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Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, July 9, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present, while Commissioner Matt Tippetts was excused. Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:10 a.m. by Commissioner Asay.

Also present: John and Debbie Weaver, Sgt. Travis Dupaix

Issue Updates: Commissioner Lytle gave an update on the fireworks show and thanked the Sheriff, Butch Johns of Dutch John Fire Department and Sandy Kunkel of the Town Council for all their work: it was a good show and there were about 1400 cars and 4 people per car, a lot of people attended. The Car Show was also well attended and had a near miss, but no fireworks incidence and the Sheriff said there was only one major medical incident. The whole event is getting better every year and still growing. The Dutch John Fire Department passed around some boots and received some good donations.

Citizen Comments: No comments given today.

Approve Minutes: No Minutes were available for review this week.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of July 8, 2019 for \$53,292.26 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts made a motion to approve the Open Invoice Register of July 8, 2019 in the amount of \$53,292.26. Commissioner Lytle asked about the utilities for the Jail. This payment does not include the one time annual payment for the sewer. Commissioner Asay said that there has been work on getting the Sheriff's Office water separated from the Jail. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

There is an additional invoice for a refund for \$58.31 for a refund of overpayment of Warren Blanchard's utilities. Commissioner Lytle motioned to approve the refund and Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Auditor/Recorder's Office provided the Disbursement Listing. Commissioner Lytle asked about the Bancorp payment and he was told those were for the Sheriff's vehicles. There were items on the list without reference numbers and that is payroll. Commissioner Lytle motioned to accept the County Disbursement Listing dated July 2-July 8, 2019 in the amount of \$146,073.46. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

Cash Summary: A Cash Summary dated July 8, 2019 was provided by the Clerk/Treasurer's Office. Commissioner Lytle asked about Funds 16, 17 and 22 and Mr. Raymond said Fund 16 is VAWA, Fund 17 is VOCA and 22 is Economic Development. There was also a question about the the Commissioner Lytle motion to accept the County Cash Summary dated July 8, 2019. Commissioner Asay seconded the motion. All were in favor. The motion carried.

Purchase Orders: There was one Purchase order to be considered and Commissioner Tippetts asked the attorney and Keri Pallesen about the need for Purchase Orders for things that were under contract before the change in policy. It was recommended that we approve a purchase order

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for anything occurring after the change. Commissioner Tippetts then stated that he had Purchase orders and reimbursement requests that need to be considered. The airport grant process was explained so that we pay out for the expenses and then aeronautics reimburses us for our share of those expenses. Commissioner Tippetts motioned to approve the Reimbursement Request #2 for \$106,145.45 and it was seconded by Commissioner Lytle. All were in favor. The motion carried, but it was pointed out by Keri Pallesen that this was not on the agenda and the Attorney said that the request was part of the contract and does not need to be a part of the agenda, it just has to be reviewed and signed. The motion was rescinded by Commissioner Tippetts who then proceeded to make a motion to approve a purchase order for the Runway Preservation Project we received an invoice from M and M Asphalt Services-Estimate #1 in the amount of \$21,946.69. Motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Commissioner Tippetts said he had a second Purchase Order for Estimate # 2 for M and M Asphalt Services in the amount of \$81,768.53. Commissioner Lytle seconded. All were in favor and the motion carried.

Commissioner Tippetts said he had another one for the airport AWOS and Lighting project from CIVCO Engineering for 12,250.00 and motioned to approve a Purchase Order for that and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts said there was another Purchase Order for Hube's Construction for \$18,583.32 for the Lighting project and Commissioner Tippetts motioned to approve the Purchase Order for Hube's for that amount. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Commissioner Tippetts final Pay Request #4 is from Hube's Construction in the amount of \$71,498.12 and Commissioner Tippetts motioned to approve the Purchase order for that amount. Motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Commissioner Asay said he had another Purchase Order for tires for the Road Department. There was some questions so this was reviewed further as the quote was a bit confusing, and it wasn't clear if Jack's General Tire has a state contract and which vehicle is involved. It was talked about and a conditional motion could be made, but it was tabled to contact James Olsen for additional information and clarification.

42:11 Correspondence: Commissioner Tippetts said he had received a copy of a letter from Old Republic regarding the airport insurance. Keri Pallesen and Brian Raymond said this is an annual letter and we will receive a form to fill out in the future.

Commissioner Lytle asked about the utility bills and the jail. Where does it come from and Keri Pallesen said it included the Sheriff's Office and Jail and it comes out of the Sheriff's budget. It was good to see this and it brings up discussion on this and internet expenses. Commissioner Asay said that Union is starting to put the fiber in the ducts and Commissioner Lytle said that he stopped into Strata and they are getting closer and will be heading down to Dutch John this summer. It's a good thing economically and will help once its all connected. The work has also helped keep the rooms and restaurants busy.

Commission Calendar Review: Commissioner Lytle said he has a CIB on Thursday and NACO after and will probably not be back for Tuesday's meeting. Commissioner Tippetts said there is a trails meeting next Tuesday evening at the Town Office and other meetings 55:00 tomorrow, Commissioner Lytle said there is a PRCA meeting tonight and Commissioner Tippetts said there is a Conservation District meeting tomorrow and also the Birthday Luncheon will be held next Tuesday. Commissioner Lytle asked about sharing calendars and it was recommended that we talk to Kym Slagowski about setting this up.

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Policy and Legislation Items:

Discussion And Consideration Of Business License For Aim Home Inspections:

Commissioner Asay brought this up and Mr. Raymond said it needs to be conditional as we have not received UPP yet. Commissioner Lytle motioned to conditionally approve Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

Discussion And Consideration Of Nancy Steib and Brianne Carter : Questions were asked and clarification provided by Keri Pallesen that this is moving them Deputy Auditor/Recorder I to II and this is in the budget. Commissioner Lytle asked about how the process is going for the pay scale and maybe we need to meet on this and the 23rd would be our elected officials as its the 4th Tuesday. Commissioner Tippetts motioned to approve the promotion and pay increases as their budget will allow this and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Water Service for the Dutch John Cemetery: Trevor Brooksby said that the Forest Service would like to resolve the issue because there is no meter on the cemetery and the water is coming from the Forest Service's Dripping Springs line. They haven't turned the water to the cemetery on yet, but it will be needed shortly. Another option is to run a new line to the Cemetery. There were options to get this 10:28?? Commissioner Asay asked about the hookup fees for this and also the two houses that we are on one meter and Commissioner Lytle thought that this should be done at no expense to the customers as that is how it should have been set up originally, but there are still some questions. Some of these questions could be answered administratively. Then the question came up about the use of the backhoe and see how we get one over there. There would need to be contact with Blue Stakes before anything happens. Commissioner Lytle motioned to in the short term to put a meter on the hose and pay for what we use and in the long term to develop separate meters. Commissioner Tippetts seconded the motion. Commissioner Lytle brought up possible in-kind of personnel and equipment to make this collaborative and to get it done. All were in favor and the motion carried. Commissioner Lytle thanked Trevor for his prep work and Jesse who also helped. Commissioner Lytle asked for a recess at 10:48 and the meeting came back into session at 11:05 am.

Discussion And Consideration Of Economic Development Priorities - Strategic Plan: Debbie Weaver said she had updated this some in the black, but mostly the updates are in red or orange and hoped that the Commissioners had reviewed it. She will be meeting with the State on Friday and then they will set up the meeting with the Governor. Commissioner Lytle suggested more detail on the jail about considerations with the state to put it back into operation, and the discussion with President Weight and UBTech regarding it being a training facility is continuing. Further discussion was held and the County is still researching alternative plans and contingencies. There was discussion of facilitating a meeting with Senator Winterton, Representative Wilde and the new Corrections Executive to see what we might be able to do. There was also discussion on the fiber options that will soon be available though Union and Strata. Taylor Flat was also discussed and there is someone who has 36 lots now and are working on some things. Commissioner Lytle wanted to recognize and thank the Community Development Office for their efforts in helping to discover alternatives and plans for the Taylor Flat Area. The Economic Development Director position and EMS Director position were discussed and Mrs. Weaver said she thought having a Full-time EMS director is a higher priority, but both are important. Having 5,000 people at the Fireworks and also

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the car show we were lucky that there weren't more medical issues. Oil, gas and mining were also brought up as possible economic opportunities that need to be done in balance with agriculture and tourism. Staffing and grant help are also needed. Mrs. Weaver said she would make the updates prior to her meeting with the Rural Office of the Governor's Office of Economic Development (GOED). Commissioner Lytle asked Mrs. Weaver to invite the Governor to make his visit during the PRCA Rodeo.

Purchase Orders (Cont'd): Additional information was obtained including the vehicle number which Keri Pallesen now has, but there was still a question on the labor. Commissioner Lytle motioned to accept the Purchase Order No. 370 not to exceed \$5,652.80. This could be less if there is a duplication of labor. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

29:30 Closed Session: Discussion And Negotiation Of Possible Land Sales: Commissioner Lytle motioned to go in and out of Redevelopment Agency. Commissioner Tippetts seconded the motion and all were in favor and the motion carried. Motion to go into Closed session was made by Commissioner Lytle and Commissioner Tippetts seconded the motion. Roll Call Vote was taken. Commissioner Lytle voted "Aye" and Commissioner Asay voted "Aye" and Commissioner Tippetts voted "Aye" so the motion carried.

Motion to go out of Closed Session was made at 12:34 pm by Commissioner Lytle and Commissioner Asay seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Amending Participation Agreement With Lincoln Berthold: Commissioner Lytle motioned to go into Closed session for the discussion and consideration of Land sales and litigation. Commissioner Tippetts seconded the motion approve through the County and the Redevelopment Agency. Commissioner Asay seconded the motion and all were in favor. The motion carried. Signatures were affixed and copies made for the Town and County.

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Motion to go out of Closed Session was made at 12:34 pm by Commissioner Lytle and Commissioner Asay seconded the motion.

Commissioner Lytle motioned to adjourn at 12:36 pm.