

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Wednesday, December 27, 2017** in the Commissioner Chambers at the Daggett County Courthouse. Commissioners Jack Lytle, Clyde Slaugh and Randy Asay were present. Attorney Neil Lund, Auditor/Recorder Keri Pallesen, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:03 a.m. by Commissioner Lytle.

Also present: Jerry Steglich, Chuck Bennington, Sgt. Travis Dupaix, Jeffrey Weeks, and Carrie Poulsen

Old Business: Commissioner Slaugh said that last spring when the gentleman came around about the playground set and he has another option and needs to know if the Commission was interested again. He called yesterday and this batch is all plastic and he was going to bid on it and donate the equipment to the County if he was successful. He wanted to know if we would help take it down and move it, but not sure where it was located. Commissioner Lytle suggested agendizing this for next week.

Commissioner Lytle said the Conflict of Interest and Disclosure training needs to be done early in the year and there are other trainings like Open Meetings and Civil Discourse to be scheduled also. Attorney Niel Lund said it would be good to get Tracey up here, or Johnny Miller, but he is willing to do it if necessary. We also need a roster for the classes held in 2017 given to Keri Pallesen before the Auditors arrive.

Citizen Comments: Jerry Steglich commented that we tentatively made an appointment for the engineers on the energy study for January 3rd, and due to upcoming surgery want to push it back to January 23rd, which only leaves a week to get the application into Community Impact Fund Board (CIB) and the Uintah Basin Association of Governments (UBAOG). The request is for \$25,000 to do a feasibility study. The county would then own the study. Commissioner Lytle said we can't be a mediator for a private entity, so this has to be taken into account. The engineers are wanting some sort of commitment from the County that this is a real possibility. It takes the engineers time and money to prepare this so, they just want to be sure that there is a possibility of moving forward. Mr. Asay said he is in favor of the project and had talked with Mr. Raddon of BVEA whne he was here last week. Mr. Steglich said there is some upcoming legislation that would allow a county to contract directly with a private entity in ways they can't now. Commissioner Lytle asked if SITLA is on board and Mr. Steglich said that they have been talked with, but nothing is tied down. Has Dominion Energy been approached about the opportunity and it didn't sound like it, but they will pursue that option as it sounds good. The expectation is that it will be in Daggett County. Clerk/Treasurer Brian Raymond was requested to make the date change and he asked for a better description for the proposal for the agenda. There will need to be some public hearings that need to be held and a letter from the engineers describing the project would be helpful in getting the file started. Commissioner Asay said they need to get Dominion involved early on, but Mr. Steglich said that there are other natural gas pipelines in the area and all that will be fleshed out during the study.

Approve Minutes: The Clerk/Treasurer's Office submitted the November 28 and December 5, 2017 Commission Meeting minutes for review. Commissioner Slaugh motioned to approve the minutes of November 28th, 2017 and Commissioner Asay seconded the motion. All were in favor and the motion carried. Commissioner Asay motioned to approve the December 5th, 2017 minutes. Commissioner Slaugh seconded the motion and all were in favor. The motion carried.

The Open Invoice Register was presented for review and approval: The open invoice register of \$20,774.60 was presented by the Auditor/Recorder's Office for review and approval.

Commissioner Slaugh made the motion to approve the invoice register in the amount of \$20,774.60 and Commissioner Asay seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Lytle said there was a conversation between Mayor Rogers, Chad Woolley and Niel Lund that there was supposed to be a 15% collection for the Feds, but that was not anyone's understanding. Mr. Lund said that in Section 10 it talks about the disposition of property that the Department of the Interior (DOI) was disposing of and explains the process of sale. There is a clause that gives any land not disposed of would go to the County "without consideration" which has specific legal meaning of there are no strings attached. The attorneys have reviewed it and they don't think they are interpreting the whole thing and look at everything in context. Dutch John was asserting that the 15% should have been continuing to be paid to DOI, based on this language and comments by Senator Hatch. According to Jerry Steglich other attorneys besides have looked at this and they also felt that it was pretty clear that this was not required. Mr. Lytle said he just wanted to disclose that he had this conversation with Mayor Rogers.

Mr. Raymond said that he had received information on a Wood Products workshop that he had included in the packet, plus he also had a notification for a Legislative Water Rally to be held on January 11th, which was not in the packet. Mr. Raymond said he get them a copy.

Attorney Niel Lund said Keri Pallesen had received information from the Outside Auditors regarding the Commissary Fund and they had concurred with the County Attorneys. Commissioner Lytle asked about a truck with a plow for Dutch John, similar to what we are looking at for the Mosquito District. Mr. Raymond asked for specifics for the agenda. More discussion can be held under agenda item #5.

Commission Calendar Review: Commissioner Lytle said next week there is a CIB meeting on the 4th and SCIC on the 5th. A UAC Board of Directors Meeting on 18th. On the 19th of January there was another tentative meeting with BOR in Evanston. The 10th of January is the Uintah Basin Federal Partners meeting at 8 am. Tuesday the 2nd will be time sheet day according to Keri Pallesen.

Weekly Budget Review: Mr. Raymond said that he had not put anything into the packet. Mr. Lytle said he had received correspondence from Keri Pallesen that Fund 29 is within \$2,000 of its budget and all the items on the register are already included.

Policy and Legislation Items from the Posted Agenda:

Discussion And Consideration Of Notice Of Intent Fill 1-2 Mosquito Abatement District Board Vacancies: Clerk/Treasurer Brian Raymond gave a quick explanation about the need to fill these vacancies. According to Mr. Raymond, the state is requiring the secretary and treasurer positions be separated and Tammy Twitchell's term is expiring December 31st and with her living out of the County now she is not renewing. There is nobody from the current board willing to step up and fill those positions. The new chair is Tim Hollinger and board members are Clyde Slaugh, Jerry Steglich, and Layne Ferrin. Mr. Raymond requested that the commission approve the notice of intent so that he can post the openings. Commissioner Lytle asked Mr. Raymond when the last time the mosquito board had open public meetings act training. Mr. Raymond responded by saying that bits and pieces have been done, but is unaware of what has been completed. Commissioner Slaugh made a motion to approve and advertise the notice of intent to fill some vacancies in the Daggett Mosquito Abatement District Board. Commissioner Asay seconded the motion and all were in favor. The motion carried.

Discussion And Consideration Of Premium Only Plan (POP) Administration Proposal by National Benefit Services, Inc.: Commissioner Lytle asked if Keri Pallesen knew any more information. Mrs. Pallesen said she could not find where we had completed this before and that GBS recommends that we use this company to help make sure that the benefits are done correctly to be tax exempt for the employees. Mrs. Pallesen said she hadn't had time to research this any further but recommended that we approve this proposal. This is the company UAC/GBS suggests having do this for us. There are some fees involved which were discussed and Mrs. Pallesen suggested going with the Maintenance portion. Commissioner Lytle asked if this needs to be done before the end of the year and Mrs. Pallesen said that it should be completed sooner rather than later. Mrs. Pallesen said it's not necessarily tied to the new plan, but relates to how we treat premiums in a pre-tax manner. Commissioner Asay thought it benefited both the County and the employees, so he moved to approve with an opportunity to discuss it further with the company and UAC. Commissioner Slaugh seconded the motion and all were in favor. The motion carried.

Commissioner Slaugh moved to go out of regular session at 10:10 am and Commissioner Asay seconded the motion. All were in favor to go into recess for the Board of Adjustments Meeting.

The Commission came back into regular session at 10:20 am and Commissioner Slaugh motioned to go back into regular session and to go in and out of the Redevelopment Agency. Commissioner Asay seconded the motion and all were in favor.

Correspondence (cont'd): Commissioner Lytle added clarification that the Wood Workshop was on Saturday January 13th in Vernal and said there was more correspondence on a BLM meeting about Sage Grouse but the date and time could not be located.

Discussion And Consideration Of Resolution 17-22: A Resolution Opening And Amending The 2017 Daggett County Budget: Commissioner Lytle said there was a question on the Homeland Security Fund revenues being short and Sgt Dupaix said that everything they have spent money on they've been reimbursed for so maybe it got put into the wrong fund, so that will be checked into.

Commissioner Lytle asked about the repayment of the Loan to RDA that is currently in Fund 28 and Mrs. Pallesen replied that her understanding was that was going to happen in 2018. She did not think there was time to complete this in 2017, but said they could go either way.

Commissioner Lytle asked about the Cow Country Rodeo Fund and if it was zeroed out. Mrs. Pallesen replied that it has a \$250.00 balance and payments were made to several organizations, not just the Chamber of Commerce.

Commissioner Lytle asked about Fund 29 and he was worried about upcoming bills that would be for 2017 and then what to do in 2018. He would like to see an additional \$5,000. For this year and then there won't be a Fund 29 in 2018 as it will all be part of Fund 10. Whatever is not spent will be transferred in 2018. Commissioner Lytle asked Keri Pallesen to adjust Fund 29 by \$5,000 and she asked which line item(s). Commissioner Lytle said \$1000 in payroll; and more into benefits; and the rest in administration unless she has a different recommendation. Weeds and street maintenance were looked at, but Mrs. Pallesen said that each department must meet its obligations and budget and there are three departments within Fund 29. Commissioner Lytle asked to move \$5,000 from Parks and Recreation to Wages.

Commissioner Slaugh made a motion to approve Resolution 17-22 as amended in doing the \$5,000 from Parks and Recreation in Fund 29 to Administration Payroll in Fund 29. Commissioner Asay asked if Fund 29 was the only change and it was replied that there were other changes listed on the Resolution and this one was added. There was additional discussion about the loan amount and

what if its needed. Mrs. Pallesen said that if the money was needed you would have to change the budget anyway before you spent it. There was discussion about taking only \$200,000 and leaving \$100,000 in Fund 28 just in case its needed. Mrs. Pallesen said that it should have been recalled before it was moved to Fund 28, so it should be able to be moved without a loan recall. Commissioner Slaugh amended the motion to include moving \$200,000 from Fund 28 to the General Fund. Commissioner Asay asked for clarification and said that he was okay with leaving a cushion, as long as it isn't spent. Commissioner Lytle said the budget would need to be opened to spend it. Commissioner Slaugh said he was okay with it and so was Commissioner Asay, so he seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Resolution 17-23: A Resolution Adopting The 2018 Daggett County Budget: Commissioner Lytle asked for input from Keri and she said that the General Fund does not balance. On the budget she gave the Commissioners the last page shows \$199,210, but there are a couple of changes she found since last night. Mrs. Pallesen said that she found some needed changes last night one being that the insurance had not been allocated properly as there are departments that no longer exist, so it needs to be reallocated to the existing departments and funds, but it is only an estimate based on 2017. Non-departmental on Page 6 item 4150.510 was increased from \$26,000 to \$45,000. She also created a line item for the website in 4150.2101 and half will come out here and half in Economic development.

Mrs. Pallesen had a question on insurance for Fund 28 as only two months is budgeted, but you have to pay the full amount for the year, which is \$11,200 which is based on the actual 2017 allocation.

Commissioner Lytle brought up Fund 10 and the total that the budget is short is \$221,410. PILT is left in. The airports contributed heavily to the overage with the FY 2019 projects coming on line in 2018 for a total of \$135,000. There was discussion regarding our portions and Commissioner Slaugh brought up cooperating with the Town of Dutch John on the Apron Expansion in Dutch John. Commissioner Lytle said that these numbers are just estimates at this time until the engineers get working on it. Mr. Lytle said we should postpone the Dutch John projects for a year. If we cooperate with Dutch John, couldn't we do so in Manila also? Commissioner Slaugh did not think they would be amenable for this. Another option was pushing back the AWOS project a year and having the Dutch John project at the same time, as it may help with expenses or at least doing the runway preservation projects at the same time as the other projects, so maybe the same contractor can do both and maybe save a little money. Commissioner Asay said the safety issue of getting the AWOS in would help with public safety and EMS is a priority vs. the Apron expansion. The airport project costs were \$690,556 for Dutch John for both projects and \$677,778 for both Manila projects. It was decided the Manila projects will continue in 2018 and Dutch John projects will be delayed another year. Mr. Raymond said the whole amount may not be spent in 2018 if past experience is any clue.

There was further discussion and it appeared that the budget was still \$154,188 from balancing. There is still \$332,106 available in the loan recall and that could help regenerate the fund balance. A short recess was taken. Sgt. Dupaix said the Homeland Security Budget shortage was found in the CEM budget, so we are good. Commissioner Lytle asked about Fund 29 moving to the General Fund and it has already been taken into account. Vehicle revenues and fees are already in the budget for \$53,000. The Loan Balance recall could help get the fund balance back to where it was and it would take about \$280,000. Last year's original budget took \$119,630. Keri Pallesen noted that the RDA does not pay anything towards administration and they can, which the attorney agreed was true. Recalling the remainder of the RDA Loan would leave roughly \$377,000 in the RDA. Jerry Steglich asked if selling the jail could bring in some revenue and Commissioner Asay said selling property in Dutch John would also help us moving forward. Commissioner Asay quoted the

Sheriff and said we need to start being proactive instead of reactive. Commissioner Lytle said that 5% of the expenses for RDA Admin would equal 3,000, which isn't much but still helps. We need to see if CIB will help with projects and we also need to see if we can look to the legislature for assistance on the hole the jail created. Mrs. Pallesen asked if they wanted the RDA admin and Commissioner Lytle said that there seemed to be support for that.

Commissioner Lytle asked Mr. Raymond about the Elections budget and Mr. Raymond said that the budget as it is now has \$35,000 and the equipment needed is just under \$32,000. We have \$8,175 in the Capital Improvements Fund (Fund 40) for elections and if we did this in 2 years hoping that the state would come up with something we would only need to take an \$8,000 instead of \$35,000, but it was thought best to leave in the \$35,000 until we know what the state is going to do.

Commissioner Lytle asked if we could have a running list of items that need to be addressed in the next legislative session. Election equipment is one of those things that everyone should get a base amount and then they can do it on population. Fees will kill us in off-election years.

Commissioner Lytle followed up on the Loan recall, the airport and the admin fee for RDA. Other changes include the Insurance allocations and partial website expense reallocation from Economic Development. Keri Pallesen asked if the RDA needs to have their own liability insurance and Niel Lund said that he would speak with Craig Smith and double check on that. If not can we allocate some of the insurance fee to RDA? Commissioner Asay asked about the county setting aside some money for the feasibility study. There was additional discussion that indicated that because of the low cost of the project and Daggett County's situation that there was not a need for additional skin in the game as normally required, but actual money as skin in the game is always better for a request to be approved. The Feasibility Study is set to be \$300,000 and Daggett County's share would be \$25,000 to see if the \$750 million project is possible. There was discussion regarding the \$25,000 showing we have some skin in the game. Commissioner Asay said discussion about "trying" is a waste of time and Jerry Steglich said the statement that the "Devil is in the details," needs to change to "Success is in the details." Commissioner Lytle said that he has some concerns people will say we are cutting their budgets and then spending money on something that is not for sure but this is a spend money to make money proposition. There are lots of options. Chuck Bennington said this is an investment in the County's future, otherwise there's no progress and you have to keep working on the same issues.

The Sheriff's budget, EMS, and CEM budgets were discussed with input from Sergeant Travis Dupaix. The current budget does not include the Sheriff's requested changes, which were hard for the Commissioners to open and review. They finally got into it and reviewed it and discussed it. There is a need for additional deputies and someone to take over EMS and CEM. Did we budget in any additional revenues from the change in County Code? The County has adopted the State Code the way it was written, but Spillman won't recognize it and so we have to go through it and rework the traffic code section to be able to generate the revenues that have been discussed. That should be done by Spring. The Sheriff was asking for an additional \$102,000 in his version of the budget not including vehicles. Do we know where things are with the Jail contract with Uintah County? Attorney Niel Lund said it is with the Uintah County attorney. There was discussion was what an additional officer would cost and that was between \$70 and 80,000/year. It's hard to hire at the starting wage as there is a lot of competition from other departments and Utah Highway Patrol with much higher wages. There is a training budget in the Sheriffs Proposal of only \$5000, which is the ongoing training and nothing else. Commissioner Asay said that he has other positions in the county that could double their salary by going to the Wasatch Front. We need to get things moving so we can give everyone raises and Sgt. Dupaix said that he is doing what he can. It was questioned if the proposed wages are sufficient for current employees let alone the undersheriff position and Sgt. Dupaix did not think they were. Attorney Niel Lund said any future Code changes from here on out will be part of the annual maintenance fee with Sterling Codifiers. There are 5 copies including one

copy in the Clerk's Office. There is a need to adjust the current wages \$25,000 up to fund the current positions. Sgt. Dupaix said that even if with that we are still losing a position since there is no money to fill the undersheriff's vacated position. Some of the deputy's hours in the past have been covered from the jail and also the dam and can't do that anymore.

There was discussion about the Ambulance also being short changed and Commissioner Asay questioned how do we come up with the money to get these back to where they should be. He asked Mr. Raymond to come up with the answer to find out how we can generate more revenue to meet all of our needs. Mr. Raymond said that we need to develop our infrastructure so that more people were interested in purchasing the property. There was discussion relating to how other departments have also been cutting back and are struggling to keep up with all their duties. There was discussion of \$80,000 in new revenue possible from the code and other efforts, to help cover the additional \$25,000 and another position, but that is not for sure and Sgt. Dupaix wasn't confident that we could bring in that much with only one more position, so he preferred to do some more research and see how they were able to do it in the past. Sgt. Dupaix said the grant for new officers was not approved due to our low population. How can we entice officers here at the current rates we are paying. We can't. Jerry Steglich said that the sales of Dutch John property and the jail would provide some of the needed cash to do these things we need to do. Unfortunately, it won't happen overnight. We could hire a person to do Economic Development and get the grants, but Mr. Raymond said that many do not have administration fees included or if they do they do not have enough money to do the project let alone pay the admin fees.

Commissioner Lytle started enumerating his ideas for a motion and Mr. Asay said that he would like to see someone work at least part-time to help us get going, but Mr. Raymond said they need the skills now and those type of people don't come cheap. Shelly Ivie's name came up as she just retired from Workforce services. Mr. Steglich asked if the money for the Feasibility Study was in the budget, but nobody was sure. Sgt. Dupaix asked about the Ambulance budget as he said that at the current budget he can't be responsible for this and it needs to be done. Is the County responsible to have EMS and it was thought they were. Contracting is expensive but could be done. TRT Tax could help with 1st responders, but it's a limited pool. The state has just added another portion to TRT. There were also questions of how to pay for the Feasibility Study and after discussion of RDAs and other options it was determined to come out of the non-departmental professional services. Economic Development doesn't have much money in it, so Keri Pallesen said that Economic Development used to come out of the Commission budget, so it was decided to put it there. A motion was made by Commissioner Slaugh to adjust the resolution to increase EMS wages to \$60,000, adding \$26,050 for Sheriffs wages and benefits, the loan recall from RDA of 332,106, change the airport budget down to 677,778, take ½ of website fees from non-departmental Fund 10 and the rest from Economic Development Fund, make the Insurance adjustments for Funds 28 and 10, add Power generation expense of \$25,000 for Non-departmental and then \$30,000 to Commission for Economic Development, which takes us approximately to an approximate fund balance of \$800,000 at the end of 2018. Commissioner Asay seconded the motion contingent on seeing it. All were in favor and the motion carried.

Redevelopment Resolution to approve the RDA 17-03: This was approved last week and no changes were made to this budget so there was no motion needed even though Commissioner Slaugh made a motion to approve it. There was no second so it died for lack of a second or need.

Resolution RDA 17-04 A Resolution Adopting the 2018 Daggett County Redevelopment Agency Budget. Commissioner Asay made a motion to approve Resolution 17-04 with the amendment that it shows the Recall of the loan amount of \$332,106 to be placed in Fund 10 of the

County Budget. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Chuck Bennington said that he has worked on economic development and Daggett County does not have a good reputation in the area, the state and out of state as people in business don't want competition (they see it as a threat) and many don't want to see things change. He wasn't sure what the answer is to solve the problem, but it is a problem. Success is in the details and we need to be tenacious in attempting to bring improvements to the County.

Discussion And Consideration Of Dutch John Position Statement And A Potential Dutch John Agreement: Commissioner Asay made a motion to send a letter to Dutch John stating our position before their next Monday meeting and see what their response is. If their response is not a favorable response than we start shutting down buildings and closing things up that are costing us money to maintain. Commissioner Lytle asked about meeting with them here or there, and Commissioner Asay said he was okay with that but he's not going to change his position. Commissioner Slaugh agreed with Commissioner Asay and said that they need to take it or we shut it down. Commissioner Asay said he's okay with the committee concept as long as the county has the final say, so we can start moving forward. Commissioner Slaugh seconded the motion. Commissioner Lytle asked about Commissioner Asay developing the letter and having the Attorney write it and finalize it. All were in favor and the motion carried.

Board of Adjustments minutes were brought up for approval, but that is separate and will be added to their meeting.

Commissioner Slaugh motioned to adjourn at 3:03 p.m.

/s/ Brian Raymond

/s/ Jack Lytle

/s/ Clyde Slaugh

/s/ Randy Asay