

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Wednesday, May 12, 2026** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Randy Asay and Commissioner Jack Lytle attended in person. Commissioner Tippets was excused. Auditor Keri Pallesen attended virtually. Attorney Kent Snider and Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:08 am by Commissioner Lytle. The invocation was given by Larinda Isaacson. Commissioner Lytle then led those in attendance in the Pledge of Allegiance.

**Present In Person:** Bryan Gibson, Jordynn Hewitt, Peggy White, Mayor Butch Johns, Mike Musselman, Chad Reed, Steve Forbes, Representative Lynn Sitterud, Sheriff Bailey, Bill West

**Present Online or by Phone:** Bret Reynolds, Cordell McCracken

**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 Tippets:				X
Commissioner Lytle:	X			
Commissioner Asay:	X			

The motion carried.

**Committee Reports:** Chad Reed and Steve Forbes are here for Planning and Zoning and the short term rentals. There is a problem with fire safety inspections and not having someone who can perform them. There was some discussion. It was decided that Corey Auger would do the inspections until we could get someone to be certified. The rentals that are currently waiting for inspection, and have reached out to Planning and zoning, would not be penalized as the delay is not their fault. If they have not reached out and are not currently working on their inspections they will be held accountable and late fees will hold.

Chad Reed had an additional question in regards to how code is written now and what the commission sees happening in the future. There was some discussion.

**Citizen Comment:** Mike Musselman spoke in regards to the RV Dump Station that is being proposed out by Airport Road. He has some concerns and voiced his opinions. Bill West also had some concerns regarding the RV Dump Station. There was some discussion. It was noted that safety is an issue and UDOT will make sure regulations are met.

**Recess at 10:09 am Returned from Recess at 10:15 am.**

**Recess for MBA at 10:16 am. Returned from recess at 10:29 am.**

**Approve Minutes:** Minutes from the April 21, 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 May 6, 2026 Commission and RDA Meeting. 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.

**Issue Updates**

**RDA:** Time was given to Mayor Butch Johns. They are having a meeting next week with planning and zoning. That is moving along fine. Sun Drop housing is moving forward. It was asked how water and sewer is going to move forward in the future for the new housing developments. There was some discussion.

**MBA:** During the MBA session, there was a brief update regarding the Clinic's progress. Construction is advancing, with electrical installations underway and the elevator currently being installed. Additionally, the curb and gutter work is nearing completion.

The Water Treatment Plant in Dutch John is getting ready for the final walk through.

**Affordable Workforce Housing:** Things are moving forward. They are working on the inside of the homes now.

**Sheriff Office, EMS, Code Enforcement:** No new updates at this time.

**Airports:** Bret Reynolds stated that the night test is going to be this week. AWASH is not working completely. The system may need a reboot.

**Clinic:** Nothing new at this time.

**Roads:** Construction is still occurring on the Brown's park road.

**Code Enforcement:** This is moving forward.

**Tourism:** Jordynn Hewitt provided a tourism update. This weekend is the Flaming Gorge Fishing Derby. There is a state wide initiative regarding "Adventure Safe". This is a program for the kids and teaching them how to be safe while in the outdoors. The busy season is starting.

**Legislation:** Lynn Sitterud stated they are working on forest fire prevention.

**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 May 8, 2026. 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.

**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 May 10, 2026 in the amount of \$47,503.08. 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.

**County Disbursement Summary:** The Disbursement Summary was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Asay motioned to acknowledge receipt of the Disbursement Listing as being reviewed from April 30, 2026 to May 10, 2026 for Daggett County Zion's Checking in the amount of \$210,062.27. 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:** A request for the Declaration of Adventure Safe Day to be Saturday May 16, 2026 was made by the State. This is to encourage planning ahead and preparing thoughtfully so that people can stay safe and set themselves up for the best experiences possible. Commissioner Lytle motioned to approve the declaration of Adventure Safety Day being on Saturday, May 16, 2026. It was stated that this would be ratified in next week's meeting. 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. This will be ratified next week.

## POLICY AND LEGISLATION

**Discussion And Consideration Of The Dutch John Airport:** Time was given to Mayor Butch Johns, who presented a draft handout outlining a proposed agreement intended to support the development plan for the Dutch John Airport. The proposal was created to improve airport facilities and operations for the flying public while also benefiting the economies of the Town of Dutch John and Daggett County. Discussion followed, during which it was emphasized that the proposal is only a starting point, that no decisions have been made, and that additional discussion will be necessary. The matter was tabled, and a working meeting will be scheduled to further discuss details.

**Discussion And Consideration Of Surplussing a 2015 F150 4x4 Vin ending FKD42799 & a 2016 F150 4X4 Vin ending GKF56918:** Time was given to Sheriff Eric Bailey. There was some question in regards to the VIN numbers. Verification of the VINS will be done. These are the only two white trucks in the sheriff's fleet. There was some discussion. Jesse Platt blue booked the trucks at \$14,000.00 a piece. It was discussed to surplus these at this price. Selling these as is with no delivery. Commissioner Asay motioned to approve the surplussing of the 2015 F150 4X4 and the 2016 F150 4X4 and using \$6,000.00 of the surplus funds to purchase new radar equipment for the

Sheriff dept. 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 Purchase Request to Bancorp in the amount of \$49,000.00 for the Sheriff Department:** Commissioner Asay motioned to approve the purchase order to Bancorp in the amount of \$49,000.00 for 2 (two) 2022 Ford F-150 4X4 trucks to be used by the Sheriff Department. 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.

**Recessed at 12:12 pm. Back From recess at 3:19 pm**

Resumed discussion on Item No. 5, consideration of administrative fees for Fund 28.

**Discussion And Consideration Of Establishing Administrative Fees For Fund 28:** Discussion focused on Fund 28 operating as a self-sustaining enterprise fund. Due to increased administrative work by the auditor's and treasurer's offices, including billing and accounting functions, staff recommended increasing the administrative fee from the previous average of approximately \$10,000 annually to \$20,000 for 2025 and \$20,000 for 2026. Staff will begin tracking employee time related to Fund 28 for future verification purposes. The County will also consider conducting a water and sewer rate study, noting rates have not changed in six to seven years. Commissioner Asay motioned to approve establishing administrative fees for Fund 28 as stated above. 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 Surplussing Search and Rescue Equipment; A Non Functioning Message Trailer Vin Ending In 7M825367, A 2003 Voyager 12' Utility Trailer Vin Ending 4A016239, A 2003 Yacht Club Snowmobile Trailer Vin Ending in 40356969, And A Cat JAG Snowmobile (missing aCarburetor) Vin Ending 9321027:** Time was given to Jesse Platt regarding the surplus of county equipment. Discussion followed. Commissioner Lytle made a motion to approve the surplus of the following items: a non-functioning message trailer, VIN ending in 7M825367, to be listed at \$50.00; a 2003 Voyager 12-foot utility trailer, VIN ending in 4A016239, to be listed at \$400.00; and a 2003 Yacht Club snowmobile trailer, VIN ending in 40356969, together with a Cat JAG snowmobile missing a carburetor, VIN ending in 9321027, to be listed together at \$250.00. The motion was approved. The items will be advertised locally, with sealed bids to be submitted to the Clerk's Office by Tuesday, May 26, 2026 at 9:30 am. Bids will be opened during the Commission 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.

With nothing further to discuss, Commissioner Asay motioned to adjourn. 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.

The meeting was adjourned by Commissioner Lytle at 3:24 pm.

/s/Excused  
Commissioner/Matt Tippetts

/s/Larinda Isaacson  
Clerk/Larinda Isaacson

/s/Randy Asay  
Commissioner/Randy Asay

/s/Jack Lytle  
Commissioner/Jack Lytle