

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, May 12, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioner Randy Asay was present and Commissioners Jack Lytle and Matt Tippetts were present electronically. Auditor/Recorder Keri Pallesen and Clerk/Treasurer Brian Raymond were present in person and electronically Attorney Niel Lund, Sheriff Erik Bailey, and Keri Pallesen were also present electronically. The meeting was called to order at 9:03 am by Commissioner Asay.

Present electronically: Present electronically were Kym Slagowski, Mayor Coombs of the Town of Manila, Bart Jensen of Jones and Demille Engineering, Gidget Carroll and Senator Ron Winterton and present in-person: Shiloh Dupaix, Danny Peatross of CIVCO Engineering and Kym Slagowski

Approve Minutes: Minutes for the April 21, 2020 and May 5, 2020 Commission meetings were provided by the Clerk/Treasurer's office. Keri Pallesen thought the wording for the URS motion made during the April 21st meeting was not clear enough that the County was willing to pay the extra amount. The Attorney was asked about it and after reviewing the motion thought it wouldn't hurt to clarify that the County will pay the employee portion of 2.27% for Tier 2 employees. Mr. Lund said the motion could be made to clarify the minutes. The Attorney and Keri Pallesen provided input on the needed motion. Commissioner Tippetts motioned to approve the April 21, 2020 minutes with the clarification that the County will pay the additional 2.27% for the Tier 2 Public Safety employees. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to approve the May 5, 2020 Commission minutes and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Issue Updates: Commissioner Asay said we had received a letter back from the Town of Manila about the Fire Department and it is in the packet. They acknowledged our letter and agreed to a base payment of \$7,500; with stipulations of \$20 per hour for firefighters with less than three years experience and \$25/hr. for firefighters with 3 or more years of experience; and would be willing to sign the contract for a term of 2 years. Attorney Niel Lund was asked if this could be approved and he replied that the draft agreement would need to be created and put on the agenda next week. Mayor Coombs said he was not expecting it to be signed, but just wanted to get discussion and preparation for future approval. Commissioner Tippetts asked about the firefighter payment and there was a slight change based on the Town's current policy and if this would include training? The Mayor clarified this is just for call outs. Commissioner Lytle asked about the two years and wondered if it could be longer and the Mayor said it was felt that it gives things a chance to settle out and administrative changes can be made if needed but we are still moving forward in a positive way.

COVID-19 cases are at 7 in Uintah County, 9 in Duchesne County and none in Daggett or the Tribe, while in Wyoming Uinta County has 6, Sweetwater has 10 and Moffat has 6. There have been 2950 tests administered in the TriCounty area, so a letter has been sent to the State to request to go from Orange to Yellow in our area. EMS and EMT testing are still on hold. Commissioner Lytle asked for some clarification and we still need to keep our guard up and maintain spacing as much as possible while washing our hands and using masks when spacing can't be maintained. The signage did not get brought up in the Tri-County Health meeting. The Sheriff can get the sign set up with Jesse and Trevor's help. The change to yellow would lighten some restrictions where certain teams could practice, but not travel outside the area and masks and spacing are still critical to be able to stay in yellow.

Senator Winterton said the Governor's Orange expires on Friday and the high risk folks need to stay in and be safe and the triggers for opening things up are being discussed at the state level. The Budget issues are being discussed and it's important to get the economy moving again while still keeping people safe. We need to keep people safe while getting the economy going. Commissioner Asay said that testing visitors and even residents is not a completely accurate depiction of what's happening as the results aren't even available until a person leaves the area.

Commissioner Lytle asked Senator Winterton about WRI and other programs that are being considered to help make up budget shortfalls and additional expenditures. It is planned to keep money flowing to projects that are already underway and have signed contracts. This year's projects are on hold as they are the easiest to stop as they are just starting.

The Sheriff said he would get down there tomorrow at the earliest to see if the sign is even operational and Jesse's help would be appreciated. Commissioner Lytle said there is a palm pilot type of thing that helps operate it.

Commissioner Lytle said he has the contact information for interim Representative Kara Birk and he will forward that to everyone else. Commissioner Asay thought it was good to get her involved with the things that are affecting us.

The Mayor asked if there were any questions for him and there were none and he was thanked for his efforts and for providing the letter before signing off.

Citizen Comments: Commissioner Asay opened it up and no comments were received prior to the meeting.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of May 7, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register dated May 7, 2020 in the amount of \$72,263.56. Commissioner Lytle asked a question about the Sweetwater County Fair as they are not having the "Big Show" but the 4-H Fair is still being planned. Commissioner Asay said we need to have some discussion on that price tag and maybe there is a chance to pull something back. Commissioner Lytle asked about the UBAOG bill and it was \$5,800 for Administration, \$4,000 for Mental Health, and \$1892 for the Economic Development match. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for May 5-7, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to accept the Disbursement Listing of Zions Checking April 25-May 5-7, 2020 for \$71,398.02. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle approved using his stamp for the two items.

Cash Summary: The Cash Summary dated May 11, 2020 was available for review. Commissioner Tippetts asked if Mr. Raymond had noticed any effect with the COVID-19 and he replied that he hadn't seen anything yet, but he was sure it was coming. Commissioner Asay said that the Assessor was worried about the Centrally Assessed properties were going to be a big concern going forward. Weeds is still waiting for reimbursements to come in. Commissioner Lytle motioned to acknowledge receipt of the Cash Summary for May 11, 2020 as provided. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Purchase Orders: There were no purchase orders for today.

Correspondence: Commissioner Tippetts said that he had talked with Bret Reynolds and the Transportation District regarding the Red Creek Rd FLAP project. Commissioner Lytle thought there were some signatures needed and he encouraged Commissioner Tippetts to talk with Bret about that.

Commissioner Lytle said he addressed his concerns for continued funding for the needed projects in the rural areas. Senator Winterton said the Cares Act money coming to the State will be given to the County's and then it will be divided up with the Towns. Commissioner Asay asked what the money could be used for and Senator Winterton said he would forward the email that explains the uses to the Commission. Commissioner Lytle asked about helping businesses hard hit by Pandemic. The decrease in revenue might be one of the impacts that this could be used for. UAC might have some guidelines and information on the strings attached.

Calendar Review: Commissioner Asay said he relies on the calendar and punches in the numbers for the next meeting. Commissioner Lytle said that tomorrow morning there's a meeting with the Federal Agencies and DWR is scheduled for tomorrow also, but Senator Winterton thought it had been cancelled. There is a CIB meeting and a Public Lands at 8 am on Friday morning. Commissioner Tippetts said there is a Trails Meeting tonight and something. Commissioner Lytle asked about the LEPC meeting and the Sheriff said it is cancelled. There is a Tri-County Health meeting tomorrow at 7 am. Asay said there are several calls throughout the week to keep up on and it's been good to see the cooperation and working together that has been going on. Comm. Lytle comments Update Another call with Tri-County Health will be held tomorrow morning at 7 am. Update at 2 pm for the UWPP meeting and it is electronic.

Weekly Budget Review: Commissioner Asay and Commissioner Tippetts have been reviewing them. Commissioner Lytle asked Auditor/Recorder Keri Pallesen if she had anything specific to review and she did not. She said that she can present something if the Commission desires. There will be a hit with Centrally Assessed and the increase in Assessing and Collecting. Commissioner Asay suggested a work meeting and then follow up during a Commission Meeting.

Policy and Legislation Items:

Discussion and Consideration Business Licenses For Chenega Security Solutions: Commissioner Tippetts presented Chenega Solutions, which is the company doing security at the Flaming Gorge Dam. Commissioner Tippetts motioned to approve the business license for Chenega Security Solutions and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Reopening the Courthouse and Uses of the Rodeo Arena: Commissioner Asay said that this was supposed to start at 10 am and we are past that, but we have another at 10:30 am. Matt Henry wanted to be involved in this discussion and also Raymond Terry. Matt was called and he said that everything is outside and it is different than any other spectator support because you can stay as far or close to people as you want. Mr. Henry was asked for his idea for the use for the arena and Matt said he and Jed Olsen were planning on doing some Team Ropings and reserve it for Tuesday and Thursday nights so people can plan on it each week. One night is a practice and one night is a jackpot. Fees have not been set yet as they are waiting for approval. Sweetwater charges \$25 an hour during the winter, and he was not sure of their summer fee. They would provide their own insurance through their Junior Rodeo policy. We'll come back to this after the next item and call Matt again.

Discussion And Consideration Of PLSS Grant Program For Monument Replacement

And Restoration: Kym Slagowski said the County has put in for and CIVCO put together the grant and Danny Peatross is here to explain what they have done. Danny said the deliverables for the County and State were all the maps that were in the packet. The Corner Tie sheets were the first thing to look at. This rehabilitates the original stone markers that were used with aluminum caps. The Federal Government and Congress specifically sets the State Lines and local surveyors can't do that. The BLM now frowns on having both the stone markers and an aluminum marker although it used to be common practice. There was discussion that there are some differences between GIS and surveys and there are differences in State Plane coordinates and Geographic Coordinates for NAD83. The survey plat went through 4 drafts and the tie sheet went through three drafts to ensure quality control. Commissioner Asay said it was good to get this done. There is such a huge need to re-establish the section corners in the farmland areas of the state because there is such widespread obliteration of the markers and reference points.

The payment is \$15,600 and our procurement rules are different now then when we started this project. They were our County Surveyors, but the contract was signed after the procurement rules were completed and it was just an oversight. Kym suggested that we make them a check. Keri Pallesen's advice was to let the Commission do what they want to do with it. Commissioner Asay said this was part of the contract with CIVCO and the County should just pick up \$600 that the grant won't cover. Keri said the Commission signed it and everyone did their best to follow the procedures. Nothing was done inappropriately; it was just a matter of timing. The Commission could motion to approve and then she could just pay it or a PO could be created, but it's after the fact. The attorney did not see any issues. Commissioner Asay thought doing it the simplest way is best.

Commissioner Tippetts motioned to pay the invoice for CIVCO Engineering Invoice for \$15,600 for the work done on the PLSS project and Commissioner Lytle seconded the motion. Commissioner Lytle asked about the \$15,000 reimbursement and our approval today is to document our desire to make the payment and Commissioner Asay noted the date on this was in a transition period of policy. All were in favor and the motion carried. With the transition and change it was asked if Jones and DeMille should do the next request and it was anticipated they would.

Discussion And Consideration Of Reopening the Courthouse and Uses of the Rodeo

Arena: Commissioner Asay asked how the other Commissioners felt about giving up two nights a week for a group charging fees instead of having it open for anybody. The users understood there would be fees. What fees do we want to charge? Do we want to open the courthouse and allow open meetings? The School District wants to use the Arena and Park for Graduation and they have been working with Tri-County Health. We've allowed individuals to use the arena and Commissioner Lytle said there is a big difference between informal use and formal events. They are different and we will not consider the use for Formal events without receiving documentation from Tri-County Health. Commissioner Asay explained that he had talked with Jordan and there were conversations that had been held, but he wasn't sure of all the details. There is room for coordination to occur and we hope that will happen. We should have something formal and we need to charge to help with maintenance and utilities and the health factor also needs to be considered, so we need the blessing of Tri-County Health before commercial use. Scheduling an event is what formalizes it vs. drop in use, whether they pay for it or not. The money part is separate. There was a question on the date for the Graduation and its on Friday, May 22nd and was filled out for Manila High School by Camille Browning. A Liability Waiver was signed and Keri pointed out that the Commission can require more than that. Mr. Raymond said he had also been called about a CPR/First Aid Class request for

the guides to get certified for the season. Maybe we have to put into agreements that they have to follow Tri-County and State guidelines in order to be able use the facilities. Keri Pallesen asked about the process and pointed out that it needs to be worked on and Johnnie of UCIP would probably be willing to help as he had given us some guidance a year or so ago. The cost of the lights was also discussed including the lights being on all night during the PRCA Rodeo, but it was thought that might have been security related.

Matt Henry was called again and he was asked what time frame they wanted to use the facility and he said maybe 5 or 6 pm through midnight, but it's hard to say as they are still in the early planning stages. There was a question if they thought parking would be a problem and Mr. Henry did not think parking would be a problem. Commissioner Lytle and Commissioner Tippetts were in favor of it. Commissioner Tippetts thought \$15 or \$20 an hour would cover us. Mr. Henry was asked if any improvements were needed and he thought a stripping chute might be needed for the ropers and they could get someone to help them build it if they need one. Raymond Terry was also interested in time for the Arena and he wanted to see the kids out and doing stuff. They would like to trail animals in beforehand and not be charged for that time. Commissioner Asay thought the fee could be done administratively and the procedures need to be set and then not everything has to go to the Commission Meeting to be set. Commissioner Tippetts agreed. Mr. Henry was told we will need to follow Tri-County Health procedures and he understood. Mr. Henry asked about the Jr. Rodeo and its in July and they will probably have more people than that and Commissioner Asay said that the last restriction to be taken away will be large group gatherings and nobody knows what will happen.

Commissioner Asay asked how everyone felt about opening the Courthouse. Commissioner Tippetts said it is still a gathering point and we need to be concerned, but on the other hand things seem to be improving, so it's a balancing act. Plexiglass windows could be installed and masks worn by anyone who is uncomfortable. It's the anticipation that the Governor would let people know on Friday if the application for yellow was approved. Commissioner Tippetts recommended waiting to see what the Governor says. The Commissioners were asked about the 1st Aid and CPR class and everyone seemed okay with it if they exercise social distancing and the State Guidelines are followed. There should be a deep clean after they do it and maybe before as well. It was asked if they are wearing masks on the river and Commissioner Lytle said the ones he saw were.

Commissioner Asay said he needs a break and wondered if we should do a lunch break and a recess was taken until 1 pm.

Discussion and Consideration Of \$200 Award For Manila High School Academic

Awards: Commissioner Asay welcomed everyone back at 1 pm and brought up that he had received a request from the school for this and the Commission discussed it and in the past the Commissioners made the donation themselves. Commissioner Asay said he would make the payment on behalf of the Commission and the other Commissioners could reimburse him.

Discussion And Consideration Of Resolution 20-04: A Resolution To Formally Create The Daggett County Economic Development Advisory Board: Shiloh Dupaix was given a chance to speak and said we had discussed it briefly last week. Attorney Niel Lund said he had sent out the Resolution for everyone to review and hadn't received any comments back. Mr. Raymond asked if the Chairman could be the signatory instead of all three Commissioners and Niel thought that Chairman could sign and Clerk would attest and the minutes would reflect the vote. Commissioner Lytle motioned to approve Resolution 20-04 with the signature changes and attestation and a roll call vote. Commissioner Tippetts seconded the motion. A Roll Call Vote was taken and Jack Lytle voted "Aye", Matt Tippetts voted "Aye", and Randy Asay voted "Aye". The motion carried.

Discussion And Consideration Of Appointment Of Economic Development Advisory Board Members: Shiloh Dupaix said that she invited all the previous board members and most were willing to continue, plus the Mayors were contacted and Mayor Kunkle will represent Dutch John and Vicki Walters will be the Town of Manila representative. Shiloh had also contacted Workforce services and Blaine Roberts and he was checking to make sure he could be the representative and Shiloh could do it if he couldn't. Matt Tippetts was willing to be the County Representative. So far there are 13 members including Shiloh. Commissioner Tippetts was willing to be the County Representative and Commissioner Lytle was okay with that. The next step is to schedule a meeting and work on the bylaws. Commissioner Lytle thought we should get new applications and have everyone sign a conflict of interest form. Mr. Lund suggested that each board member complete an application and sign a separate conflict of interest form. Commissioner Tippetts motioned to approve the Board members as follows: Sandy Kunkel, Tina Bennington, Jerry Steglich, John Foster, Layne and Diane Ferrin, Mark Wilson, Ryan Kelly, Brianne Carter, Vicky Walters, Matt Tippetts, Blaine Roberts and Shiloh Dupaix. Commissioner Seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Indigent Defense Council's (IDC) Public Defender Agreement: Attorney Niel Lund said that he had not gotten any information for this from Uintah County, so we won't put this on the agenda again until it's ready.

Discussion And Consideration Of Purchase Of New Lawn Mower For Maintenance Department: Jesse Platt came into the meeting and explained that he had \$12,000 in his budget for this year but with the way things are going due to the Coronavirus he had some options. The replacement of the '98 Dixon mower has been on the list for four years and it's the oldest mower and needs to be replaced. There are five options and all have 60" decks, which is the largest that can be used in the cemetery. The grass catcher in the picture is not included. We have never used a grass catcher before. The commercial mowers have a lot longer lifespan than the residential mowers and Jesse said he had calculated out the lifespan of the warranty for each mower based on the average annual use. The discounts are all reflected on the prices displayed. There are additional mowers on State Contract and so the options presented are representative of other mowers. Commissioner Lytle was open to Jesse's recommendation and thought it was good for the price and longevity. Commissioner Tippetts was also okay with Option 3 the John Deere Z950M and appreciated the option to weigh in the decision. Number 3 was okay with Commissioner Asay and so Jesse said he would get the purchase order prepared and propose it next week for final approval.

Discussion And Consideration Of Establishing A Transportation Tax Fund For The New Transportation Sales Tax: Clerk Treasurer Brian Raymond explained that there are 3 taxes involved with this: A1 is what goes to UBAOG; A2 we get 50% of the funds generated from Sales Tax generated in the unincorporated County and the other 50% gets distributed statewide by population. The A3 is a tax of .05% of all sales within the entire county. We need to set a date to hold a hearing and establish a fund to set the fund up and set the budget which includes estimated revenue. Commissioner Lytle motioned to start the process and set up a hearing and budget. Commissioner Tippetts said we want to do some due diligence and be prepared for the hearing. The Attorney wasn't sure if the notice requirement was 10 days or 15 days and if a motion was even needed. More notice is always better. Setting a date is the first thing to do. We have received some money, but it was premature and so they will deduct that from future revenues which should be received in June. More notice is always better. Commissioner Tippetts asked if June 2 was okay for

the hearing and needed preparation. Commissioner Lytle thought that could work and Commissioner Asay said that we would shoot for that date then.

Discussion And Consideration Of Prepaid Postage For Primary Election: Mr. Raymond explained that we have a few people who forget to put their stamp on the return envelope. The ACLU had contacted Mr. Raymond and asked what the plans were since people have been homebound and may not have postage. We are not having any Early Voting or In-Person voting for the General Primary. We will have a Drop Box at the Courthouse so people won't need postage. Commissioner Lytle asked about Birch Creek and Brown's Park. Commissioner Tippetts motioned to put returned postage on all of the envelopes for the election. Commissioner Lytle said putting the postage on eliminates any miscommunication with the post office and seconded the motion. All were in favor to put postage on all the ballot return envelopes.

Closed Session: The Sheriff was asked if he needed a closed session and he did not.

With no further business Commissioner Lytle motioned to adjourn at 2:05 pm. Commissioner Tippetts seconded the motion and the meeting was adjourned.

Minutes were approved during the May 19, 2020 Commission Meeting.

/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