

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, October 14, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present in person. Attorney Niel Lund, Sheriff Erik Bailey, and Clerk/Treasurer Brian Raymond were present in person. Auditor/Recorder Keri Pallesen was present online. The meeting was called to order at 9:04 am by Commissioner Asay.

Present In Person: Darin Johnson, Bret Reynolds of CIVCO Engineering, Mayor Sandy Kunkel, Harriett Dickerson, Trevor Brooksby and Terri Winn of Dutch John Town Council, and Amy McDonald Present Online: Kym Slagowski and Mechelle Miller

**Approve Minutes:** No minutes were available for review.

**Issue Updates:** Commissioner Asay gave the COVID-19 update and we have one case that is showing recovered. and it will probably stay that way. Uintah County has 103 recovered cases, 16 active cases and 10 are hospitalized for a total of 119 positives, Duchesne has 97 recovered and 11 active cases and 4 hospitalized and 1 death for a total of 118 positive cases. The Ute Tribe has 18 recovered cases, 7 active cases and 5 are hospitalized with 1 death and 24 total positive. In the Tri County area we have 214 recovered, 28 active and 19 hospitalized and 2 deaths for a 242 total positives. Total test of 12,875 tests and 10,096 different people tested, so some have had multiple tests. Uinta County, Wyoming has 365 recovered, 13 active, 66 hospitalized with 66 probable cases and 57 recovered of the probables, and 2 deaths. In Sweetwater County there are 365 recovered, 38 active, 19 probables with 17 recovered and 2 deaths. Moffatt 48 total positives with 1 death. The renewed state of emergency was discussed with comments from EMS Director Darin Johnson and Mechelle Miller. Corey Auger asked if the County was ready to recommend coming out of fire restrictions yet. Mr. Auger recommended ending the restriction, and it was discussed that the Forest Service still has their fire restrictions in place as confirmed by Sheriff Bailey. There was further discussion. Commissioner Lytle recommends to stay with the recommendations of what the federal agencies are doing. It was concurred.

**Citizen Comments:** Surplus of the old ambulance was discussed as presented by Sheriff Erik Bailey and EMS Director Darin Johnson. It will be added to a future agenda for discussion by the commission.

**Cash Summary:** The Cash Summary dated October 13, 2020 was available for review. Clerk/Treasurer Brian Raymond said the 3rd Quarter property taxes were received this morning, but are not reflected on the Cash Summary. Commissioner Tippetts motioned to acknowledge receipt of the Daggett County Cash summary dated October 13, 2020. Commissioner Asay 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 October 13, 2020 was prepared and presented by the Auditor/Recorder's Office. Questions regarding the register were discussed. Commissioner Tippetts motioned to approve the Open Invoice Register dated October 13, 2020 for the normal invoices in the amount of \$34,493.99. Commissioner Asay seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for October 3 - 13, 2020 was prepared and presented by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the

Disbursement Listing from Zions's Checking for October 3 - 13, 2020 in the amount of \$95,085.58. Commissioner Asay seconded the motion. All were in favor and the motion carried.

**Purchase Orders:** None were discussed.

**Correspondence:** Commissioner Tippetts said the Brown's Park Road (section through Sweetwater County, Wyoming) is being worked on next week and will be closed Monday, Tuesday and Wednesday. Commissioner Tippetts met with Mayor Coombs and Will Wright of UBAOG to review the CIB list. One item that was discussed was adding sewer to the Chettyville area. It was determined that both the County and the Town of Manila put it on their lists. It was discussed further. Commissioner Tippetts will report back to the commission as things develop. It was asked if there were any other projects to be added to the CIB list. Multi-family development was discussed as was fire/emergency services and a possible airport district. There was further discussion between Commissioner Jack Lytle and Attorney Niel Lund.

**Weekly Budget Review:** Commissioner Asay asked Auditor/Recorder Keri Pallesen to help set up times for departmental budget reviews. There was some discussion regarding each Commissioner's schedules. Possible meeting dates and times were discussed.

**Weekly Calendar Review:** Commissioner Lytle discussed water release into the Green River and some of his other appointments. Commissioner Tippetts discussed his regular meetings. A Public Hearing for the "local district" is scheduled for October 21st from 6-7 p.m. at the Commission Chambers. Hosting a Public Hearing for the "local district" in Dutch John was discussed as taking place in Dutch John on October 22nd. Commissioner Asay discussed his regular meetings.

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

**Discussion And Consideration Of EMS Equipment Purchase From Stryker Corporation:** Commissioner Asay turned the time over to Darin Johnson. Darin said the order needs to be placed today or it will be delayed a month as there is so much activity due to the CARES Act. Darin said he met with Keri yesterday and originally the \$57,000 from ½ Cares Act and ½ Rural Hospital Tax plus we have \$21,254 from the recent EMS grant so we currently have \$78,254 for the initial \$88,000 required payment. We need another \$9,746 and Keri suggested that we look at available CARES Act money. There is \$33,574.17 from the 1st and 2nd tranches. Darin recommended we use the remaining CARES money and knock down what will be owed next year. Commissioner Lytle clarified that the initial payment is \$28,500 from the Hospital tax and the \$21,254 from the EMS grant and the remainder from CARES to make the minimum payment. Plan B would if the CARES money is not needed for an emergency it could be used to pay down the balance in December. Commissioner Tippetts motioned to approve the initial payment from the funds discussed and said there is CARES money might be available from the Towns if we had a Memorandum of Understanding (MOU). It's not known the status for their CARES money, so we need to reach out to them. Niel would need to tie in with an MOU. Commissioner Lytle seconded the motion. Trevor Brooksby said Dutch John Town Council had talked about this on Monday, but no decisions were made. There was discussion of helping out EMS, but there are still lots of unknowns. Darin was willing to talk with the Mayors about an MOU to use any unneeded CARES Act funds for EMS. Darin recommended signing the contract and moving forward. Attorney Niel Lund had read the contract and said he didn't see anything outlandish and it's within a State Contract. Commissioner Tippetts restated his motion to sign the contract with Stryker for the Ambulance

equipment and approve a purchase order for a payment of \$88,000 with a split of \$57,000 from CARES Act and Hospital Tax, plus \$21,254 from an EMS grant and the final balance from Cares Act funds. Commissioner Lytle seconded the motion. All were in favor and the Contract was approved. It was noted that if we get the third tranche it can be used as available. Darin recommended signing two copies as they want an original.

Commissioner Lytle asked about the Search and Rescue effort over the weekend and the Sheriff responded that the person was found and gave some additional details. He is working on a letter of Thanks for the Uintah County Search and Rescue Team for their assistance.

There was discussion on a new Emergency Declaration for COVID, so that needs to be on the agenda for next week. The 30 day one required in code has been done and we should be good, but the powers that be would like it to be regularly updated.

There was a truck and trailer that went off the road in Birch Creek with horses and it was a challenge to get everything out, but it finally got done.

**Discussion And Consideration Of Airport Updates:** Commissioner Asay turned the time over to Bret Reynolds of CIVCO Engineering and he thanked the Commission for their selecting CIVCO as the Engineer of Record. There was discussion regarding the contract and it will be on next week's agenda. Bret said he would work on it with Niel for next week.

The Dutch John Pavement Preservation was over budget and the state approved the additional funding coming from the Apron Expansion project. He has sent out the notice of award and included the updated ACIP in the packet for today. The amount taken from the Apron Expansion may cost a parking space, but it's already in the budget. Commissioner Tippetts noted the need to move these items to the 2021 Budget. There are two types of Crack seal and one is the normal and the other is for the larger cracks which is a heavier mastic. Schedule A and B had the same crack sealing in it, but Schedule B had a stronger surface sealer, which was more expensive and was not approved. If the crack sealer does not work there may be a need to redo the surface. Trevor asked about the Apron expansion and he has been asked about doing rentals and power to the apron. Nobody knew the answer, but it was thought this is good discussion and should be part of the airport plan. Bret said The State and FAA encourage entities to take a look at every square foot of space and see how you can increase revenues. The dirt runway needs to be examined as part of the plan. Bret turned the Bid documents over to Clerk/Treasurer Brian Raymond.

The Manila Lighting Project is closed out finally and the last payment was approved today. The AWOS has been installed and is 90% functioning. The FAA is on a 57 day cycle and a phone line is needed, so it will be available in the end of December for online and phone usage. When it gets active we would like to get that on the website so people can see what the weather is like here in Manila. Bret is working on the bill and will withhold the retention until everything is approved. This should be closed out by the end of the year. Bret said the Instrument Landing approach has been on hold waiting for the AWOS to get completed. It will be GPS daytime first then night time next. It's too late in the season, so we will have time to get ready for next summer. We need to consider updating the Manila Master Plan and the fencing is an issue that needs to be considered. Commissioner Tippetts asked if Aeronautics participates in building pads for hangers and Bret said he would have to look into that. If Search and Rescue would take their stuff out it would make that hanger available for rental. The phone line application was put in by Commissioner Tippetts and that should be done this week or early next week. The FAA may pick up the AWOS maintenance fees, but more discussion is needed, so Bret will follow up on that.

**Closed Session For Possible Purchase, Exchange Or Lease Of Real Property:**

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

Commissioner Tippetts motioned to go into Closed Session for the discussion of the possible Purchase, Exchange or Lease of Real Property at 11:30 am. Commissioner Lytle seconded the motion. All were in favor and a Roll Call vote was taken: Commissioner Matt Tippetts voted "Aye", Commissioner Randy Asay voted "Aye", Commissioner Jack Lytle voted "Aye", so the motion carried.

The Commission came back in Open Session at 1:55 pm with a motion by Matt Tippetts, which was seconded by Commissioner Lytle. All were in favor and the motion carried

**Discussion And Consideration Of Possible Sale of Land and Facilities To Town Of Dutch John:** Commissioner Lytle welcomed and thanked the Town Council for their involvement and motioned to move forward with the preparation and legal procedures to transfer land and facilities to the Town of Dutch John including the Dutch John Cemetery, the Big Lawn, the Civic Block which includes the Conference Hall, Old Courthouse/Post Office, the new firehouse and 10 acres as identified by the Town of Dutch John. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Niel Lund said he would reach out to Attorney Dennis Judd to finalize this. Mayor Kunkel thanked the Commission for this.

**Discussion And Consideration Of Approval Of Cemetery By-laws:** Commissioner Asay asked if Niel did this and he said he was involved. It was tabled while waiting for Jesse Platt to join the meeting.

**Discussion And Consideration Of Replacing Displaced Section Corner For Sections 17, 18, 20 and 21 Township 3 North, Range 20 East:** Brianne and Kym Slagowski came into the meeting and said Ray Ruble accidentally displaced it and put it back, but it's off. It needs to be fixed because this is a major corner. Bart Jensen was contacted and he will be getting back to us with a quote. The Bob Ford survey accounted for this when they did the survey. It was felt Ray should be responsible for paying the cost. Should the monument be pulled so nobody uses the wrong information. It was recommended that Brianne contact the surveyor and get his recommendation. Brianne will send Bart an email and cc the Commission so everyone gets the information.

**Discussion And Consideration Of Approval Of Cemetery By-laws (Cont'd):** Jesse Platt was called and he came into the Commission. Commissioner Tippetts motioned to approve the Cemetery by-laws as there weren't any previously. Commissioner Lytle asked if it specifies which Cemeteries are included and it was open to those owned and operated by the County. It does specify two individuals from Dutch John. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Surplussing Computer Equipment - HP 4300 Ci3 Desktop Computer (No Tag), 3 UPS Power Supplies (Tag #02883 and 2 without Tags), HP Laserjet Pro Printer (Tag #3644):** Commissioner Lytle motioned to approve the surplus of Computer equipment listed as e-waste. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Proposed Local District And Possible Towns Participation:** Commissioner Asay asked if there was anything to bring up. The Town of Manila

had a meeting and the Town of Dutch John had some people attend. Commissioner Asay said Darin felt it was fairly positive. Trevor Brooksby said there are still lots of questions and some of those details may not even be known yet. The details change depending on which entities participate. It seems people see the benefits, but he wasn't sure everyone was willing to be partners yet. Niel said he was willing to work with the Towns on this. Trevor thought a collaborative Q and A session for all entities could be held and it could be on or off the record. There was a question that if the Towns did not join at first they would be at a disadvantage if they decided to join later. Commissioner Tippetts was willing to craft the language to make it easier for the Towns to join at a later time. Niel Lund said that the County is out once the board is formed and the board negotiates with the other new entities on their terms of participation. Both towns are close to seeing the benefit of being involved. Trevor brought up that the Town of Dutch John/County Fire agreement is coming due at the end of December, so will there be negotiation with the County or the District. Either way we need to start thinking about this. Commissioner Lytle suggested that we extend that for a period until we know whether or not there is a district or not.

There was additional discussion of procedures for the Towns getting involved and the charter and areas of representation for board members were all briefly discussed. The unincorporated area of the County is fairly high compared to the area of the towns, while population is the opposite. Commissioner Tippetts said that the equal representation makes sense, so that no entity has the deciding vote. Greendale and Brown's Park might have separate representatives from the unincorporated area on this side of the lake. Having a working and staffed ambulance in Dutch John would be huge. Mrs. Marquiss in Dutch John is a nurse, but still would have to take the test or whatever is required to get set up to help. It wasn't clear if he had her name or not. Darin has come in without the biases and Trevor said he is the same.

Commissioner Lytle asked if we could set up to do more towards setting up the Economic Development in Dutch John now that we know they are going to continue. Commissioner Tippetts said we need to get our new airport engineer and surveyor working on this. There was some effort to get the airport defined and that never got finished. Maybe we should get a bid on that? There was discussion that it may already be funded. Trevor asked about relocating the water plant access road, especially if it needs to be fenced. He suggested the road be where the water line right of way exists.

Commissioner Lytle motioned to adjourn at 3:10 pm and Commissioner Tippetts seconded the motion to adjourn. Commissioner Asay asked about the last discussion and Commissioner Tippetts was going to talk with Bret and keep the Commission in the loop. Following that discussion everyone was in favor and the meeting was adjourned.

/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

