

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, June 9, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present. Also present in-person were Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, Attorney Niel Lund and Clerk/Treasurer Brian Raymond and Attorney Niel Lund was present electronically. The meeting was called to order at 9:01 am by Commissioner Asay.

Present electronically: Kym Slagowski, Senator Ron Winterton and Mechelle Miller; present in-person: Shiloh Dupaix, Bret Reynolds of CIVCO Engineering, Christian and Jo Colovich and Trevor Brooksby

**Approve Minutes:** Minutes for the June 2, 2020 Commission Meeting were prepared by the Clerk/Treasurer's Office. Commissioner Lytle said he thought he said Carrie Poulsen has done a GREAT job and so the minutes were adjusted. Commissioner Tippetts motioned to approve the minutes as amended and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Issue Updates:** Commissioner Asay said Uintah County has 12 cases and Duchesne has 9 and Sweetwater has 25 cases and Uinta has 22 cases and Moffat has 8 cases. TriCounty Health Department Wednesday meetings are put off until needed.

Commissioner Tippetts noted that the District was awarded the Red Creek FLAP project and the original engineering estimate was \$2.6 million and now the Central Federal Lands (CFL) came back with an increase to \$4.6 million. Bret Reynolds of CIVCO Engineering reported that the Transportation District was on tap for 260,000 and now is being asked to come up with \$460,000. The increase is a concern with the mineral lease funds being way down and another CIB project coming up for Brown's Park Road Project. The District is uncomfortable with this at the \$460,000 level. Commissioner Lytle asked why the price was raised and Bret Reynolds said that the time factor of money and inflation plus CFL thought some of his estimates were low. The District motioned to withdraw the application and the motion passed. The application was actually made by the County and it's a joint application with the Transportation District. They are open to additional conversation and Commissioner Tippetts could contact the CFL and see if they could refine their estimates. The CFL is cradle to grave on the project and they try to work. The BLM wrote a support letter for the FLAP project, but they noted that the County does not have a Title V in place for the Red Creek Road. The Red Creek Road leads to the largest subdivision in the County. The Road District is open to a meeting next week to further discuss this. Commissioner Tippetts was willing to talk with the folks at CFL and Commissioner Lytle was willing to run it past CIB for some feedback during their training next week.

Trevor Brooksby had a maintenance update for the Town of Dutch John and he stated there is an open trench that keeps getting washed out. Currently there is a contractor in town that gave us a bid at \$14,999.50 and it is an official bid or estimate and he has also gotten another bid at \$28,500 including mobilization. Keri Pallesen was asked for input and she said that there is some money in the Capital Improvements Budget and for sewer it's about \$20,000. There is a need to do the skin over the metal building and we don't have a price yet. Trevor mentioned also that we need to do the master plan and that might be able to be done with a grant. There are only two bids so far, but Trevor is working on the 3rd bid and we could work towards getting a PO together for further approval next week. The original project was initiated by the County and the work has been needed for a long time and maybe there was discussion with the owners of the hospital helping, but that's not for sure. Will the project require the Town's approval? It was thought that the Town wants to see it

completed and will support the project. Trevor was asked to get with Keri for the coding. It was thought that a PO would be good enough and it would not need to be on the agenda as an additional item.

**The Open Invoice Register Was Presented For Review And Approval:** The Open Invoice Register of June 5, 2020 was prepared by the Auditor/Recorder's Office. Mr. Raymond was asked to change the agenda to "Open Invoice Register" instead of Vouchers. Commissioner Lytle motioned to approve the Open Invoice Register dated June 5, 2020 in the amount of \$48,325.40. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for June 2 - June 8, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to acknowledge the Disbursement Listing of June 2 - June 8, 2020 for \$182,051.89. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Cash Summary:** The Cash Summary dated June 8, 2020 was available for review. Commissioner Lytle thanked Commissioner Tippetts and Keri Pallesen for their work on getting Fund 80 squared away and Commissioner Tippetts said a request has been prepared that will get us into the positive, but Keri pointed out that it is only a temporary fix. There is a meeting scheduled for Thursday to try and find a permanent fix. The grants for next year have been awarded and are 30% less than what we asked for. Commissioner Lytle asked about the VAWA and VOCA accounts as they are now combined and Lynette has been following up on this but has not provided a final resolution. Commissioner Lytle motioned to acknowledge receipt of the Cash Summary for June 8, 2020. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Correspondence:** Commissioner Lytle said Matt Henry contacted him about the Rodeo Grounds and when they are being charged is the prep being paid for and included or not? More discussion is needed on this. Liability on the use of the tractor needs to be considered. Who is authorized to operate the equipment? What is the demand in the arena for paid vs. open use.

Shiloh Dupaix said she has received Care Act information and Chad Booth sent a new invoice and Commissioner Asay has signed it.

**Commission Calendar Review:** Commissioner Asay said he has a Northeast Counseling tomorrow. Commissioner Tippetts said NIMS training is at 2 pm today. Trails meeting tonight at 6m and Conservation District and Weed Board tomorrow and CED Board meeting on Thursday. Shiloh asked about the Trails meeting and encouraged Commissioner Tippetts to let them know that Chad Booth of At Your Leisure (AYL) will be filming soon.

### **Policy and Legislation Items:**

**Bid Opening For Surplus Items:** Commissioner Tippetts opened the bids and there was only one bid for the A62 Ford Front End Loader and it was from Dave Potter of McKinnon and was for \$7001.

**Discussion and Consideration Of Bids and Awarding Winning Bids:** Commissioner Asay asked if that was good and the bid was awarded to David Potter and he can pay it and drive it home. The plow is still available for sale. Strategies were discussed for selling the plow. Commissioner Tippetts motioned to advertise the snow plow on KSL and other places for \$1,000 or

best offer and if any offer is less than \$1,000 it needs to be approved by the Commission. Commissioner Asay seconded the motion. Commissioners Asay and Tippetts were in favor and the motion carried.

Commissioner Tippetts motioned to accept the bid of \$7001 from David Potter for the A62 Loader. Commissioner Asay seconded the motion. Commissioner Asay and Tippetts were in favor and the motion carried.

**Discussion And Consideration Of Business Licenses For Bridger Valley Electric, Dominion Energy and Monty's Fishing Service:** Commissioner Asay noted the names of applicants and Commissioner Tippetts motioned to accept the applications for Bridger Valley Electric, Dominion Energy and Monty's Fishing Service and approve their business licenses. Commissioner Asay seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Engineering Agreement For Payment Preservation Project At Dutch John Airport And Future Airport Projects:** Commissioner Asay asked Bret about the agreement and he didn't have anything to add to last week. Attorney Niel Lund said he had not talked with Bret yet, but felt we should follow Johnnie Miller's advice and not have them put us as additional insureds, instead of subrogation and allowing UCIP to protect us. He also thought we should do something separate for CIVCO to be our Airport Engineer. It's not fatal for this agreement and Bret thought it could be added. There isn't really a deadline, so Niel said he would talk with Johnnie Miller and have him review it. Commissioner Tippetts motioned to conditionally approve this with the deletion of the "Additional Insured" clause and adding a subrogation agreement with the approval of UCIP and CIVCO's insurance company. Commissioner Asay seconded the motion. Commissioners Asay and Tippetts were in favor of the motion and the motion carried.

**Discussion And Consideration Of Resolution 20-05: A Resolution Creating A New Fund And Adopting A Budget For The Transportation Tax Revenues:** Attorney Niel Lund said that Keri Pallesen had prepared this Resolution off of an old one and Niel had reviewed it and said he didn't see any needed changes. Commissioner Tippetts motioned to approve Resolution 20-05 creating a new revenue fund for Transportation Taxes and adopting a budget for the Transportation Tax revenues. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Facility Use Requirements And Forms:** Clerk/Treasurer Brian Raymond prepared some draft forms for review and passed those out and addressed some of the changes he made and other questions that have been asked. Keri Pallesen said she doesn't necessarily want to see the forms, but wants to make sure that the County is protected and people know what is scheduled. Niel had said there needs to be some changes to the Waiver. There shouldn't be an expectation of a one day turnaround time and so there needs to be an advance deadline of 10 or 14 days. Get directions on the website. The Commission can charge or not charge as they see fit. This was just the first draft. The Commissioners thought it was a good step. Alcohol is not permitted on County property and if they want it they have to get a permit.

Mr. Raymond said that he would check with Johnnie Miller on these drafts and Rock Springs and Duchesne to see what they require on their forms. .

**Discussion And Consideration Of Planning And Zoning Commission Recommendations to Amend Title 8 Of The Daggett County Code:** Attorney Niel Lund said that this needs to be done by Ordinance and he apologized for failing to get that completed and on the Agenda. He will

work on that for next week. Attorney Niel asked the Commission to review it and let him know if the Commission would like any changes made to the Ordinance. Carrie Poulsen has worked hard on these and done a great job, so ask her if you have any questions. The underlined items are new and the crossed out items are being removed. It would be good if Carrie could be on the Planning Commission. More review time is good.

**Discussion And Consideration Of RFP For Professional Real Estate Services in Dutch**

**John:** Shiloh Dupaix said that there wasn't anything new. Commissioner Lytle said the information is out of date. Kym Slagowski said we don't have their newest layer/shape file so we can't accurately show it unless they give it to us and they might not want to do it that way. Keri Pallesen asked if it was on their website and we could reference that page for the RFP. Niel suggested that we just put the parcels being sold and reference Dutch John's website for that information. Kym asked if the Commission wanted her to do a new map without the zoning and thought that would be good. Mr. Raymond asked if it was ready to go forward conditionally and so that was discussed. Kym sent an updated map. Commissioner Tippetts said the RFP does not obligate the Commission to sell anything and so there's not that much risk at this point. Niel pointed out that there is a clause that the Commission reserves the right to reject any and all proposals. When you sign a real estate agreement an offer at the asking price could trigger the payment of a commission, but the Commission can still reject the offer. Commissioner Tippetts motioned to approve the RFP for Professional Real Estate Services in Dutch John as written and Commissioner Asay seconded the motion. All were in favor and the motion carried.

**Closed Session:** Commissioner Tippetts motioned to go in and out of Redevelopment Agency (RDA) and into Closed Session for the purpose of Purchase, Exchange or Lease of Real Property at 11:30 am. Commissioner Asay seconded the motion. A Roll Call vote was taken and Commissioner Tippetts voted "Aye", Commissioner Lytle was no longer in attendance and Commissioner Asay voted "Aye" so the motion carried.

Commissioner Tippetts motioned to go out of Closed into Open Session at 1:44 pm. Commissioner Asay seconded the motion. All were in favor and the motion carried

Commissioner Tippetts motioned to Adjourn and the meeting was adjourned at 1:45 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