIK@MANILA Ut 84046

#### PROPERTY OWNER(S) INFORMATION (IF DIFFERENT FROM APPLICANT)

NAME(S) \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_ CITY/ST/ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

A COPY OF THE DEED, OFFER OR TAX NOTICE MUST BE INCLUDED TO DEMONSTRATE OWNERSHIP

**AGENT**

FOR THE PROPERTY OWNER(S)                       FOR THE APPLICANT  
NAME(S) \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY/ST/ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**AN AGENT AUTHORIZATION FORM PROPERLY SIGNED AND NOTARIZED MUST BE INCLUDED WITH THIS APPLICATION**

ATTACH AN 8.5 X 11 COPY OF LOCATION MAP, SITE AND BUILDING PLAN, AND DETAILED DESCRIPTION OF PROPOSED USE, INCLUDING PARKING, BUILDING ACCESS, AND EQUIPMENT THAT WILL BE USED. MUST INCLUDE A NARRATIVE OF INTENTIONS OF USE, INCLUDING HOURS OF OPERATION AND ANY OTHER NUISANCES.

APPLICATION IS HEREBY MADE TO THE PLANNING AND ZONING BOARD REQUESTING THAT:  
*Property be rezoned from AG 20 to Commercial for the purpose of installing an RV Sanitary Station.*

I (WE) understand that the Daggett County Planning & Zoning Board shall not authorize a conditional use permit unless the evidence presented is such as to establish that such use will not, under any circumstances of the particular case, be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, and the proposed use will comply with the regulations and conditions specified in the Daggett County zoning ordinance for such use. As per chapter 5 of Title 8 any person aggrieved by a decision of the planning board regarding the issuance, denial or revocation or amendment of a conditional use permit may appeal such decision to the board of adjustment within 30 days of the date of decision.  
I certify that all information listed on this application is true, accurate, and complete. I do hereby acknowledge that any misrepresentation could result in the revocation of this permit.

_____ Signature	_____ Date
_____ PRINTED NAME OF SIGNEE	
_____ SIGNATURE	_____ Date
_____ PRINTED NAME OF SIGNEE	

## Conditional Use Permit Requirements

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### Manila RV Sewer Dump Station – Daggett County, Utah

#### 1. General Use

The site shall be developed and operated as an RV sewer dump station facility with associated potable water service for transient public use. No long-term RV parking, storage, or overnight occupancy shall be permitted unless separately approved.

#### 2. Access and Circulation

Access to the site shall be provided via Airport Road. No direct access to Highway 43 is permitted by UDOT. The site shall be designed to allow pull-through circulation and maneuvering of RVs without backing movements into access drives or public roadways.

#### 3. Sewer Service and Dump Station Facilities

All waste discharge from the facility shall be conveyed to the Town of Manila sanitary sewer system. The Town of Manila, as owner and sewer provider, has confirmed capacity for the proposed use. Dump station components shall be constructed of durable materials and designed to prevent leakage or uncontrolled discharge.

#### 4. Potable Water, Backflow Prevention, and Cross-Connection Control

Potable water service shall be provided for RV use. An approved backflow prevention assembly shall be installed in accordance with applicable state and local requirements. The facility shall comply with all applicable cross-connection control requirements to protect the public water system. Potable water infrastructure shall be clearly separated from waste handling components.

## 5. Stormwater and Containment

Stormwater runoff from the site shall be retained on site and conveyed to an approved retention pond. The site shall be graded to prevent offsite runoff impacts. The retention area shall also serve as secondary containment for incidental spills or washdown runoff to the extent allowed by the approved site design.

## 6. Spill Response and Maintenance

The Town of Manila shall maintain the site in a clean, orderly, and sanitary condition at all times. A spill response plan shall be maintained for the facility, including procedures for immediate containment, cleanup, and notification. Emergency contact information shall be posted in a visible location on site.

## 7. Solid Waste Handling

Dumpster service shall be provided as needed for operation of the site. Any dumpster shall be placed within an enclosed (3 sided) area constructed of durable materials, such as wood, metal, or similar approved screening material.

## 8. Pavement Design

All drive lanes, dump station lanes, and related traffic areas shall be paved with a minimum of:

- 3 inches asphalt
- 6 inches untreated base course
- 12 inches minimum of competent subgrade material free of excessive clay, organics, or other unsuitable material

Subgrade shall be proof-rolled and compacted to provide a stable foundation. Any unsuitable material encountered shall be removed and replaced with approved material.

## 9. Setbacks and Site Layout

Pavement areas shall be set back approximately 10 feet minimum from property lines, as shown on the approved site plan. The dump station island area shall be located approximately 175 feet from the nearest property boundary.

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## 10. Fencing and Screening

A fence shall be installed along the east property line. Additional screening or landscaping may be required if determined necessary by Daggett County as part of final approval.

## 11. Signage

Wayfinding and regulatory signage shall be provided as necessary for safe and orderly operation of the facility. Signage shall include direction for entry and exit circulation and measures intended to discourage use of adjacent side streets. Any off-site signage shall be subject to the approval of the applicable roadway jurisdiction.

## 12. Site Condition and Orderliness

The site shall be maintained in a clean, orderly, and safe condition at all times. The facility shall be operated in a manner that minimizes odor, traffic conflicts, and other impacts to surrounding properties.

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## 13. Hours of Operation

Hours of operation shall be limited to 6:00 a.m. to 10:00 p.m., unless otherwise approved by Daggett County.

## 14. Lighting

Lighting shall be limited to what's necessary for safe operation of the facility. One overhead light may be installed at each constructed dump island. All lighting shall be downward-directed and shielded to prevent glare and light trespass onto adjacent

properties or roadways. Lighting shall be placed on a timer or similar control to limit operation to necessary hours only.

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## 15. Future Expansion

The site may be designed to accommodate future expansion, including an additional dump island or related facilities. Any future expansion beyond the initially approved improvements shall be subject to additional County review and approval as required.

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# Operations and Spill Response Plan

Manila RV Sewer Dump Station – Daggett County, Utah

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## 1. General Operations

The RV sewer dump station shall be operated and maintained by the Town of Manila. The facility is intended for short-term public use only and shall not be used for long-term parking, storage, or overnight occupancy.

The site shall be maintained in a clean, orderly, and safe condition at all times.

## 2. Routine Maintenance

The Town of Manila shall perform routine inspections and maintenance of the facility, including:

- Regular cleaning of dump station surfaces and surrounding areas
- Inspection of sewer connections, valves, and fittings for leaks or damage
- Removal of debris, trash, and unauthorized materials
- Maintenance of dumpster areas to prevent overflow or windblown debris
- Inspection of signage, lighting, and fencing

Maintenance frequency shall be sufficient to prevent nuisance conditions, including odors, unsanitary conditions, or unsafe operations.

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## 3. Wastewater Handling

All wastewater discharged at the facility shall be conveyed to the Town of Manila sanitary sewer system.

- No discharge to the ground surface or storm drainage system shall be permitted
- Washdown water shall be managed in a manner consistent with the approved site design
- Users shall be limited to disposal of typical RV wastewater (blackwater and graywater only)

## 4. Spill Prevention

The facility shall be operated to minimize the potential for spills through:

- Proper design and maintenance of dump station connections
- Clearly posted user instructions
- Routine inspection of equipment and infrastructure

The on-site retention pond and grading shall function as containment for incidental spills.

## 5. Spill Response Procedures

In the event of a spill or uncontrolled discharge, the following actions shall be taken:

### Immediate Containment

- Stop the source of the spill if possible
- Prevent spread using available materials (absorbent, soil, or other means)

### Site Control

- Restrict access to the affected area as necessary
- Prevent tracking of contaminants by vehicles or foot traffic

### Cleanup and Disposal

- Remove contaminated materials and dispose of them in accordance with applicable regulations
- Clean affected surfaces to restore sanitary conditions

### Notification

- Notify the Town of Manila or designated responsible party
- Notify appropriate agencies if required by applicable regulations

## 6. Emergency Contact Information

Emergency contact information shall be posted in a visible location on site and shall include:

- Facility owner/operator (Town of Manila)
  - Local emergency services contact
  - Any additional contact deemed necessary by the owner
- 

## 7. Seasonal Operation and Freeze Protection

The facility may be operated year-round; however, potable water service and washdown features may be:

- Shut off during freezing conditions, or
- Protected through appropriate freeze protection measures

Operations shall be adjusted as necessary to prevent damage to infrastructure and maintain safe conditions.

## 8. Signage and User Instructions

The site shall include signage providing clear instructions for proper use of the dump station, including:

- Proper connection procedures
  - Acceptable waste types
  - Prohibited activities
  - Contact information for reporting issues
-

NO RV STAT  
VIA BEAR P

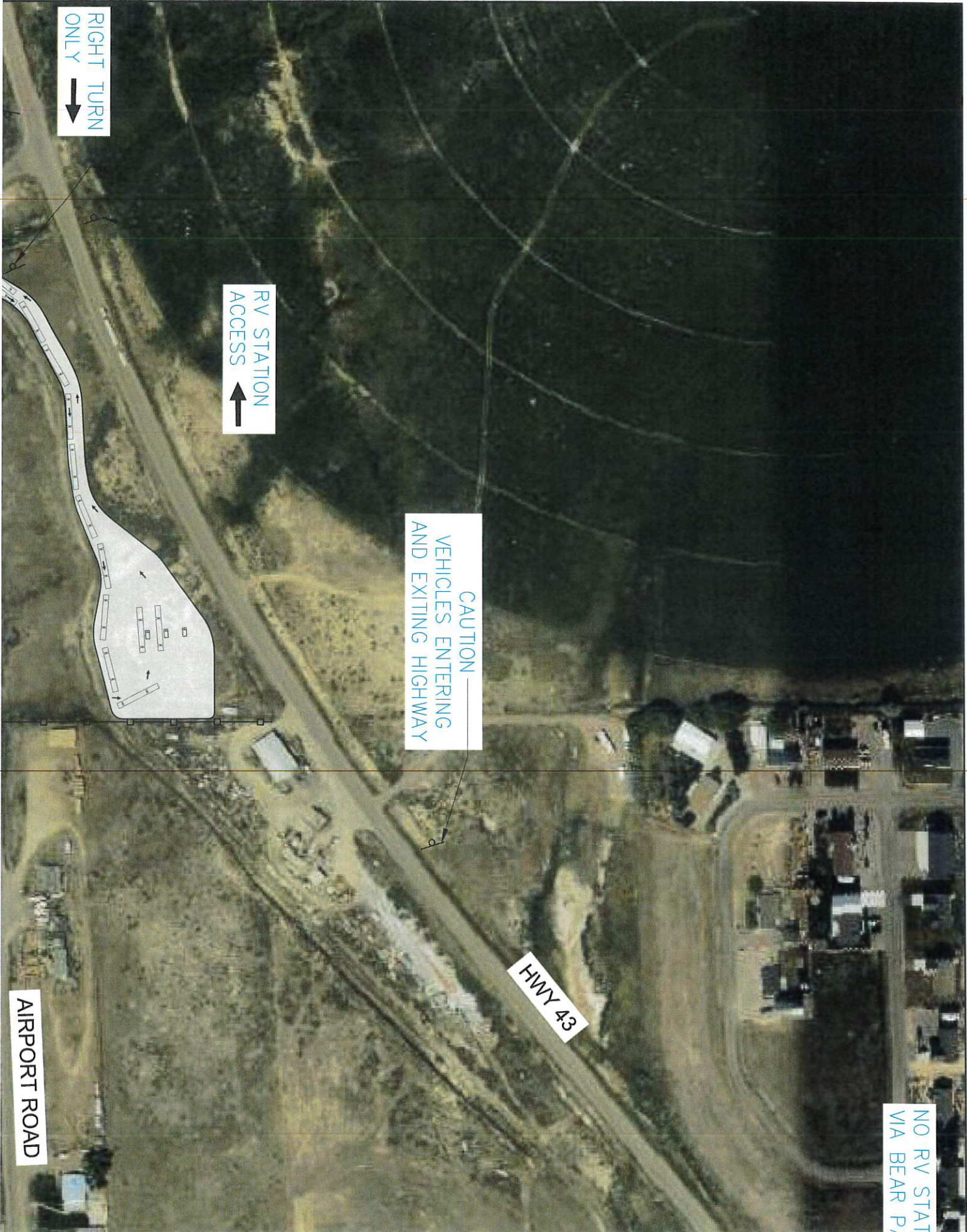
HWY 43

CAUTION  
VEHICLES ENTERING  
AND EXITING HIGHWAY

RV STATION  
ACCESS

RIGHT TURN  
ONLY

AIRPORT ROAD



AIRPORT ROAD

HWY 43



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## Manila RV Station

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**From** Jeff McCarty <jmccarty@sunrise-eng.com>

**Date** Fri 4/3/2026 10:51 AM

**To** kathik@manilautah.com <kathik@manilautah.com>; Gary Pallesen <garypallesen@gmail.com>

**Cc** Aaron Averett <aaverett@sunrise-eng.com>; Jerry D. Slaugh <jerry.slaugh@sunrise-eng.com>; James Israelsen <james.israelsen@sunrise-eng.com>; Bryan Meier <bmeier@sunrise-eng.com>

 4 attachments (1 MB)

Conditional Use Permit Requirements.docx; Operations and Spill Response Plan.docx; 04-02-2026 Rv Spacing Exhibit Option B.pdf; 04-02-2026 Rv Signs Exhibit Option B.pdf;

Kathi and Gary,

I just wanted to update the two of you regarding our efforts to resolve the rezoning issues for the RV Station Project. I met with Matt Tippets last week and got on the same page regarding what changes we could make to the project that would allow both the planning and zoning board and the county commissioners to approve the rezoning and the conditional use permit. That meeting went really well and Matt even came up with a good adjustment I hadn't thought about.

On Tuesday, Myself, Matt Tippets and Bryan Meier (from my office) met with Chad Reed. We went over the same adjustments, Chad added some comments, and he appears to be on board.

Yesterday, Thursday, the same people met with Tammy Twitchell. We went over the same adjustments, including Chad's and Tammy also is on board now. She even suggested that we not only ask for the zoning change at the April 21<sup>st</sup> meeting but that we also ask for a conditional use permit. This would put us back on the schedule we were on before the last planning and zoning meeting disaster.

I am on vacation next week, but I have scheduled to meet with Allen Wood on April 16th.

Next step:

- Chad has already spoken to Shawn Hughes about the adjustments and he was happy with them. I'll call Shawn today just to touch base with him and maybe Bryan will walk the site with him next week.
- Attached are our thoughts (P&Z and Commissioners haven't seen this) on possible conditional use permit requirements and a possible spill response plan. It's up to Manila but take a look and see what you think.
- Kathi, could you contact Carrie Poulsen next week to make sure we are getting the planning and zoning board what they need in order to make the rezoning and conditional use permit to go through on April 21?
- Attached is also a preliminary layout showing the changes that have been suggested. I wanted both of you (Kathi and Gary) to take a look and see what your thoughts are. The changes include:
  - Signage at the RV station entrance and along the highway
  - A privacy fence along the east property line. Something a little bit more decorative than just a chain-link fence was suggested.

- Reconfiguring the entrance/exit to come out on airport road on the north/west side of the canal
  - This limits the concerns the canal company has
    - Gary could you contact the canal board to see if they have any thoughts?
  - This provides a long distance on the property for a queue to backup on
  - This limits the impact to Airport road
  - We also are going to angle the access to the west and maybe put up bollards or other barriers on the east side of the access
    - The intent is that this make the angle so sharp that RVs can turn in from or out to Bearpaw lane, so they have to use the Hwy 43/Airport Rd direction
  - There was a lot of back and forth about if a garbage dumpster should be provided. Chad thought it would cause more problems (I tend to agree), Tammy thought people would just through there garbage wherever then. So that question isn't really resolved.

Take a look and let me know what you guys think.

If you like this new layout we will need to do a little bit of redesigning to get the details on the plans corrected and adjusted.

We would then need to give that design adjustment information to MJM so they can see if it affects their costs.

Mayor, if we can get your permission on those last two things, we can make the design adjustments next week, get MJM to look at their costs the following week, then everything should be in place for the P&Z meeting on April 21 and the county commissioners meeting on April 28.

What are both of your thoughts? We'll await your feedback.

Thank you,



**JEFF MCCARTY, P.E.**  
**Project Engineer**

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