

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, September 10, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay and Matt Tippetts were present, while Commissioner Jack Lytle 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 9:04 a.m. by Commissioner Asay.

Also present: Tim Hollinger of Daggett Mosquito Abatement District, Kym Slagowski, and Mayor Buddy Rogers

Issue Updates: Commissioner Asay gave a rundown of the issues and most notably that Jesse Platt had found the leak in the Dutch John Firehouse and has repaired it. Sgt. Dupaix is still moving forward on the EMT class.

Citizen Comments: No citizen comments today.

Approve Minutes: No minutes were available for review today.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register was amended for September 9, 2019 for \$134,443.89 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts made a motion to approve the Open Invoice Register for September 9, 2019 in the amount of \$134,443.89. Commissioner Asay seconded the motion. All were in favor. The motion carried.

Disbursement Listing: There was a Disbursement Listing for September 4 through September 9, 2019. Commissioner Tippetts made a motion to accept the Disbursement Listing for the time period of September 4 through September 9, 2019 in the amount of \$89,647.44 with the comment that a large portion of this is the airport projects and most of that is grant money that will be reimbursed. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Cash Summary: A Cash Summary dated September 10, 2019 was provided by the Clerk/Treasurer's Office. Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary dated September 10, 2019. Commissioner Asay seconded the motion. All were in favor. The motion carried.

Purchase Orders: Commissioner Tippetts said he had one-Purchase Order #412 for \$196,702 for DBT Transportation Service for the AWOS System at the Manila airport and it is primarily grant funded. Keri Pallesen pointed out that this is the entire amount of the grant, but only part of it will be paid out as part of the initial Payment Request. Commissioner Tippetts motioned to approve the Purchase Order and Commissioner seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Tippetts said Craig Smith will be coming next Tuesday at 10:00 am the 17th of September. Mr. Tippetts said that he had also talked with Aaron Eager regarding the weed grant and he is working on a letter of clarification regarding the producer reimbursements and how they can be applied. Mr. Raymond pointed out that there are two items in the packet for the Commissioners to review and act on if they so desired. The Census is looking for help to get an accurate count in 2020 and there was information about the ability to make public

comment on regional water conservation goals to reduce usage by 25% in 2025. Western Rivers is looking for a letter that releases them from any liability for the books that are no longer there.

Commission Calendar Review: Commissioner Asay didn't have any calendar items. Commissioner Tippetts said he had a Museum Board meeting yesterday and tomorrow afternoon is the Conservation District/Weed Board meeting and the Shooting Range Committee meeting tomorrow night. There is also a joint meeting with the Town of Manila on Thursday night. There is a meeting in Vernal tomorrow but nobody could remember what it was for or what time it was scheduled. Maybe it was the CIB training? More research will be done to figure it out.

Policy and Legislation Items:

Discussion And Consideration Of Resignation of Daggett Mosquito Abatement District Board Member And Appointment Procedures Of New Board Member: Tim Hollinger was given the floor and he stated that Tracy Thompson has moved out of the area and has tendered her resignation. They held a board meeting and would like to move forward with getting the vacancy posted. We need to post the vacancy in four public places. Mr. Raymond said he usually posts at the Courthouse, Post Office, Senior Center and Market if a fourth place is needed besides the Website. Commissioner Tippetts motioned to reluctantly accept the resignation of Tracey Thompson and move forward with posting for a replacement. Commissioner Asay seconded the motion. All were in favor and the motion carried. Attorney Niel Lund gave some additional clarification and referred the Commission to Section 20A Section 304 to post in three public places and the county website for two weeks. It was unclear how long was left in Tracey's term and Mr. Hollinger said that he thought she has 2 ½ years left.

Issue Updates (Cont'd): Commissioner Asay brought up the Master Trails Plan Hearing which had been scheduled for the 24th did not get published, so it would not have the required time for publishing and therefore it was changed to the 1st of October at 6 pm.

Discussion And Consideration Of State Elections Security Tabletop Exercise On September 24, 2019 With the Possible Moving Or Cancelling Of Commission Meeting Scheduled That Day: Commissioner Tippetts asked about this and noted that there was BOE set up for that day starting at 1 pm and an Elected Officials meeting is also scheduled for that afternoon, so the Commission would not be able to attend and there would be no need to cancel the meeting.

Discussion And Consideration Of A Request For Proposals (RFP) For A County Surveyor/Engineer: Commissioner Asay brought this up and Attorney Niel Lund said the previous RFP is in the packet. We went through the process and selected CIVCO engineering, but we did not enter into a Professional Services contract. Keri Pallesen said we had been working with them in light of the letter of award. Can we not find the contract and the Attorney said he didn't think that it was ever completed. Mrs. Pallesen asked if all the statutory requirements were in the RFP. The attorney said it does not specifically list those, but refers to the code and that is one change possible in the new RFP. Kym Slagowski of IT/GIS said she has been working with CIVCO and they have been good to work with and have answered quick questions. Mrs. Slagowski asked the Commission what they really wanted: somebody to be paid monthly or as needed. Commissioner Tippetts said we are trying to find somebody on retainer to use within the procurement policy. Attorney Niel Lund mentioned that the contract was never signed. The Code references Chapter 23 of Title 17 which gives the three specific criteria that can be used for surveyors. We have a very general Professional

Services Agreement and there were several CIVCO proposals made and none were accepted, so we need to have more of a retainer type of agreement. Kym asked if there could be a rate for the minimal stuff and something different for the projects. The attorney said that there could be an amendment for scope of work for bigger projects. Commissioner Tippetts said he would like to have an option to put out to bid the bigger projects and put a note in the RFP that there is no guarantee that they will get everything. Kym agreed that it would be nice to have those options if it is legal. Mr. Lund noted that the land owned by the RDA would have to be under a separate contract and Mrs. Pallesen asked if they could be advertised at the same time and the attorney said that might work or it might be as simple as putting into the RFP that they would need to work for the RDA as well. Mr. Lund said he would check with Craig Smith how to handle the RDA issue. Mayor Rogers was asked if he had any input and they are just looking into this. They talked about this last night at their Town meeting as they will be doing some RFPs in the near future. It might be good to work together as CIVCO has done more work at the airport and Uintah has done more in town with water and sewer. Sometimes you have to remind them that they did the work and don't need to spend a lot of time reviewing it.

Discussion And Consideration Of Cooperative Law Enforcement Agreement Between Daggett County Sheriff's Office and The USDA, Forest Service Ashley National Forest

(SYSK): Commissioner Asay turned the time over to the Sheriff and Sheriff Bailey said this is the contract for the Fiscal Year ending at the end of this month. There is no change in the dollar amount. The Sheriff said that they had reached out to see if Commissioner Asay as the Chair sign it since Commissioner Lytle was listed as the signer and he is out of town. The previous year was \$42,999.96 and this year is the same, but they gave more for boat patrol and took off a little mileage. Commissioner Tippetts asked how this works and the Sheriff said they are supposed to bill quarterly as they perform services on the NRA. Last year the Sheriff said they did not bill the full amount due to lack of manpower, but this year they will be closer due to the seasonal help. The patrol days are May 1st through September 30th and that matches pretty good with hiring the seasonal employees. Commissioner Tippetts motioned to sign the Cooperative Law Enforcement Agreement between the Daggett County Sheriff's Office and the Forest Service. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Commissioner Asay noted to Mayor Rogers that the leak was fixed and Mayor Rogers said that would be good to check as they got almost half an inch of rain the past two days. Commissioner Asay said we need to get the Dutch John things back on the agenda, but today wasn't the best day as Commissioner Lytle wasn't here. Mayor Rogers brought copies of the last agreement which was signed at the time. Mayor Rogers asked about replacing the lights and the Commission was willing to share that cost, they just need an invoice. Mayor Rogers said there are two volunteer electricians on the volunteer fire crew so that could keep the costs down. Mayor Rogers asked if Harriett Dickerson should attend the training and Mr. Raymond said it was dealing more with the upcoming Presidential Election instead of the Municipal elections. Mayor Rogers said that they are planning on changing the firehouse meter from a 2" meter to a 3/4" inch meter. The Mayor said that he thinks it is fine to do the same or turn off the water for the Big Lawn. Mayor Rogers didn't think that there would be any complaint if they just let the grass die in the easement corridor as there is nothing else you can do with that parcel. The Mayor had copies of the MOUs and agreements that were negotiated before the lawsuit. Some were signed and others were not so there needs to be a review of where we are at on these things and Mr. Lund said he had a signed copy of one and Mayor Rogers asked for a copy and was told it would be emailed to him. Commissioner Asay said there needs to be further discussion between the Commissioners before anything is done about these things. Mayor Rogers said there is a

problem with the dumpster with G & H and the Town needs some land that the dumpster can go on. Something in Light Industrial might be good away from school and houses. The Forest Service needs to step up and have dumpsters for the visitors, but the locals were using it instead of visitors. Now the opposite is happening. People are mixing up green waste and other waste plus they have dumped railroad ties. Commissioner Asay said he wasn't ready to deal with this today, especially without Commissioner Lytle being here. Mayor Rogers said next Tuesday might work to have this discussion, but the following week probably won't work. The Commission said they will put it on the agenda for next week. The Mayor said that he needs to know what the County would charge for several acres of land for them. They will try and get the old Forest Service building, but the BOR is also vying for that building. Commissioner Tippetts asked if he had anything in mind. The hospital would be the best spot.

Closed Session: Commissioner Tippetts said that he has a question for Closed Session. Commissioner Tippetts motioned to go in and out of Redevelopment Agency. Commissioner Asay seconded the motion. All were in favor and the motion carried. Commissioner Tippetts made a motion to go into Closed Session for the purpose of potential purchase exchange or lease of real property at 10:42 am. Commissioner Asay seconded the motion. A Roll Call vote was taken: Commissioner Tippetts voted "Aye" and Commissioner Asay voted "Aye" and Commissioner Lytle was excused, so the motion carried.

Commissioner Tippetts motioned to go back into Open Session at 11:15 am and Commissioner Asay seconded the motion. All were in favor and the motion carried.

With no further business Commissioner Tippetts motioned to adjourn at 11:16 am.

/s/ Randy Asay
Commissioner Randy Asay

s/ Brian Raymond
Clerk/Treasurer_Brian Raymond

Excused
Commissioner Jack Lytle

/s/ Matt Tippetts
Commissioner Matt Tippetts