

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, June 15, 2021** in the Commission Chambers in the Daggett County Courthouse in Manila, Utah and through electronic means. Commissioners Randy Asay, Matt Tippetts and Jack Lytle were present in person. Attorney Niel Lund was present in person. Clerk Brian Raymond and Auditor Keri Pallesen attended digitally. The meeting was called to order at 9:25 am by Commissioner Asay.

**Present In Person:** Brandi Pearson-Commission Assistant

**Present Online or by Phone:** Kym Slagowski, Corey Auger, Bret Reynolds,

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

**Approve Minutes:** No Minutes were available.

**Issues Updates:** Commissioner Asay said there is a spike of numbers of positive COVID tests in Daggett County. The Sheriff had another meeting this morning and will not be able to attend this morning. Commissioner Lytle said Sgt. Isaacson has some paperwork for next week's agenda that he will bring to the Clerk's Office this week. Clerk Brian Raymond was asked to check with Sgt. Isaacson before the agenda is finalized if he hasn't heard from him.

Brian Raymond said there was an email from Bryan Meier of Sunrise Engineering asking about the Affordable Housing Plan. Brian said it was done in 2000 and is very out of date. Commissioner Lytle asked if it was something the CED Board could work on and it is possible. They should at least be aware of it and informed. Commissioner Asay suggested we reach out to the folks that were involved with the economic development/affordable housing discussion a couple of weeks ago. Brian was asked to coordinate with Brandi Pearson on this and to send a copy of the current plan to the Commissioners and he agreed to do that.

Commissioner Asay brought out that the State was working on getting our last water tank loan/grant finalized. Brian said he had received an email from Heather Pattee requesting an update to get this finalized. Brian talked with Trevor this morning and he was thinking of doing the SCADA update instead of the Source Protection Plan. Brian was asked to involve Chris Clark of Uintah Engineering in helping to get things finalized.

Commissioner Asay said there is a meeting scheduled with Dr. Breitenbach on Monday the 21st at 1 pm. Brandi said the meeting is to review the information received from the survey to try and come up with solutions to the concerns of County residents. Keri Pallesen was also invited.

Niel Lund said he took the Remote Online Initiative (ROI) training last year and was contacted by the State to see if we could get the program going again. Commissioner Tippetts said this was discussed a while back, and they are open to meeting again. Brandi said she received a lot of good information on this and is open to additional training. Commissioner Tippetts said it's a good program, but just hasn't been promoted much, but now that the room is set up, we could work on promoting it more and see what the interest might be.

**Citizen Comments:** No comments

**Cash Summary And Expected Revenues Report Review:** The Cash Summary and Expected Revenue Reports were provided by the Recorder/Treasurer's Office. Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary Report for all accounts as of June 11, 2021

and the Expected Revenue Report also dated June 11, 2021 of \$41,763.43. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Approve Open Invoice Register:** The Open Invoice Register of June 14, 2021 was provided by the Auditor's Office. Commissioner Lytle motioned to approve the Open Invoice Register of June 14, 2021 in the amount of \$61,575.83. Commissioner Tippetts seconded the motion. Commissioner Lytle said it looks like the biggest item was the Sheriff's Office Vehicle Lease. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing for June 3- June 10, 2021 in the amount of \$109,899.37. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

**Purchase Request Approvals:** There were no purchase requests to consider.

**Correspondence:** Commissioner Tippetts said that he had reached out to Eric Rasband last week and he would like an email describing the situation. Kevin VanTassell is on the selection committee and we should reach out to him. There is a lot of support for the project. He met with the Manila Town Council and they would look into any funding options that could help as they liked the project. He will also reach out to others. Commissioner Tippetts said the CED Board met last week and it was positive and there is a grant coming up for \$200,000 and that will be worked on by Brandi Pearson and Jeri Allphin. Jeri will be the secretary for the CED Board.

Niel Lund said there was an email regarding the Nominating Commission and it is not urgent, but needs to be looked at and can be done administratively. It was asked if the current Judge could be on the Committee and it doesn't appear so as she is an "Elected Official". Brandi might need to be our nomination. They had to run the announcement again and the new deadline is June 28th. Commissioner Tippetts asked if we could add that to the agenda.

Corey Auger was asked if he had any updates. The State Fire Restrictions were put out and include Daggett County. One is for open fires and the other is for fireworks. Daggett County is in better shape than the rest of the state. He sent out the Fire Planning info. BLM goes into restrictions this weekend and the U.S. Forest Service is still looking at restrictions, but hasn't set any yet. Commissioner Lytle asked about enforcement by the County of this on Federal Land, so that was briefly discussed and it goes with the agency that administers the land. Commissioner Asay said that they were getting closer to issuing something from the County, but we will be covered by the State Restrictions without any action. Brandi was asked to email Corey so he could include her on his email list.

**Calendar Review:** Commissioner Tippetts asked to be excused from the next two Commission Meetings. Commissioner Lytle asked about Opportunity Zones in the County and Brian said we don't have any. Attorney Niel Lund said he will not be able to attend in person next week and will not be available for the July 6th, 2021 meeting.

Commissioner Lytle brought up the NACO Conference which is in Maryland this year. Brian said he had received an email from NACO on this and would forward it to the Commissioners.

There is an emergency/special meeting today at 4:30 pm. Commissioner Lytle was okay with going forward with the agenda item, but may not be able to attend if he can't get a signal. There is only one agenda item for the meeting.

Commissioner Asay asked if there was a need for a Closed Session and Niel said there was no need and the Participation Agreement can be discussed in Open Session as Phil Timothy was okay with it and his group is working on the Utah business registration.

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

#### **Discussion And Consideration Of Ratification Of Tax Sale Held On May 27, 2021.**

Commissioner Tippetts said he had looked through the documents sent out by Auditor Keri Pallesen and there was just the one parcel and the sales price was \$9,900.00. Keri said the County will keep the taxes, interest and Administrative Fee and the Treasurer will return the remainder to the Property Owner or send it to the State as Unclaimed Funds. Commissioner Tippetts motioned to ratify the Tax Sale held on May 27, 2021. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Contract Between Daggett County & Quantum Spatial To Complete The ILA For The Manila Airport:** Commissioner Asay asked about this item and Bret Reynolds said he had sent the concurrence letter to State Aeronautics, but has not heard back yet. This item was tabled and Brian was asked to add this to next week's agenda.

**Discussion and Consideration Of TrailBoss Lease:** Commissioner Asay said this is an amendment for the new Truck that was not available last fall and replaces the other truck we had temporarily. It was asked if this needed to be approved and Niel said this requires approval. Commissioner Tippetts motioned to approve the amendment to the Master Lease for the 2021 Chevy Silverado Trail Boss. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Surplus LG Monitor Tag 3652:** Kym Slagowski was asked if she had anything else to bring forward on this and she did not. Commissioner Lytle motioned to approve the surplus of LG Monitor Tag 3652. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Signs:** Commissioner Tippetts said this was the beginning process. The Towns are already working on theirs for the main entrances and we need to talk about what is wanted for the six County signs. They will be similar to the Byway signs with a rock base. There was some discussion of using the Chamber's logo and so this is the kick off. Each entity will have a different sign, but all their signs will be the same. They are working on the approvals with UDOT. Commissioner Asay asked if the Birch Creek could be pre-fabbed and put in place to minimize the blocking of traffic as the road is pretty narrow at the state line. The Brown's Park Road sign will also need to be approved by the BLM. Birch Creek may need to be modified due to the narrowness of the road. Commissioner Tippetts asked the rest of the Commission to be thinking about what they would want on the sign. Brandi said Jones and Demille had agreed to do the engineering for the base of the signs.

**Discussion and Consideration Of Participation Agreement Between Daggett County RDA & Providence Properties, LLC:** Niel Lund said he had talked with Phil Timothy and they were okay with the changes made and wanted to use Providence Properties. If it is not a Registered Utah Entity, they would need to use a different name. We would also need the Conceptual Plan and the Legal Description before it is signed. Commissioner Lytle asked if we are needing that before we approve this and Niel thought it might be best to wait until there was additional information. The parcel numbers could at least go in there but the legal descriptions are pretty long for the three parcels. Commissioner Tippetts was okay with doing it conditionally, but Commissioner Lytle wanted to spell that out.

Parcel numbers 02-0017-0434 is 0.876 acres, 02-0017-0435 is 0.882 acres; 02-0017-0436 is 7.576 acres per the online tax viewer. The sales amount is \$98,000.00 with \$10,000 in earnest money due within 10 days of the effective date of the agreement.

Commissioner Lytle motioned to go forward with the Participation Agreement based on the information above and conditional on Providence Properties providing proof that they are an active Utah Business Entity and providing a conceptual site plan and all the needed dates and exhibits to complete the agreement. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to adjourn at 10:32 am and Commissioner Tippetts seconded the motion. Commissioner Asay adjourned the meeting.

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