

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board Tuesday, June 9, 2015. Commissioners Karen Perry, Jack Lytle and Clyde Slaugh were present. Niel Lund-County Attorney and Sue Olorenshaw, County Clerk were also present. The meeting was called to order at 9:00 a.m. by Commissioner Perry.

Also present were: Brian Raymond, Sheila Williams, Cindy Keller-Auditor/Recorders Office, Art Ylincheta.

With regards to old business, Sheila Williams is present to discuss a GRAMA request from Jerry Taylor. Mr. Taylor has requested information from Planning & Zoning and requested a waiver of the fees. Commissioner Perry asked if the requested information dealt with the Hand in Hand project. Niel Lund stated that the requested information was dealing with the adjacent property owned by Jerry Steglich. Mrs. Williams stated the amount to be billed is \$38.25. Based on the information given, Commissioner Perry stated that she does not feel the Commission can waive the fees. Commissioner Slaugh stated that he agrees.

No one is present with public comment.

The minutes of the June 2, 2015 meeting were presented for review and approval. Motion by Clyde Slaugh to approve the minutes as written. Seconded by Karen Perry, all in favor.

The Invoice Register was presented by the Auditor's Office for review and approval. Commissioner Slaugh had a question regarding the 25% maintenance fee for the Forest Service. Mr. Slaugh wanted to know if this was an administrative fee. Mrs. Olorenshaw stated it was the portion that goes back to the Road Department. Commissioner Perry had a question regarding checks to Tyrel Smith. Mrs. Keller stated that the wrong vendor is listed and it should be UPS. After further discussion, motion by Clyde Slaugh to approve the Open Invoice Register in the amount of \$66,076.98 with the vendor correction. Seconded by Karen Perry, all in favor.

Commission Calendar Review: Commissioner Slaugh stated he has a meeting tomorrow with the BLM and the Road Department. Commissioner Perry has LEPC and Northeastern Counseling meetings on Thursday. Mr. Lund stated that he would not be available for the meeting with the BLM.

The following business license was presented for review and approval: Bruce Hoskisson. With no questions or comments, motion by Clyde Slaugh to approve. Seconded by Karen Perry, all in favor.

Commissioner Slaugh stated that the Museum Board had requested to be placed on the agenda; however they found the items they were looking for and no longer needed to meet with the Commission. Commissioner Slaugh stated that the missing items were found in the School Marm's cabin. RaNae Wilde also indicated to Commissioner Slaugh that the museum will open on July 4.

Discussion and consideration of section 18, employee travel policy. Commissioner Perry presented copies of the 2015 State per diem rates. Discussion regarding budget issues associated with changing the policy. Mrs. Perry questioned Mr. Lund if this was an administrative action or if the Commission needed to vote on the proposed changes. Mr. Lund stated that he will work on the language to incorporate the State rates and put this back on the agenda for discussion next week.

Review and discussion of the 1<sup>st</sup> quarter financial reports. Commissioner Perry suggested that they review the documents and put this back on the agenda for next week.

Discussion and consideration of the BEAR Grant. Brian Raymond stated that the grant has not been written yet. Mr. Raymond also stated that there will be webinar training on Friday if any of the Commissioners would like to attend. Discussion regarding the number of businesses currently licensed in the Town and the County. Mr. Raymond stated that through BEAR he has been able to help some of the local businesses such as Flaming Gorge Rec Services, and Brian Smith get funding. Other options include possibly setting up an RLF (revolving loan fund) for tourism related businesses. They also offer skills training, these are important but it is hard to get people to attend. Mr. Raymond stated that he would like to continue offering social media trainings as well as the business conference. Mr. Raymond stated that he also turned in the grant requests for Lowes and the Soil Conservation District and the BEAR grant is due next Friday. Discussion regarding "Branding" efforts and upcoming meetings. Mr. Raymond stated that he is attending the Town Council meeting and will address tourism and the recycling program.

Commissioner Perry discussed the surplus of the calving chutes and extensions for the rodeo grounds. Mrs. Perry stated that the County has purchased new chutes and extensions and the old ones need to be surplus. Matt Henry had approached Mrs. Perry about purchasing the old items and she indicated to him that it may be more beneficial to the County for him to do work at the rodeo grounds in exchange for the items. Mr. Lund asked about the value of the items. Mrs. Perry stated that the new equipment was approximately \$2800.00 and the old equipment is worth scrap value. Mr. Lund stated that he needs to follow up to make sure that this would be appropriate and what process should be followed. Commissioner Perry stated that it would be in the best interest of the County to trade for the work.

Commissioner Slaugh addressed an item of old business. Mr. Slaugh stated that the water tank trailer that was placed on the State surplus website and then on KSL has had no interest. The Road Department has been using it because they have equipment that is in for repairs and would like to put this back into inventory and keep for a spare. Mr. Lund stated that it would be appropriate to re-inventory.

The Commission addressed the variance for Charles Card. Commissioner Lytle stated that he had talked with Mr. Card and he is willing to wait for problem to be resolved. Mr. Raymond stated that the first surveys that were done are not the same surveys being used now. Commissioner Slaugh questioned why we would not just give a variance. Mr. Lytle stated that he had visited with Randy Mair-Bridger Valley Electric and he is looking to see if they can find more information regarding this property. Further discussion and review of old plat maps regarding the granting of the variance. Motion by Jack Lytle to grant a variance on the setbacks for Charles Card for up to 3 feet. Seconded by Clyde Slaugh, all in favor.

Art Ylincheta is here to introduce himself to the Commission and do some work at the rodeo grounds. The new equipment for the rodeo grounds was purchased through Mr. Ylincheta and he is here to do some touch up painting on the new chutes. Discussion regarding work on the rodeo grounds and getting the new chutes installed. Mr. Ylincheta stated that they should have a cost estimate soon. Preliminary plan was presented to the Commission. Commissioner Perry stated that the upgrades need to be made for safety reasons.

Consideration of the Utah Retirement System contribution rates. Commissioner Perry stated that with the low wages in the County, she does not feel that the County can change the rates. Motion by Clyde Slaugh to adopt the existing contribution rates. Seconded by Jack Lytle, all in favor.

Discussion regarding finalizing the County Surveyor contract. Mr. Lund addressed the Commission. The County sent out an RFP and chose CIVCO Engineering but never signed a contract or finalized the agreement. Mr. Lund stated that he is trying to find out what the Commissioners wanted in order to prepare a contract. Mr. Lund indicated that Keri Pallesen and Kym Slagowski had discussed this with him and wanted to clarify what would be required from the surveyor. Surveyor would be required for major subdivisions or if the County has questions. The bid from CIVCO included their rates. Mr. Lund stated that he has prepared two contracts, one included items identified in the RFP. Mr. Lund stated that he will prepare a new contract to present to Commission. Commissioner Lytle stated that he would like the contract to have an end date in order to review and not just an automatic renewal. The surveyor contract will be placed back on the agenda for next week.

Mrs. Olorenshaw addressed the Commission regarding the implementation of a Dutch John utility service application/agreement. In the past, the County has not required the customer to sign a contract or agreement for utility services. Mrs. Olorenshaw provided copies of agreements from the Town of Manila and stated that she felt it would be a good idea for the County to require a signed agreement, she also stated that the Town of Manila charges a fee to set-up or make changes to an account. As this is an administrative issue, the Commission approved the application and fees. The Clerk's Office is to prepare the documents. Mrs. Olorenshaw stated that since the County has not done this in the past, she felt it would be a good idea to have all existing customers sign an agreement. The Commission stated they agreed and the agreement should be included with the next monthly billing.

Motion by Jack Lytle to go in and out of the RDA portion of the meeting at 11:25 a.m. Seconded by Clyde Slaugh, all in favor.

The next item on the agenda is the consideration of the real estate purchase contract for Steve Habovstak. Brian Raymond addressed the Commission regarding the

contract. Commissioner Lytle asked if Mr. Habovstak had paid his earnest money. Mr. Lund addressed the Commission. Commissioner Perry stated that she is fine with the contract. Mr. Lund stated that there was no trust deed included in the packet. Mr. Lund stated that the promissory note takes care of payment to the County; the trust deed gives the County the right to sell property. Mr. Raymond stated that he has done a trust deed, it was just not included. Mr. Lund stated that the only decision the Commission is making today is whether or not to accept the offer. After further review and discussion of the purchase contract, motion by Jack Lytle to approve the contract for Steve Habovstak. Seconded by Clyde Slaugh, all in favor.

Mr. Lund stated that the Delta Plan One participation agreement should be discussed in closed session; however the Commission feels that the documents that have been provided are for informational purposes only and the language in the agreement is what has been discussed. Mr. Lund stated that he will forward the documents to Thompson Davis for review.

Commissioner Perry addressed correspondence from Mark Ward and wanted to know how the other Commissioners felt about paying him to work on HB323. Mrs. Perry stated that she did not know where the County would come up with the money to pay for his services. Mr. Lund addressed this and stated that he has not yet talked with Mr. Ward regarding this process. Mr. Lund stated that from previous discussions, he thought Mr. Ward would work on the drafting of the plan and be more of an advisor to the County. Further discussion regarding the proposal for the Daggett County Resource Management Plan from Mark Ward. Mrs. Perry stated that she would like to take more time to research this before making a decision. Mr. Lund stated that he will forward the proposal to Chad Woolley and Tracy Cowdell.

With regards to the utility easement issue with Charles Card, Mrs. Keller stated that she had found a copy of the agreement with Bridger Valley Electric for the prior work done in Dutch John. Commissioner Perry read the minute entry relating to this project. Discussion by the Commission regarding charges that were incurred in moving the power lines. Brian Raymond stated that these charges were included in the purchase price of the lots. The agreement does not outline exactly what was to be done. Commissioner Lytle stated that he will talk to Bridger Valley to see if they can clarify what was to be done.

With no further business, the meeting adjourned at 12:00 p.m.

/s/ Sue Olorenshaw\_\_\_\_\_

/s/ Karen Perry\_\_\_\_\_

/s/ Jack Lytle\_\_\_\_\_