

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, December 17, 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, Sheriff Erik Bailey, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:13 am by Commissioner Asay.

Also present: Corey Auger, Kym Slagowski, Kurt Mower, Kevin Yack and Kendra Hackford of UBAOG, Manila Mayor David Coombs, Mechelle Miller

Issue Updates: Attorney Niel Lund said he received a call from one of the people that is behind on his water bill, but they are still playing phone tag. Commissioner Lytle asked the attorney to please leave him a message.

Commissioner Tippetts is still trying to set up a meeting with Bret Reynolds and Aeronautics for the parceling around the Dutch John Airport. There has been some correspondence on the airport.

Commissioner Lytle asked about the Dutch John agreement and it did not appear on today's agenda. We should make a phone call and finalize the details and put it on the agenda to finish it up. The \$200/hr truck rental fee for use in county areas is still a question that needs to be resolved. The attorney said he had proposed some modifications to the Town's Attorney. There was additional discussion and the general call out fee seems to have been dismissed, but in the Commission's opinion it seems like a general call out fee is a reasonable way to handle it. Commissioner Lytle asked how do we want to go forward with this. The thought was to put it on the agenda and work out an agreement during the meeting. Commissioner Lytle was tasked with getting with the Mayor and moving forward.

Commissioner Lytle asked if there was any finalization of the PR Contract now that we've completed the updates to the County Policy. Has it been included in the budget? Plus we have the County seat to deal with. Auditor/Recorder Keri Pallesen said it was not in the budget at the moment. It needs more discussion.

Citizen Comments: No Citizen Comments were given.

Approve Minutes: No minutes were available for review.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register for December 16, 2019 for \$41,513.34 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register in the amount of \$41,513.34 dated December 16, 2019. Commissioner Lytle seconded the motion. Commissioner Lytle then asked about the transfer of funds from the sale of the Truck and it seemed to be okay. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for December 10-15, 2019 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to accept the Disbursement Listing of \$78754.22 dated December 10-15, 2019. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. It was noted that the payment to UCIP was for next year.

Cash Summary: A Cash Summary dated December 16, 2019 was provided by the Clerk/Treasurer's Office. It was noted there were no parentheses. Commissioner Lytle motioned to accept the Cash Summary dated December 16, 2019. Commissioner Tippetts seconded the motion. All

were in favor and the motion carried. Commissioner Lytle asked if the accounts receivable had been dealt with yet and Mr. Raymond said he had not had a chance to deal with that yet.

Purchase Orders: There were no Purchase Orders to approve.

Correspondence: Commissioner Lytle said we had received some information from Mike Ericssen about the Plan and information from UBAOG that is also on the agenda. Auditor/Recorder Keri Pallesen asked about the Court Letter and it had not been seen. She said they want notice of the Judge's wages. Commissioner Lytle said there is a task force meeting in early January for the Victim's Advocates and it will be held here according to the Sheriff. Bob Weidner is still working on getting PILT and Secure Rural Schools through Congress and it feels like we have gained ground on this.

Calendar Review: Commissioner Tippetts noted we have two public hearings today one at 10 am and another tonight at 6:00 pm. He is going to the Planning and Zoning meeting tomorrow night and the County Party and on the 19th is the Chamber meeting. Commissioner Lytle said he is working on a meeting with the Rodeo Committee and Commissioner Asay said it would be good to get this done before the budget is approved.

Weekly Budget Review: No additional comments were made since this was sort of discussed earlier.

Policy and Legislation Items:

Discussion And Consideration Of Re-Appointing Stacy Wilson To Represent Daggett County On The TriCounty Health Department Board: Commissioner Asay Stacy Wilson said she is willing to continue in that capacity. Commissioner Tippetts said he didn't know Stacy, but based on Commissioner Asay's recommendation he was willing to motion to re-appoint Stacy Wilson to represent Daggett County on the TriCounty Health Department Board. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Fiber Quotes To Make Decision On Which Option And Get Contract: Commissioner Asay turned the time over to Kymberly Slagowski for this item. There are quotes from both Union and Strata on the Fiber Options Page in the packet. There is the option that if we get the gig service to the courthouse then we can cover the service to the jail and the Road Department. There were options for having separate service to those areas included in the packet but they were too much. The attorney said he thought that maybe there would be a need to be an RFP, but since this is a utility there may not need to be an RFP, but the Attorney wasn't sure and would do some more checking. Commissioner Tippetts said he thought an RFP would give the companies a better chance to compete. Keri Pallesen was asked her feelings on the need for an RFP and she had not considered the annual amount and thought it would be better to be cautious and offer an RFP. The Attorney asked if we had a copy of the Contract and Mr. Raymond said he would look for it. Kym could not find her copy and had requested a copy from Strata. The Attorney couldn't find a copy in his office. Commissioner Asay said he was biased and asked if it was legal for Strata to offer service to us and the attorney didn't think it was the County's burden to figure that out. There are some contracts with Union for the Road Department, Dutch John and the ROI program. Commissioner Lytle motioned to get an RFP out as soon as possible to give us a chance to move

forward without being pushed up against the deadline in March. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Budget Hearing: To Receive Comments on: The Opening and Amending The 2019 Daggett County Budget; Adopting The 2020 Daggett County Budget; Ordinance Establishing And Affixing Salaries Of Elected Officials And Statutory Officers For Daggett County For 2020: There was discussion on how to proceed and the Public was given a chance to make comments and no Public Comments were given. Mayor Coombs was asked if he had seen any postings about the meeting and he had not seen anything but had heard about it. Commissioner Lytle motioned to go into Public Hearing at 10:09 am and Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The Attorney asked if they wanted to change the meeting schedule to maybe Thursday or something. Auditor/Recorder asked if it would be possible to wait until the 31st to finalize the budgets. The audience was asked if there were any additional comments and none were offered. The motion was made by Commissioner Lytle motioned to go out of Public hearing at 10:15 am and the motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Ordinance Establishing And Affixing Salaries Of Elected Officials And Statutory Officers For Daggett County For 2020: Commissioner Tippetts brought up the difference in Salary for the Assessor compared to the other elected officials as that position at one time had the same salary as the other elected officials. The current Ordinance does not take that into account, but does have the Cost Of Living Allowance (COLA) Keri Pallesen was asked about this and she deferred to the Assessor Lesa Asay to explain. Lesa said her understanding was that when Gene Briggs retired and the offices were split the salaries were all the same, but at one point in time she only wanted to work part-time and so the salary was adjusted. Commissioner Tippetts said that the workload is what it is and not really part-time and that should not be a consideration as there is a requirement for training and certification that is pretty significant. Commissioner Lytle said there is a provision in State Code that an elected official with multiple positions can receive one and a half times the salary of a single elected official. Lesa Asay brought up that the Assessor's Office has Motor Vehicle which is another responsibility but not an elected position. She has no staff working under her as the assessor, but one staff person does help with Personal Property and motor vehicle but there are changes in State Code that will lessen the need for help with Personal Property in the future. The Attorney was asked if there was anything in the code where motor vehicle should go. The Sheriff, Auditor/Recorder and Clerk/Treasurer were given the chance to give feedback and no comments were given. Commissioner Tippetts said he was thinking about bumping it up \$10,000, but that is with no data to back that up. Commissioner Tippetts said he thought that there was money in the working budget to take this up to the same as the other elected officials. Keri Pallesen confirmed that this is the case, but the working budget is only a draft. The raise for the Assessor was not part of the Tentative Budget. The attorney could not find anything in State Code that ties motor vehicle to the assessor's office. It is similar to HR, but the Commission has some responsibility for HR, but no direct responsibility for Motor Vehicle as it is a State Responsibility. Commissioner Lytle said he sees the Court wages as in the past. If the budget is changed the Ordinance would need to be changed to match and be approved. Commissioner Tippetts proposed having a little more time to discuss it and bring it back on the 31st. The question was asked if we are going to have the Elected Officials meeting next week on the 24th at 2 pm, but Commissioner Tippetts said he didn't think that was the best time and asked if there were other items for the Elected Officials agenda and there wasn't anything else at this time. The need is to get this done by the end of year. The concern of rushing into this is the possibility of unintended consequences. The attorney reviewed some of the

State Code regarding this discussion and said that there is no requirement for any elected office be paid the same amount, but it does allow for combined offices to be paid 1.5 times the highest paid office. We can't lower wages, but we were looking at boosting the FTE in the Assessor's Office. The Sheriff said more discussion is needed, but he won't be here next Monday or Tuesday. More discussion will be had before the 31st.

Discussion and Consideration Of Ordinance 19-16: An Ordinance Reauthorizing The Rural Healthcare Facilities Tax And Amending The Daggett County Code To Include The Tax:

Commissioner Lytle said he couldn't find it in the packet. The Attorney sent it out and explained that that the Rural County Health Care Facilities Tax was approved by the voters and it has to be reauthorized after ten years and it wasn't in the County Code when we re-authorized it. Commissioner Lytle thought this was a tremendous thing and motioned to approve Ordinance 19-16 as an effort to reauthorize the Rural County Health Care Facilities Tax. Commissioner Tippets seconded the motion. All were in favor and the motion carried. A five minute recess was taken at 10:59 am. The meeting came back into session at 11:10 am.

Discussion And Consideration Of Application And Agreement With FP Finance For New Postage Meter And Associated Services: Commissioner Asay asked Keri Pallesen to explain this and Keri said that Pitney Bowes is discontinuing service for our existing postage machine. She received several quotes and this is the best option for two bids as it includes service and Pitney Bowes does not. Pitney Bowes is requiring us to upgrade our machine, but they will not do anything to fix it or train anyone how to use the new machine. The plan is to have it in the Copy room and have a code so it can be budgeted to each department. Commissioner Tippets motioned to accept the agreement with FP Finance for a new postage meter and associated services at the recommendation of the Auditor/Recorder. Commissioner Lytle asked if we would own it at the end of the agreement. There is a purchase option if we want to but Ms. Pallesen said she had not investigated that. This is a lease agreement. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

Discussion And Consideration Of Memorandum Of Understanding (MOU) Between Daggett County And Corporation Service Company (CSC) For Property Recording Services: This was not in the packet, but was sent out previously. Keri Pallesen said we currently have Simplifile to pay for and allow for digitally recording documents and this is another company that many Title Companies in Utah use to digitally file documents for recording at no cost to us. Due to our remote location this is helpful to Title Companies. Commissioner Lytle motioned to approve the MOU between CSC and Daggett County in an effort to improve the efficiency of getting information from Title Companies. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Resolution 19-20: Amending The 2019 Daggett County Budget: Commissioner Lytle asked to back up regarding the Public Hearing and its purposes. There was some confusion if the 2019 Budget is now open or closed and it was determined that is open and won't be closed until Resolution 19-20 is approved. Keri Pallesen pointed out that the RDA Budgets had not been mentioned during the Public Hearing. Commissioner Lytle motioned to go in and out of Redevelopment Agency (RDA) to allow for the public to comment on the Redevelopment Agency Budgets. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Public Hearing For RDA: Commissioner Lytle motioned to go back into Public Hearing for people to have the opportunity to comment on the RDA Budget for 2019 and 2020. Commissioner Tippetts seconded the motion. All were in favor. The motion carried. No Public Comments were given. Commissioner Lytle motioned to go out of Public Hearing and back into the Commission Meeting. Commissioner Tippetts seconded the motion with the note that everyone that was here earlier is still here plus a few new people. All were in favor and the motion carried.

Discussion And Consideration Of Victim's Advocate Vehicle and Sheriff's Vehicles: Commissioner Lytle said his thought was to do the shuffle talked about and if someone needs it outside of the Victim's Advocate than they will have to work. Commissioner Lytle motioned to go forward with the exchange. Commissioner Tippetts seconded the motion. The Sheriff recommended waiting until the new year to get the tear off done and we can do the surplus when the vehicle returns from Salt Lake. All were in favor and the motion carried.

Discussion And Consideration Of Resolution 19-20: Amending The 2019 Daggett County Budget; Discussion And Consideration Of Resolution 19-21: A Resolution Adopting the 2020 county Budget; Discussion And Consideration Of Ordinance 19-22: An Ordinance Establishing and Affixing Salaries Of Elected And Statutory Officers For Daggett County For 2020: Commissioner Lytle motioned to table agenda items 8, 9, and 10 until the Commission meeting on the 31st of December at 9 am. Commissioner Tippetts seconded the motion. All were in favor of the motion, so the motion carried.

Discussion And Consideration Of Ordinance 19-23: An Ordinance Establishing The Commission Meeting Schedule For 2020: Commissioner Lytle said he felt like it was good the way it is, but there was discussion of changing it. The attorney said evening meetings might be good to get better attendance. The idea of holding an occasional meeting in Dutch John has come up in the past. Commissioner Tippetts said he has thought about this a lot and felt like it's sometimes easier to get partners here during the day, but he would like to see what we can do to get better participation. There may be a potential to have an evening meeting every once in a while.

Commissioner Lytle motioned to approve Ordinance 19-23 to allow for the meetings to be held as they are currently, with the ability to change it up later in the year. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned that we cancel the meeting scheduled for December 24th worth the appropriate notifications. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Separation And Reconsolidation of County Elected Offices: Keri Pallesen was asked if she had any additional information on this and she did not, so it was asked to put this on the Issue Updates with the deadline to decide before February 1st, 2020, which means we would need to finalize by the January 28th meeting.

Discussion And Consideration Of Resolution 19-19A: An Ordinance Amending Ordinance 19-19 To Reflect Daggett County's Participation In A Regional Transportation District: The previous agenda item was delayed and this one moved forward. Kurt Mower and Kevin Yack of the Uintah Basin Association of Governments (UBAOG) stated there is a provision in State Code to allow the money to come directly to the Transportation District instead of going through the County and they would like to see that happen. There is a Senior's bus that is committed for the Town of Manila and this money could help pay the match. Commissioner Tippetts asked how

it would be divided up and Kevin explained that .1% would go to the Towns and .05% would go to the County and .1% would go to UBAOG. The County held off that Mayor Coombs reminded everyone that UBAOG had been given about \$7,000 from the sale of the last senior bus. The new bus is about a year and a half out. The money from each county and Town would have its own accounting although it's all in one account. The attorney did not have any problems with how it is set up, but did note that if the County got the money directly it would be simpler to adjust things in the future, but more work for us as a county, so it is totally dependent on how the Commissioners want to set it up. Approximately \$14-18,000 would be generated per year by this tax. UBAOG said that the proposed bus is for Senior Transportation, but others can ride if there is space. The goal is to include Dutch John on the route when the bus is delivered. The amount needed for the match is approximately \$14,000 which we have about half of right now. The overage would then be able to be used for drivers, fuel, maintenance, etc. Commissioner Lytle asked if we needed to change the ordinance to have the money go directly to UBAOG, and Mr. Lund said it would require some changes. Kurt Mower said that Laurie Brummond was very committed to refunding any unneeded amount to the County. Mayor Coombs asked where this money would come from and it was explained that the .25% tax is a sales tax on non-food items. It has worked well for Duchesne County in the past few years. Mayor Coombs said show me the money. Commissioner Asay said initially he was against this, but when it was explained the state had plans to enact and nothing would come to us, so enacting this gives us a way to pay for some needed services. Commissioner Lytle motioned to amend the Ordinance to reflect the total amount (100%) be allocated to UBAOG at .1% of the .25% under subsection 6(b) with the intention of a resolution following. Mr. Lund said there would need to be a resolution passed before the 31st to finalize this and he would prepare it for the December 31st meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Children At Play” Sign Being Put Up On Bennion

Lane: James Olsen was in attendance so this item was brought forward. Commissioner Asay said that it was brought to the Commission's attention that there needs to be some changes on Bennion Lane. The Sheriff's Office has increased patrols in the area. Commissioner Tippetts said his recommendation would be to drop the speed limit from 35 to 25 MPH and upgrade the sign. James Olsen said the sign location is okay but it would need better reflectivity. Commissioner Lytle asked about the intention of 25 or 35 mph as it changes. To do this we would have to change the Speed limit we would have to change the Ordinance and Mr. Lund said during codification there were some specifics so we would have to check it and see. Mr. Olsen said Bear Paw Lane is a similar road with children on it, so what is that speed limit. Mr. Lund said the Code says that the speed limit is not to exceed 30 mph. Bear Paw Lane is 30 mph by the code. There may have been something more recent that did not get included in the codification. We could repeal the code and refer to State Code unless otherwise posted. Commissioner Lytle motioned to move forward and there was discussion so he clarified that the speed limit will change to 25 mph so we need to take down the 35 mph signs and put up new 25 mph speed limit signs and update the "Children at Play" signs on Bennion Lane (B-4). Mr. Olsen said he could take down the 35 MPH signs and not post it, but he has plenty of 25 mph signs. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Mr. Olsen said he would get the "Children at Play" signs ordered.

Discussion And Consideration Of 2020 Financial Commitment For Utah Division of Forestry Fire And State Lands (FFSL): Corey Auger, with the Division of Forestry Fire and State Lands (FFSL) said he serves as the Fire Warden for Uintah and Daggett County and asked for approval and signature of the 2020 Financial Statement per the Utah Cooperative Wildfire System

Participation Commitment between the Division of Forestry Fire and State Lands and Daggett County. The commitment for 2020 is \$6812.00 and this is a program to help with preparing for a variety of fire Mitigation projects within the County. Commissioner Lytle moved to approve a financial commitment with Utah Division of Forestry Fire and State Lands in the agreement amount of \$6812.00. The amount is roughly the same as 2019, but a little bit higher. Commissioner Tippetts seconded the motion. All were in favor of the motion carried. The next meeting which is not part of the Commission Meeting is to discuss the CWPP which needs to be completed to not violate the agreement and a sample Plan has been provided. Commissioner Lytle stated that we have agreements with Manila and Dutch John for Fire and Mr. Auger said that the State has agreements with the Towns, but since their areas are smaller they have a smaller amount. The assistance with the Brown's Park Bridge is a big help and may be counted towards this. The width of the bridge seems to limit fire trucks and ambulances. Mike Eriksson will be here for the next meeting with Travis and the Fire Chiefs at 1 pm.

Commissioner Lytle motioned to go into Closed Session at 12:30 pm for the Character and Professional Competence of An Individual. Commissioner Tippetts seconded the motion and a Roll call vote was taken with Jack Lytle voting "Aye", Matt Tippetts voting "Aye" and Randy Asay voting "Aye".

Commissioner Lytle motioned to come back into Open Session at 12:41 pm. Commissioner Tippetts seconded the motion and all were in favor. The motion carried.

With no further business Commissioner Lytle motioned to adjourn at 12:44 pm.