

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board Tuesday, August 18, 2015. Commissioners Karen Perry, Clyde Slaugh and Jack Lytle 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: Keri Pallesen,

Old business: Commissioner Perry asked Mr. Lytle for an update on the public lands meeting in Evanston, Wyoming. Mr. Lytle stated that there has not been draft language made available but there may be something by mid September. Commissioner Perry reported on the meeting with Governor Herbert. Mrs. Perry stated that discussion regarding the Washington County wilderness designation indicated that it has been a nightmare. Commissioner Perry stated that there was a lot of discussion regarding the Public Lands Initiative. Discussion regarding the correspondence to Roger Brooks and Commissioner Perry indicated that she is still waiting for information from Craig Collett and Mark Wilson to include in her letter regarding the Rourism presentation. Commissioner Slaugh stated that he has received a letter from Burke Buckalew regarding their petition to vacate a portion of road B32A on Diamond Mountain. Niel Lund stated that the letter qualifies as a petition so the County will need to proceed. The Commission will need to hold a public hearing and the notice needs to be published for four weeks. The public hearing will be set for September 29, 2015 at 10:00 a.m. Commissioner Perry addressed the meeting with Mike Swallow on the job survey/wage study. Commissioner Lytle apologized for not being in attendance. Mrs. Perry stated that she felt that there was a lot of good information. Commissioner Perry reported that the trails work day turned out well and there was a good turnout. Discussion regarding the email from Brian Raymond regarding the single fly event. They are asking for \$1000.00 donation for goods, art, etc. Commissioner Lytle stated that he would prefer sponsoring breakfast unless the prizes have already been picked out. Mr. Lytle does not want to have to track down items to donate. Mr. Lytle addressed correspondence from Redge Johnson regarding his assistance on the County Resource Management Plan and the State Natural Resource Plan. Commissioner Lytle inquired about Mark Ward and stated that he was not sure where the County was at regarding the Resource Management Plan. Mr. Lytle stated that it was his understanding that the County was holding the bill and waiting to see what happens with Mr. Ward's application for a position with SITLA. The Commission will need to make sure that the County stays involved in the process to make sure that Daggett County's needs are being met. The Commission would like to invite Mr. Johnson to the meeting on September 1, 2015. Commissioner Lytle addressed the email regarding the bid opening/contractor selection meeting from Niel Lund. Mr. Lytle questioned Mr. Lund as to what research he had done, and what he had found out. Based on the information provided and discussion regarding the bid process, both the bid opening and bid award will be set for August 25, 2015. Mr. Lund addressed the codification project and wanted to update the Commission on the cost. Mr. Lund had stated that he thought it was less than \$500.00 but wanted to clarify that the cost is actually \$500.00.

No one present with public comment.

The minutes of the August 11, 2015 meeting were presented for review and approval. Corrections included "months" and addition of adjournment at 12:15 p.m. Motion by Jack Lytle to approve the minutes as corrected. Seconded by Clyde Slaugh, all in favor.

The Invoice register was presented by the Auditor's Office for review and approval. Motion by Jack Lytle to approve the Open Invoice Register in the amount of \$38,086.02. Seconded by Clyde Slaugh, all in favor. .

With regard to Commission correspondence, Commissioner Perry addressed a letter from the U.S. Department of Agriculture asking for historical pictures. Mrs. Perry stated that she feels the County should participate. Commissioner Slaugh stated that he has access to pictures from the Greendale area from the 1930's. Commissioner Perry and Commissioner Slaugh will work on getting something put together.

Calendar Review: Commissioner Perry stated that she has some personal business to attend to on Friday and Monday; however she will be available by phone or email. Commissioner Slaugh stated that he has a Food Pantry meeting tomorrow at 12:00 p.m. and the Chamber meeting will be on Thursday at Lucerne Marina.

A business license for DL Dirtwork has been submitted for approval. Motion by Clyde Slaugh to approve. Seconded by Jack Lytle, all in favor.

The next item on the agenda is consideration of the predator control agreement. Commissioner Perry stated that this had been on hold because Commissioner Lytle was going to seek input from the agricultural community. Commissioner Lytle stated that he has not contacted anyone yet and would like to wait on this item. This agreement was not budgeted for this year, but is on the State's fiscal year so it could be included in the budget for next year if the Commission decides to participate.

Consideration of the agreement between Daggett County and the Mosquito District. Mr. Lund stated that he would like Brian Raymond to be present for this. Mr. Lund stated that he has researched the insurance questions and feels that the County would be better protected with an indemnity clause. Commissioner Slaugh also indicated that he has not had a chance to meet and discuss the agreement with the Conservation District and would also prefer to wait. Commissioner Lytle asked Commissioner Slaugh if he would also ask the District about the predator control agreement.

Mrs. Pallesen stated that she still has not received information regarding the audit presentation.

Discussion regarding the consideration of the CCJR roping event to be held on August 20, 2015. Mrs. Pallesen stated that no proof of insurance has been provided for this event. Commissioner Perry asked if the insurance information previously submitted will suffice. Mrs. Pallesen stated that the policy had specific dates listed and they would need to update the certificate on file. Commissioner Slaugh inquired about insurance for the Ranch Rodeo for Daggett Daze. Scott Slagowski and Zach Schofield have indicated that they are in charge of the rodeo and they carry their own insurance. Commissioner Slaugh stated that he will contact Rusty Burnside and inform him of the need for the updated insurance information. Motion to approve the CCJR roping event upon proof of insurance. Seconded by Jack Lytle, all in favor.

Discussion regarding the proposed credit card policy updates. Mrs. Pallesen stated the new policy will reflect changes with the new credit card program with Zions Bank. Mrs. Pallesen indicated that the old policy only referred to elected officials as they were the only ones with credit cards. Commissioner Slaugh asked when the new cards would be issued. Mrs. Pallesen stated as soon as the policy is approved, and indicated that she did not want to hand out the cards without a policy in place. Those individuals who currently have credit cards will get new cards; they will then work on getting the rest of the cards out to the other users. The new cards will replace fuel cards and could replace Home Depot, Wal-Mart, etc. Current limits will be applied to the new cards. Mrs. Pallesen stated that the credit card policy should match the purchasing policy. Commissioner Slaugh asked about fuel receipts. Mrs. Pallesen stated that the policy states employees should turn in receipts for every purchase. Discussion regarding the possibility of requiring a unit number and odometer reading for fuel purchases. Mrs. Pallesen stated that she will ask if this is possible. Mrs. Pallesen stated that the County has also signed up to process payables through the new system. Vendors that would like to take advantage of using a credit card for payment will be able to do so. Zions Bank estimated the possibility of adding approximately \$21,000.00 in revenues in one year. This number is based on a percentage. Mrs. Pallesen will remind card users that the County does not pay sales tax and they need to provide tax exempt certificates at the time of purchase. Motion by Jack Lytle to approve the new Credit Card Policy, Section 22 of the policy manual. Seconded by Clyde Slaugh, all in favor.

With nothing further, the meeting adjourned at 10:57 a.m.

/s/ Sue Olorenshaw

/s/ Karen Perry

/s/ Jack Lytle

/s/ Clyde Slaugh