Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday September 29, 2026** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioner Matt Tippets, Randy Asay and Jack Lytle attended in person. Commissioner Jack Lytle joined in person at 9:14am. Kourtney Hawks, Jesse Platt, Attorney Grant Charles attended in person. Clerk Larinda Isaacson and Keri Pallesen attended virtually. The meeting was called to order at 9:00 am by Commissioner Tippets. The invocation was given by Randy Asay. Commissioner Tippets then led those in attendance in the Pledge of Allegiance.

**Present In Person**: Peggy White, Jordynn Hewitt, Katie Anderson, Terry Wright, Eric Wahlquist, Cassie Louk, Mark Olsen, Kathy Olsen Sheriff Eric Bailey, Carrie Poulsen, Cordell McCracken

**Present Online or by Phone:** Cordell McCracken, HD Sanderson, Trevor Brooksby, Dennis Andelin

**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 Tippets 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.

**Approve Minutes:** Minutes from the September 22, 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 September 22, 2026 Commission and RDA Meeting. 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.

**Issue Updates**

**RDA:** Nothing at this time

**MBA:** Nothing at this time

**Affordable Workforce Housing**: Terry Wright assisted with the self-help housing effort, where fencing work on the properties has begun.

**Sheriff Office, EMS, Code Enforcement:** They are in the process of hiring a new Deputy and interviews will be next week.

**Airports:** Nothing at this time

**Clinic:** Efforts are underway to wrap up the inspection details and punch list items. Jesse Platt has put in significant effort to set up everything for the incoming provider, ensuring that Ashley Valley Regional can move in immediately upon issuance of the Certificate of Occupancy.

**Roads:** The chip seal project covering Bennion Ln, Burch Creek Rd, Fisherman Ln, the Park Parking Lot, and the lower segment of Airport Rd has been completed, and the results look great.

A Public Hearing was held the previous evening regarding the Flaming Gorge Road and Transportation District's application for a Community Impact Board (CIB) grant. Public feedback during the hearing strongly discouraged pursuing CIB loan options. The District has experienced a decline in mineral lease revenue, which has impacted available funding. The Public Hearing was informative and beneficial in providing feedback regarding the project and available funding options. Joint Highways has been very helpful and has advanced funding to align with the Town's funding for the paving of State Line Road. These funds are expected to be available for construction beginning in October 2027. The State Line Road project is anticipated to include approximately four inches of hot-mix asphalt. The Flaming Gorge Road and Transportation District is considering seeking CIB funding to help complete the State Line Road project.

Eric Wahlquist had a question on the bike path. Commissioner Tippets explained CIVCO is very close to getting the bids out, and we are hopeful to start construction early next spring. This will go from the Villa down to the Hub on the North side of the HWY. Eric Wahlquist asked if there will be sitting areas throughout this bike path. Commissioner Tippets explained that is not a part of the scope of this part of the project, but could be added at a later date. The Town of Manila has agreed to take care of the trash along the path.

**Legislation:** The Senate is back in session in DC, this is scheduled to go through Thursday. Senator Curtis will be traveling across the state for elections. The Fix The Forrest Act is in the same place as last update, we are just waiting for it to come to the floor of the Senate for a vote. Hopefully this will get passed and signed before the end of the year.

Conner Haws from Representative Kennedy's office texted the Commissioners to request a meeting during his visit to Daggett County on Wednesday. Commissioner Tippets noted he will follow up with Conner to schedule a meeting time, while Commissioner Lytle and Commissioner Asay indicated they would be unable to attend.

**Tourism:** No new update, just a reminder of the halloween events that are coming up quickly. Peggy White and Jordynn Hewitt are planning a volunteer appreciation dinner, hopefully they can have it over at the new clinic building.

**Citizen Comment:** Terry Wright had a question about how all the Kokanee are going to get up to the bridge with all the beaver dams that are happening over at Sheep Creek. Commissioner Tippets explained that it is a DWR issue. Regarding the Kokanee spawning concerns raised, Commissioner Lytle noted that while damming presents a challenge, reproduction relies primarily on traps rather than natural spawning in the river. He suggested contacting DWR outreach representative Tonya Selby or biologist Bryan Englebert for detailed information.

Mark Olsen had a question on if there is a noticeable change in tourism with the lake going down. In response, Commissioner Tippets noted that visitor attendance remains strong. He attributed this continued interest to the Tourism department's active promotion highlighting available activities despite low lake levels. Additionally, he mentioned that advertisements featuring football games have begun circulating.

Eric Wahlquist had a question on the Pharmacy and if it is still moving forward. Jesse Platt explained the application process for a pharmacy in the State of Utah is very extensive and could take up to 2 years. The initial intention is the provider will be able to still prescribe medication as needed. When the application gets approved for the pharmacy it will be a tele-health pharmacy with an in-person tech. Peggy White got to meet some of the people from Ashley Valley Regional at the Energy Summit last week and she explained that they will be working hard on getting the pharmacy up and running as soon as they can.

Cassie Louk had a question about the medicare advantage plan and how that would work. Commissioner Tippets explained that this is a Federal issue and the commissioners will pass it onto our senate and representative.

**Recess for MBA at 9:47 am.**

**Returned from recess at 10:07 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 September 25, 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 September 24, 2026 in the amount of $52,861.72. 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.

**Disbursement Summary:** The Daggett County Zions Checking Disbursement Summary Report was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to acknowledge receipt of the Disbursement Summary as being reviewed for Daggett

County Zion's checking dated September 21, 2026 through September 24, 2026 in the amount of $126,509.46 with no void amount. 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.

**Calendar /Correspondence:** Commissioner Lytle would like to upgrade the Television tower that is located at Dutch John Ridge. This could cost upwards of $100,000.00 to upgrade the system to where it needs to be. This is a critical part in emergency management in terms of communication to keep the system working. Commissioner Lytle will look into different ways to upgrade this system.

Commissioner Tippets asked Attorney Grant Charles whether the airport insurance proposal could be approved administratively. Attorney Charles explained that the proposal could be approved administratively and ratified by the Commission at a later date, if desired. The Commissioners agreed to continue bringing contracts and insurance proposals before the Commission for approval rather than approving them administratively. Commissioner Lytle asked about the renewal options and which option would be selected. Commissioner Tippets stated that the renewal cost for the current year is $6,413.00. The airport insurance coverage period will be from October 10, 2026, through October 10, 2027. Commissioner Lytle made a motion to approve the airport liability premium costing $6,413.00. Commissioner Asay second 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.

Commissioner Tippets will be going to Salt Lake tomorrow for a CIB board meeting. Utah Association Of Counties Land Use Legal Guidance meeting tomorrow from 10:00am-12:00pm. Thursday there is an after action review meeting at 5:00pm. Thursday next week there is LEPC at noon, following there will be an employee appreciation meeting. Shooting Range meeting next Wednesday at 5:00pm. Tri-County Health meeting starting at 9am tomorrow.

**POLICY AND LEGISLATION**

**Discussion And Consideration Of Public Utility Easement Located On The West Side Of Harpers Landing Subdivision:** A recorded public utility easement extends along the entire west boundary of the Harpers Landing Subdivision. Several property owners have submitted requests to Planning and Zoning seeking to either modify or vacate portions of this easement. Carrie Poulsen noted that research conducted by Steven Wood indicates fiber optic lines may be present in certain locations. She further clarified that while standard easements throughout the rest of Harpers Landing measure 15 feet, this specific easement was designated at 25 feet to accommodate both utility lines and drainage. Commissioner Asay observed that an open ditch runs along the Broadbent property line alongside a subterranean French drain, adding that some structures have already encroached upon the easement area. Attorney Grant Charles advised that reducing the width of the easement

should not create liability concerns, provided favorable responses are received from all affected utility companies. Regarding the process for amending a subdivision plat, Commissioner Tippets noted that adjusting the easement would require a formal plat change, which Charles stated could be accomplished via an ordinance illustrating the revised boundaries for each impacted lot. Commissioner Lytle motioned to proceed in the process of changing the utility easement from 25ft to 10ft and sending letters to all Public Utility easements located on the West side of Harpers Landing Subdivision. 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 Simpli Scada Master Service Agreement:** Trevor Brooksby explained that the monthly charge is our contract with Simpli Scada for our new Water Treatment Plant. This monthly charge will be $254.94 for our complete cloud scada report. We have been working with Simpli Scada prior to the old water plant. Attorney Grant Charles found the change that needed to be made is the signature line to be Daggett County instead of Dutch John. This is a contract that can be changed any time, at this time this is one of the best operation friendly systems. Commissioner Lytle motioned to approve the Simpli Scada Maser Service Agreement with the correction on the entity signature line to say Daggett County instead of Dutch John. 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 Purchase Request, Sole Source, and Contract For Advertisement In The Year 2027 For Yellowstone And Colorado Park Journals:** Jordynn Hewitt explained this is a part of that COOP grant. This will be paid for partially by TRT funds and the COOP grant. There will be no billing until 2027. Daggett County will get a half page advertisement and half page custom contact. Commissioner Lytle had a question on how to tell if we get any terms of return on investment. Jordynn explained on their website we get leads on who reads the article online and any email that is sent in. Commissioner Lytle motioned to approve the purchase request, sole source, and contract for advertisement in the year 2027 for Yellowstone and Colorado Park journals. 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 Amendment To Resolution 26-17; A Resolution Stating The Daggett County's Intent To Levy A Tax Rate Beginning In The Year 2027 That Exceeds The Certified Tax Rate In Effect During The Year 2026:** Last week we approved

Resolution 26-17, the commissioners would want to propose the public hearing date and leave everything else the same. Last week the Public Hearing date was scheduled for the 13th of October at 6:30pm. Commissioner Tippets proposed the new date to be before the end of November. The new day for the Public Hearing date is scheduled for November 23, 2026 at 6:30pm. Commissioner Tippets motioned to approve amending resolution 26-17 Public Hearing date November 23, 2026 at 6:30 pm. 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 UVSP State Funded Certified Assurances:** The Utah Office Victims of Crime (UVSP) was discussed regarding grant funding and advocate placement. Although the victim's advocate currently operates under the Sheriff's Office, services are presently delivered through a community-based organization in Uintah County that serves Daggett, Uintah, and Duchesne counties. While appointing a local advocate would offer local benefits, the community-based entity provides superior resources. Attorney Grant Charles noted uncertainty regarding whether grant funds received by the county can be legally disbursed to the community-based provider. He advised that transitioning to or formalizing the community-based model requires coordination with the Sheriff's Office and Attorney to outline requirements. Sheriff Bailey committed to further reviewing the community-based option. Additionally, Peggy White presented a resource directory from Emery and Carbon counties as a potential template for a Daggett County resource guide. This item has been tabled.

**Discussion And Consideration Of Award Of RFP For The EOP Plan Re-Write:** Katie Anderson explained that this is the Emergency Management side of things. We have a State Land Home Security Grant, when the government shut down it held them up for a year. The EOP plan re-write budget amount is $45,000.00. They have gone with Emergency Management Advance Tech they have worked with prior. In order to come down from the $48,000.00 they will do fewer in person meetings. Commissioner Lytle motioned to approve the recommendation to award Advance Emergency Management Tech to re-write the EOP in the amount of $45,000.00. 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 Of Schedule BOE:** Commissioner Tippets read off the email from Keri Pallesen on suggested days for the Board of Equalization meetings. They have a total of 26 BOE appeals, 22 of them are from the same taxpayer. The first deadline is October 25th, November 10th, and November 15th. The proposed meeting days are Tuesday October 6th, Tuesday October 13th, and Tuesday October 27th. Commissioner Lytle motioned to approve the dates provided by the BOE Clerk. 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 Surplusing IT Equipment:** There is one Lenovo Laptop, inventory tag 84, and surplus price is $50.00. This laptop was previously used by Trevory Brooksby and he would like to purchase it. Cordell McCracken explained this is a windows 10 that cannot be updated to windows 11. This laptop has already been wiped completely. Commissioner Asay motioned to approve the surplusing IT equipment for $50.00. 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.

With nothing further to discuss, Commissioner Tippets adjourned the meeting by acclamation at 11:32 am.

/s/Matt Tippets
Commissioner/Matt Tippets

/s/Larinda Isaacson
Clerk/Larinda Isaacson

/s/Randy Asay
Commissioner/Randy Asay

/s/Jack Lytle
Commissioner/Jack Lytle