

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, October 8, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present. Auditor/Recorder Keri Pallesen, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:02 am by Commissioner Asay.

Also present: Lynette Asay, Sgt. Travis Dupaix, Ian Royslance, Mayor Buddy Rogers of Dutch John, Will Wright of Uintah Basin Association of Governments, Carrie Poulsen of Planning and Zoning, Chad Booth of County Seat

Issue Updates: Commissioner Tippetts updated everyone on the inventory at the Dutch John Fire Station saying that's a daunting task to inventory every item as there are lots of things there. Sgt. Dupaix will go get EMS and Search and Rescue items this week. The question is how to handle all these items and his recommendation is that we do a blanket statement of all the contents of the building and the trucks. Commissioner Asay asked about the Jaws of Life and they are in one of the trucks. Commissioner Asay said he's fine with that as long as we have some kind of long term agreement for a set period of time. Commissioner Tippetts is willing to turn over the equipment without that, but the building is another story.

Commissioner Tippetts asked about the letter that the Town of Manila and County Attorneys were working on regarding Law Enforcement and asked if there is an update and County Attorney Niel Lund said he did not get much time to work on it due to his time at the conference last week. We don't have a municipal services fund, so it might be a bit of a change to what the Town's Attorney is providing. Whose expense is it for providing police services and is the Sheriff's duty to provide services to the entire county according to the code? The Sheriff needs to get with the Town and see what additional services they want and work on a contract. Is the County responsible to provide EMS to the Towns and who is responsible for the costs? Commissioner Tippetts said when an incorporation takes place it takes the responsibility off of the county and places it on the municipality. The attorney said the code is not that clear and we are enforcing some County Ordinances and not others like Planning and Zoning. The question is can we do that, where does the code allow it or not allow it. The Attorney was tasked with getting more clarification. The Town is a subset of the State for authority and not a subset of the County even though they are physically a subset of the County. The Town wants to find out what more services would cost. Commissioner Tippetts feels there is something that happens when a town/community incorporates, but the Attorney said the answer is the code doesn't really say.

Commissioner Tippetts asked Auditor/Recorder Keri Pallesen if there was a way to make a blanket statement to turn over the Fire Department inventory items to Dutch John. She said Inventory is the Treasurer's Department and the rest is a legal issue to be asked of the attorney. His reply was the long term fire protection agreement can include all of the inventory items and doesn't have to specifically list each item. We can just surplus all the equipment to the Town. There was discussion of turning the building over prior to the land, since the land needs to be parceled. The conversation is open. Commissioner Asay felt that even though the County got some of this from the Bureau there still needs to be an agreement and we need to get something for it even if it is just the continued service for the county areas vs. strictly cash or other compensation. There is more conversation to be had if and when Mayor Rogers attends the meeting today.

It was asked if the MHS students were coming today and nobody was sure. It was left up to them to get the answers to questions.

Citizen Comments: No Comments today.

Approve Minutes: The Clerk/Treasurer's Office provided minutes for the October 1, 2019 Commission meeting and October 1 2019 Public Hearing. Keri Pallesen asked about the discussion with the students last week and she didn't think she said they need an MOU and an application, but if it was a joint project then the MOU would be needed, otherwise their completion of the application and providing insurance would be sufficient. The Attorney was asked about the issue with the bond and he said it's more of a bond attorney question. It's not a commercial use, so it should be okay. Commissioner Lytle motioned to approve the Commission Meeting minutes for October 1, 2019 with the amendment that the MOU is not required. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the Commission Public Hearing minutes for October 1, 2019. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried. The next step is to formally adopt this. The attorney was asked what needs to be done to get it adopted into the General Plan and he replied that a simple ordinance would do that. Mr. Raymond said it was on the agenda for next week and Mr. Lund said he will prepare something to make it an addendum to the Plan. The cover sheet and Table of Contents will also need to be updated to show the changes.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register for October 7, 2019 for \$77,352.25 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts made a motion to approve the Open Invoice Register for October 7, 2019 in the amount of \$77,352.25. Commissioner Lytle seconded the motion. Commissioner Lytle then asked about the postage moving from Building and Grounds to non-departmental, which will happen in next year's budget. The credit card payment was also questioned. All were in favor. The motion carried.

Disbursement Listing: There was a Disbursement Listing for October 1 through October 7, 2019 by the Auditor/Recorder's Office. The State Treasurer Payment was questioned and it is the amount the Justice Court pays to the State. Commissioner Lytle motioned to approve the Disbursement Listing dated October 1, 2019 through October 7, 2019 for \$18,584.87. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Cash Summary: A Cash Summary dated October 7, 2019 was provided by the Clerk/Treasurer's Office. Commissioner Lytle noted the General Fund looked significantly better and asked if we had to shuffle money between accounts. Mr. Raymond said that we received an airport grant reimbursement. Commissioner Lytle motioned to accept receipt of the Cash Summary dated October 7, 2019. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

Purchase Orders: Nobody was aware of any outstanding purchase orders to be addressed.

Calendar Review: Commissioner Lytle asked about the UCIP meeting and if anyone was attending. Commissioner Asay has a Northeast Counseling meeting tomorrow at noon in Roosevelt. Commissioner Tippetts said other than the budget meetings today and Budget meetings he has Soil Conservation and Weed Board meetings tomorrow and Shooting Range meeting on the 23rd. He is also meeting with Uintah County on the BEAR Grant and they are requesting a list of businesses and Mr. Raymond said he could provide that. Next week's Commission meeting will be on Wednesday instead of Tuesday due to the Holiday. It is also a Justice Court day, so Mr. Lund said he would be

in and out of the meeting. Mr. Raymond said that he will be gone next week and Commissioner Asay said he will be gone the last two Commission meetings of October. The week of the 16th is iffy for Commissioner Lytle and he asked about the schedule for meetings today as he will be unable to stay after 2 pm as he has an investigation he is working on. He would like to meet with Keri after next week's commission meeting as long as something doesn't happen with the deer hunt. Tomorrow is the 8 am meeting with Public Lands meeting in Vernal and there are several phone calls after that. LEPC is on the 10th at noon and Sgt. Dupaix said Geoff Liesik will be here. Forest Service Plan Open House will be here Thursday evening from 5-7 pm and the Public Lands call in is at 8 am on Friday. Commissioner Lytle asked about stock in canal companies and Commissioner Asay said we have some in Sheep Creek. Commissioner Lytle said there is a TV meeting on the 30th, and he assumed it is in Price. There is also an SCIC meeting on the 18th of October.

Weekly Budget Review: Nothing to review, but we will be working on this more this afternoon.

Policy and Legislation Items:

Discussion And Consideration Of Possible Use Of Daggett County Jail For A Prom Fundraiser For Manila High School Students: This was discussed earlier and we'll go forward without an MOU based on the discussions already held.

Discussion And Consideration Of Letter Of 2020 VAWA Grant Application: Lynnette Asay was given the floor and she explained that the VAWA Grant works with victims of sexual assault, rape, stalking and domestic violence crimes and is a continuation grant since 2009. Mrs. Asay said this will start January 1st. The only change proposed for this year is to change the wage to match the VOCA Grant and to cut the hours. Last year's grant was \$17,406 and this year it is for \$17,164.36. Mrs. Asay shared some statistics including that 1 in 3 women Commissioners Asay and Lytle thanked Lynnette for her efforts. Attorney Niel Lund said she has been doing an excellent job. Commissioner Lytle asked about the signature page and Lynette explained that by signing the sheet it gives her authority to submit the signatures electronically. Indirect costs were reviewed and discussed and the signing by Mrs. Asay was also discussed. VOCA is the other grant we have to help with these issues. Commissioner Lytle motioned to go forward with the long term grant and renewal for VAWA and that Mrs. Asay be authorized to sign online for Commissioner Lytle. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of A Plat Amendment With Ian & Suzet Roylance
Commissioner Asay asked if we could move Mr. Roylance up and everyone was okay with that and Commissioner Lytle asked for a quick recess, which was granted. Mr. Roylance was given the floor for a Plat Amendment for Flaming Gorge Pines Subdivision A, but it was clarified that it is the Home Ranch Subdivision. It was originally parceled as two pieces and in the 90s when it was purchased it had a piece taken and so it was resurveyed to match the tax parcels with GIS and the lots were combined, but no . Commissioner Tippets asked Carrie Poulsen if Planning and Zoning was okay with it since they had signed it. Mrs. Poulsen explained she had sent the required notices and letters to neighboring properties and had received a couple of calls for additional information, but nobody had any problems with it.

Commissioner Tippets motioned to approve the Plat Amendment for the combination of parcels 02-0019-0019 (1391 E. Pines Loop) and parcel 02-0019-0020 (1381 E. Pines Loop,

Greendale, Utah). Commissioner Lytle seconded the motion. All were in favor. The motion carried and the Plat and copies were signed.

Discussion And Consideration Of Possible Purchase, Exchange, Or Lease Of Real Property With Town Of Dutch John: Commissioner Lytle motioned to go in and out of Redevelopment Agency meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. There was discussion if this needs to be in Closed Session and it was decided that a Closed Session was not needed. Commissioner Tippetts said this was discussed earlier during the Update Section and explained to Mayor Rogers the simplest way to transfer the equipment and it seemed that at a specific date that equipment could be transferred, but there wasn't a final decision if any land would be included. Mayor Rogers said that he thought that the different buildings were in separate parcels when they were transferred to the County, so they checked on the parcel map and it didn't show it. Perhaps it was in a document that didn't get recorded? Commissioner Tippetts said we have several options: the first is we could do the truck and the equipment separately, we can still transfer ownership of the building separately and transfer the land at a later date. Commissioner Lytle asked the attorney if we could structure the agreement to list out the things to be done to allow the transfer to occur with one approval process. Yes, there is a way and all conditions have to happen or the contract is voided. Commissioner Tippetts said he is willing to make an agreement that is supportive of the Fire Department in the Town of Dutch John that has some type of long term agreement to provide services to the County. Commissioner Asay brought up what Mayor Rogers had said previously to support the residents and businesses in the County outside of the municipality. Commissioner Lytle said that the square mileage of the area receiving services is pretty large and includes Taylor Flat and the Pines/Acres. Commissioner Asay said that once we turn the equipment over we are without any equity and we don't want our contribution forgotten. Short of a Fire District we would have to start from scratch since we are giving up our assets. There needs to be some revisionary language on both sides to protect everyone. There could be a one year out, 60 days is not enough time to build something up. Commissioner Lytle said there is some expediency to get this squared away. Commissioner Tippetts asked if we could approve this today and after reviewing the agenda Mr. Lund did not think it could be done today as there was nothing about equipment or Fire Station. Commissioner Tippetts would like to move forward, so let's get the agenda fixed and move forward even if it's tied to a long term agreement and a survey. It may be easier to tweak the fire agreement. The Surveyor RFP is on the agenda next week, so we could start moving this forward. Mayor Rogers asked about the whole parcel and if it could be transferred. Commissioner Asay was okay with it as long as the County was protected. How does the transfer affect the rental in the old Post Office/Justice Court. It was not sure if it was 2 or 5 years. The Mayor thought two years could work, but five probably wouldn't. The Attorney checked and it is for two years and is able to automatically renew. We need to get the equipment transferred so the Town can get their rating and certifications completed. Let's get the fire trucks on the agenda next week. There was discussion about which trucks were available. The 1991 Kodiak (Yellow Truck) and the red Mac truck that came from Vernal through Manila are the trucks that need to be surplussed to Dutch John. The Jeep truck is also a possibility. Next week we want the Kodiak and the Mack, plus the equipment on the trucks and in the firehouse on the agenda to surplus.

Discussion And Consideration Of County Seat Program - Chad Booth: Mr. Chad Booth explained the formation of the program and how important it is to educate people about the work that counties do to help their residents. This is the County seat's 10th Year and we have touched every county in the State both Rural and Urban. We have got to hit a certain budget number in order to continue the program. He passed out some information and talked about some of the topics that have

been discussed over the past 10 years. There are about 84,000 people that tune into the show each week. The Show costs a lot of money to produce, but it's not outrageous. The Show is an important voice for the Counties. This is a place to start conversations and be proactive in educating people about the issues that counties are facing. Mayor Rogers asked if the \$6,500 comes with an advertising slot, but it was explained that the cost of producing an ad uses up almost half of that amount. Mayor Rogers said he watches the show and he would like to support it if the council will permit it. Mr. Booth said he would not turn away \$3,000, but it's not really enough. More history was explained about how the show got started and some of the issues addressed. Your topics and issues need to be brought out, so that is part of how we can "advertise" for your area. The program gives 28 minutes to discuss a topic and these issues need more than a sound bite. Derek Dowsett is back as the producer and he works really hard to get it right. Put links to past shows on your website and send them out to people that have questions or interest. Mayor Rogers said he would talk to his Council and Commissioner Tippetts said he would talk to Manila about getting it on their agenda for \$2000.00. It's worth supporting.

Discussion And Consideration Of Completion Of Paperwork For Enterprise Zone

Application: Will Wright of the Uintah Basin Association of Governments (UBAOG) was present and explained the program and encouraged the Commission to get more involved in this program. Uintah County has received the most to the tune of \$5 million with Duchesne coming in second for a couple of million. Daggett County has received almost \$200,000 in tax incentives for its businesses. The application has numbers corresponding with the questions that are asked on the digital application. The entire County was what was in it before and Duchesne took out some of its public lands. There is a new CPA in the County and his company has probably submitted about 70% of the applications. Commissioner Lytle asked if he had talked with the Mayor of Dutch John and Mr. Wright said they are the only ones in the region that did not have to renew this year. Mr. Wright talked about the Mayor in Roosevelt buying a new building that he wouldn't have been able to purchase without the program. Commissioner Lytle asked why we couldn't do the whole county and its because the rules have changed. Mr. Wright would like to get it ready by Thanksgiving, but it has to be finished by the end of the year. There are businesses on the Public Lands so we really don't want to exclude anyone. Mr. Wright said he was willing to explain why the whole county was selected. He still needs the minutes of the meeting, so Mr. Raymond will send that. The next UBAOG meeting is later this month.

Discussion And Consideration Of 2019 Budget Hearing Date: Mr. Raymond said that he is getting ready to send out the Tax Notices and we need to add the date of the Budget Hearing to the Notice. Mrs. Pallesen said the Tentative Budget has to be done by November 1st, so people have a month or more to review it. After some discussion of possible dates Commissioner Tippetts motioned to hold the Budget Hearing on December 17th at 10 am. Commissioner Lyle seconded the motion. All were in favor and the motion carried. Mrs. Pallesen was consulted and that date and time worked for her.

Discussion And Consideration Of Smith Hartvigsen Billing: Attorney Niel Lund asked if Keri Pallesen had heard back from Smith Hartvigsen and she had not yet. There is a line item in non-departmental and there needs to be an amendment to the budget as it will go over. This was just supposed to be mileage and it looks like it's an hourly rate. Let's wait to pay it until we hear back. There is a line item for this, but this bill will push it over the budget amount for the line item. We should look at using some RDA money for this, but there may be better places to take it from. We

have agreed in principle, but we are waiting for the hearing on the Sole Source before we can finalize things. The Letter of Engagement and the Sole Source need to be on the agenda for next week.

Issue Updates: Sgt. Dupaix said the EMT class is going well so far. The Firehouse furnace has been cleaned and the Fire House can be taken off the Issue Updates. That furnace is not a fast acting furnace, but will keep things warm if at the desired temperature.

With no further business Commissioner Tippetts motioned to adjourn at 12:32 pm..

/s/ Randy Asay
Commissioner Randy Asay

s/ Brian Raymond
Clerk/Treasurer Brian Raymond

/s/ Jack Lytle
Commissioner Jack Lytle

/s/ Matt Tippetts
Commissioner Matt Tippetts