

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board Tuesday, December 8, 2015. Commissioners Karen Perry and Clyde Slaugh were present. Niel Lund-County Attorney, and Sue Olorenshaw, County Clerk were also present. The meeting was called to order at 9:04 a.m. by Commissioner Perry. Commissioner Lytle came in shortly after the meeting was called to order.

Also present were: Brian Raymond, Keri Pallesen-Auditor/Recorder, Bud Rogers, Yvonne Long, Ryan Kelly, Harriet Dickerson, Kevin Ashby-Vernal Express, Sheriff Jerry Jorgensen, Ben Lail, and Susie Potter.

Old business: Commissioner Perry stated that she had sent a letter to all of the businesses affected by the proposed TRT increase inviting them to participate in the discussions on December 15th. The TRT Board has proposed a 1.25% increase. Brian Raymond addressed the Economic Opportunity Grant Contract from the Governor's Office of Economic Development. Mr. Raymond stated that this although this has been discussed in the past, this is the first time he has seen this document and he has updated the information included in the agreement. The agreement has been approved in concept, but the actual contract has not been submitted and needs to be returned by the end of December. Commissioner Perry asked Mr. Lund if this needed to be on an agenda prior to signing. Mr. Lund indicated that he thought it would be fine since it has been on the agenda and discussed in prior meetings.

Public Comments. Eyvonne Long was present and addressed the Commission regarding vehicle licensing issues within the County. Mrs. Long feels that there are a number of residents who are registering vehicles, boats, etc. in Wyoming and that the County is missing out on collecting these fees/taxes. Commissioner Perry addressed Mrs. Long's concerns and indicated that the Sheriff's office would be responsible to enforce this if it is happening.

The minutes of the regular commission meeting held on December 1, 2015 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. The Commission will come back to this item after they have had time to review.

Correspondence: Mr. Raymond stated that he has sent out information on items for the newsletter including the Open House for HB323 on Tuesday January 19, 2016. The contractor for UBAOG will meet with various Boards from 2:00 to 3:00 p.m. and the Open House will be held that evening from 5:00 to 7:00 p.m. Mr. Raymond addressed an EDC Utah project for a multi-national tech company looking for 300 acres statewide, they will also need power and water. The project could potentially provide 25- 50 jobs over time. Mr. Raymond stated that he checked with Bridger Valley Electric and they indicated that they would be able to provide the power. Mr. Raymond stated that he brought up this subject because members of the Dutch John Town Council are present and he would like to know if they or the Commission would like him to pursue. Mayor Rogers stated he thought it may be worthwhile to pursue and this type of project could potentially bring high speed internet to the area. Commissioner Perry as well as the other council members present stated that they were also in favor of Mr. Raymond researching

this further. Mr. Raymond stated that he will follow up on this and report back to the Commission.

Consideration of the modification to the Cooperative Law Enforcement Annual Operating & Financial Plan between the Daggett County Sheriff's Office and the USDA, Forest Service, Ashley National Forest. The reason for the modification is to adjust the AOP amount for FY2016 to \$43,000.00. Commissioner Perry stated that this is the amount the Sheriff's Office can bill for patrols on the forest. Commissioner Perry suggested they sign the agreement as the amount has already been included in the budget. Commissioner Lytle addressed the amount of the agreement and indicated that this amount is less than previous years. After further discussion, motion by Clyde Slaugh to approve the modification to the agreement between the Sheriff's Office and the USFS. Seconded by Jack Lytle, all in favor.

Planning and Zoning has submitted a letter of recommendation for the Commission to consider adopting an ordinance for tension membrane structures. Mr. Lund stated that if the Commission decides to adopt an ordinance, there will need to be corrections made. Mrs. Long addressed the Commission regarding membrane structures. Discussion regarding size requirements. Mr. Lund stated that the ordinance specifies anything over 200 sq ft. Brian Raymond addressed the waiver for special events. Mr. Lund addressed corrections to be made. Motion by Commissioner Lytle to approve the adoption of Ordinance #15-24 with corrections. Seconded by Clyde Slaugh, all in favor.

Consideration of the sale of Burbotbash.com domain to the Flaming Gorge Chamber of Commerce. Mr. Raymond stated that the Chamber has requested to purchase the domain. The original price was \$300.00 and Economic Development funds were used to purchase the domain. Mr. Raymond was wondering if the County wanted to charge the Chamber or just turn the domain over to them. Commissioner Lytle indicated that if the domain was turned over to the Chamber, they would then be responsible for all fees associated with it. Mr. Raymond stated that at this time the annual fees are \$17.99 and at this time economic development funds or proceeds from events are used to pay the fees. After further discussion, motion by Jack Lytle to transfer the web domain Burbotbash.com to the Flaming Gorge Chamber of Commerce. Seconded by Clyde Slaugh, all in favor.

Brian Raymond updated the Commission on the over the air TV/FCC channel sell off. Commissioner Perry stated that she has read the letter and has concerns regarding the sell-off. In March of 2016, the FCC plans to take the first steps in selling off up to 20 channels. Mr. Raymond stated that the Commissioners have been asked to contact Senators and Representatives as this could have a negative impact on rural areas. Mr. Raymond stated that this is not urgent, but feels it would be better if done now rather than later.

Commissioner Lytle addressed the lease agreement with Matt Lucas for the Dutch John Courthouse. Mr. Raymond stated that he spoke with Mr. Lucas regarding a month to month lease. Mr. Raymond indicated that Mr. Lucas would like a 50% discount for November through March. Commissioner Slaugh inquired as to what the County is currently charging. Mrs. Olorenshaw stated the County charges \$300.00 month plus utilities. Commissioner Perry stated that she would be willing to reduce the rent to \$150.00 during the off months. The Commission has already agreed to do a month to month lease until further notice. Commissioner Lytle stated that he has had reports of

the building being used as a domicile and this was not an allowed use. Mr. Raymond suggested adding language to that effect. Mr. Lund stated that he would address this in the agreement. Motion by Jack Lytle to approve a month to month lease with Matt Lucas for the Dutch John Courthouse with stipulations as stated. Seconded by Clyde Slaugh, all in favor.

Consideration of the EDA Planning Grant Application from Mark Kubricky. Mr. Raymond state that Mr. Kubricky was going to be present however; he was unable to attend today's meeting. Mr. Raymond addressed the Commission regarding the grant. Commissioner Lytle addressed possible conflicts with Mark Ward. Mr. Raymond addressed doing an RFQ with monies available. Commissioner Lytle suggested they pursue looking for additional funds. The Commissioners stated that they would like Mr. Raymond to pursue the EDA grant. Mr. Raymond stated he will follow up on this and report back to the Commission.

Mrs. Perry called for a brief recess at 9:57 a.m.

The meeting reconvened at 10:07 a.m. with all those previously mentioned present.

Commissioner Perry moved in to the scheduled 2016 Budget Hearing at 10:08 a.m. Commissioner Perry addressed Keri Pallesen-Auditor/Recorder regarding the approved tentative budget and the changes that were made. Mrs. Pallesen suggested reviewing the budget for the public. Mrs. Long addressed current tax revenues. Commissioner Perry explained the process for collecting taxes. Mrs. Long addressed the County's insurance benefits, and Commissioner Perry and Keri Pallesen addressed her concerns. Commissioner Perry addressed wages and the wage study that was completed earlier in the year, addressing potential increases that have been proposed to bring those positions currently below the suggested minimum wage provided for in the study. There were 11 positions that were currently below the minimum and those wages have been included in the current budget. Commissioner Perry stated that the County is also working on implementing a policy of some kind to systematically increase wages over a time to encourage long term employment. Susie Potter addressed the Commission regarding the wage study and how it will be implemented. Commissioner Lytle addressed the wage study and the importance of the job descriptions and other information used to complete the study. Mrs. Long addressed her earlier comments regarding vehicle and personal property taxes. Sheriff Jerry Jorgensen addressed Mrs. Long's concerns. Mrs. Pallesen addressed changes made to the tentative budget indicating that most of the changes were made to the Sheriff's budgets. Commissioner Perry addressed Sheriff Jorgensen's concerns. Mrs. Perry stated that the SISK contract in the amount of \$43,000.00 was added, \$20,000.00 CEM match was moved to the CEM budget and post retirement benefits have been removed. The remainder of the Sheriff's Office budget was the same as last year excluding leased vehicles. Commissioner Perry addressed the removal of the post retirement benefits. Sheriff Jorgensen voiced his concerns. Commissioner Perry addressed "double dipping", stating that the County has been paying this and they are not obligated to pay. Mrs. Pallesen stated that there is only a small group of individuals that the State Retirement Office even allows Counties to continue this benefit for, and it is no longer offered as the State has done away with that option. Commissioner Lytle also addressed Sheriff Jorgensen's concerns. Mrs. Pallesen stated that she had concerns with fund 28 and 29 as no budget has been set for these

funds. A budget needs to be approved if the County is not going to move forward concerning Dutch John. Mrs. Pallesen stated that both funds (fund 28 an enterprise fund, and fund 29 is the Dutch John fund) will not affect the general budget and will be budgeted within their own funds. Mrs. Pallesen addressed the 2015 budget adjustments. There are currently B road monies in fund 29 and Mrs. Pallesen would like to move these funds to the B Road Fund as B road monies are restricted and either need to be used or saved in the fund balance. Commissioner Lytle addressed the reasons for transferring the monies to the road fund. Mrs. Pallesen stated that it was suggested by the State Auditors who indicated that B road money should be in the B Road Fund. Mrs. Pallesen feels that this would be a much cleaner process if it were in the B Road Fund. Money received by the County for B Roads must be spent accordingly. Commissioner Lytle addressed the amount of road funds spent on Dutch John this year. Mrs. Pallesen stated that any funds not spent on roads will need to be moved back in to the B Road Fund of the fund balance can be restricted if not moved. Commissioner Perry stated she felt the funds should be moved to the road fund as a separate line item. Mrs. Pallesen addressed revenues in the RDA Fund. The lots that the County is collecting rent on have been transferred to the RDA and Mrs. Pallesen would like to know what the Commissioners intend to do with the revenues from the rent. Commissioner Perry stated that they should consider transferring the rental lots out of the RDA until they are sold and then transfer them to the RDA at that time. The revenues from the rentals were never addressed and Mrs. Pallesen stated she would like to research this further before a final decision is made. Mrs. Pallesen addressed IT issues at the jail including maintenance of the control panels, etc. Sheriff Jorgensen addressed the cost of upgrading the control panel and indicated that they may be able to avoid replacing it at this time. Mrs. Slagowski addressed the possibility of creating a special capital improvement fund for major upgrades or repairs and adding a line item in the jail budget for IT items. Commissioner Perry stated that she wanted to make it clear that even though it would be included in the jail budget, it would be the IT Department's money. Mrs. Slagowski addressed additional IT issues at the jail including the 2015 amount budgeted for new cameras. It was previously agreed that if the jail had the funds, the expenses for cameras would be transferred to the jail. Mrs. Pallesen stated she could set up a capital improvement fund and the jail could budget funds annually to be saved up for large purchases. Commissioner Perry stated that the jail may need to look for grants to replace equipment if necessary. Mrs. Pallesen stated that an additional public hearing was also scheduled for today to deal with the 2016 salary ordinance, which has already been built in to the budget. Further discussion regarding the salary ordinance.

Commissioner Perry closed the public hearing and moved back in to regular session at 11:41 a.m.

The invoice register was presented again for review and approval. With no questions or comments, motion by Jack Lytle to approve the Open Invoice Register in the amount of \$21,201.48. Seconded by Clyde Slaugh, all in favor.

Mrs. Perry called for a brief recess at 11:45 a.m.

The meeting reconvened at 11:58 a.m.

Motion by Clyde Slaugh to go in to a closed session at 12:00 a.m. for the purpose of discussing potential litigation. Motion was seconded by Karen Perry, all in favor. Those present for the closed session were Commissioners Perry, Slaugh, and Lytle.

County Attorney-Niel Lund, Clerk-Sue Olorenshaw, Keri Pallesen-Auditor/Recorder, and Brian Raymond.

Motion by Jack Lytle to go back in to regular session at 12:52 p.m. Seconded by Clyde Slaugh, all in favor.

The regular meeting reconvened at 12:53 p.m. with Commissioners Perry, Slaugh, and Lytle present. Also present are Clerk Olorenshaw, Keri Pallesen, Brian Raymond, Ryan Kelly, Harriet Dickerson, and Bud Rogers.

Commissioner Perry addressed Dutch John discussions to date. Mrs. Perry stated that the current proposal includes the County retaining the water/sewer system until the water tank project is completed. Commissioner Perry stated that the County will be in charge of the project and the County will continue to operate the system until the Town takes over the bonds and the system is transferred to Dutch John. As of January 1, 2016 the County would turn over fund 29 and the Town would take over the street lights, road maintenance, and garbage. Ryan Kelly asked if the County would be willing to continue billing for garbage so that the residents would only have one bill. Commissioner Perry stated that she would have no problem continuing with the garbage and keeping it in fund 28 until the water/sewer system is transferred. Mayor Rogers addressed employment for Doug Sands and the home he currently rents from the County. Mr. Rogers stated that the Town has been working on a similar agreement. Commissioner Lytle addressed the bonding issues as well as water system billing issues, the airport, vehicles and equipment. Mrs. Perry stated she will update her letter and send out a new draft by Friday.

Commissioner Lytle addressed the council members regarding the proposal. Commissioner Slaugh indicated that the road department has stated that they are not willing to have Jesse Slaugh fill in for Mr. Sands. Discussion regarding an inter-local agreement. Commissioner Perry stated that she will have a draft to the Town Council by Friday. Mr. Rogers stated that the Town Council will be meeting on Monday and they should have a reply to the Commission by Tuesday.

With nothing further, the meeting adjourned at 1:20 p.m.

/s/ Sue Olorenshaw

/s/ Karen Perry

/s/ Jack Lytle

/s/ Clyde Slaugh