

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, November 19, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay, Matt Tippets and Jack Lytle were present. Auditor/Recorder Keri Pallesen, Attorney Niel Lund, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:01 am by Commissioner Asay.

Also present: Sgt. Travis Dupaix, Bret Reynolds of CIVCO Engineering, Bart Jensen & Tim Redman of Jones & DeMille Engineering, Mayor Buddy Rogers and Butch Johns of Dutch John

Issue Updates: Commissioner Asay said that they had installed a new screen that gives a mirror image of the existing screen so the audience can see what the Commissioners see.

There was a question of how the EMT class was going and Sgt. Dupaix had stepped out. Commissioner Lytle said he and Brian had spoken and we are moving forward on the Dutch John water and sewer billings. Mr. Lytle also asked where we are at on the PR Contract and Commissioner Tippets thought we had talked with the Sheriff and Emergency Manager and we had talked about splitting it 3 ways between Commission, Sheriff's Office and Emergency Management. Commissioner Lytle wasn't sure where we are on budget for this year or if we needed to start next year. UAC had a good presentation on Social Media and Press Releases put on by the Dicio Group. This led to a discussion of getting more positive media out there due to the State settling their Jail lawsuit and that settlement does not include the County, so we are back in the news. Further discussion about the lawsuit is best done in Closed Session at the Attorneys suggestion. Commissioner Lytle said he had talked with Brandy Grace and the Economic Development person and don't know where his time is at these days so we just need to get him going.

Commissioner Asay said Mandy Slaugh is doing the Sub For Santa this year and wants somebody to do it next year. We weren't sure if the County could keep all that information confidential, so maybe there is someone like the Chamber or the School District that could do it. The County could help sponsor and provide space for the gifts to be stored, but collecting it could be problematic. Commissioner Lytle asked about the Non-profit helping out and Niel Lund said that he thinks they could, but everyone on the board is pretty maxed out at the moment. Is there anyone Mandy is recommending or is she hoping we can find that person? Mandy has spent a lot of time and effort on this over the years and the Commission thanked her for her efforts. Commissioner Asay will get with Mandy and talk to her more about it.

Citizen Comments: Bret Reynolds of CIVCO Engineering had some comments on the airport. We are getting close to having the lighting wrapped up and we need to do a change order as the PAPIs didn't come with a regulator. We are working on that. He has received several estimates between \$50,000 and \$100,000 for the road to the AWOS site. The County can do it, but the question is if the State will cover it or allow us to use it as our match, so Bret will work with the State on these issues. There is a \$135,000 in funding for the Dutch John runway preservation and its independent of other projects. Mr. Reynolds estimates it is probably going to cost more like \$165,000. Now we have a list of projects that we need to look at and make some decisions on. Bret Reynolds said he is acting as the Engineer of Record for the Airports. That will need to be decided upon in the near future for future projects. The Airport apron expansion is about \$440,000 to be equivalent to the apron space here in Manila. The County may also want to consider turn around areas at the end of the runway in Dutch John. Manila may need a net wire deer fence and it would run between \$481,000 and \$640,000 depending on the types of posts used. Lighting at Dutch John would run about \$280,000 if we have enough lights, but that is not known for sure. Roosevelt has trashed all theirs, so that is not an option. New lights for Dutch John would probably be over 1

million dollars. We need to figure out what we are doing with instrument landing then we can figure out what else we can do with the funds we have been allocated. Once the Purchase Order is approved we can get the next reimbursement order turned in. Mr. Reynolds said he would report again after his visit with UDOT in Salt Lake.

Approve Minutes: The Clerk/Treasurer's Office had presented minutes for review for October 16, 2019. Commissioner Lytle was not in attendance, so he excused himself briefly. Commissioner Tippetts said he wasn't sure about the question marks for when the meeting ended. Nobody could remember exactly when the meeting ended, and the time noted seemed about right. Commissioner Tippetts motioned to approve the minutes of October 16th as written. Commissioner Asay seconded the motion. Commissioner Lytle was not present for the vote and all others were in favor. The motion carried. Commissioner Asay noted that there was information about Mandy's Sub For Santa presentation in these minutes.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register for November 18, 2019 for \$28,024.15 was prepared by the Auditor/Recorder's Office. Commissioner Asay asked about the concrete for Buildings and Grounds and Keri Pallesen noted that it came out of the SRS Fund and B Road Funds. Commissioner Tippetts motioned to approve the open invoice register of November 18, 2019 in the amount of \$28,024.15 and Commissioner Lytle seconded the motion. Commissioner Lytle then brought up the Cash Summary and how it is negative and asked if we were comfortable with things the way they are and Mr. Raymond said he wasn't super comfortable with where we are at as we are still a couple of weeks away from receiving additional tax money. We should watch things closely over the next few weeks. The Jail Fund is also negative and needs to be addressed before the end of the year and there was discussion of water and sewer items needing to be addressed. Keri Pallesen said you need to not just watch it, you need to let the Department heads know the situation, so they can do something about it. Mrs. Pallesen also noted that Nancy Steib has been processing an increasing number of purchase orders in the past few weeks. People are trying to spend down their budgets and we need to make sure that we have the cash needed even though these items are within the budget. Commissioner Asay said Buildings and Grounds has some work orders they are trying to complete before the end of the year. A vote on the motion was called for and all were in favor. The motion carried.

Disbursement Listing: The Disbursement Listing for November 5 - November 18, 2019 was prepared by the Auditor/Recorder's Office. Commissioner Lytle asked if the Disbursement Listing is in the Cash Summary and Keri Pallesen remarked that the Disbursement Listing is reflected in the Cash Summary, but the vouchers are not. Commissioner Lytle motioned to accept the Disbursement Listing dated November 5-18, 2019 for \$123,148.85. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Cash Summary: A Cash Summary dated November 18, 2019 was provided by the Clerk/Treasurer's Office. Commissioner Asay noted that the two big items were Fund 10 (General Fund) and Fund 12 which is the Jail Fund that are negative in the Zion's General Fund Account. Commissioner Lytle said we might want to look at the expenses we know we need to pay and look at coordinating with the Treasurer's office. There were additional questions and discussion and Mr. Raymond said he could provide additional information that could show what might be coming in the December tax disbursement. Commissioner Tippetts motioned to accept the Cash Summary dated November 18, 2019. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Purchase Orders: Commissioner Tippetts said there was PO #429 for \$18,294.75 for the release of the retention amounts for mobilization for M&M Asphalt. Commissioner Lytle asked if this was a change order amount and Commissioner Tippetts said no this is a final payment request from amounts we have retained. Commissioner Lytle motioned to approve PO #429 for M&M Asphalt in the amount of \$18,294.75 and Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Asay said this would be a good time to relate information from UAC or other correspondence. Commissioner Lytle said Commissioner Asay was missed at the Utah Association of Counties (UAC) Conference and people had asked if he was okay.

Attorney Niel Lund said that there was some correspondence from Smith Hartvigsen and they are getting some interest in the water for leasing.

Commissioner Tippetts said he had attended several Tourism related workshops and received some good information that he will pass along. Commissioner Asay said that he had received some correspondence that the SITLA has received a request to increase the height of a cell tower from 45' to 85' in height on SITLA land on Phil Peco. It will require more concrete but not guy wires. There is an effort to change all towers from 45' to 85'

There was another letter from the Forest Service indicating a timber sale announcement and so it was made available to the Commission for their review. These sales are in the Duchesne District. It was mentioned that it appears there is a new Ranger for our district.

Calendar Review: Commissioner Asay said that the UBAOG meeting is on Thursday, November 21st and Commissioner Tippetts asked to be excused and the others are planning on attending. There was discussion of starting time that will need to be confirmed.

There are two Public Hearings coming up. One is for the Property Disposition and the other is for the Planning and Zoning Ordinance on residential lots. December 17th is for RV Parking. The County Budget Hearing is the same day at 10 am. Mayor Rogers thought that the other one for Dutch John was before Thanksgiving, but it is probably too late now if its not posted. It was originally scheduled for am and then moved to pm and it was thought before Thanksgiving, but maybe December 10th at 6 pm would work. Attorney Niel Lund said he thought that Dennis Judd had some minor adjustments to the agreement, but he hasn't seen them yet. He sent an email earlier this morning but hasn't heard back. The code requires 14 days notice. If we got the notice submitted this Thursday it could work for December 10th at 6 pm at the Courthouse. We need to make sure the agreement is worked out and in place. Do we need to add this to the agenda for next week?

Commissioner Tippetts clarified the other Hearings for County and RDA budget Hearing at 10 am on December 17th and the Planning and Zoning hearing that night at 6 pm. Commissioner Lytle asked to be excused for the December 3rd Commission Meeting. He may be available by phone. The Legislative breakfast is on the 4th in Roosevelt and Commissioner Tippetts will attend. December 12th is CIB for Commissioner Lytle. The Elected Officials meeting is scheduled for next week at 2 pm, so we just need to get an agenda together. Commissioner Asay was asked if he had been tying in to the Public Lands calls, but it was thought there wasn't one last week due to the UAC Conference.

Policy and Legislation Items:

Discussion And Consideration Of Resolution 19-16: A Resolution To Reauthorize The Hospital Tax: Attorney Niel Lund said that Ordinance 6-19 was what authorized this tax and so it

should have been in the Codification, and so he has been trying to get with Sterling Codifiers on this. The attorney said he would put this back on the agenda as an Ordinance when we have more information from Sterling Codifiers. Commissioner Lytle motioned to postpone this until it is ready. Commissioner Tippets seconded the motion. Mr. Lund asked for a copy of Ordinance 90-1 for his records and Mr. Raymond agreed to find that for him. All were in favor and the motion carried.

Discussion And Consideration Of Planning and Zoning Recommendation For Changes to the Ordinance Regarding RV Use and Camp Trailer Uses: Commissioner Tippets said he felt comfortable enough to move it to the Public Hearing and Commissioner Lytle was also. We will be holding a Public Hearing on this on December 17th at 6 pm. Commissioner Asay felt that there are some personal property issues to consider but he is okay with it as it is. If there are any additional unintentional consequences they may come out at the Public Hearing. Commissioner Lytle made a motion to go forward with the Draft as written to the Public Hearing. Commissioner Asay noted that there were some changes noted on this draft and Commissioner Lytle thought it was good to have those notations available to the Public. Commissioner Tippets seconded moving this draft document to the Public Hearing on December 17th at 6:00 pm. All were in favor and the motion carried. A recess was taken at 10:35 am and the Commission came back into session at 10:55 am.

Discussion And Consideration Of Surveyor Proposals Received Pursuant To RFP/ And Selection Of Surveyor: Commissioner Lytle asked if we could go into Closed session to discuss this, but Attorney Niel Lund said the Character and competence doesn't really apply. There hasn't been any discussion since the interviews as everyone was going different directions. The applicants were thanked for their efforts in putting together their proposals. We received proposals from Rocky Mountain Surveyors, CIVCO Engineering, and Jones and DeMille Engineering and it looks like we can't go wrong with the selection of any of the three. Commissioner Lytle said there was one pure surveyor and two who had other skill sets with their proposal. Attorney Niel Lund said as he reviewed the code there was an area that allows for evaluation purposes during Closed Session in Title 52: Chapter 4: Section 205(1)(m). Commissioner Lytle motioned to go into Closed Session for evaluation purposes as the procurement board for the purposes of selecting a professional licensed surveyor Under Utah Code Title 52: Chapter 4: Section 205(1)(m). It is not for information gathering purposes. Commissioner Tippets seconded the motion. Jack Lytle voted "Aye", Matt Tippets voted "Aye" and Randy Asay voted "Aye", The motion carried. Niel Lund said section (1)(o) would also be appropriate. Closed Session was entered at 11:04 am.

Commissioner Tippets motioned to go back into open session at 12:02 pm. Commissioner Asay seconded the motion and all were in favor. Commissioner Asay welcomed everyone back and had Commissioner Tippets explain that the point system that was used while the Attorney was tallying the scores. All respondents were thanked for their efforts and Commissioner Asay said there would be future opportunities for additional work. The Tally was passed around and Commissioner Tippets said there were a possible 500 total points and CIVCO received 461 points, Rocky Mtn Surveying received 409 and Jones and DeMille had 472. Based on the total amount of points it appears Jones and DeMille scored slightly higher. Bret Reynolds asked to see the final tally and to get any debriefing notes possible. The Attorney has a draft contract that has been sent to the Commissions for review. A copy of the draft will be sent to Jones and DeMille's person-Mike Holly. Attorney said that a motion to award the position of County Surveyor to Jones and Demille and move forward with preparing said contract would be a good idea. Commissioner Tippets motioned to award the contract to Jones and DeMille for our County surveyor and to move forward with the preparation of said contract. And the contract will not be finalized until the contract is finished and signed. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Long Term Agreement For Dutch John Fire: This will be put off until after the hearing and the adjustments can be made by the attorneys so that something is available for people to review once it is posted.

With no further business Commissioner Lytle motioned to adjourn at 12:12 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