

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, December 1, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioner Randy Asay was present in person and Commissioners Matt Tippetts and Jack Lytle was present electronically. 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 9:07 am by Commissioner Asay.

Present In Person: Jordan Mathis Present Online: Bryan Meier, Aaron Averett, Martin Pierce, Ron Winterton, Darin Johnson, Corey Auger, Mechelle Miller, and Kym Slagowski

Approve Minutes: No minutes were available for review.

Issue Updates: Commissioner Asay had the COVID updates today. Daggett County has 1 recovered and 5 active cases and no deaths for a total of 6 positive cases. Duchesne County has 294 recovered, 223 active cases with and 4 deaths for 521 total positive cases. Uintah County has 358 recovered cases, 450 active cases and 2 deaths for 810 total positive cases. The Ute Tribe has 135 recovered cases, 49 active with 1 death for 185 total positive cases. The Tri-County area has 788 recovered and 727 active cases with 7 deaths Total positive cases of 1522 positive cases with 16,713 tests and a total of 23,212 tests administered. Numbers are increasing faster than before. Jordan Mathis joined the meeting in person. Jordan said the daily numbers are decreasing, but it may be a product of the many testing stations being closed over the holidays.

Commissioner Lytle asked about the water and sewer billing and Clerk/Treasurer Brian Raymond said that he has tried several times to use the NCS+ system and it allows him to put in information but it won't accept it, so he has called and they are working to fix it, but Commissioner Lytle said UTRECS is a new thing through UAC that could be used to recover funds through tax refunds. Attorney Niel Lund said he would look into it and was willing to help with NCS+.

Commissioner Tippetts did not have anything new on the jail and wondered if Senator Winterton did, but he did not respond.

The Local District has not received any disputes yet. Niel said he had sent the Commissioner's what was needed and is awaiting their response.

Citizen Comments: No Citizen Comments

Cash Summary: The Cash Summary dated November 30, 2020 was available for review. Commissioner Lytle asked about the disbursement of taxes and Mr. Raymond said we had received 95% of our taxes and had a big day yesterday with credit cards and we will see that money later this week. Distribution report Tippetts noted that Property taxes are coming in and Mr. Raymond said they are keeping the Treasurer's Office busy. Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary of November 30, 2020. Commissioner Lytle 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 25, 2020 was prepared by the Auditor/Recorder's Office. The printed packet was not opening, so everyone viewed the printed copy.

Commissioner Lytle motioned to approve the Open Invoice Register dated November 25, 2020 in the amount of \$28,625.51. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for November 21-December 1, 2020 was not available, but is being worked on, so it was tabled until it was ready.

Purchase Orders: There were no Purchase Orders needing approval. Commissioner Lytle checked to see if he had any in process that were complete and none were ready yet.

Correspondence: Commissioner Lytle asked about the Sales Tax and Mr. Raymond explained we are above last year in most everything but the three transportation taxes that are new this year. Mr. Raymond couldn't see anything significant, but said Mark Wilson had asked about why TRT is up and the other sales taxes are not up as significantly as TRT. Mr. Raymond thought that it could be because of the retail businesses being in the towns and so we don't see that money in our revenues. The only two businesses doing significant retail in the County are Red Canyon Lodge and Flaming Gorge Resort.

Mark Wilson had sent an email to the Commissioners regarding a need for new board members for the Tourism Tax Advisory Board or renewing members that are expired or expiring.

Commissioner Lytle asked about the letter to Delta Plan One and it was signed and sent and their escrow check was returned to them. Mr. Lytle also noted that Trevor Brooksby is still corresponding with the State Division of Drinking water to keep the system approved.

Calendar Review: Commissioner Asay said that he has a Tri County Health meeting tomorrow and Jordan Mathis said that it will be held in person but the public will have to participate virtually. Commissioner Lytle has a CIB meeting on the 10th and the public lands partners meeting will be on the 9th and the quarterly UDOT meeting will be right after. Niel said the google meets for the last meeting in December has not been posted. Commissioner Lytle asked about rescheduling the Dutch John meeting to next week. Commissioner Tippetts said he would like to. Attorney Niel Lund said he has a bench trial next Tuesday, so he would not be able to travel to Dutch John. Mr. Raymond pointed out that the Budget Hearing is on December 8th, so maybe that would not be the best date.

Policy and Legislation Items:

Discussion And Consideration Of 2020 Participation Commitment And 2021

Participation Commitment Amount For Utah Cooperative Wildfire Program: Commissioner Asay asked if Corey was going to call in and Mr. Raymond thought he would be joining the meeting at about 10 am. Jordan is on the agenda for 10:30 am, so that item was not moved up. Commissioner Lytle requested considering agenda item number 10.

Discussion And Consideration Of Daggett County Appointment To Utah Association of

Counties (UAC) Board For 2021: Commissioner Lytle said he was willing to Serve, but he may be the USACCC Chair, and thought it would be good if Commissioner Tippetts got involved. Commissioner Tippetts thought he would like to get more involved, but thought he could do that without being the representative. He thought it might be better to have Commissioner Lytle stay involved. Commissioner Tippetts motioned for Commissioner Lytle to continue as the County representative for UAC for 2021. Commissioner Asay seconded the motion. Commissioner Lytle accepted, but abstained from the vote and Commissioners Asay and Tippetts were in favor and the motion carried.

Discussion And Consideration Of Offer To Purchase Surplused Ambulance:

Commissioner Lytle asked if we had a bid and it was stated that we do. The ambulance has been

surplused, but the purchase date was thought to be more current than 1979. Jesse Platt was brought in and he thought it was purchased in 1996. It was thought there was use for it within the County for a chassis for the dump truck that is struggling. It supposedly runs pretty good and Jesse said the tires are in good shape. There needs to be some research to see if we have any restrictions on selling it. Commissioner Lytle said that we should thank them for their offer, but we haven't listed it for sale. If it is determined to be for sale we would probably want to auction it. That engine is highly sought after and worth more than the offer. There was further discussion on specifics of using it within the County, but it was determined to do some more research before bringing it back. It was tabled until next week by Commissioner Tippetts.

Discussion And Consideration Of 2020 Participation Commitment And 2021

Participation Commitment Amount For Utah Cooperative Wildfire Program: Commissioner Asay said that Corey Auger was on the call and he explained that he had a google meeting with Kym Slagowski and discussed some of the reporting processes, but Kym said she did not understand that the form needed to be completed and signed. She said she would work on getting that ready. Corey said the CWPP had items that could be included but the values were not clear. Corey said the FEMA rates were included and can be used to set values. He also said the Swinging Bridge project might have some carryover, but he is not sure how much, so he will have to check on that. This can still be approved and work towards getting the paperwork done by the end of February and then work on 2021 goals from what's left to do.

Commissioner Lytle motioned to approve the Participation Commitment contingent with the work Kym Slagowski will do with Mike Ericson and Corey of Forestry Fire and State Lands SL. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Corey said he would get it to Mike and find out more info on the swinging bridge. Commissioner Asay signed it.

Disbursement Listing: The Disbursement Listing for November 20-December 1, 2020 was now available. Commissioner Lytle motioned to acknowledge the receipt of the Disbursement Listing for November 20 through December 1, 2020 in the amount of \$74,480.60, but then had a question on the void amount.

Discussion And Consideration Of Offer To Purchase Surplused Ambulance (Cont'd):

Jesse Platt returned to the meeting and had information that the truck he was thinking of using the chassis for would probably not work well with the chassis on the ambulance. Jesse thought it had less than 50,000 miles on it and he has seen that year go for 8-10,000 dollars.

Commissioner Lytle asked if we had a bid and it was stated that we do. Commissioner Tippetts motioned to put the ambulance out for bid to the highest bidder with a minimum bid of \$4,000 and proceeds would go back into Emergency Services. The ambulance is being sold "As is, where is". There was no preference on how we would advertise but the bids are due 9am on January 5th. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Disbursement Listing (Cont'd): Commissioner Lytle found out that the voided amount was only on the invoice register last time and is back on the invoice register for today. Commissioner Lytle motioned to acknowledge the receipt of the Disbursement Listing for November 20 through December 1, 2020 in the amount of \$74,480.60. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Tri County Amendment to Interlocal Agreement:

Jordan Mathis of Tri-County Health Department was given the floor. He was congratulated on his new position. Jordan explained that this was a result of a committee of a Commissioner from each county to add language that governs the changes to the per capita rate for assessment and funding by the counties. Jordan read through the changes. Commissioner Lytle asked if this was agreed upon by the other counties. The original amount that was voted on was \$15.40 per person and Uintah County was not comfortable with that amount and so it was adjusted to \$14.76 and this language was approved yesterday in their commission meeting. They want it to be reviewed next year instead of the five years in the original language. The lower amount would mean Tri-County will not be cutting fees as much they had originally wanted to. This language would take Daggett County from \$19,900 to \$14,775 with no decrease in services and actually they will be taking over the nursing for the school district. They will be COVID testing for extracurricular activities participants. The three counties are in business to provide public health services and this sets some standards for how to access rates for the needed funding.

Commissioner Lytle motioned to approve the agreement with Tri-County health. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle wanted to send a note of appreciation for all of Jordan's efforts on behalf of Daggett County. Jordan said he took the new position to be closer to family and expressed appreciation for the opportunity to work with the officials from Daggett County. Commissioner Asay also shared his appreciation for Jordan's efforts on behalf of all three counties during this pandemic. Mr. Mathis was willing to help and transition the position as he moves into his new position in Cache County.

Commissioner Lytle asked Mr. Mathis about the difference between quarantine and isolation. Mr. Lytle asked how Mr. Mathis explained there was a statewide change in the mandate if masks were worn then they could be tested at 7 days and they could possibly return if they test negative. They would need to monitor for symptoms and if they have symptoms they would need to wait longer. Keri Pallesen came into the meeting to hear better.

Workplace guidance with mask on mask exposure quarantine is cut in half. You have to wait to ensure the virus has a chance to replicate to determine if the person was infected. If they can not stay at home then they can work if asymptomatic, but isolation by distancing and increased sanitation are important and then if they do become symptomatic they have to leave. UBMC has some rapid tests available, but how long they will be flowing this way is unsure. Home tests may be available soon, but that has different issues related to reporting. We will probably not see any vaccines until January or later. The first doses will come in batches of 1,000 and will probably stay on the Wasatch Front. Jordan reviewed Tri-County Health Department's procedures, as they have had a couple of cases. Most of the spread is coming from small social gatherings not work or school. If a worker is symptomatic, testing can be done right away because something is going on. Nobody should come to work sick, but over 75% of people tested are negative. Tri-County requires people to carry 40 hours of PTO for emergency purposes.

Discussion And Consideration Of Amendment To The VOCA Grant For Updated Rent and Utility Rates: Commissioner Asay wanted a break and Lynette was asked to do her presentation quickly. Lynette said that with the combination of VAWA and VOCA there is a need to make an adjustment, which was in the packet. There was discussion of keeping the fund positive and Keri Pallesen said it was in the proposed budget.

Commissioner Lytle motioned to approve the letter adjusting VOCA for the in kind match for the room and the cash match for the utilities. Commissioner Tippetts seconded the motion. All were

in favor and Commissioner Lytle signed the letter since he is the authorized official on the agreement. A five minute break was taken.

Discussion And Consideration Of Approval of Planning Grant To Partially Fund a Preliminary Engineering Report Focusing On Service, Treatment and Distribution Of Dutch John Drinking Water System: Commissioner Lytle briefly explained that we received a \$40,000 grant from Drinking Water. Attorney Niel Lund had reviewed the grant and was okay with it. Aaron Averett of Sunrise Engineering was attending electronically and said the funding could be used for a Preliminary Engineering Report that could address the specific needs of the system instead of all the requirements of a Master Plan. The last page is where the Scope of Work is defined, but that could wait until the Engineer is hired. Aaron read the paragraph in Exhibit 1 as not everyone received that page in their packet. The funding of \$40,000 is the average of what a project like this should cost.

Commissioner Lytle motioned to go forward with acceptance of the Grant and with Commission permission to send a letter to Drinking water of approval and acceptance of the \$40,000 grant (3S1776P) and the process we will follow. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle noted that Drinking water had mixed things up a little by calling it a loan and a grant. Daggett County is the Grantee.

Discussion and Consideration Of Approval Of Request For Qualifications (RFQ) For Engineering Services For Planning Grant For Dutch John Water System: Commissioner Lytle said he was a little nervous that the agreement said this was between Drinking Water and the Town of Dutch John, but Aaron got it fixed. Aaron Averett was asked what his recommendations were and he reiterated what was in the packet and the Commission can use the state to help with this or follow their own processes. Senator Winteron was consulted and he said the State could guide you through the process or you can follow the County Procurement Procedures. Niel said our process allows us to go through the state process. Aaron thought that adding the State adds an extra layer, which might slow things down, so he recommended the County go through their normal procurement processes. Aaron also stated that the Scope could allow it to be an open ended contract for three or four year. Niel Lund said that Jones and DeMille could also be assigned to do it or it could be put out for someone else to do, but it is up to the Commission.

Commissioner Lytle brought up future funding with CIB and maybe we need to look at the Municipal Building Authority (MBA). Senator Winterton said that the MBA could protect the County's PILT, but Drinking Water is state funds, so we are okay for now, but we need to keep attentive to where the funds come from. Commissioner Asay thought extending it would be beneficial as there are more projects that will come out of this planning process. Commissioner Lytle said the Sewer also needs to be addressed. Niel said the example in the packet is usable as is and it is broader and allows for other projects. Commissioner Lytle said he wants the process to be fair. Aaron and Senator Winterton were asked their thoughts on the length of time and 3-5 years was recommended. Commissioner Tippetts thought 5 years would be best as it takes time to work through these processes.

Commissioner Lytle motioned to go with the provided RFP that has been reviewed by the attorney and make it for a 5 year period to focus on the water and sewer systems in Dutch John. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Aaron said he would make the minor changes requested and send it to Niel, Commissioner Lytle and Clerk/Treasurer Brian Raymond. Aaron noted that the Town of Manila put their advertisements in Wyoming as well as Utah. Brian will get it posted and other options were discussed.

Discussion And Consideration Of Plat For Matt Lucas and Amending the Purchase

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

Niel Lund said that we could do a waiver of the condition requiring the building permit and that would continue to protect us if he defaults. Niel wanted to consult with Smith Hartvigsen to get the waiver correct and check with Matt to see if he is okay with a waiver because as soon as we close the clock starts ticking. Matt wants to close before the end of the year, so time is critical. There was discussion that if he is making progress the Commission would probably be willing to work with him to extend the agreement. Niel will get with Brian when it's ready to go back on the agenda.

Discussion Of Resolution For Creating A Local EMS District: The Commission needs to review the questions Niel sent out before coming back to this agenda item.

Discussion And Consideration Of Amending And Possible Reinstatement Of Section

10A - Temporary Leave Related Related to COVID-19: Commissioner Lytle asked if it was in the packet and it was not, but Commissioner Asay had a copy that was passed around. Commissioner Asay said the conversation with Jordan Mathis was helpful. There was discussion regarding the current EIB standards and what would be required if an employee was thought to be exposed or infected. Trust is involved. If they want to use PTO and not have a test they can. Various scenarios were reviewed and Kym Slagowski asked about being sick and not thinking it was Covid and so that was examined. Voluntary time off without pay is another option. There was discussion regarding the requirement to communicate with their supervisor daily. Notes from healthcare professionals are exempted for COVID, but should be required to come back to work. There was discussion of doing work at home when sick, so illnesses don't spread. Commissioner Tippetts said we should allow people to work from home if it's possible. If there are symptoms people should be tested to know. Darin Johnson commented that sick is sick and asking for details can cause problems. Workman's comp for exposure at work was also discussed and traceable contact is required for this to be used according to Darin. The detail was not there but it ties into the recommendations of following Tri-County Health recommendations for something definitive. Niel was making changes as the discussion occurred. Commissioner Tippetts noted that this will not go away this spring, it's going to be around for awhile. It was noted that keeping it open means it has to be remembered to cancel it. The dates were changed to allow for this to be retroactive until canceled. Niel printed a copy for everyone to review. It was confirmed that Darin would be meeting with the Commission at 2 pm to review the budget in person and the Sheriff would be meeting electronically.

Commissioner Tippetts motioned to approve Section 10A - Temporary Leave Related Related to COVID-19 policy as amended and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to adjourn the meeting at 1:26 pm. Commissioner Tippetts seconded the motion. All were 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