

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, September 29, 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. Sheriff Erik Bailey, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were present in person and Auditor/Recorder Keri Pallesen attended by electronic means and in person. The meeting was called to order at 9:10 am by Commissioner Asay.

Present electronically: Kym Slagowski, Trevor Brooksby; Present In-person: Bart Jensen and Martin Pierce of Jones and DeMille Engineering, Terry Wright, and Troy Ostler of CIVCO Engineering

Approve Minutes: Commission Meeting minutes for September 22, 2020 were available for review. Commissioner Asay said a question he had asked on page 2 didn't seem clear. Mr. Raymond adjusted the wording. Commissioner Lytle motioned to approve the September 22, 2020 Commission Meeting minutes as amended. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Issue Updates: Commissioner Asay asked about the updates. Commissioner Tippetts talked with several people about the jail and has a plan to go into the legislature this year in preparation for the next legislative session. He also reached out to Nate Worthen who wanted to know when the Commission wanted him to attend. Next week will be the meeting in Dutch John, so maybe the following week would work. Commissioner Asay said we met with Blake Moore the Republican candidate for Congressional District 1 and he was informed of the jail situation. Commissioner Lytle said he met with him also and addressed his knowledge of Public Lands issues. The Forest Plan revision is a big issue as the National Recreation Area is a jewel in the crown of the Forest, but it's not being treated that way. There is work to do on his education. His debate was on Friday. Daggett County and PILT were brought up during that debate, so that was a good sign.

Commissioner Lytle also brought up some info about the increases in dues for UAC that are coming up for the smaller counties.

Commissioner Tippetts talked with Victor Iverson about the water being available for lease. Commissioner Lytle said he may get the nod to be the USACCC chair next year as he is the vice chair this year. Nothing is for sure.

Commissioner Asay gave the COVID-19 update and we are still showing one case and it will probably stay that way. Uintah County has 102 recovered cases, 8 active cases and 10 are hospitalized for a total of 110 positives, Duchesne has 96 recovered and 11 active cases and 4 hospitalized and 1 death for a total of 107 positive cases. The Ute Tribe has 16 recovered cases, 8 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 12,371 tests and 9,728 different people tested, so some have had multiple tests. Uinta County, Wyoming has 273 recovered, 13 active, 66 hospitalized with 66 probable cases and 57 recovered of the probables, and 2 deaths. In Sweetwater County there are 315 recovered, 8 active, 19 probables with 17 recovered and 2 deaths. Moffatt 42 total positives with 1 death. Commissioner Lytle thanked Commissioner Asay for the info and his participation on the Tri-County Health Board.

Commissioner Tippetts said he discussed the Local District formation as he met with Gretchen Northcott yesterday and the Town Council is at all different stages but it is moving forward and the Mayor spoke with all the Commissioners and he felt like there was some common thought to be involved, but not exactly sure how at the moment. Commissioner Lytle said changes are coming

to the Dutch John Town Council, Planning and Zoning and the Fire Department, but nothing has been confirmed in writing yet.

Citizen Comments: Commissioner Asay opened it up for comments and none were given.

Cash Summary: The Cash Summary dated September 25, 2020 was available for review. Commissioner Lytle asked about the Zions account having enough money and Mr. Raymond said we were okay for this week, but he may need to move some next week. Commissioner Tippetts asked about taxes and Mr. Raymond said the next disbursement would be around October 10th. Commissioner Lytle asked about the CARES Act funding and where we are at on that. Commissioner Lytle asked about the Economic Development Grant funding being used for an economic development as it is in Tooele County. The Weed Department is looking good, but according to Commissioner Tippetts it is still in the building mode and preparing for the winter months and the loss of funds that were budgeted and taken away. Commissioner Lytle spoke to Fund 28 and it seems to be holding its own. The water rate study was discussed briefly. It shows there is the ability to build in a replacement fund with the new rate. It's possible that the effort is to help do a CIB grant for some needed improvements so it may have been part of that process. Trevor Brooksby said the improvements are not on the 1 year list and so we can't do anything until that is changed. Commissioner Lytle thought that maybe UBAOG could help with that. Commissioner Lytle motioned to acknowledge receipt of the Daggett County Cash summary for all bank accounts dated September 25, 2020. Commissioner Tippetts 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 September 25, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated September 25, 2020 for the normal invoices in the amount of \$27,853.18. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for September 19, 2020 through September 25, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the Disbursement Listing from Zions's Checking for September 19 - September 25, 2020 in the amount of \$115,636.15. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Purchase Orders: Commissioner Lytle asked about the backhoe and there should be one done even though it is a state bid. Keri went to check on that. Commissioner Tippetts recommended doing that during the discussion and consideration. The Sheriff brought in a purchase order for dispatch fees in the amount of \$9,861.00. Commissioner Lytle motioned to approve the purchase order for dispatch fees in the amount of \$9,861.00. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Asay for anything else since several items were discussed already. Matt Lucas has a Mylar that does not have easements built into it so the Attorney was questioned if that was okay and the commitment is to provide water and sewer but not the connection as that will be his responsibility. The Satellite Port that Stuart and Ginger would be willing to have them come out. We haven't had much discussion on this but they could provide us with information.

The Drinking water fines were brought up and briefly discussed. Fines would be assessed when there are deficiencies. We have deficiencies and we have to address those and see what we can work out with Drinking Water. We got an email from Mechelle Miller this morning to cancel the training this afternoon and she proposed a new date: the 20th of October from 2 to 5 pm. That would work for Commissioner Tippetts, but Commissioner Lytle said it would be difficult, but he would try.

Calendar Review: Commissioner Tippetts said there is a BOE meeting for Thursday at 1 pm and the 8th is our next Economic Development meeting at 4 pm. Auditor/Recorder Keri Pallesen noted that that person has requested to move to Tuesday, the 6th when there is another BOE already scheduled. Commissioner Tippetts thought that would be appropriate. Timing was unclear as there were multiple lots for each person. The first is at 9:00 am and there are two applications, so the next could be a half hour after that or even 45 minutes including 15 minutes in between. The Budget work meeting will be immediately afterwards.

Correspondence (Cont'd): Commissioner Lytle asked about the cross appeals that we keep getting information and are we considering appeals. Some do not make a big difference and the cost is not worth the potential reward. There was a question if we should be agendaizing them to discuss them, but Tom Peters and Niel are reviewing them and handling it if it's needed. Keri said that Centrally Assessed can be very significant.

Calendar Review (Cont'd): Commissioner Lytle has a CIB Board meeting on Thursday and Public Lands meeting on the 2nd.

Policy and Legislation Items:

Introduction of the new EMS Director Darin Johnson: Sheriff Bailey said after a long process has hired Darin Johnson. Darin said he is from the Salt Lake Valley. He is excited to be taking over and working with the State and County to get EMS back to State expectations. The Special Service District has good potential if it gets approved. He will work with past participants to see if they will be able to help out. There are grants that can be used to help. The District will be helpful to attract people and give them options. He has a two year old daughter and wife and they enjoyed living in a small town in Colorado. He and the Sheriff will work with Dutch John after seeing what is going on with call volumes and locations and we will have to work together with the fire services. Darin was welcomed by the Commissioners. The Sheriff picked up the boat on Friday and it should work out good. Darin and the Sheriff took off. A five minute recess was taken at 10:28 am. The commission came back into session at 10:35 am.

Terry Wright reported to the Commission on his efforts to move things forward for sewer improvements in the County, while the RFPs were being opened. Aaron from Sunrise Engineering is helping with things and Darren Brown of Tri-County Health has some input that could be helpful.

Opening of RFP For Airport Engineer of Record: Clerk/Treasurer Brian Raymond opened the RFPs and noted that there were 3 proposals received in time: Jones and DeMille Engineering, CIVCO Engineering, and Uintah Engineering and Land Surveying. Commissioner Lytle disclosed that he has a son that works for Uintah Engineering, but not in a management role. Commissioner Lytle asked if there was a scoring sheet or what is the process for reviewing this. Commissioner Tippetts suggested that we review these offline and then have an interview process as he wouldn't be comfortable in making a decision today with the amount of information that needs to

be reviewed. We have information in the packet of how they were to apply and how to score/. We need to move forward in a timely manner and a work meeting this afternoon was discussed since the NIMS training was cancelled. It would help to have the information consolidated. It needs to be done as timely as possible. Attorney Niel Lund noted that the Surveyor could be tasked with Engineering services. The engineers were thanked for their efforts to prepare their proposals. The Commission will convene a work meeting this afternoon after the Commission meeting is completed.

Discussion And Consideration Of Possible Intent To Increase Taxes In 2021:

Commissioner Lytle asked Keri Pallesen if we had a rate and she replied that we are at .000686, which is the highest Assessing and Collecting (A&C) rate in the state. Commissioner Tippets thought that we were collecting about \$207,000, but that seemed a little high. Keri determined that last year we had received \$130,000 for A&C. Last year the Commission approved a budget that included a full time position that was not filled. There is not a maximum mill rate, but we are currently the highest in the state. Iron County has the lowest rate for Assessing and Collecting. There was discussion that raising the A&C rate up to cover the costs could lower the rate for General. Commissioner noted that on the website the County has the highest overall tax rate. It is difficult to meet all the unfunded mandates with the limited number of taxpayers we have. Keri pointed out that State Code requires an entity to notify the County legislative body that they intend to increase the tax by October 1st, which is why this is on the agenda. One consideration is by raising taxes it could be a negative influence on any growth in the area. The RDA was brought up and discussed how the tax increment financing fits into the whole scheme of things. Raising taxes can be a disincentive for growth which is needed.

Commissioner Lytle motioned to go forward with the intent to increase the assessing and collecting rate for 2021 knowing there is still a lot of work to do. The motion is to keep the door open and is far from the final motion on this issue. The bond getting paid off would help lower the rate. The different rates were examined and discussed. The creation of a local district has the potential of another new tax of up to .0008. We are solvent, we have savings, but we have some new expenses, but there are options and we can look at tightening the belts. He would like to see the money reallocated to show where it is being used. Keri thought you could reallocate the tax rates without going through truth in taxation if it doesn't increase the overall rate, but she wasn't sure so she was asked to check into it. Commissioner Tippets asked about any items that are going over budget. Keri did not have concerns, but said EMS would need to be watched, but so far that account has only spent about 1/3 of its budget. The CARES act money needs to be spent or we will have to give it back and there may be some more money available from the State for EMS. Commissioner Lytle said the motion keeps the door open, but doesn't mean we have to actually raise the tax. Commissioner Tippets was not willing to second the motion as he felt there were ways to solve the issue. Commissioner Asay would not second the motion, so it died for a lack of a second and it will be a year before we can have this discussion again. Commissioner Asay said there is now no intent to increase taxes for 2021.

Discussion And Consideration Of Property Fee Schedule Update: Commissioner Tippets asked if we had the old fee schedule. Mr. Raymond thought that this was the new schedule provided by the IT Director. Typically we don't charge states or other local governments. Keri thought the only thing that changed was the subscription fee and the current Recorder Fee schedule is on the website. Commissioner Asay said the copier is having problems so maybe we need to charge more so we can get a new copier. There was more information on the GIS page and the subscriptions have been added and the other new addition is the customization at \$30/hr. Commissioner Tippets

motioned to approve the fee schedule update provided in the packet. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Awarding Airport Engineer of Record Contract:

Commissioner Tippetts motioned to table this until at least next week. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Awarding RFP: Troy Ostler of CIVCO Engineering was present in Bret Reynolds stead. There were two bids received prior to the deadline. The first bid opened was from Maxwell Asphalt and Schedule A the bid was \$262,042.35. and the bid for Schedule b is \$365,508.75. The Second bid received was from Straight Stripe and their bid for Schedule A was for 255,636.55 and they did not bid on schedule B. Commissioner Lytle asked what the difference is between Schedule A and B and Schedule B is a heavier seal. Both bids are over budget. State Aeronautics has been working with Bret on this issue. Straight Stripe just completed this process on the Roosevelt Airport and CIVCO was able to go see their work. Maxwell products does this all over the state and they are very qualified. Mr. Ostler excused himself to review the proposals.

Discussion And Consideration Of Daggett County Airport Liability Proposal: The proposal from Gallagher through Old Republic Insurance Company was provided in the packet. This was liability insurance for claims against us and not to cover our costs. Page 10 showed last year versus this year's proposal and Page 14 and 15 detailed the proposal and options requested. It was discussed that this is liability insurance only and not property insurance. Commissioner Lytle motioned to be consistent with last year's policy including the TRIA premium for 2,566.00. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. A short recess was taken shortly after 12:15 pm.

Discussion And Consideration Of Awarding Dutch John Airport Pavement Project:

Troy Ostler had reviewed the bids and in checking the bids from the Straight Stripe there was an error in their calculations. It would be CIVCO's recommendation that if State Aeronautics approved that we award the contract to Maxwell Asphalt.

Commissioner Lytle motioned conditional on State Aeronautics approval that we award the contract to Maxwell Asphalt Contracting for Schedule A or B depending on State Aeronautics approval and recommendation. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Surplus Samsung Monitor Tag #3855: Commissioner Lytle wasn't sure what "not working" meant and he thought a little more information would have been helpful. This will be tabled until we can get more information. Is it old, unrepairable, or what? Kym Slagowski walked by and was asked about this and she explained that it does not communicate with other computers and will be e-waste. Commissioner Lytle motioned to approve the surplus Samsung Monitor with tag #3855. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Property Records Fee Schedule Update (Cont'd):

Commissioner Asay asked Kym about this since she was here. The only thing changed was \$10 a month subscription to \$600 a year.

Discussion And Consideration Of Lease Purchase Agreement With Zions Bank For \$77,942.42: Commissioner Lytle asked if we needed a Purchase Order and Keri Pallesen said the policy only requires a written contract approved in an open meeting. Financing is different than the purchase contract. The motion to go forward with the purchase was previously approved and this is the financing. The Resolution is required by Zions, but maybe it's required by code since we are doing a lease purchase. The 8083 GC is required by Zions to get us to sign it. Trevor and Keri have done the homework to get to this point. The vendor is delivering tomorrow contingent on the Commission's approval. There is a requirement for accepting delivery that will need to be completed when it is delivered. The Checklist shows page F-1 is a delivery and acceptance certificate. Trevor will sign that when it's received and Niel thought that was fine. There is an interesting note that we have to go directly to the vendor if there is an issue. There was a question on the first whereas, and Niel reviewed that and read it out loud. There was a question on what to approve first.

Discussion And Consideration Of Resolution 20-11: A Resolution Approving The Form Of The Lease/Purchase Agreement With Zions Bancorporation And Authorizing The Execution And Delivery Thereof: Commissioner Lytle motioned to jointly approve Resolution 20-11 while approving the Lease Purchase agreement with Zions Bancorporation and authorizing the execution and delivery thereof as well as the lease purchase agreement with for \$77,942.42 for the purchase of a backhoe. The interest rate is at 2.51% and the maturity date is October 8th of 2025. The annual payment is \$16,781.69 due on October 8th of each year. The vendor is delivering ahead of payment. Keri said she will need the complete document signed before next week so she can get the check out as required. Trevor asked about getting a printed copy of the acceptance form. Commissioner Tippetts seconded the motion to jointly approve the resolution and lease purchase agreement. All were in favor and the motion carried. Commissioner Asay asked if the backhoe could be used to dig a grave in Dutch John and it was thought that it could, but there would probably need to be a charge, just like in other situations. Unfortunately, there is the possibility of needing to dig a grave in Dutch John in the near future.

Closed Session For Possible Purchase, Exchange Or Lease Of Real Property: No closed session was needed today.

Commissioner Tippetts motioned to adjourn at 1:10 pm and Commissioner Asay seconded the motion. All were in favor and the meeting was adjourned.

s/ Brian Raymond
Clerk/Treasurer_Brian Raymond

/s/ Randy Asay
Commissioner Randy Asay

/s/ Jack Lytle
Commissioner Jack Lytle

/s/ Matt Tippetts
Commissioner Matt Tippetts

