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Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, January 14, 2020** 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 9:10 am by Commissioner Asay.

Also present: Larry Woosley, Geoff Liesik, Kym Slagowski, Tim Redman of Jones and DeMille Engineers

Issue Updates: Commissioner Lytle said he had talked with Town of Dutch John Council member Trevor Brooksby and he said Sandy Kunkel is now the Mayor Pro Tem and the Fire Agreement did not get approved last night due to some communications errors. Their Attorney is going out of town, so it will take a little time to iron everything out. Mayor Rogers is home, so we wish him all well. There is some Closed session discussion about one of our clients.

Commissioner Asay said there was a date set to meet with the Governor's Office, State Senator and Representatives here on the 24th of January regarding the jail. We need to reserve a room for this meeting.

After the Citizen Comments there was brief discussion on the RV Ordinance as it might be ready to act on it. We'll see how their meeting tomorrow night goes.

We did get the letter back from the Division of Aeronautics and they approved our portion of the winter conditions, so we can move forward. Commissioner Tippetts said that there is another meeting on the Jail from Lt. Cox on the 23rd, so we will follow up and try and coordinate that. There is also a meeting with the Governor

Commissioner Lytle said that there is an SCIC meeting on Friday and the Railroad is going fast and furious and they are also working on the Salt Reactor in Emery County and the Road to Moab is still trying to see if that can work.

Commissioner Lytle noted that he was voted into the Vice President position for the Utah Association of County Commissioners and Councils, so he will be busy with that and the Cowboy Caucus on Fridays.

Citizen Comments: Larry Woosley said there is a 3 ½ to 4' metal (actually fiberglass) pipe very close to the road on Mike Asay's place west side of the road before you get to Neff's. Mr. Woosley felt that the Commission talking to UDOT would get it cleaned up quicker than if he talked to them. He showed the Commissioners a picture so they could see what he was talking about.

Approve Minutes: No minutes were available for review.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register for January 13, 2020 for \$41,047.62 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register in the amount of \$41,047.62 dated January 13, 2020. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for January 13, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the Disbursement Listing of \$69,203.12 dated January 7 - 13th, 2020. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

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Cash Summary: No Cash Summary was available for review. It was requested that the Clerk/Treasurer Brian Raymond provide that as soon as possible.

Purchase Orders: There were several purchase orders. Purchase order #448 to the Flaming Gorge Chamber of Commerce and is for \$176,600.00 for the whole year, but will be made in four payments throughout the year. Commissioner Lytle motioned to approve the Purchase Order #448 and asked if it is based on the budget requested by the Tourism Tax Advisory Board (TTAB) and Commissioner Tippetts said it was and was also approved by the Commission. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

The 2nd Purchase order is #447 and is for the payments from the Weed Department on the Truck and the Shop space in the amount of \$7,600.00. Commissioner Tippetts motioned to approve Purchase order #447 in the amount of \$7,600.00. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts said that the last one is #446 for the County Seat for \$6,500.00. Commissioner Tippetts motioned to approve Purchase Order #446 and Commissioner Lytle asked if this is for paying it all at once and includes a reimbursement from Dutch John for \$2,500. It was stated that is correct and Commissioner Lytle seconded the motion. All were in favor and Purchase Order #446 was approved and signed.

There was information that maybe we would have one for the Public Relations, but that will be discussed later. Commissioner Lytle excused himself to go double check that there weren't any additional items in his box.

Correspondence: Commissioner Tippetts said there was correspondence on the meeting on the 23rd and the FLAP projects, which were briefly mentioned earlier. Commissioner Lytle said that he had talked with people about Snow Grooming. Commissioner Asay asked about the request from American Lands Council. It was for \$500 and Commissioner Lytle said the concept he can concur with and he can support it, but we don't have done it for several years. It could be valuable, but the direct benefit is down the road. It's a good effort. It's more for discussion down the road. We also have an invoice from Robert Weidner if we want to go there and we will have other BLM Road issues to come up in the future. We've got a lot of work to do on this.

Calendar Review: Commissioner Asay said he has a UBAOG meeting tomorrow in Roosevelt and Commissioner Tippetts said that there is the Planning and Zoning meeting tomorrow night and there is a Wildfire CWPP meeting this afternoon at 2 pm. Friday is SCIC and the 23rd is UBAOG and NIMS training. The 22nd there is a Forest Plan revision meeting at 10 am. Commissioner Lytle said that he will be out of the area on the 20th and 21st. CIB is on February 6th and the Legislation starts on the 27th. Commissioner Asay said he has signed up for Rural Day.

Weekly Budget Review: No additional comments were made.

Policy and Legislation Items:

Presentation of PILT Payment From Division Of Wildlife Resources By Miles Hanberg: Commissioner Asay turned the time over to Miles Hanberg and he said there was a check for \$4,683.00 and this money is generated by hunters and anglers throughout the State. Mr. Hanberg thanked the County for the support and partnership of the County in managing these lands. He also said the State has been working hard on the Watershed Restoration Initiative (WRI) investing over \$257 million invested in the WRI for 1.85 million acres. There has been work on 36,937 acres in

Daggett County and there are lots of good partnerships going on. The Commission was encouraged to contact him anytime. There was a delivery confirmation that had to be signed. He was asked by Commissioner Lytle if there was anything else the County needed to know about and the Colorado Division of Wildlife is keeping an eye on six wolves in their state and DWR will also monitor this.

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

Discussion And Consideration Of Public Relations Contract with Geoff Liesik: Geoff Liesik was present and Attorney Niel Lund said he had made a few minor changes to the contract as prepared by Mr. Leisik. There were challenges getting a finalized version printed and additional discussion took place on what Geoff would actually be doing. Mr. Liesik said in some areas billing is automatic and in others he provides a monthly invoice which allows him to adjust if he is unavailable due to a fire or something. This would be for eleven months and the Sheriff was asked if he was good with it.

Auditor/Recorder Keri Pallesen was asked if we do a monthly billing and she had reviewed the State Code and our policy and our policy does not require a purchase order for Professional Services, so a PO is not needed. Mr. Liesik said he sends an invoice for the previous month's work. Geoff provides some streaming video of some meetings for some of his clients. Commissioner Lytle asked what changes were made in the contract and Geoff related those changes. Commissioner Lytle asked about face and voice and Mr. Liesik said he won't go on camera for the county since it gets confusing when he represents multiple entities. Commissioner Tippetts motioned to approve the contract with Geoff Liesik for Public Relations Services. Commissioner Lytle seconded the motion. All were in favor and the contract was signed by all parties.

Presentation of Volunteer Award To Mandy and Rick Slauch: Commissioner Asay said Mandy was unavailable today so this would be rescheduled for a later date.

Discussion And Consideration Of Snow Grooming Agreement With Ashley National Forest: Commissioner Lytle said that he was approached by Woody Bair to get the groomer up here while we had snow. This is the final version and what we looked at earlier was just a draft. There is a separate agreement with the State and Uintah County. There was discussion about the cost and it looks like we could owe up to \$1500. It was tabled for the moment until we can find the information needed.

Discussion And Consideration Of RFP For Fiber To Courthouse: The one in the packet needs a few minor changes. They are slightly different. Several changes were discussed including clarify the closing time. There were questions as to why we want to get both three and five year bids so Kym Slagowski was asked to come into the meeting. She was asked about 3 or 5 years and it was decided to have a quote for 3 years of service. It was thought the current service ends on March 6th, so we want them to go on March 7th. Does it say "dedicated" in the Request for Bids and did not, so it was added. There was discussion on how it needed to be posted. It can go on the website and Facebook, sending notice to people of where they can see it. It can also go on the State's website. Commissioner Tippetts motioned to go forward with the Notice of Invitation to Bid for the dedicated fiber connection to the Courthouse. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Discussion And Consideration Of Commission Chairmanship Role For 2020:

Commissioner Lytle motioned to retain the Current Chairman Commissioner Randy Asay if he will accept the nomination. Commissioner Tippetts seconded the motion. Commissioner Asay said he would accept. All were in favor and the motion carried.

Discussion and Consideration Of Commission Responsibilities For 2020: Commissioner Lytle said he felt like it was working pretty good the way it is. Commissioner Tippetts said there were two things that will be new this year and the first is HR and Commissioner Asay was willing to take that one and the other is the Commissioner Assistant/Economic Development and he was willing to do that. He motioned to retain the assignments from last year and add these items to the respective Commissioners. Commissioner Lytle seconded the motion with the provision that agenda item # 9 should be added to the list for whoever is selected when it is completed. All were in favor and the motion carried.

Discussion And Consideration Of Dutch John Volunteer Fire Department: This was tabled and Niel will continue to work with the Town's Attorney Dennis Judd to get this finalized.

Discussion And Consideration Of Human Resources (HR) Agreement: Commissioner Asay said this an MOU. Commissioner Lytle asked about the status of employee vs. an elected official. Attorney Niel Lund said it would just pertain to her duties as the HR Director and the only benefit that Keri Pallesen could see would be vacation and sick leave, but that wouldn't really be needed. Commissioner Tippetts asked about how the termination is spelled out and what we would do if the County wants to go a different direction. The position is "At will" so there is not a need to have mutual agreement. The question was asked why this wasn't a contract and it was replied that due to IRS regs it was felt that as an employee already there should never be a 1099. Niel Lund explained that even though we are at will, as a government employer we still have to go through the Loudermill hearing process. Commissioner Lytle said we want to protect the employee as much as ourselves. There was discussion about giving 30 or 60 days notice and 60 days seemed like too much and as an employee she only has to give two weeks notice, but each party was given a chance to end the MOU with 30 days notice. A few other typos were fixed. An annual review was not part of the MOU, but was discussed and it was felt that the ability to do a review is there, but not required by contract. The amended MOU was printed along with the Job Description for review. The pay will be starting at the first of the year as she has started these duties already.

Discussion And Consideration Of 2020 Daggett County Representative For Utah Association of Counties (UAC): Commissioner Asay asked if Commissioner Lytle had this and he replied that he has been the Uintah Basin representative for several years, but with the changes at UAC each county has their own representative. Commissioner Tippetts asked about the responsibilities. Commissioner Lytle said there are 4 required meetings per year. USACCC is a separate entity and not an affiliate organization. He will be pretty heavily involved in USACCC this year and since this is a transition year it might be helpful to have someone with experience, but they don't have to have any. There was a question if it had to be a commissioner or if any elected official was eligible. Research was done and the conclusion was that any elected official can represent a county. Lesa Asay wasn't available and neither Keri Pallesen nor Brian Raymond were interested. Commissioner Lytle said he was interested in staying on the board. Commissioner Tippetts made the motion to reappoint Commissioner Lytle as the Daggett County representative for UAC for this year. Motion seconded by Commissioner Asay. All were in favor and the motion carried. The UAC responsibility will be added to the list of Commissioner Responsibilities.

Discussion And Consideration Of Human Resources (HR) Agreement: Commissioner Lytle asked if we approve this will a personnel action form need to be completed and Keri Pallesen said there would need to be one. Commissioner Lytle motioned to approve the HR MOU between Daggett County and Auditor/Recorder Keri Pallesen. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Surplus Of Computer Monitors (Ewaste) And Paper Slicer Tag #01131: Commissioner Tippetts asked about how many monitors there were and he thought there were two or three. Without definite information the monitors were tabled, but Commissioner Lytle motioned to surplus the paper slicer with Tag #01131. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Asay brought up the need for a TriCounty Health Board representative. Stacy Wilson will be moving from the area so we need another representative and they would like someone with medical experience. Marilyn Reed and Jessica were possibilities for consideration and there may be others who would be good. Mr. Raymond was asked to put this on the agenda for next week.

Discussion And Consideration Of Permanent Community Impact Fund (PCIF) Capital Improvements List: The list was not provided but was available in last week's packet. It was just there in case the Commission wanted to continue discussing the items on the list. Commissioner Tippetts was asked about Taylor Flat and he said he wanted to keep it on there. He also said that he would talk to Jerry Steglich about the energy project. The Sheriff had left the meeting, but the precinct office in Dutch John was discussed briefly. Natural Gas would be good if something could come of that. Commissioner Tippetts asked about Trails and it is on the list with SCIC as a number one priority, but it's not really on their radar at the moment and we might need to take it over and be in the driver's seat. So let's change that to County and include Dutch John and Manila. Centennial Rodeo Grounds should be Daggett County as we never officially renamed them. Commissioner Asay said he would like to see emphasis on the Community Health and Human Services up to number two if possible. The AWOS needs to be changed to Airport Improvements, as there are other projects that need to be completed. Excellence in Education is looking to bring in 6 or 7 planes in September and so the Apron is something we have been talking about for years that needs to be done. Mr. Raymond said he would review the list and get an amended copy in the packet for next week. The courthouse improvements item was asked about and the airport apron should be moved to 1 year instead of 2-5 years. Broadband was discussed briefly and should stay and Commissioner Asay was going to get with Union and see what their plans are now that they are finishing up Manila. Tim Redman was asked if he had anything to add and he said he would like a copy of the list when it's ready. Adding some survey money for Dutch John land was discussed and could be added to the list if it could be kept clean and not affect PILT.

Discussion And Consideration Of Snow Grooming Agreement With Ashley National Forest: Commissioner Lytle called Don Jacques of the Forest Service and asked what we need to set aside financially for this agreement. Mr. Jacques thought it was mostly volunteers to run the groomer. He checked that out and said that there was no cash responsibility for Daggett County. The county just needs to provide volunteers and the volunteers are itching to get going. No other questions were considered. Commissioner Lytle motioned to sign the modification of Grant for the Snow Grooming Agreement with the Ashley National Forest. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

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Closed Session (If Needed): There was discussion of having a closed session and it was decided not to hold one.

With no further business Commissioner Tippetts motioned to adjourn at 12:41 pm.