

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, November 29, 2022** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioner Randy Asay and Matt Tippets attended in person and Commissioner Jack Lytle was excused. Clerk Brian Raymond, Recorder/Treasurer Brienne Carter, IT Director Jesse Platt and Sheriff Erik Bailey attended in person. Attorney Kent Snider attended virtually. The meeting was called to order at 9:00 am by Commissioner Tippets. The Invocation was given by Commissioner Randy Asay and then Commissioner Matt Tippets led those in attendance in the Pledge of Allegiance.

Present In Person: Jeanette Hileman, EMS Director

Present Online or by Phone: Bret Reynolds of CIVCO Engineering, Jason Loftus

Motion to Go In and Out of Redevelopment Agency (RDA): Commissioner Asay motioned to go in and out of the Redevelopment Agency (RDA) Meeting Agenda. Commissioner Tippets seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippets:	X			
Commissioner Lytle:				X
Commissioner Asay	X			

The motion carried.

Approve Minutes: No minutes were available for review.

Issue Updates: There was nothing new to report for the RDA, MBA or the Affordable/Workforce Housing. Jeanette Hileman reported that she is working on a Wellness Grant to help maintain good mental and physical health for our 1st Responders. Jeanette also reported that we should soon have 3 Paramedics. The Sheriff said we have come a long way in the last five years.

Bret Reynolds said the meeting with the contractor was canceled about 20 minutes ago. We need to know why the costs were so high so we can adjust accordingly. Bret said the district is tallying up the protests to see if Manila will need to go to a vote. The news on the ambulance is fantastic. Sheriff Bailey said there is a Public Hearing in Dutch John on Dec 19, to discuss joining the District.

Commissioner Tippets said there was nothing new to report on the clinic, the roads or Code Enforcement. Bret said the Brown's Park Project is set to go to bid this week and hopefully the prices won't be so high that the project can't be done.

Citizen Comments: No Citizen comments were given today.

Cash Summary And Aging Report Review: The Cash Summary Reports and the Aging Report were provided by the Recorder/Treasurer's Office. Commissioner Asay noted that the big item was off the aging report. Commissioner Asay motioned to acknowledge receipt of the Cash Summary dated November 21, 2022 and the Aging Report for all bank accounts of \$12,175.13. Commissioner Tippets seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippets:	X			
Commissioner Lytle:				X
Commissioner Asay	X			

The motion to acknowledge receipt of the Cash Summary and Aging Report carried.

Approve Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office. Commissioner Asay motioned to approve the Open Invoice Register dated November 27, 2022 for normal invoices in the amount of \$46,169.77. Commissioner Tippetts seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay	X			
The motion carried.				

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Asay motioned to accept the Disbursement Listing for Zion's Checking dated November 17, 2022 through November 27, 2022 in the amount of \$103,216.80. Commissioner Tippetts seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay	X			
The motion carried.				

Purchase Request Approvals: There was a request to purchase Body Cams using the Beer Tax money. The Sheriff said the product is less expensive, but seems like it is a good product. There is also a grant that Jesse found that helps with this (\$5,900 reimbursement) and item is on State Contract. It's a five year package for 10 cameras, so there will be no cost for the next five years. Commissioner Asay thought if the Sheriff and Jesse thought it was a good idea, then he would support it and made a motion to approve the Purchase Request for the Body Cameras in the amount of \$24,340. Commissioner Tippetts seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay	X			
The motion carried.				

Correspondence: Commissioner Tippetts said he had seen some correspondence about the BOR wanting to reschedule the meeting regarding the water rights the County Holds. Brianne came into the meeting and said the Hold had been released and moneys's were dispersed. The Sheriff asked if everyone had been receiving updates from Thomas Winterton regarding the jail. The Commissioners stated they had not, Sheriff Bailey said he would forward what he has received to the Commissioners although he wasn't very confident we would be able to work it out. Brian mentioned he had recently received two different GRAMA requests regarding Thomas's work for us.

Calendar: Monday and Tuesday of next week start the budget meetings. LEPC is next Thursday. Commissioner Asay said UBTECH has a legislative breakfast on Friday in Roosevelt that we are invited to attend.

POLICY AND LEGISLATION:

Discussion And Consideration Of Ratification Of Utah Department Of Health & Human Services Grant Contract For Rural EMS Quality Improvement Flex Grant For Ambulance. Commissioner Tippetts turned the time over to Jeanette Hileman and she said this is a flex grant and it allows her to continue doing what she has been doing. She gets paid to go to meetings and review their records to ensure that they are being kept properly. This helps us if we ever end up in court and makes sure that we have the information we need in Image Trend. The State then reimburses us quarterly if we have completed the meetings and review. There is a requirement for a new policy that Keri Pallesen has been working with Jeanette on. Kent was asked if he had reviewed it. He has reviewed it and there were no issues and recommended they go forward with it.

Commissioner Asay motioned to Ratify the signing of the Utah Department Of Health & Human Services Grant Contract For Rural EMS Quality Improvement Flex Grant For Ambulance. Commissioner Tippetts seconded the motion The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay	X			
The motion carried.				

Discussion And Consideration Of Cash Receipting And Deposit Policy: Commissioner Tippetts had Brianne come back into the meeting. Brianne explained that as part of Risk Management Keri Pallesen had provided a template of the State Policy and Brianne said that she felt we should go with the State Policy. Kent looked it over and thought it made sense.

Commissioner Asay motioned to approve the Cash Receipting And Deposit Policy.. Commissioner Tippetts seconded the motion as it's been recommended by the Treasurer and the Auditor and reviewed by the Attorney. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay	X			
The motion carried.				

Discussion And Consideration Of Core Contract (Secure Instant Payments) Contracts.

Commissioner Tippetts asked about the Contract and Brianne said this was the original contract that the Commission had approved year's ago and was brought up in question for the proposed amendment last month. They are now seeking approval of the amendment to have "Text To Pay" service added for the Dutch John Water and Sewer billing. They are testing this on a smaller scale to see how it will work. The convenience fee can be charged to the customer and there is a .05 fee for each text.

Commissioner Asay motioned to approve the Core Technologies Contract (Secure Instant Payments) amendment. Commissioner Tippetts seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippetts:	X			
Commissioner Lytle:				X
Commissioner Asay:	X			
The motion carried.				

Discussion And Consideration Of Application Of Jesse Platt For CED Board :

Commissioner Asay thought he was already involved with the Board and so it makes sense to make him a member. Commissioner Asay motioned to approve the application of Jesse Platt to the CED Board. Commissioner Tippets seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioners Tippets:	X			
Commissioner Lytle:				X
Commissioner Asay:	X			
The motion carried.				

Other Business: Jason Loftus was asked if he had anything he wanted to comment on and he did not. Kent said he needed to get the letter out for the transfer of property for Dutch John. Kent also brought up the Recertification of the Justice Court stating that it needs final approval.

Commissioner Tippets motioned to approve the recertification application for the Daggett County Justice Court. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Commissioner Tippets:	X			
Commissioner Lytle:				X
Commissioner Asay:	X			
The motion Carried.				

With no further business the meeting was adjourned by acclamation at 9:42 am.

/s/Matt Tippets

Commissioner Matt Tippets

/s/ Brian Raymond

Clerk/Brian Raymond

/s/ Randy Asay

Commissioner Randy Asay

/sExcused

Commissioner Jack Lytle