

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, June 11, 2013. All members were present. Vicky McKee, County Clerk, was present as board secretary. The meeting was called to order at 9:00 A.M. by Chairman Steglich.

Also present were: Ross Catron-U.S. Forest Service, Brian Raymond-Economic Development Director, Keri Pallesen-Auditor/Recorder, Ed Eudis, Jack Lytle, Hank Gutz, Charlene Hartmann and Stephen Foote-County Attorney.

Mr. Steglich addressed the matter of the need to go through the agenda and not make any motions until 11:30 A.M. as the agenda had not been posted until Monday, June 10, 2013 at 11:30 A.M.

There was no one present with old business nor citizens comments.

The minutes of the June 4, 2013 Commission meeting were provided for review and approval by the County Clerk's office. Mrs. Perry stated that on Page 2 the minutes need to read Mrs. Pallesen recommends for the Commission to consider Option #2 as it would provide a savings to the county in the amount of \$38,013.56 for a full year which would be half in this year and the full amount next year. The minutes also need to be revised to read as follows: motion by Mrs. Perry to approve Option #2 for the match of 43 and 23 which includes -0- to Post Retirement. The motion for approval of the minutes will be continued until after 11:30 A.M.

The Open Invoice Report was provided by the County Auditor's office for review and approval in the amount of \$376,044.81. Mr. Blanchard questioned the matter of Direct TV for the Jail and was informed that it has always been there and the issue of providing TV to the inmates was discussed. Mrs. Pallesen questioned the matter of interest being charged in the amount of \$413.47 on the billing from Smith Hartvigsen and the matter was discussed. Mr. Foote and Mr. Steglich will contact Smith Hartvigsen regarding the billing. The motion for approval of the Open Invoice Report will be continued until after 11:30 A.M.

With regards to correspondence, there were emails from Ken Brown, Western Counties Alliance, regarding the proposed payment for Secure Rural Schools and the date for the expected PILT payment being on June 13, 2013.

The following Business License applications were provided by the County Clerk's office: AT&T Corp., Bridger Valley Electric, Cove Storage, Brain Kapaloski, KW Construction, Moonlake Electric Assoc., Clark Sabey and Union Telephone. Mr. Blanchard questioned the matter of applications from Cove Storage with nothing being marked for the type of business license and for KW Construction not paying a late fee. Mrs. McKee addressed those concerns. The motion for the business license will be continued until after 11:30 A.M. this morning.

Ross Catron, U.S. Forest Service, was present to provide documents and information regarding a Road Project Agreement Between Daggett County, Utah and the USDA, Forest Service, Ashley National Forest. He provided the following information: The County's contribution for the project will be \$160,000.00 from the Forest Service "B" Road monies and the Forest Service will contribute \$100,000.00. The project is for the repaving of the Sheep Creek Geologic Loop Road and will be the three miles above where they did the last project. The Forest Service will do all the contract work with some possible additional coordination contracting with the county. Mr. Steglich stated that he had talked to James Olsen and it appears that the existing gravel pile at Nebeker's

contains too many fines to meet the specs so they will review and possibly crush some additional material to fit the specs. If that does not materialize they will go to their own sources which will mean less asphalt that can be laid. The completion date for the project has been extended through next year just in case there are problems that arise. They plan to coordinate with the Tower Rock Run and will not negatively impact that. This project will be the last shot for awhile on the Sheep Creek Geological Loop as there are other projects such as the Little Hole Road that needs improvements. If there is any additional material left over they will start down the canyon to take care of the pot holes on the lower Sheep Creek. Mr. Steglich stated that there is Federal money for county roads on the Forest with a 6% match required. The motion for this agreement will be continued until after 11:30 A.M. Mr. Catron provided an update on the Ute Tower and stated that they are planning to go ahead with the rehabilitation of the Ute Tower as the bid they have received from AmeriCorps is matching the available funds. AmeriCorps are the specialists at renovating these types of structures and are doing it at a reduced cost. They have set aside a six week period of time in August with plans to be completed in September. The Forest Service would like to have a celebration for the completion of Summit Springs Ranger Station, Ute Tower and the ATV Trail. Summit Springs will be completed this summer and will be used as housing for the workers on Ute Tower but by this fall it should be available for rent. Mr. Catron stated that the Forest Service will do the rental on Summit Springs for now and Mr. Steglich stated that he has had phone calls from concerned business owners about the Forest Service being in competition with local businesses.

Motion by Mr. Blanchard to go into the Public Hearing scheduled for 9:30 A.M. to obtain public input regarding opening the 2013 Budget for proposed revisions. Seconded by Mrs. Perry, all in favor. The revised budget was presented by Mrs. Pallesen and the items that are suggested for change and highlighted were addressed separately. All the proposed revised revenues and expenditures for Fund 10 were reviewed and discussed. Charlene Hartmann was present and addressed the expenses for her court. Mrs. Hartmann stated that the Dutch John Justice Court Judge was not aware of any adjustments in her budget as she had not received any notice. There was discussion regarding the closure of the Dutch John Justice Court which will mean a savings of \$40,000.00. Mr. Foote stated that notice has been given to the Court Admin Office that the Dutch John Court would be closed the first of the year. Mrs. Hartmann requested confirmation that there would not be any changes in the Manila Court this year due to that closure and it was affirmed that there would be no changes this year as far as they knew. Mrs. Perry addressed the matter of the Buildings & Grounds budget and that she had received a resignation from that department in writing and Kelly Wilde was willing to transfer to that position. Mr. Wilde's wages will be supplemented this year from Fund 29 to keep his wages the same. The various funds that had proposed amendments were also reviewed and discussed. Mr. Steglich addressed his concerns with a transfer from the General Fund to Fund 22 and the proposed reduction in the amount of \$46,000.00 in Economic Development. Mrs. Perry stated that most of the projects that the county is working on for Economic Development effect Dutch John and that \$50,000.00 from D.J. money can be used for Economic Development. Mr. Blanchard stated that the county has been spending a lot of money on Economic Development and has not seen a lot come back and hopes that this \$50,000.00 will bring something coming back to the county. He

also stated that there is still a lot of money from the TRT revenues for Economic Development from the Chamber of Commerce. Mr. Steglich stated that Economic Development is the lifeline to the county for development and revenues. Mr. Raymond stated that there is still a lot to do with Economic Development and there were several projects in the past that have been shot down by the constituents that would have helped the county. Mrs. Perry stated that the county needs to do a better job in trying to keep the public informed from the beginning. Mr. Raymond cautioned the Commission to make sure that they are not hurting their employees to the point that the county will lose good employees. The Jail Fund (Fund 12) was reviewed and discussed as well as the anticipated increase in revenues due to the anticipated additional beds and the additional \$2.00 per bed approved by the legislature for this year. The Dutch John Fund 21 (Redevelopment Agency) with the revenue in the fund balance to change from 643,580.00 to 550,000.00 due to a reduction in the Fund Balance. Mrs. Pallesen stated that there was a transfer from this Fund to Fund 29 in the amount of \$93,580.00 and Mr. Blanchard has budgeted the \$800,000.00 from the Bureau of Reclamation as additional revenues. The interest payment will come from Fund 29 as well. Mrs. Pallesen questioned if the RDA money was restricted as it had been county money when it was deposited into that fund and that she will get with the Independent Auditors to clarify that for her. Jack Lytle stated that the point of having the RDA was to save that money and have the county function independently and he feels there is an issue of moving it back into the county. Fund 28, Dutch John Enterprise Fund, was reviewed and discussed and Mr. Blanchard stated that there was depreciation built in the amount of \$50,000.00 which will be an increase in the fund balance for contingency for the water/sewer systems. Mr. Steglich questioned the increase being for six months and Mr. Blanchard stated that it should be reduced to \$25,000.00 for six months or a total of \$312,560.00. Mr. Steglich addressed the Sewer Budget being increased from \$14,800.00 to \$20,000.00 and Mr. Blanchard responded that was due to the amount of employee time spent for the first six months. Mr. Blanchard stated that he also increased the travel budget due to CU's and his promise to the State to keep them up. Fund 29, Dutch John Fund, this will be the last year that there will be revenue from the Bureau of Reclamation and the \$800,000.00 was budgeted into this fund. The money needs to be in an interest bearing account with both the grant money and the interest spent by the end of the year. Mrs. Pallesen noted that the first \$400,000.00 was entered as an accounts receivable for 2012 and the second \$400,000.00 is for this year and she will work this out with the Independent Auditors. Mr. Blanchard stated that at the end of this year there will be a Fund Balance in the amount of \$289,000.00. Mr. Steglich requested public comment from those present and if there was other discussion from the Commission. He also stated that he wanted to commend what was done and that the lease of the county water would be a big help to keep from making any more drastic cuts. Mr. Steglich stated that they had failed to contact all the department heads about the budget adjustments as they did not receive a copy of the revised budget. Ed Eudis, Flaming Gorge Recreation Service, stated that with regards to Economic Development, the problems that he has been having getting things completed by the county for his project over the last eight weeks has cost Delta Plan One \$412,000.00. They have not been able to move efficiently forward and they all need to work together on this to move the project forward. With no further business, motion by Mr. Blanchard to go out of the Public Hearing at 11:15 A.M. and go back into

the regular session. The matter of approval of Resolution 13-12 will be continued until after 11:30 A.M.

The matter of the County Commission Assignments with regards to the cemetery and airport were discussed and determined that was an administrative issue.

The Memorandum of Understanding has not been received from Grant Charles as of this date and the matter will need to be continued.

The matter of the county charging for multiple liquor licenses as part of the business license process was reviewed and discussed. Mr. Eudis provided some background on the multiple licenses. The motion regarding this issue will be continued until after 11:30 A.M.

Mr. Steglich presented information regarding the invoice from Smith Hartvigsen for payment of the amount of \$599.00 from the PPI revenues. The revenues at this point are \$15,000.00 and \$18,000.00 with a total expenditures of \$26,648.46. Mr. Steglich stated that the Commission is wanting to pay \$599.00 and they will come back to this issue after 11:30 A.M.

Mrs. Perry addressed the matter that at the last meeting the Commission had changed the retirement rates for 2013 and it was only affecting Public Safety. Upon discussion and review with Sheriff Jorgensen it was determined that they would need to reinstate 23 and 43 to stay as they were prior to the last meeting and to keep the post retirement payments.

John Morton and Mr. Blanchard had not able to get together on the Cemetery Bylaws so this matter will be continued.

Mr. Blanchard addressed the matter of his proposal for a policy revision for Planning & Zoning and Building Permits. His proposal is that the County has a building inspector that inspects both residential and commercial buildings. Before he does any inspecting the plans are sent into the courthouse and the residential applications are reviewed by Cindy Keller and Carl Mott' office reviews the commercial applications and then he does inspections. Mr. Blanchard's suggestion is to hire another inspector (Aaron Eaton from Vernal) certified to do residential and commercial inspections. There needs to be a separation between the planner and the inspector as Mr. Mott and Mr. Eaton do not want to do the plan reviews because of liability concerns. Mr. Blanchard recommends for Cindy Keller to be the planner for both residential and commercial and she is willing to take the responsibility if the county will buy the books for her to do that. Mrs. Pallesen questioned if Cindy was doing the plan reviews as she sends everything she gets to Mr. Mott. Jack Lytle, Chairman of P&Z, stated that he prefers that the Commission does not delegate this to Cindy but back to the board as it is not the Commission's place to do that. Mr. Steglich stated that as an employee of the county it is the County Commission's direct responsibility to determine what she does with recommendation from the P&Z Board. Mr. Foote questioned if the Planning & Zoning Board is in charge of issuing building permits as this is only a review for issuing a building permit. Mr. Eudis stated that P&Z has the responsibility to determine that Planning & Zoning is correct for a proposed building or development and that it conforms with the master plan which is set up by the Commission. They are not a building dept., not engineers nor licensed as architects to review those plans. The county sets itself up for liability by having unlicensed people review plans and make decisions on those plans. Utah law requires for a commercial building permit that the plans contain

an engineer stamp and they now also require an architectural stamp by a licensed architect. There is also a need for a license number from a licensed contractor. There needs to be someone that determines that the application has gone to P&Z, meets the master plan, has both an architectural stamp and an engineer stamp and a licensed contractor. This takes the liability away from the county. Delta Plan One has been waiting for three weeks even after everything has been submitted. The issue of what steps have been completed and what needs to be done to complete this project was reviewed and discussed. There was discussion regarding Planning & Zoning scheduling an Emergency Meeting to deal with the issue. This matter will be tabled until it can be reviewed and to allow time for the Commission to contact Mr. Mott.

Motion by Mr. Blanchard to go into the regular session at 11:40 A.M. Seconded by Mrs. Perry, all in favor.

The matter of the need to hire an additional building inspector so that there can be two inspectors which would give options to call. Motion by Mrs. Perry for Mr. Blanchard to contact Aaron Eaton to serve the alternate building inspector. Seconded by Mr. Blanchard, all in favor.

Motion by Mrs. Perry to approve the minutes of June 4, 2013 as revised. Seconded by Mr. Blanchard, all in favor.

Motion by Mrs. Perry to approve the Open Invoice Report excluding the invoices from Smith Hartvigsen until next week. Seconded by Mr. Blanchard, all in favor.

Motion by Mr. Blanchard to approve the business license application as listed "a" through "h". Seconded by Mrs. Perry, all in favor.

Motion by Mrs. Perry to approve the contract between Daggett County and the U.S. Forest Service for additional paving on the Sheep Creek Loop Road as presented. Seconded by Mr. Blanchard, all in favor.

Motion by Mr. Blanchard to approve Resolution #13-12, AMENDED 2013 BUDGET as discussed. Seconded by Mrs. Perry, all in favor.

With regards to the question of the additional liquor license billing, motion by Mr. Mr. Blanchard to approve to charge for only one liquor license through the county business license not each state license. Seconded by Mrs. Perry, all in favor.

Motion by Mrs. Perry for the 2013 Retirement Rates to remain the same as last year not as was approved at the last meeting. Seconded by Mr. Blanchard, all in favor.

Motion by Mr. Blanchard to pay the invoice to the Bureau of Reclamation in the amount of \$325,119.57 to avoid accruing additional interest. Seconded by Mrs. Perry, all in favor.

Mrs. McKee provided information to the Commission regarding the Treasurer's Summer Workshop to be held in Uintah and Daggett Counties and invited them to attend the festivities on Thursday, June 27<sup>th</sup> and especially dinner at Collett's Mountain Resort at 6:00 P.M. that evening and to make a few statements about Daggett County.

Motion by Mr. Blanchard to recess the meeting at 11:50 A.M. until 1:00 P.M. Seconded by Mrs. Perry, all in favor. The regular meeting reconvened at 1:25 P.M. with all Commissioners present. Also present were Brian Raymond, Ed Eudis, Vicky McKee, Jack Lytle, and Stephen Foote.

Carl Mott, Building Inspector, was contacted by telephone but was unavailable so the Commission will make contact later. Mr. Foote stated that the Planning & Zoning should approve the entire plan for the facility for the four acres and he provided

information regarding Planned Unit Developments. The matter for the building permit for Delta Plan One was discussed and reviewed. After review and discussion, it was determined that Delta Plan One would make sure they provided the paperwork and documentation necessary to submit this matter to Planning & Zoning and the building inspector and Mr. Lytle would schedule a meeting as soon as they can get a quorum. The P&Z Board will review and approve the change from the one building to the two buildings and the plan for the four acres. Mrs. McKee will help with noticing the meeting and Mr. Raymond will do the plan review.

With no further business, the meeting adjourned at 2:18 P.M.

/s/ Vicky McKee

/s/ Jerry Steglich

/s/ Karen Perry

/s/ Warren Blanchard