

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Wednesday, May 6, 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 and Randy Asay attended in person. Commissioner Jack Lytle was excused. Auditor Keri Pallesen and Attorney Kent Snider attended virtually. Clerk Larinda Isaacson attended in person. The meeting was called to order at 9:09 am by Commissioner Tippetts. The invocation was given by Peggy White. Commissioner Tippetts then led those in attendance in the Pledge of Allegiance.

Present In Person: Bryan Gibson, Jordynn Hewitt, Mayor Kathi Knight, Brianne Carter, Keri Pallesen

Present Online or by Phone: Jeffery McCarty with Sunrise Engineering, Mechelle Miller, 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 Tippetts 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 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 April 21, 2026 Commission and RDA Meeting. 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.

Issue Updates

RDA and MBA: UAC is going to be helping the RDA with reports.

Affordable Workforce Housing: Progress remains steady across ongoing projects. Quinn Bennion provided information that Peggy White will circulate to the Commissioners. Additionally, the subject of affordable workforce housing was a point of discussion during the UAC conference.

Sheriff Office, EMS, Code Enforcement: When asked for an update, Mechelle Miller noted that progress is being made on several grant applications.

Airports: There was nothing new to discuss.

Clinic: Installation of the cabinets and flooring has commenced, and the results are looking excellent. Furthermore, a substantial portion of the curb and gutter work is now complete.

Roads: Progress continues on the bike path, with the National application currently underway. This stage is anticipated to proceed without complications, and construction is slated to commence later this year.

Tourism: Jordynn Hewitt provided a tourism update, noting that the UAC Conference offered valuable insights into utilizing the Utah Forever Program.

The Outlaw Shoot was highly successful, drawing many participants from outside the area. The committee received significant praise for their efforts and the quality of the facility.

Upcoming community events include Adventure Safe on May 16, 2026, which focuses on Search and Rescue education for children and parents, and an America 250 potluck scheduled for July 5, 2026 at the county park.

Newsweek has contacted the county regarding the water releases from the Flaming Gorge. Peggy White noted that Newsweek is preparing a brief feature on the region, and she emphasized that there are numerous activities available in the area beyond the lake itself.

Citizen Comment: Commissioner Asay wanted to recognize the color of the roads are changing. Mayor Knight stated that they are continuing to work on the roads. They are looking great.

Reports were received regarding children operating 4-wheelers along Dry Fork. Following notification, Sgt. Isaacson and the deputies intervened to resolve the situation.

Legislation

Recess 9:37 am for the MBA Meeting. Back from recess at 9:57 am.

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 1, 2026. Commissioner Tippets 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 May 1, 2026 in the amount of \$176,008.16. Commissioner Tippets 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 Asay motioned to approve the Reimbursement Register dated April 12, 2026 to April 25, 2026 in the amount of \$365.50. 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.

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 17, 2026 to April 30, 2026 for Daggett County Zion's Checking in the amount of \$108,408.46. 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.

Calendar /Correspondence: There was an email from The RAF(Recreational Aviation Foundation) regarding a work party on May 9th at Taylor Flat Airstrip.

Conservation and Weed Board meeting coming up on May 13, 2026.

Leadership lunch is Tuesday, May 12, 2026. There was some discussion.

The Cow Country Jr. Rodeo presented a card and plaque to the County and the Road Department in appreciation of all they do. It was noted that the Cow Country Jr. Rodeo is also appreciated for all their efforts.

POLICY AND LEGISLATION

Discussion And Consideration Of Farm Bureau: Time was given to Peggy White. There was some discussion. There are no fees to participate with this. This is something she learned about at UAC. It was decided that Daggett County would like to participate.

Discussion And Consideration Of Signing Event Contracts For Tourism Grant: Time was given to Jordynn Hewitt. There was some discussion. Commissioner Asay motioned to approve Signing Event Contracts For Tourism Grant. There were 5 grants awarded. They were as follows: The Fire Round receiving \$1,500.00, Utah Ducks Unlimited receiving \$2,000.00, Lucerne Valley Marina receiving, Flaming Gorge Shooting Complex receiving \$2,000.00 and Flaming Gorge Resort receiving \$2,000.00. 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.

Discussion and Consideration of Letter of Recommendation to the Daggett County Commissioners Zone Change Request on Parcel 01-0090-0268/Serial Number A268 from Agriculture 20 to General Commercial: Commissioner Tippetts motioned to approve Zone Change Request on Parcel 01-0090-0268/Serial Number A268 from agriculture 20 to general commercial. 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 Pharmacy Application Conflict For DCHBCC: This was discussed in the MBA Meeting.

Recess at 10:24 am. Back From Recess at 10:32 am.
Recess at 10:33 am. Back From Recess at 10:38 am.

Discussion And Consideration Of Establishing Administrative Fees For Different Funds: This has been an effort to have funds stand on their own and not draw on the General Fund. There was some discussion. This discussion was interrupted because of the Closed session that was scheduled for 11:00 pm. Discussion was resumed at 12:37 pm to continue discussion on establishing administrative fees for county funds. Additional financial summaries and historical fund information were reviewed, including TRT, restaurant tax, RDA, and utility funds. Commissioners discussed retroactively applying administrative fee corrections to 2019 based on auditor recommendations and establishing a consistent methodology moving forward using actual wages and benefits tied to each fund. Concerns were raised about the impact on Fund 28 without Commissioner Lytle present, and discussion included using accrued interest for retroactive adjustments to Fund 25 (RDA). A motion was made and approved to apply retroactive adjustments to Funds 11, 13, 19, and 23; apply accrued interest adjustments to Fund 25; establish the new methodology moving forward; and table Fund 28 discussion until Commissioner Jack Lytle could participate.

Commissioner Asay motioned to approve establishing administrative fees for different funds as discussed. 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.

Closed Session was needed for the purpose of purchase, exchange, or lease of real property.

Commissioner Asay motioned to go into closed session. 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.

Closed session at 11:12 am.

Commissioner Asay motioned to go back into open session. 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.

Back to open session at 12:12 pm.

Discussion and Consideration of RFP For Medical Services Providers: Time was given to Jesse Platt. There was some discussion. Attorney Kent Snider joined the discussion. Questions need to be submitted by May 29, 2026. Proposals by June 5, 2026. Final decision June 30, 2026. There was some more discussion. The recommended changes will be updated. Commissioner Asay motioned to approve and publish the RFP for Medical Services Providers as discussed.

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.

Time was given to Jesse Platt and he presented an Evaluation Criteria for the RFP for the Medical Services Providers. There was some discussion.

A short recess was taken at 12:33 pm. Back from recess at 12:37 pm.

With nothing further to discuss. The meeting was adjourned by acclamation by Commissioner Matt Tippetts at 1:51 pm.

/s/Matt Tippetts
Commissioner/Matt Tippetts

/s/Larinda Isaacson
Clerk/Larinda Isaacson

/s/Randy Asay
Commissioner/Randy Asay

/s/Jack Lytle
Commissioner/Jack Lytle