

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, October 16, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay and Matt Tippetts were present, and Commissioner Jack Lytle was excused. Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, Attorney Niel Lund and Deputy Clerk/Treasurer Vicki Tanner were also present. The meeting was called to order at 9:02 am by Commissioner Asay.

Also present: Chuck Bennington, Mandy Slaugh, Bart Jensen and Tim Redman of Jones and Demille Engineering, Sgt. Travis Dupaix, Mayor Buddy Rogers of Dutch John, and Corey Auger of Forestry Fire and State Lands (FFSL)

Issue Updates: Commissioner Tippetts said he had been thinking a lot about the Recreational vehicles but nothing to bring forward at the moment. We will be discussing Dutch John later and

Citizen Comments: No Comments today.

Approve Minutes: No minutes were available for review.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register for October 15, 2019 for \$35,141.58 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts said he had reviewed the invoice made a motion to approve the Open Invoice Register for October 7, 2019 in the amount of \$35,141.58. Commissioner Asay seconded the motion. All were in favor. The motion carried.

Disbursement Listing: Commissioner Tippetts said he had reviewed the Disbursement listing and noted the \$23,934.00 for the Dodge Truck and the \$30,714.91 for payroll plus benefits were other large disbursements. Commissioner Tippetts made a motion to approve the Disbursement Listing dated October 8 through October 15, 2019 for \$126,863.65.. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Cash Summary: A Cash Summary dated October 15, 2019 was provided by the Clerk/Treasurer's Office. Commissioner Tippetts said the only fund to note as negative is the Weed Fund and they are waiting for a disbursement. Commissioner Lytle motioned to accept receipt of the Cash Summary dated October 15, 2019 as presented. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

Purchase Orders: There were no purchase orders to review today.

Correspondence: Commissioner Tippetts didn't have anything and Commissioner Asay said he had been contacted by a Dentist that was interested in having a spot at the clinic if it could be worked out.

Calendar Review: Commissioner Tippetts said it's a light week other than the budgets, which are being reviewed so the Tentative Budget can be ready by the end of the month.

Weekly Budget Review: Nothing to review.

Policy and Legislation Items:

Bid Opening Of RFP Responses For Daggett County Surveyor: There were three proposals received. The first one opened was from CIVCO engineering. The bulk is a statement of qualifications and the last page is their 2019 Hourly Rate Sheet: The Professional Engineer Principal is \$150/hr; Professional Engineer is \$135/hr; Engineering Technician is \$85/hr; CAD Drafter/GIS Specialist \$75/hr; One Man Survey is \$75/hr; Two Man Survey is \$150/hr; Registered Land Surveyor is \$110/hr; and Inspector is \$75/hr; and several other job descriptions and prices were mentioned including Subdivision Plat Review for \$100+ \$10/lot; All rates are inclusive of overhead and other expenses such as mileage, copies, computers, vehicles, survey stakes, etc.

Rocky Mountain Surveyors was next and they also listed their qualifications and their rates are as follows: Review Plats as needed- \$100/hr; Filing plats and working with County Officials-\$100/hr; 2 man survey crew with truck and equipment-\$250/hr; Trip Charge to Daggett County-\$250/per trip or billed at regular rates; Professional Land Surveyor in any litigation-\$200/hr.

Jones and DeMille Engineering was the next Proposal opened and they provided a brochure that talked about their qualifications, services, employees and also included references on past projects. There was an envelope with their proposed rate sheet and all hourly rates include all multipliers, benefits, overhead, and miscellaneous minor costs such as plotting, photocopies, and postage. The Principal is \$190/hr; Senior Planner is \$180/hr; Planner II-\$125/hr; Planner I-\$90/hr; Structural Engineer-\$175.00; Professional Land Surveyor-\$135.00, and a lot of other specific responsibilities listed out and also included were Vehicle Mileage at \$0.58/mile, Scanner Survey Equipment at \$75.00/hr. and GPS Survey Equipment at \$50.00/hr.

Discussion And Consideration Of RFP Responses For Daggett County Surveyor:

Commissioner Tippetts said the trick is how to compare apples to apples in a fair way. Attorney Niel Lund suggested that the Commission hold interviews and get to know the applicants. Commissioner Tippetts asked how it is weighted and Mr. Lund said by code it doesn't give a percentage, but it does say you can give consideration to qualifications, experience and background of each firm, the specific individuals assigned to the project and time commitments of the project and then engage services based on those criteria other than the lowest cost. So that may or may not help. The RFP was to find a rate for the projects to work with Kym Slagowski and Keri Pallesen as needed and to do projects as they come up. Typically on a project there is a scope of work that gives the details of the project so all proposals can be compared apples to apples, so this is kind of unique that way. Commissioner Tippetts said it would be nice to make a decision today, but in fairness we ought to schedule interviews and Commissioner Asay noted that would give Commissioner Lytle a chance to review these and be involved in the process. A comment was made that you need to look at travel time and per diem as it can add significantly to the cost. Commissioner Tippetts motioned to acknowledge receipt of the three proposals and that we schedule interviews with the three companies and that he will take on the task of scheduling the interviews. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Sub For Santa - Mandy Slaugh: Commissioner Asay gave the Floor to Mandy Slaugh who said that in 1996 when they moved here and it was hard to find employees and Christmas is in our slow season and the seasonal workers don't have money so she and her husband and sister started this to help their employees and others. They have been doing this since 1996 and she is hoping to transition it to a county or town project instead of a Slaugh Family

project. Commissioner Asay said that it should be a county wide project and Mayor Rogers from Dutch John is here. The program serves an average of 10-35 kids per year. There is an application process on other websites, but she has never done that. Mandy Slaugh was thanked for her efforts over the years!! Mandy explained there is a master list and the numbers are what is used with the volunteers, so family names are kept private. It might be difficult to keep it private with the Open and Public Meetings Act requirements. We will have to check into that. The Town of Manila has kept the gifts at the Town offices some years. Mandy provided additional information about the project from United Way and other websites. The attorney said the anonymous portion might be difficult. We can add this to the issues updates for further discussion.

Discussion And Consideration Of Surplusing Dutch John Fire Trucks and Fire

Equipment: It was not 10 am and Mr. Farnsworth was not here yet, so this item was moved up. Commissioner Tippetts said he had talked with Commissioner Lytle yesterday and he was in favor of moving forward. Mr. Raymond was working on getting the VINS and everything, but it doesn't look like that has been completed. Maybe we could do it without the VINS; there is the Kodiak fire truck, the Mac truck, and possibly the army surplus truck. Corey Auger of Forestry Fire and State Lands said that it is FEPP vehicle through the state. Technically there is a title, but usually it is hard to find the registration as it is a federal vehicle. Merl Rollins is the contact with the State. We want them to know that we want it to be given to Dutch John. Commissioner Tippetts recommended that we add the 6x6 on the update list. Commissioner Tippetts motioned to surplus the Kodiak and Mac Fire trucks and their contents plus the contents of the building pertaining to the Fire Department to the Dutch John Fire Department. At the Attorney's recommendation the motion was changed to surplus instead of turn over. Commissioner Asay seconded the motion. Commissioner Tippetts had discussed this with Commissioner Lytle and he was in favor. All were in favor and the motion carried. They will have Mr. Raymond get the titles. There is a prescribed fire going and it is still within their "Burn Box". Does it change their grazing pattern for next year and it was answered that they don't believe so. It's just gets really smoky.

Discussion And Consideration Of Possible Purchase, exchange Or Lease Of Real Property With Town Of Dutch John: Mayor Rogers said that he had gotten the Town of Dutch John to approve \$2,000 for the County Seat program. Commissioner Tippetts had talked with the Town of Manila and we missed their meeting, so will not know until later.

Mayor Rogers made an offer of \$5,000 for the truck. There was discussion that it had been "listed" at \$10,000 and nobody was sure what the procedures were for this since the attorney had stepped out to be in court. The offer was raised to \$7,500.

Discussion And Consideration Of Ordinance 19-15 Amending The Daggett County General Plan To Include The Trails Master Plan: The Public Hearing had been held previously and comments were taken, so Commissioner Tippetts motioned to approve Ordinance 19-15 and Commissioner Asay seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Purchase Of Land in Dutch John For Strata Networks - Ron Farnsworth: Ron Farnsworth was here to explain that Strata Networks needs a 20' x 20' spot for their Electronics hut to feed the broadband to the school. They wanted to know if they would lease or sell some land for this. They had two different options that would entail a hut on concrete or a skid and would require power. There is a utility area over by the other side of the school. Is there a public easement identified yet and it appears that hasn't been set up yet. There are several unknowns for the future but they are trying to provide the contractual service to the school.

Then there are federal needs and the private interests that would play into this. Commissioner Asay said he wasn't sure how to proceed, as he is in favor of finding a spot for this, but not sure what that exact spot is right now. Commissioner Tippetts didn't have a problem with doing something, but the easements and actual writing it up are a question. Strata Communications likes to lease so the County/Municipality pays the taxes, which is why the county prefers to sell it. Commissioner Tippetts recommended that we work with Strata and the Town to move forward with the best location that is agreeable to all involved. Mayor Rogers encouraged them to meet with the Town's Planning and Zoning. Once they have coordinated together then Strata can come back with their plans.

Discussion And Consideration Of Comments Or Correspondence Relating To Proposed Sole Source Procurement: Commissioner Asay asked if this had been noticed and it was thought it was and there wasn't any knowledge of any comments, but with the attorney still in court there was a recess taken to see when Mr. Lund would be available again to discuss this.

A short recess was taken and it was decided to talk about Dutch John vehicles and the funding for County Seat Program in the future. Commissioner Tippetts is still working with the Mayor of Manila about the County Seat program.

Corey Auger was given some time to talk about Wildland Urban Interface (WUI): Corey introduced himself as the Fire Warden for Uintah and Daggett County and said he wanted to talk about how the County wants to do WUI inspections. Mr. Auger said that he had been contacted by Planning and Zoning about a new Building Permit in the Greendale area, so he wanted to follow up. He didn't believe that there was a certified inspector in the County, so he was willing to do the inspections. He explained that in Uintah County it's actually called a Hydrant Inspection and they go to the site and question the homeowner or the building supervisor and its scored from Moderate to Severe. The higher the rating the more things they have to do to harden the house to fire. Once they've met those things then they sign off on a letter that they have met the requirements. Larger Driveways are all part of this and access for fire response is looked at prior to construction when it's cheaper to make changes than waiting to do a post construction inspection. Commissioner Tippetts recommended including Planning and Zoning in on this and attending their meeting tonight and then see what they bring to the Commission. No sense reinventing the wheel if what Uintah is doing is working. Mr. Auger said the UWRAP website can tell you what type of area a property is in. Mr. Auger also said that Uintah County has also allowed him to put this on Uintah County letterhead, which gives it more credibility.

Sgt. Dupaix was given some time to talk about FloodPlain Management. Sgt. Dupaix has gotten some training, but everyone else in those training was a Planning and Zoning type person. It was talked about getting this before Planning and Zoning for their consideration.

Discussion And Consideration Of Comments Or Correspondence Relating To Proposed Sole Source Procurement: Commissioner Asay said the attorney was here now and there didn't seem to be any comments that had been received by yesterday's deadline. There was no further discussion before moving on to the next agenda item.

Discussion And Consideration Of Engagement Letter From Smith Hartvigsen: Attorney Niel Lund said version of the letter has red lines that show the changes. If you want to sign it today, we would have to change the name of the Attestor and a Deputy can do that. Commissioner Tippetts motioned to enter into an agreement with Smith Hartvigsen by signing the Letter of

Engagement with the acknowledgment of the Sole Source requirement being met since there were no comments. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Haunted House: Sgt. Dupaix said that the School District's Risk Management would not cover the kids during the Haunted House, so they dropped the idea. One option could be that the County could run it and then split the proceeds. Commissioner Asay was disappointed that they couldn't do it and that their risk management wouldn't step up and cover their activities very well.

Attorney Updates: Class Action Lawsuit: Attorney Niel Lund said that the Class Action suit on PILT is over and we will be getting a check shortly. Mr. Lund also said that he sent the Commission an edited version of the letter between that he had worked on with the Town of Manila's attorney. They are not in agreement on what the code says and Mr. Lund did not think we should be sending a letter to the State Auditor as that is not really his job to interpret the code.

The information from the meeting on the lawsuit would be better handled in closed since the case is still ongoing. There has been a settlement order between the Plaintiffs and Ben Lail, but not the County. Further discussion should be in closed, but he doesn't know that it is critical to have any additional discussion.

Closed Session: Not held

With no further business Commissioner Tippetts motioned to adjourn at 11:28 am..

/s/ Randy Asay
Commissioner Randy Asay

s/ Brian Raymond
Clerk/Treasurer_Brian Raymond

Excused
Commissioner Jack Lytle

/s/ Matt Tippetts
Commissioner Matt Tippetts