

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, November 10, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioner Matt Tippetts was present in person and Commissioner Randy Asay was present electronically. Commissioner Jack Lytle was excused. Attorney Niel Lund and Clerk/Treasurer Brian Raymond were present in person. Auditor/Recorder Keri Pallesen was present online and in person. The meeting was called to order at 9:02 am by Commissioner Tippetts.

**Present In Person:** Chuck Bennington, Thompson Davis and David Orr **Present Online:** Darin Johnson, Corey Auger, Mayor Coombs of Manila, Mechelle Miller, and Kym Slagowski

**Approve Minutes:** Commission Meeting minutes from the September 15 and November 4, 2020 meetings were available for review. Commissioner Asay motioned to approve the minutes from the September 15, 2020 meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Asay motioned to approve the minutes for the November 4, 2020 meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Issue Updates:** Commissioner Tippetts said we had a Closed Session meeting last week with our Realtor regarding the Jail and each Commissioner has some assignments they are working on to move this forward and solve this issue.

Commissioner Asay was asked if he had the Covid numbers and he did not. Attorney Niel Lund found some and said Uintah County has 152 recovered and 251 active cases with 403 total positive cases and Duchesne County has 136 recovered cases, 120 active cases, 2 deaths and 258 total positive cases. The Ute Tribe has 40 recovered, 45 active and 1 death for 86 total cases. Tri county has a total of 329 recovered cases, 416 active and 748 total cases there have been 13,247 people tested. It shows 1 recovered in Daggett County, which is the false positive. The numbers are still going up and the Governor's Statewide Mask mandate is in place and we need to be vigilant.

Attorney Niel Lund said there haven't been any protests filed yet, but there is a need to get the Resolution ready for the December 22nd. We need to get it ready so it can be passed and sent to the state. It was added to the agenda for next week for discussion.

Keri Pallesen asked about the Statewide Mandate for Masks and how the Commission wants to implement the mandate. We are supposed to have our employees wear them when in public and post the requirement on the doors. Bret Reynolds mentioned that we need to update the website and Kym was asked if she could take care of that but she did not respond. Darin Johnson was involved in the discussion and the Sheriff's Office has a large supply of reusable washable masks. Brian Raymond mentioned there are masks on the table near the motor vehicle office. Darin also mentioned there is a fogger that can be used if anyone tests positive to clean the office. Mechelle Miller had sent an email to Niel that was forwarded to Keri so she could get it out to everyone. The Order is good until the 23rd of November, but plan on it going longer. Jesse Platt has masks that could be used also.

**Citizen Comments:** No citizen comments were given.

**Cash Summary:** The Cash Summary dated November 9, 2020 was available for review. Commissioner Tippetts noted that property taxes are coming in and Mr. Raymond said they are keeping the Treasurer's Office busy. Commissioner Asay motioned to acknowledge receipt and

review of all bank accounts as of November 9, 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 November 6, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Asay motioned to approve the Open Invoice Register dated November 6, 2020 in the amount of \$33,702.99. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for October 31 - November 6, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Asay motioned to acknowledge the receipt of the Disbursement Listing for October 31 - November 6, 2020 in the amount of \$136,780.80. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Purchase Orders:** The Commissioners were not aware of any Purchase Orders.

**Correspondence:** Commissioner Tippetts said based on the conversation on the Jail last week, he has left a message with our State Representative Kera Birkeland. He has had some correspondence concerning the Utah FLAP projects. The Scoping meeting for the Red Creek project was rescheduled for the 18th of November at 9 am. Bret Reynolds said they are supposed to be preparing meeting notes from the last meeting. The LEPC meeting for November is cancelled. It was asked if we had heard anything regarding the Utah Association of Counties (UAC) Conference scheduled for next week. Mr. Raymond wondered if they were still wanting the gift that they had sent some correspondence out about. There is a UBAOG meeting this Thursday the 12th according to Mayor Coombs and it has a virtual option, which Commissioner Asay said that he would attend virtually. Commissioner Asay explained that his grandson's mother tested positive after attending the Wyoming State Football playoffs and so he and Lesa are self quarantining until they get tested later this week. Commissioner Asay requested that the Clerk use his stamp for the Invoice register and the Disbursement Listing.

**Calendar Review:** No other discussion was needed

## **Policy and Legislation Items:**

**Discussion And Consideration Of 2020 Participation Commitment And 2021 Participation Commitment Amount For Utah Cooperative Wildfire Program:** Commissioner Tippetts turned the time over to Corey Auger from the Fire Warden's Office. The amount is the same as last year and can be done as in kind and doesn't have to be cash. You can use what public works is doing in conjunction with the fire department. Other uses could be added fire hydrants or mitigation around the landfill, etc. The Towns have their own agreements for what they do. Corey said this can be tracked online on the CWS website and he is willing to help prepare this and it is due by the end of February. Mayor Coombs said the Town Council meeting on Thursday will be virtual and they have a Public Hearing at 5:30 pm and Corey and Mechelle will probably be on at about 6 pm. Commissioner Tippetts asked how we have done this in the past. All the time spent on the CWPP this past year is usable for this and the FEMA rate for volunteers is \$25 an hour. All the time Kym put into the CWPP can be logged and counted toward the required match. Kym was asked if she could help pull this together and was given information on how to put it into the CWS website. She thought she had an account but wasn't 100% sure. The signed agreement is pre-signed by his

administration and unless it is time sensitive we could wait until last week. Commissioner Tippetts thought it would be good to fill it out before getting it approved and signed at next week's meeting. Corey said he would bring up the original next week.

Commissioner Tippetts motioned to table this until next week until we can get the information filled out. Commissioner Asay seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Approval Of Contract For CIVCO Engineering For The Dutch John Airport Apron Expansion Project:** Commissioner Tippetts thought this was in the packet. Bret Reynolds said the form had been submitted to Aeronautics and they approved it and now the Commission needs to review it and approve it. A copy was sent to Niel and Brian last week, but Niel had not had a chance to review it yet. The Scope, project description and cost were the items that were changed. Niel reviewed the contract and was okay with it.

Commissioner Asay motioned to approve the Engineering Contract with CIVCO Engineering for the Dutch John Airport Apron Expansion project. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Bret said he would get two signed copies for the Commission to sign.

**Discussion And Consideration Of Approval To Submit To Division Of Aeronautics For Manila Airport Instrument Landing Approach:** Bret Reynolds said this had been reviewed and discussed and was now ready to move forward with the completion of the AWOS project. Keri Pallesen was asked for comments or concerns but was unable to respond. Commissioner Tippetts said he had seen this line item in the Tentative Budget passed last week.

Commissioner Asay motioned to approve this project scope and get it submitted to the State. Niel did not see anything that concerned him and there will have to be a contract signed once it is all approved.. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Bret said he would get it submitted.

**Discussion And Consideration Of 2020/2021 Annual Contribution For Tri County Health Department:** Commissioner Tippetts postponed this as it is not 10:30 yet and there was discussion that Jordan Mathis was planning on attending. We also have a Board of equalization at 11:00 am.

**Discussion and Consideration Of Letter of Support For An Easement On School Institutional Trust Land Administration (SITLA) Lands For An ATV Trail:** Commissioner Tippetts turned the time over to Thompson Davis and he explained that they had been working on this agreement for several years and they have SITLA's approval and now need a letter of support for the easement to be given to the Forest Service. He would like the Commission to write a letter supporting the Forest Service taking over the easement before they meet with the Forest Service. Commissioner Tippetts said there are places where the trails cross County or RDA land and they are existing and being used already according to Thompson Davis. Commissioner Tippetts was worried that this could limit possible future development. The attorney said this is just a letter of support and doesn't create any legal requirements. Thompson pointed that there is access off of Hwy 191 and a couple of gates would be opened that aren't currently open and so this doesn't require an easement on County land.

Commissioner Asay motioned to send a letter of support to SITLA supporting the easements for the Dutch John Mountain trail. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Surplussing To E Waste HP LaserJet 1536 #36445 and HP Wireless AP 420 Tag #02645:** Commissioner Tippetts noted they are not functioning based on information in the packet.

Commissioner Asay motioned to surplus to e waste items with tag #'s 36445 and 02645. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Surplussing The Old LifePak 15V1V2 For Trade-In On The New LifePak15V3 Equipment:** Commissioner Tippetts asked Darin Johnson for input. He said we had previously agreed to send these items back to Stryker and this was just formalizing it. Commissioner Asay motioned to surplus the LifePak 15s so they could be returned to the vendor, and the LifePak 12s to e waste. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Surplusing Ambulance #3: A Ford 1997 Ambulance and The Associated LifePak 12 to E Waste:** Commissioner Tippetts asked Darin Johnson for input. Darin said the Chassis was the most valuable part of the ambulance and the box could be removed if needed. Commissioner Asay said Jesse has been looking for a chassis for the dump truck, so maybe we don't want to specify the use. Commissioner Asay motioned to surplus the Ambulance #3 the Ford 1997 with no specific use at this time. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Darin Johnson updated the Commission that some of the equipment had been received and some is online and has already been used and the rest will be coming online tomorrow. It's very exciting. He also said he has a couple of prospects for volunteers, and he is doing an outreach to the schools this Friday or next.

**Discussion And Consideration Of Memorandum of Understanding With Town Of Manila For EMS Payment:** Niel Lund asked the Mayor if he had any paperwork. The Mayor had not received anything from his attorney, but he had talked with Keri Pallesen about this yesterday. Niel had reached out to others on this but has not heard back yet. Niel wanted to make sure that we do it correctly so that it is done in accordance with CARES Act regulations. The Town has received the money already and forwarded it to the County. The Mayor said the Town may need to bill the County for some of that money for the COVID study at the sewer ponds. The Town's next meeting is Thursday and the next meeting after that is December 12th. Commissioner Tippetts was concerned about the timing, but wasn't sure of the required dates. The State did not provide a very helpful response when questioned, so it is still up in the air. Commissioner Tippetts would like to see something in writing even if it is simple so we are all covered. Commissioners thanked the Mayor for his support and let him know that the new LifPaks are what we are using this money to purchase and they have been received.

Commissioner Tippetts motioned to table the MOU until next week. Commissioner Asay seconded the motion. All were in favor and the motion carried.

A short recess was taken at 10:29 am and the Commission came back into session at 10:34 am to meet with Jordan Mathis of TriCounty Health.

**Discussion And Consideration Of 2020/2021 Annual Contribution For Tri County Health Department:** Commissioner Tippetts turned the time over to Jordan Mathis who explained that they are changing the way they are assessing requests for funding. The change in population for Daggett County was a drop of about 100 people and to reduce the overall budget by 12% and Daggett County's portion will drop to about \$15,000.

The 2nd proposal would be an adjustment in the Interlocal agreement to delineate how this will be implemented due to the changes in population. The proposed changes to the County appropriation information was read by Jordan Mathis. Commissioner Tippetts clarified that there are three opportunities for review or change and Jordan said the fourth option would be if a county meets with the other counties in order to make a needed adjustment. It's not locked in but requires dialog if there is a need for change. The interlocal agreement isn't on the agenda this week, so it needs to get approved before December 2nd according to Jordan. The population may trigger a look, but doesn't require it so the contribution for the next five years would be set.

Commissioner Tippetts motioned to accept the 2020/2021 Annual contribution for Tri County Health Department from Daggett County at \$15.40 per resident for a total of \$15,418.72. Commissioner Asay seconded the motion. All were in favor and the motion carried. We will put the agreement on the agenda for next week at 10:30 am.

**Closed Session:** We have a requested Closed Session and there is a BOE at 11 am. Thompson Davis thought he could be done by 11 am. Commissioner Tippetts motioned to go in and out of RDA. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Commissioner Asay motioned to go into Closed Session at 10:50 am for the purpose of purchase, exchange or lease of real property. Commissioner Tippetts seconded the motion. A Roll Call vote was taken and Commissioner Asay voted "Aye" and Commissioner Tippetts voted "Aye". The motion carried.

The Commission came back out of Closed Session at 11:26 am. Commissioner Asay motioned to go back into Open Session at 11:27 am. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Asay motioned to adjourn the meeting at 11:40 am.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_