

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, September 21, 2021** in the Dutch John Conference Hall at 530 South Blvd. in Dutch John, Utah and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present in person. Clerk Brian Raymond, Attorney Niel Lund, Auditor Keri Pallesen and Recorder/Treasurer Brianne Carter attended digitally. The meeting was called to order at 9:05 am by Commissioner Asay.

Present In Person: Brandi Pearson-Commission Assistant, Harriet Dickerson, Amy McDonald and her son Jamison McDonald, Mayor Sandy Kunkel, Phil Timothy and Dave McDonald

Present Online or by Phone: Bret Reynolds of CIVCO Engineering, Mechelle Miller, Mayor David Coombs of Manila, Matt Lucas

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

Approve Minutes: No minutes were available.

Issues Updates: Commissioner Lytle brought up that he thought Senator Winterton had a good idea of having a monthly roundtable meeting. Harriet Dickerson brought up that it made the Council feel foolish to hear about things in meetings and not before. Commissioner Tippetts agreed and Commissioner Lytle said it wouldn't have an agenda, but would give each agency and the people attending a chance to bring things up like is done during the Public Lands meetings in Vernal. Amy McDonald said informal sounds good but if it's too formal it seems like work. The meeting could move around and it could be virtual. Commissioner Asay thought it was better to have it face to face, but people could attend digitally. Mayor Coombs joined the meeting and was asked his thoughts on this type of meeting. Mayor Coombs asked why we hadn't done it before and said he felt like it was something that is needed. Mayor Coombs said the Special District and Forest Service should be invited. Harriet said it should primarily be the Commission and Towns and anyone else could join and maybe 9 am would be good and then start the Commission at 10 am, but Mayor Kunkel would not be available until after 10 am. Bret Reynolds said the District would like to be involved. Mayor Coombs said as long as we do it on a regular basis and let him know in advance he could make it work. Commissioner Lytle asked about late afternoons and that's not good for Mayor Kunkel, so what about lunch or early afternoon. Early afternoon might work for Mayor Kunkel. Commissioner Asay said that might work as Wednesday nights would not work for him. Harriet thought she could make it work, but thought it being part of the Commission meeting was better. Mechelle asked about the purpose of the meeting and if its information exchange, how about doing it after the Community Awareness meeting and it was thought would be problematic for some. Monday might be good to kick off the week. Mayor Coombs thought Monday was good about 11 am and it would be hit and miss for other Council members. Amy said the more people the longer the meeting will be, so you only need representation. Commissioner Tippetts said Monday at noon and have lunch. The First Monday was considered, but Bret said the second would be better as there are more holidays on the first. Amy said the 2nd Monday in October is Columbus Day and a Holiday, but everyone thought that could work. Dutch John will host the first one. We will do the second one at the County and Manila will host the third month. An electronic option needs to be set up.. Mayor Coombs had to take a call and came back in and was updated that the meetings will be the 2nd Monday of each month and Manila will be the host in December and provide lunch. Mayor Coombs was good with that.

Commissioner Lytle said the TriCounty area was downgraded and Sweetwater is still pretty hot. The variant is causing problems.

Bret is still working on the airports and the boundaries will be turned into Jones and DeMille this week or next and he will also bring it to the Commission at the same time. Commissioner Lytle said the fixed cattle guard on Hwy 44 is a lot better.

Commissioner Asay said he is still moving forward on Affordable Housing with UBAOG. Is there any incentive for the landowner, so it could be somebody besides the County. We need to set up a time to get UBAOG up here to explain the program and see if there could be a three bedroom unit or a duplex. Self Help with UBAOG was discussed and Amy said getting the lots is the hard part and Commissioner Lytle said that's not a hard thing for the Redevelopment Agency. The utilities need to be to the lots for the Self Help program. The RDA was discussed including the possibility of a project area in Manila.

Commissioner Asay was asked if there were any Clinic updates and he said the painting is done and the monthly bill is down.

Commissioner Lytle brought up the roads and he and Mechelle had talked briefly and they needed to get together with Commissioner Tippetts, so they set up to meet before the Community awareness meeting on Thursday. James Olsen also needs to be there. Niel was asked to attend virtually. One land owner, BLM and SITLA need to be involved at some point in the future.

Mechelle gave her report as she has another meeting at 10:30 am. We are at level three for COVID as the hospital beds are at 91% occupancy. Everyone around Daggett is at high except Moffat which is moderate and Daggett is low. There is a monthly jurisdictional call on Wednesdays at 7 am and the Community Awareness meeting is 2 to 4 pm on Thursday. We will be learning how to track everything for an emergency for funding. The Colorado/Utah meeting is still happening on Thursdays and you should be getting information about that call. The local hospitals are doing good, but everyone is tired due to the long hours. They are losing employees. In the testing locations, but not special places. The clinic is testing, but not regularly. Mechelle was thanked for her report.

Citizen Comments: No citizen comments were given.

Cash Summary And Expected Revenues Report Review: The Cash Summary and Expected Revenue Reports were provided by the Recorder/Treasurer's Office. Commissioner Lytle brought up the funding for the Water and Sewer system and it is holding at \$344,002.64. Fund 50 was thought to be Assessing and Collecting, but it is Transportation and we are waiting for the airport reimbursement. Fund 33 is Assessing and collecting. The expected Revenue does not show the water tank replacement closeout and the ambulance services for the rodeo should be coming

Commissioner Lytle motioned to approve all bank accounts for the Cash Summary Report for September 17, 2021 and the Expected Revenue Report also dated September 21, 2021 of \$166,174.11. Commissioner Tippetts seconded the motion. All were in favor, and the motion carried.

Approve Open Invoice Register: The Open Invoice Register of September 20, 2021 was provided by the Auditor's Office.

Commission Tippetts motioned to approve the Open Invoice Register dated September 20, 2021 normal invoices in the amount of \$20,055.79. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Lytle asked about the It/GIS Software and Keri said it was an annual subscription. Is the Sheriff's fuel a problem and Keri said it is for a seasonal deputy without a card to be reimbursed.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing from Zions Checking for September 9, 2021 - September 20, 2021 in the amount of \$76,296.23. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried. Mayor Kunkel was welcomed to the meeting and was told about the monthly meeting starting with Dutch John in October.

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

Correspondence: Commissioner Lytle said that the prescribed burn for the Forest Service is set for the first week of the elk hunt and although they have heard that it is not a preference of the hunters, so we'll see how it all plays out. Corey Auger is out on Fire and his replacements are Ryan LaFontaine or Travis Wright. The USACCC Conference went well and Brandi agreed. Water and Affordable housing were big topics and UAC could be helpful, but UBAOG may be the most helpful for the Affordable Housing issues.

Calendar Review: Commissioner Lytle said there is a Fire and EMS District meeting this week and the Community Awareness meeting. Bret said the District is working towards the Truth in Taxation hearing. In October there is a Western Interstate Region (WIR) Conference in Salt Lake City and Commissioner Lytle recommended that everyone attend. He will get to the Public Lands portion. Commissioner Tippetts asked for more information and said he will try to attend.

Policy and Legislation Items:

Discussion and Consideration Of Assignment Of Daggett County's Fire Agreement With The Town Of Dutch John To The Flaming Gorge Fire And EMS District and Discussion and Consideration Of Assignment Of Daggett County's Fire Agreement With The Town Of Manila To The Flaming Gorge Fire And EMS District: Commissioner Asay said there are two agreements and they are separate agenda items. Niel said that they are identical except one is for each individual Town.

Bret Reynolds said he has read it and it is on the District's agenda for tomorrow's meeting, but the District name is incorrect and Niel said that can easily be fixed. There are two contracts: one for each town and so each one will be signed by three parties. Mayor Coombs said Don Allphin was going to send him a copy but he had not seen it yet. Commissioner Lytle noted that we could approve it today to get the process started and if changes need to be made it can come back for those changes to be approved. It was anticipated early on that this would happen.

Commissioner Lytle motioned to approve the assignment of Daggett County's Fire Agreement with the Town of Manila to the Flaming Fire and EMS District with the provision that the name be corrected on the agreement. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. It will be effective when the final signature is applied.

Since the motion was out of consecutive order and it was accepted, Commissioner Lytle then motioned to approve the assignment of Daggett County's Fire Agreement with the Town of Dutch John to the Flaming Fire and EMS District with the provision that the name be corrected on the agreement. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Brian was asked to get three copies of each agreement made for Commissioner Asay to sign them.

Discussion and Consideration Of Merging The Daggett County Weed Department With The Daggett County Road Department And Altering The Staffing For The Road Department:

Commissioner Lytle said we had discussed this last week and he was comfortable with what was discussed. Commissioner Tippets said that there is one seasonal each for the Weed Department and Road Department and they have struggled to hire the positions and he would like to hire one full-time position with benefits and another full-time position that would work on weeds as needed. The weed supervisor would remain the same and work with the Road Crew Supervisor spring, late summer and fall. Commissioner Lytle asked if there is a priority for weeds. There is an efficiency in doing early mornings and evenings, but midday is not very good and they could do roads. Commissioner Tippets said he is looking for a motion that would allow the merger, a motion to approve the new position and another as an Operator I with more experience to be hired above the midpoint if possible. Keri has been in on the discussion of this proposal.

Commissioner Asay asked why we need two weed supervisors and asked if we could address this in a Closed Session. Commissioner Lytle asked Niel if the Commission could go into closed session for the purpose of discussing the character, professional competence, physical or mental health of an individual when it is not specifically listed on the agenda. Niel thought it could be done, but we will need to do an affidavit and we have a template we can use for that. Commissioner Lytle motioned to go into Closed session for the purpose of discussing the character, professional competence, physical or mental health of an individual at 11:00 am. Commissioner Tippets seconded the motion. A Roll Call vote was taken and Commissioner Jack Lytle voted “Aye”, Commissioner Matt Tippets voted “Aye” and Commissioner Randy Asay voted “Aye” so the motion carried.

Commissioner Tippets motioned to approve to come out of Closed session at 11:39 am. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Merging The Daggett County Weed Department With The Daggett County Road Department And Altering The Staffing For The Road Department

(Cont’d): Commissioner Asay brought this back up for further discussion and Commissioner Lytle motioned to put them together with a Weed Supervisor and a Road Supervisor and there will be a combined new full time employee under the direct supervision of the Road Department and doing work for the Weed Department. Commissioner Tippets reviewed what he was asking for and Commissioner Lytle asked if hiring the new person above midpoint would create any inequities within the department. It would not, because the last one hired was under a different job description so we need to hire somebody at a different wage that would be consistent with the last hire that is no longer with the Road Department. Commissioner Lytle amended his motion to raise the offer amount above mid level for a new Road Department position, merge the Daggett Weed and Road Departments and create a new full-time employee under the Road Department and shared with the Weed Department. Commissioner Tippets seconded the motion. The reasons were discussed previously and all voted aye, so the motion carried.

Discussion and Consideration Of Property Sale To The Town Of Dutch John And

Signing Of Deeds: Commissioner Lytle asked if we had the deeds. Mayor Kunkel had the Bill of Sale printed but not the deeds, so she went home to print them. Brian had not received the Deeds, but Niel had digital versions of them. Niel called Bart of Jones and DeMille Engineering to see if everything worked out okay. There is a notary in Dutch John, but Harriet said she wasn't able to reach her. Niel pointed out that there are two wrong dates on the Notary, but those could be crossed out. Bart was not in the Office and Martin was going to look them over and make sure they closed. Commissioner Lytle asked about the motion for clarification and then motioned to approve the sale from the RDA for the 10 acre deed, and Daggett County for sale of the Memorial Park and the civic parcel with parking and Parcel A, which is locally known as the "The Big Lawn" contingent on the review of the deed and descriptions by the surveyor and signature of the signers and Notary. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Niel noted that all were Special Warranty Deeds. David McDonald asked if the County had surveyed these properties and Niel was asked and the original agreement was to sell what we had and there was no description of how that was to be done or title insurance. Dave said that the description can be off sometimes and the title insurance won't be very expensive. The ten acres and the cemetery should not be a problem, but the other two have potential conflicts with descriptions. We have approved it and the Town will have the opportunity to review before they sign it. The Town asked why it is a Special Warranty Deed and it was unclear and probably a Dennis Judd question. Niel recommended that we get a copy signed and recorded and the original recorded version sent to the Town. There should be two copies of the Bill of Sale, one for each entity.

Discussion and Consideration of RDA: Phil Timothy was in person and said he wants to proceed. He held off and he has dragged his feet due to the things in the economy. He has talked with Jesse Lassley and it will be a good relationship, but not a partnership. The main building is built with mortise and tenon joints and will not have a nail in it. They are still 10-11 months out, so he will be flying into Minnesota in October. He wants the corners marked as there is some encroachment already. He is looking forward to this. Jesse's idea is to create a village. He is doing it debt free and they have budgeted for this to be a loss for several years and it has all been budgeted. The site plans are about \$35,000 to \$50,000 and he will bring that to the Commission at that time. We need to modernize and be a destination area like Jackson Hole that he visited recently. There are no lots for sale independently at the moment. This will be a higher end 40 room hotel with a fly shop/store in one end and it will be open beamed all the way with two stories in the front. There will be no elevators and parking will be off to the side. The restaurant will hopefully be open all year. Half of the rooms will be closed off in the winter and there will be a conference room. A lounge at the far end will be at least 1,000' feet from the church. The Lumber costs were up \$400,000 and are starting to come down now. He had a thumbnail sketch of the project. Amy McDonald asked for clarification of which parcels were purchased by Mr. Timothy and which ones were purchased by Jesse Lassley. Phil wants the corners pinned and to make sure there are not any problems and also to have title insurance. Niel said we could do that and title insurance will be supplied. Dave McDonald asked about the concept plan and wanted to ensure that Mr. Timothy will have to work with the Town's Planning and Zoning and the Commissioners assured him that this was all a part of the

discussion leading up to the sale. The Mayor asked about the funds from the sale and there was discussion about how the RDA works and that this money is for the Project Area. Mayor Kunkel asked about putting the money in the CRA and Dave asked what the plans for the RDA money is and there are some ideas, but the Commission was not willing to share at the moment.

Niel was asked how the contract with Western Rivers goes and he said the agreement was that they would honor the signed agreement with Western Rivers, so the Town needs a copy of the agreement. The meeting for October 11 was discussed and it will be held in Dutch John and that was thought to be a good idea.

Closed Session: Commissioner Lytle motioned to go into Closed Session at 12:44 pm and Commissioner Tippets seconded the motion. A Roll Call vote was taken and Commissioner Jack Lytle voted “Aye”, Commissioner Matt Tippets voted “Aye” and Commissioner Randy Asay voted “Aye” so the motion carried.

Commissioner Tippets motioned to come out of Closed Session into Open Session at 2:22 pm. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

With no further business Commissioner Asay motioned to adjourn and Commissioner Asay declared the meeting adjourned at 2:23 pm.

/s/ Brian Raymond
Clerk Brian Raymond

/s/ Randy Asay
Commissioner Randy Asay

/s/ Jack Lytle
Commissioner Jack Lytle

/s/ Matt Tippets
Commissioner Matt Tippets