

DRAFT

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, February 11, 2020** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present. 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 9:03 am by Commissioner Asay.

Also present: Mayor Dave Coombs, Kym Slagowski, Bart Jensen of Jones & DeMille Engineering, Matt Lucas

Issue Updates: Commissioner Lytle said we were up to date on EMS testing and the Sheriff said some have passed their test and three more to take it still. Mr. Lytle also asked about the Utility billing and Attorney Niel Lund said he had received a breakdown from Mr. Raymond but hadn't gotten a chance to finalize the agreements. Mr. Raymond said he had another customer that was going to make some payments, but hadn't yet.

Commissioner Lytle brought up that we are waiting for a letter from the Town's Attorney and Sandy Kunkel had been put in place as the Mayor of Dutch John last night, so congratulations to her and we look forward to working with her. Commissioner Asay said the Celebration of Life for Buddy Rogers was well attended and well done.

There is a Planning and Zoning meeting coming up on the 19th and none of the Commissioners will be able to attend

Citizen Comments: Sheriff Bailey said he had met with Dominion and they have a contract for us to provide security services that has been provided to the attorney for his review and then it can come to the Commission for approval.

Approve Minutes: Minutes for the December 10, 2019 Commission Meeting and the January 7, 2020 Commission Meeting were available for review.

Commissioner Lytle motioned to approve the December 10, 2019 minutes. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle noted a typo in issue updates an extra "a". Commissioner Tippetts noted on the first line of page 3 it should read the end of February. Commissioner Tippetts motioned to approve the Draft January 7, 2020 with the two noted changes. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of February 10, 2020 for \$28,034.44 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated February 10, 2020 in the amount of \$28,034.44. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for February 4-10, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the Disbursement Listing dated February 4-10, 2020 in the amount of \$27,647.89. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Cash Summary: Cash Summary dated February 10, 2020 was available for review. Commissioner Lytle asked Mr. Raymond if he had anything of note and he said the tax disbursements had been made. There was nothing else from the Treasurer. Commissioner Lytle

DRAFT

motioned to accept the Cash Summary of all bank accounts for February 10, 2020. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Purchase Orders: There were no purchase orders to discuss but Commissioner Lytle said he had approved a water bill for about \$12,000 or so from the BOR for water that will need a purchase order at the next Commission meeting.

Correspondence: Commissioner Lytle noted the annual UDOT meeting notice was sent this morning. Early Thursday mornings at 7 am in the House of Representatives (Senate Bldg this week) building the Yellow Cake Caucus meeting is being held and it's turning into a rural caucus. All the Elected officials are encouraged to provide input on bills that are of interest to them. HB61 is the bill to change the requirement to change the form of government by petition and it's sponsored by Representative Wilde. Please pay attention to the items on the UAC list. Commissioner Asay was on the call last week and felt it was informative. Commissioner Tippetts said that Bart Jensen had sent an email that he is running late, but will be here this morning to discuss the county surveyor contract. The Trails Committee meeting is tonight at 6 pm at the Red Canyon Lodge. Commissioner Lytle noted that we've received 4th quarter financials and Keri Pallesen asked everyone to look at make sure that everyone looks at everything and make sure everything has been coded correctly.

Calendar Review: Commissioner Tippetts said that the trails committee meeting is tonight and tomorrow evening is the Shooting Range committee meeting. Commissioner Lytle said that he has a contact with Wildlife Resources that can help with the range. Next week is the Rural Day on the Hill and next week's Commission meeting is cancelled. Planning and Zoning is on the 19th and Chamber of Commerce is on the 20th. Commissioner Lytle said last week was the CIB meeting and the 21st is the next Seven County Infrastructure Committee (SCIC) meeting and several NACO things are coming up. Commissioner Asay said that he has two meetings at the same time tomorrow. Commissioner Asay reminded everyone to get with Keri Pallesen to review the financials for last year.

Policy and Legislation Items:

Discussion And Consideration Of Security Awareness Training And Testing Policy: Commissioner Lytle said he needs to do the training and Kym Slagowski came into the meeting to discuss this item. This is a policy that Knowbefore.com suggests as we have insurance and this helps us to be proactive. Commissioner Asay asked if the phishing button should be used when in doubt and Mrs. Slagowski said it depends, because you might want to let the person know they have a problem, but the phishing button is a way to avoid problems and build a database of problem emails. It is difficult for anyone to do their job if their computer privileges are taken away, including elected officials. Kym said that Attorney Niel Lund had reviewed the document and Keri Pallesen also helped out in the review process. Keri brought out the de-escalation and Kym was not excited about that since the six months resets the clock. Keri also said there were some terms that didn't seem to match our situation like corporation vs. county. On Page 2 the second half of the 1st sentence is being removed. On #4 on Page 5 the Chief Security Officer (CSO) is changed to the IT Director and the next paragraph adds IT Department and the County Commission will be the head of this. The Commission wanted to keep in the de-escalation to give people encouragement to keep being careful. Kym wanted to change #4 to the IT Department and the Commission. Commissioner Tippetts motioned to accept the Security Awareness Training And Testing Policy with the changes described

DRAFT

by the IT Director. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Kym Slagowski asked if the Commission would be available for the Wildfire Prevention Plan meeting this afternoon. Commissioner Lytle noted he could only stay for a half hour, while the others said they could be there.

Discussion And Consideration Of State Proposal For Use Of The Daggett County Jail:

Commissioner Lytle said at this stage it would be good to get together with our legislators to get the latest updates. Commissioner Tippetts was willing to do that and will follow up with them this week.

Discussion And Consideration Of Contract with Jones and DeMille Engineering.

Bart Jensen was here and brought copies for everyone. He had changed engineer to surveyor throughout the contract. The contract guy has looked at it. Attorney Niel Lund said that this seems kind of backwards and he would like to get with the contract guy. Mr. Lund didn't necessarily dislike this, but he felt there were some things in the contract that weren't necessary. The question on how to handle the RDA came up and it was discussed. Commissioner Lytle stated that the RDA already gets assistance from the County and it could be handled just as we do things already. Commissioner Asay felt that we should separate them and do things separately on the agenda. Commissioner Lytle asked if the minutes were reflecting the motions to go in and out of RDA during Commission meetings and Mr. Raymond said he did note those motions whenever it occurred.

Commissioner Lytle then motioned to go in and out of Redevelopment Agency (RDA) and Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Mr. Jensen said Jones and DeMille would track the RDA expenses separately. Commissioner Asay asked if we could approve this with the approved changes, but Attorney Neil Lund felt the "Assignment Order" should somehow be incorporated into the agreement, since it was part of the RFP and not just a sideboard, but wants to talk directly with their contract person. Niel will work with them and try and get it ready for the next meeting in two weeks.

Discussion And Consideration Of State Proposal For Use Of The Daggett County Jail:

Commissioner Asay welcomed Mayor Coombs of the Town of Manila and the Mayor said he was curious what the discussion of the Jail entailed. Commissioner Asay explained that Commissioner Tippetts had been tasked with meeting with the Legislatures and trying to work with them to solve the problem. In the near future it will not be a jail again, but lots of options have been examined. The good news is there is a groundswell of interest to find a solution and our Senator and Representative are working hard on this.

Discussion And Consideration Of Dutch John Volunteer Fire Department (DJVFD):

Commissioner Lytle asked if there was anything specific and Commissioner Asay said we are still waiting for a letter from Dutch John. Commissioner Lytle motioned to table this discussion and not bring it back until we have something concrete from Dutch John. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Closed Session: The Sheriff was asked if he had anything to bring forward and he noted that he was down a deputy as one has a broken leg. A five minute recess was taken.

After the recess, Commissioner Lytle motioned to go into Closed Session for the purpose of discussing the Purchase, Exchange, or lease of Real Property. Commissioner Tippetts seconded the motion. A roll call vote was taken on the Closed Session motion and Commissioner Lytle voted

DRAFT

“Aye”, Commissioner Tippets voted “Aye” and Commissioner Asay voted “Aye”. The motion carried and Closed Session began at 10:50 am.

Commissioner Lytle motioned to come out of Closed Session at 12:06 pm. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Other Discussion: Commissioner Lytle said he went to the Wolf meeting last night in Colorado and there are 4 or 5 wolves running over there and they have a confirmed elk kill and another that was being chewed upon. US Fish and Wildlife (USFW) might delist the Wolf in March and it will probably be challenged legally. DWR has a state management plan in place. In Wyoming wolves are a predator and in Utah and Colorado they are in full ESA protection. Commissioner Lytle went to make contacts and find out who Utah could work with on this issue in the future. It was an information gathering effort.

Commissioner Tippets brought up the interviews for Economic Development Director in two weeks starting at 4 pm. It was thought maybe we could start earlier, but that is the scheduled day for the monthly Elected Officials meeting. It was asked if Keri Pallesen would be involved and she will be or at least her representative. Commissioner Tippets said he would talk with Laurie Brummond of UBAOG and Commissioner Lytle suggested talking with Commissioner Hansen of Duchesne County who did Economic Development for many years. There was discussion on how to do the interviews.

Commissioner Lytle thanked the Road department who has been working hard to keep the drifting snow taken care of including opening the way up to the water plant in Dutch John.

With no further business Commissioner Lytle motioned to adjourn at 12:21 pm.