

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, December 8, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Matt Tippetts and Jack Lytle were present in person. 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 9:01 am by Commissioner Asay.

**Present In Person:** None **Present Online:** Ron Winterton, Darin Johnson, and Kym Slagowski

**Approve Minutes:** Minutes for the December 1, 2020 Commission meeting were available for review. Commissioner Lytle noted that there was an incomplete sentence under Correspondence on the 2nd page and so that was fixed. Commissioner Lytle motioned to approve the amended minutes for the December 1, 2020 Commission Meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Issue Updates:** Commissioner Asay had the COVID updates today. Daggett County has 1 recovered and 8 active cases and no deaths for a total of 9 positive cases. Uintah County has 485 recovered cases, 436 active cases and 3 deaths for 924 total positive cases. Duchesne County has 382 recovered, 201 active cases and 4 deaths for 587 total positive cases. The Ute Tribe has 158 recovered cases, 46 active with 1 death for 205 total positive cases. The People tested in the Tri-County area is at 18,924 tests and a total # of tests being administered is at 25,624. Uinta County, Wyoming has 1,017 total positive cases with Active is 184 and 833 recovered with 6 deaths, Sweetwater County has 2090 cases, 371 active cases and 1719 recovered with 11 deaths. Moffat County has 362 total positives with 13 deaths.

Clerk/Treasurer Brian Raymond said he had included a delinquent list for last month's utility bills and some of the payments have come in. He is struggling with the NCS system. Orange is for collections, green is late and pink is delinquent one month and have received a warning. The government ones haven't been in the past but have been lately. Maybe Covid has been slowing things down? This is for informational purposes. The bureau hasn't paid the really delinquent ones and Jenny is not sure if the Bureau will [pay those as they are so overdue.

No complaints or protests have been received regarding the proposed Local District. The Commission will try and meet this afternoon to review Niel's questions. Niel was in and out with Court and he said that should work.

Darin was asked if he had any updates and he still hasn't found any new EMTs and he is applying for a waiver to run the ambulance service as a basic ambulance when an Advanced EMT or Paramedic are not available. There will be some stipulations, but it should be good.

**Citizen Comments:** Darin said he had one comment and Slaugh's Sinclair had limited hours and they were busy, but turning people away and they are an important business for the area. The solutions could be to increase sanitation and enforce regulations better. If the County hasn't purchased a UV light, maybe that should be something to consider purchasing and using for the offices and local businesses like the gas station. It's somewhere between \$750 and \$1250, with a larger one being at the high end of the range.

**Cash Summary:** The Cash Summary dated December 7, 2020 was available for review. Mr. Raymond did not have any comments. When asked, Mr. Raymond said he hoped to get the Disbursement finalized tomorrow. Commissioner Tippetts motioned to acknowledge receipt of the

Cash Summary of December 7, 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 December 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle said he coded the dues for NACO dues for Commission Membership, but thought maybe it could be a general item, but then motioned to approve the Open Invoice Register dated December 4, 2020 in the amount of \$56,944.43. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

There was also a refund invoice for \$1,000. Mr. Raymond explained that one of our utility customers was paid up way in advance and requested some of that to be refunded. Commissioner Lytle motioned to approve the Open Invoice Register Refund Invoice dated December 7, 2020 in the amount of \$1,000.00. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for December 1-December 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Disbursement Listing. Commissioner Lytle asked about DWR payment and it was explained that Fund 72 was a Justice Court Fund and so it was probably a fee or something associated with a court case, but that's just a guess. Commissioner Lytle motioned to approve the Disbursement List dated December 4, 2020 in the amount of \$80,860.01. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**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 said he had received an email from Dutch John Resort regarding the ambulance. Commissioner Asay said Brian was working on getting that noticed but Mr. Raymond said that he had not had a chance to complete the process yet. He will get in touch with them when it's complete and available for bids.

Commissioner Tippetts said he had some administrative correspondence for the FLAP project on Red Creek Road. The kickoff meeting has been held. It's a long term project and it's in the Scoping stage for construction. Commissioner Lytle asked if the County or Road District was going to make a comment and Commissioner Tippetts did not think it was in the comment stage at this time.

**Calendar Review:** Commissioner Asay said that he has a Northeast Counseling meeting tomorrow on the 9th in Roosevelt and a Tri County Health meeting on the 10th at 10:00 in the morning to review some applicants for the Director position. Commissioner Lytle said the quarterly UDOT meeting will be tomorrow at 9:30 and be virtual. CB is on Thursday and Friday there will be a UAC meeting on the CAFO legislation. Niel said he will not be available next Tuesday, but will be available in the evening or Wednesday. Commissioner Tippetts has a Weed Board and Conservation District meeting tomorrow. LEPC is cancelled for the 10th. BOE is next Tuesday at 8:30 am. Commissioner Tippetts brought up changing the meeting and Commissioner Lytle said it may depend on what can get done today. A flow chart of what needs to be done when might be helpful. There was a Planning and Zoning hearing last night and it was short and sweet. There was a rezone request to rezone a commercial property to residential. This will have to go through the Planning and Zoning at their next meeting before it comes to the Commission for approval.

## **Policy and Legislation Items:**

### **Discussion And Consideration Of Quotes For Holiday Hams For Employees:**

Commissioner Asay said there were two proposals to provide the hams and Commissioner Lytle pointed out that the order needs to be made today if one of them is accepted. The price per pound was examined and the spiral cut was the preferred cut of several of the commissioners. The Market had the lower price and Commissioner Lytle noted there is a slight difference in the size of the hams. Commissioner Lytle motioned to accept the lower bid from the Flaming Gorge Market for 35 hams at \$2.65/lb. and any unused hams could go to the food pantry. Keri Pallesen said that 35 was what was needed. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Both businesses should be thanked for providing the information and being willing to help.

### **Discussion And Consideration Of Amending the Purchase Agreement For Matt Lucas:**

Attorney Niel said he hadn't heard back from Craig Smith or Matt Lucas yet and so it needs to be tabled. Commissioner Asay said he was okay with working to get this completed before the end of the year, but Niel said Mr. Lucas hasn't followed through yet. The waiver seems to be more appropriate and it will be tabled until Niel says he has heard from Matt and Craig.

**Discussion And Consideration Of Reappointment Of Mark Wilson to The Tourism Tax Advisory Board:** Mr. Raymond said that he has prepared a sheet with several different people who have or will expire and Mark Wilson actually expired last year and has still been operating as the chair. Attorney Niel Lund was asked if board members who were not specifically listed on the agenda could be reappointed and he said as long as they were willing it was okay. Mr. Raymond said he had talked with Mark Wilson and he was willing to continue and so were Maretta Bair and Ryan Kelly. Commissioner Lytle motioned to appoint Mark Wilson to another term starting at the end of 2019 and Maretta Bair and Ryan Kelly who expire this year to another term in January of 2021 for the Tourism Tax Advisory Board. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Expiring Board Members of Daggett County Boards And Committees:** The Clerk and staff had started the process of updating all the board member lists, but there were some questions on certain boards and more research needs to be done. There are still some gaps that need to be identified. Commissioner Lytle motioned to continue the process to assess all the County Board's and complete the review and appointments before the end of the year. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to retroactively renew Chad Reed as a member and Chairman of the Planning and Zoning Commission from the end of December 2019 for three years. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts said that there are other boards not on the list and Mr. Raymond said that there are a couple more pages that also need updating and so he will work on that.

Kym was asked to get the hearing tonight ready for electronic participation and she said she would. Senator Winterton didn't have anything to add.

Commissioner Asay adjourned the meeting at 10:11 am. 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