

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, February 5, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay and Jack Lytle were present. Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, Attorney Niel Lund, Justice Court Judge Charlene Hartmann, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:06 a.m. by Commissioner Asay.

Also present: Jerry Steglich, Matt & Emily Tippetts, Carrie Dickson, Bret Reynolds, John Weaver, Boyde Blackwell, and Lynda Leith

**Swearing in of Commissioner Tippetts:** After the Pledge of Allegiance Matt Tippetts was sworn in as Commissioner "A" by Judge Hartmann, and took his seat at the table.

**Issue Updates:** Commissioner Asay asked for updates and none were given.

**Citizen Comments:** None were given today.

**Approve Minutes:** The Minutes for the Commission Meeting held on Tuesday, January 29, 2019 were available for review. Commissioner Lytle made the motion to approve the January 29, 2019 Minutes as written. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**The Open Invoice Register Was Presented For Review And Approval:** The Invoice Register of February 4, 2019 for \$65,224.80 was prepared by the Auditor/Recorder's Office. Commissioner Lytle made the motion to accept the invoice register of February 4, 2019 in the amount of \$65,224.80. Commissioner Tippetts seconded the motion. With no further discussion all voted to approve the register, and the motion carried.

**Disbursement Listing:** The Auditor/Recorder's Office provided the Disbursement List. Commissioner Lytle had some questions, and Auditor/Recorder Keri Pallesen explained the form and it turned out the form he was looking at did not have all the information. After reviewing a complete Disbursement Listing Commissioner Lytle made the motion to accept the County Disbursement Listing Report as is for January 30 through February 4, 2019. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**Correspondence:** No correspondence brought up by the Commissioners.

**Weekly Budget Review:** There was a Cash Summary provided by the Auditor/Recorder's Office for the Commission's review. Commissioner Lytle motioned to accept the Cash Summary Report of 1/28/2019. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**Commission Calendar Review:** Commissioner Lytle said that February 7<sup>th</sup> is the CIB meeting, the SCIC meeting is on Friday morning, and he will be meeting with Reg Johnson on Roadless issues on Thursday afternoon. Friday morning is the Rural Caucus at the Legislature then the SCIC meeting. He also talked with Senator Winterton and Representative Wilde about the Jail Privatization, and there is one person representing the Union that is not in favor of privatizing jails. He would like to get with the Sheriff today and talk more about this with him. Commissioner

Tippets said that the first priority ought to be to sell it, and privatization might help with selling it. We need to keep our options open. February 13th is Elected Officials Day at the Legislature. It was thought it would be a good day for Commissioner Tippets to meet other elected officials. It will be in the State Office Building at 8:30 a.m. Commissioner Tippets asked about continuing to serve on Planning and Zoning and Economic Development. The Commission thought that it would be okay. Mr. Raymond said he thought Planning and Zoning was a board that he would have to resign from, but nobody else was sure about that. There is a need to disclose and maybe recuse himself on occasion as needed. Mr. Tippets said that he would post the vacancy and serve until the vacancy is filled. The 22nd is the Rural Day on the Hill and UBAOG will be here on the 26th of February for the CIB List Hearing.

**Weekly Budget Review:** There was a Cash Summary provided by the Auditor/Recorder's Office for the Commission's review. Commissioner Tippets motioned to approve the Cash Summary Report of February 4, 2019. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

### **Policy and Legislation Items:**

#### **Presentation of PILT Check by Boyde Blackwell - Utah Department of Wildlife**

**Resources** -Mr. Blackwell stated that he is the Regional Supervisor for the Northeast Region and brought a check from the Sportsmen of Utah. He gave Commissioner Asay the check for \$4,683.00 and had him sign for it. Commissioner Lytle thanked him for taking care of the cable near Doc Parsons Place. Mr. Blackwell said it was great to be a part of the Burbot Bash and the efforts that went into that. DWR has increased the limit on pups to leave more food for the big guys.

**Accept, Open, And Review Bids For Manila Airport Lighting Project:** Bret Reynolds explained that we are currently working on a \$500,000 grant from the State for the Automated Weather Observation Station or AWOS. The grant also includes a lighting contract to install the lights we received from the Vernal airport. There is a second grant for the AWOS that has been postponed to see what is happens today, plus there is a third grant for the runway preservation in Manila to the tune of \$112,000. Commissioner Lytle asked if there were any Road Districts that work with the Airport and Uintah County's does, but ours isn't set up to do that, and the Board is leery about making any changes. The Bids for the Lighting Project were reviewed, and the Bid from a company that came in at 9:12 am was rejected by the Commission as being late. The bids received on time were opened by Mr. Raymond as follows:

SCI Automation Systems bid was:	\$246,281.00
Hube's Construction, Inc.'s bid was:	\$214,832.29
Craig F. Sorenson Construction's bid was;	\$270,252.60
Royal Electric Company's bid was;	\$599,599.00

Brett Reynolds said the State wants to have a chance to review the bids before it is awarded. It appears that Hube's Construction, Inc. is the lowest bidder.

**Accept, Open, And Review Bids For Manila Airport AWOS Project:** There was one bid for the AWOS project. DB Transportation Services bid was: \$196,722.00 (approximate). There are only two companies that could bid on this and they are parts of the same company.

**Discussion And Consideration Of Engineering Contract For Manila Airport 2019 Preservation Project:** Mr. Reynolds talked about this project and Attorney Niel Lund read the

purchasing contract, and there was additional discussion. Commissioner Tippetts moved to approve the contract for the cost of \$15,200.00. Commissioner Lytle seconded the motion.

**Discussion And Consideration Of Manila Airport AWOS And Lighting Project**

**Reimbursement Request #2:** Commissioner Asay opened this up and Commissioner Lytle asked about possibly having another meeting since this may take awhile. Commissioner Lytle motioned to approve reimbursement Request #2 for \$8,775.00. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

A recess was called at 10:50 am and the Commission came back into session at 11:05. The time was set to adjourn at 2:00 pm by Commissioner Lytle. Commissioner Tippetts seconded the motion. All were in favor. The motion carried

The Commission meeting reconvened at 2:05 pm from the adjourning meeting.

**Discussion And Consideration Of Stephanie Southwick-Hickey For Appointment to the**

**Northeast Counseling Board:** Commissioner Lytle asked about her. She is a Guidance Counselor at the school and expressed an interest in being appointed. Commissioner Lytle made the motion to approve the appointment of Stephanie Southwick-Hickey to the Northeast Counseling Board. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**Discussion And Consideration Of HP ProBook 450G1 - Tag #3943 For Surplus:**

Commissioner Lytle motioned to surplus the HP ProBook 450G1. Commissioner Tippetts seconded the motion. All were in favor. The motion carried. Bret Reynolds asked how it would be noticed, and he was told if it's not purchased by the employee last using it, then it will be put out for sealed bids. The notice will be on the website.

**Discussion And Consideration Of Bid Award For Manila Airport Lighting Project:** Mr. Reynolds had done a Bid Tabulation Sheet and found there were several errors, but they did not affect the low bid. Mr. Reynolds recommended that we accept Hubes Construction Bid contingent upon approval of the State Aeronautics Office. Commissioner Lytle motioned to approve the Hubes Construction Bid contingent upon approval of the State Aeronautics Office. The motion was seconded by Commissioner Tippetts. There was further discussion. All were in favor. The motion carried.

**Discussion And Consideration Of Bid Award For Manila Airport AWOS Project:** There was one bid from DBT Transportation Services for \$196,722.00. There was discussion about the different Phases and the AWOS and lighting are Phase 1, and then there are two phases of the Instrument Landing - the first phase being the three emergency carriers, and Phase 2 being the general public. There is a need to have this on the Agenda in the future, possibly in early March. Commissioner Lytle made the motion to accept the bid from DBT Transportation Services of Colorado for \$196,722.00 contingent upon approval of the State Aeronautics Office. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**Justice Court Reports:** Commissioner Lytle asked where these reports were. Brian Raymond explained that it is in the packet and is for the Commissioner's to review. No action is needed. There was a question from Commissioner Tippetts as to where the money goes and it was replied that approximately 85% goes to the State including a 35% surcharge. The Judge or Clerk could provide a more specific explanation.

**Discussion And Consideration Of County Compensation Policy:** The item was tabled to the next meeting.

**Discussion And Consideration Of Section 9 Compensation, Of the Daggett County Policy and Procedures Manual.** The item was tabled to the next meeting.

**Discussion And Consideration Of Section 21, Of The Daggett County Policy And Procedures Manual.** The item was also tabled to next week's meeting.

With no further business Commissioner Tippetts made the motion to adjourn at 2:37 pm.

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/s/ Jack Lytle

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/s/ Brian Raymond

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/s/Matt Tippetts

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/s/ Randy Asay