

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, September 10, 2013. All members were present. Vicky McKee, County Clerk, was present as board secretary. The meeting was called to order at 9:00 A.M. by Chairman Steglich.

Also present were: Jerry Taylor, Eyvonne Long, Mike Miles, Niel Lund-County Attorney, Keri Pallesen-Auditor/Recorder and Brian Raymond-Economic Development Director.

With regards to old business, Mrs. Perry addressed the matter of Jerry Taylor coming before the Commission requesting support and the Commission determining that they could not support one business over another with regards to the Forest Service Concessionaire proposal. She stated that the only thing that Mr. Taylor was asking for was a letter stating that his business was a business in good standing meaning that he has paid for his licenses, permits and taxes. She personally does not have a problem providing a letter providing support for Mr. Taylor's business not the Forest Service proposal as earlier discussed. The matter was discussed, reviewed and determined that this will be back on the agenda for the next meeting upon Mr. Taylor contacting the county requesting that.

Mr. Raymond addressed the matter that he had received an email back regarding the terms of the Memorandum of Understanding Between Community Foundation of Utah and Daggett County for the 501(c)(3). The county had made some changes on the terms of the agreement prior to sending it back and one of the terms was not agreeable with the Foundation. Mr. Raymond stated that the foundation is the entity to make appointment of the board members upon them being nominated first by the County Commission. This matter will be continued until the next meeting upon recommendation by Mr. Lund, County Attorney.

Mrs. Pallesen addressed her concerns regarding the grant from the State of Utah in the amount of \$25,000.00 for Economic Development and the need to adjust the budget prior to expending any of those funds. She stated that the Economic Development fund was reflecting a negative balance and payroll coming up will also be an issue. She needs to know where the grant will be in the budget and how it is to be spent. The matter of the grant and the proposed expenditures were discussed.

Mr. Taylor was present and questioned the matter of the letter of support for his business and was informed that the matter will be noticed upon his request for the next meeting. Mr. Taylor requested the matter to be on the next agenda.

There was no one else present with old business nor citizens comments.

The minutes of the September 4<sup>th</sup> meeting was provided by the County Clerk's office for review and approval. Mr. Steglich addressed some items of concern with those minutes as follows: Page 2, third paragraph needs to have the word "of" deleted, Page 3, second paragraph needs to state that Mr. Steglich rather than Mr. Blanchard stated that with both of these payments being made and on Page 5, third paragraph, it needs to state that Mr. Steglich had brought this to the Commission to partner with Western Land Management. With no further questions or concerns, motion by Mrs. Perry to approve the minutes of September 4, 2013 as revised. Seconded by Mr. Blanchard, all in favor.

With regards to correspondence, Mrs. McKee had provided an email from J. Mark Ward, UAC regarding the sequestered FY13 funds requesting that they come out of Title II SRS funds not Title I or Title III funds and supporting letters. Upon discussion, it appears that this matter is not settled. There is also an email from Tracy Burton to Karen Perry. She addressed her questions regarding this and it was determined that the Commission will follow up with Coldwell Banker and determine what listings they have.

Motion by Mr. Blanchard to approve the business license application as submitted by the County Clerk's office for Christopher Pearson. Seconded by Mrs. Perry, all in favor.

Mrs. Perry had requested that the matter of Tobacco Free Policy for Daggett County Municipalities be on the agenda for discussion. She requested that this matter be deleted from the agenda after receiving an email from Mr. Blanchard stating that this had been resolved last year.

Mr. Steglich addressed the matter of the Open Invoice Report and the reason why they are not receiving them in a timely manner and he needs more time to review them. Mrs. Pallesen stated that her staff was doing the report and she stated that the Commission turns in invoices late and her staff is in a learning process. This matter will be continued until later in the meeting.

Mrs. McKee requested that the Commission determine a date for the 2014 Budget Hearing since she plans to send the tax notices right after the Board of Equalization is completed. Upon review and discussion it was determined that the 2014 Budget Hearing date for the county would be set for December 10, 2013 at 10:00 A.M.

The matter of the Dutch John Utility Rates as approved in Resolution #13-19 was on the agenda for review and discussion. After the resolution was approved there had been some changes made regarding the communal bathroom rates and Mr. Foote had suggested that it be back on the agenda for approval. This matter will be continued to amend the resolution as approved. Mr. Blanchard stated that he has discussed this matter with the businesses and the additional charges for them. He also stated that there will be another resolution for the fees for connection of water/sewer. This matter will be added to the next agenda as well.

The Sheriff's office had requested that the Commission consider declaring the Language Translators as surplus. There was discussion regarding anyone having knowledge of a business or etc. that might have an interest in these translators. Motion by Mr. Blanchard to approve to declare the translators as surplus. Seconded by Mrs. Perry, all in favor.

Mr. Raymond addressed the approval of the proposal from Hoak Media of Colorado for the television and internet advertising for the Burbot Bash as part of the grant from the Cooperative Marketing Program. Mr. Steglich stated that the county had just received approval from the Forest Service yesterday for the permit. The proposal shows the dates, times, stations and amounts charged for the publicity with the ad for the spots still needing to be determined. Mr. Blanchard questioned the total amount of the advertising and it was determined that amount was \$4,220.00 and this is only an authorization for them to proceed not an invoice. Upon review and discussion, motion by Mrs. Perry to approve to do the advertising with Hoak Media of Colorado as submitted. Seconded by Mr. Blanchard, with discussion. Mrs. Pallesen questioned where these expenditures are to be coming from and Mr. Raymond replied that was yet to be determined whether it was to be set up in its own fund or included in the Economic Development Fund. Mrs. Pallesen stated that this determination needs to be made sooner than later and Mr. Steglich stated that he recommends to set up a separate fund for the Burbot Bash. The matter was discussed and reviewed and it was determined to put it into its own fund. Mr. Raymond and Mr. Steglich will work with Mrs. Pallesen on the budget amount. After discussion, all in favor.

Mr. Steglich asked if Mr. Lund had received anything from Mr. Charles for the Left Hand Fork, Inc. deed and he stated that he had not heard anything. This matter will be continued.

Motion by Mrs. Perry to go into recess at 9:50 A.M. Seconded by Mr. Blanchard, all in favor.

Lt. Michael G. Williams was present at 9:55 A.M. regarding the Community Covenant which had been approved at an earlier meeting and provided the documents to the County Commission for the ceremony. He stated that in 2010 the Utah State Legislature signed their approval for this program and they have been going to all the communities in the state. Mr. Steglich read the declaration and a picture was taken of the three Commissioners and Lt. Williams after signing the covenant. Lt. Williams will provide the county a revised document at a later date and Mr. Raymond will provide a picture of the county and the county logo to be placed on the document.

Motion by Mrs. Perry to recess the meeting until 10:30 A.M. for the 2012 Audit Presentation by Mike Miles. Seconded by Mr. Blanchard, all in favor.

The regular session reconvened at 10:30 A.M. for the presentation of the 2012 Audit provided by Mike Miles with the following present: Mike Miles, Eyvonne Long, Brian Raymond, Auditor Pallesen, Clerk McKee and Commissioners Steglich, Blanchard and Perry. Mr. Miles provided the 2012 audit to those present. The concerns addressed with the audit were the following: 1. One General Fund department and a Special Revenue fund exceeded the County's legally adopted budget and 2. The County does not have a treasurer bond (fidelity bond covering the Treasurer). These matters were discussed and Mrs. Pallesen stated that UCIP has coverage for the Treasurer and her office had provided that information in the past which had been determined as sufficient. She will provide Mr. Miles a copy of UCIP's coverage again to verify if that coverage is sufficient. He also discussed employee theft insurance for the county. Mr. Steglich suggested that the matter be added to the next Commission agenda for an update. The information as provided by Mr. Miles was reviewed and discussed.

The Open Invoice Report as provided by the County Auditor's office in the amount of \$100,978.44 was reviewed and discussed. Mr. Steglich stated that he would like to see the invoice in the amount of \$840.00 stricken from the report as it was not approved. It had been coded by Mrs. Perry but was changed after that. Mrs. Pallesen stated that the coding had been changed as that tractor was in the "B" Road fund and because of the way that the fleet maintenance is set up. He stated that if the road department is going to let the rodeo use the tractor they need to take the liability for what occurs here. If the road department loans out a piece of equipment and it gets damaged they should not be responsible to pay for the repairs. The matter was discussed and reviewed and Mr. Steglich stated that he would deal with the issue. Mr. Steglich questioned the matter of paying for the invoice for the notice for the tax increase and it was determined that it was state law that the notice had to be published. With no further questions, motion by Mr. Blanchard to approve the Open Invoice Report less the invoice to DJ's Glass in the amount of \$840.00. Seconded by Mrs. Perry, all in favor.

There was discussion regarding the Dutch John Fund 29 and the matter of pulling together as a county. Mr. Steglich suggests that this matter be on the next agenda with James Olsen, Road Superintendent, to discuss how all of this is going to work.

With no further business the meeting adjourned at 11:10 A.M.

/s/ Vicky McKee

/s/ Jerry Steglich

/s/ Karen Perry

/s/ Warren Blanchard