Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, November 1, 2022** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic Means. Commissioner Matt Tippets, Randy Asay and Jack Lytle were present in person. Attorney Kent Snider, Clerk Brian Raymond, Recorder/Treasurer Brianne Carter and Sheriff Erik Bailey attended in person. Auditor Keri Pallesen attended virtually. The meeting was called to order at 9:05 am by Commissioner Tippets. The Invocation was given by Commissioner Jack Lytle and then Commissioner Tippets led those in attendance in the Pledge of Allegiance.

**Present In Person**:

**Present Online or by Phone:**

**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 Lytle 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.

**Issues Updates:** Commissioner Lytle had talked with Bart of Jones and DeMille Engineering about the airport plans and the goal is just to separate the lots and not request development yet. He emailed everyone there a copy of the documents from Jones and DeMille..

There was discussion at the UBAOG meeting on Affordable Housing. Commissioner Asay said that the furnace was given a second look and it was fixed, so it does not need to be replaced. The roads meeting still needs to be set up. Vicky did not mention any code enforcement issues to Brian or Kent.

**Citizen Comments:** There were no citizen comments given.

**Cash Summary And Aging Report Review:** The Cash Summary Reports and the Aging Report were provided by the Recorder/Treasurer's Office. Commissioner Asay said there is still the same issue in Fund 33 with Assessing and Collecting.

Commissioner Lytle motioned to acknowledge receipt of the Cash Summary dated October 31, 2022 and the Aging Report for all bank accounts of $120,553.53. Commissioner Asay 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 Open Invoice Register:** The Open Invoice Register was provided by the Auditor's Office. Commissioner Asy asked what the DOT Federal Highway Administration payment of $38,,579.06 was for. Commissioner Tippets said it was our share of the FLAP project and it was

budgeted and within the budget. There were a couple of revisions along the way. The attorney asked if it was complete and Commissioner Tippets thought it was done, but said he would check to be sure. The attorney said he had driven it and it was well done, but Commissioner Asay said he got turned around last week, so maybe it's not quite done yet. There was some patching done on the road as well as the new paving. The Bond payment for the Jail of $126,230.60 is on the register.

Commissioner Asay motioned to approve the Open Invoice Register for normal invoices dated October 31, 2022 in the amount of $201,943.71. Commissioner Lytle 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.

**Disbursement Listing:** The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing for Zion's Checking dated October 21, 2022 through October 30, 2022 in the amount of $66,712.11 Commissioner Asay 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.

**Purchase Request Approvals**: There were no known purchase requests.

**Correspondence:** Commissioner Lytle didn't have anything and Brian said there was a copy of the BOR's Ramp Survey and a BLM Compliance letter included in the packet. The BLM letter could not be found so Brian read the gist of the letter. The Ramp Survey was briefly reviewed. We are supposed to get some snow this week, so hopefully that will help.

**Calendar Review:** We have elected officials meeting on the calendar for this afternoon, but Kent has Court this afternoon. The meeting was postponed until December. Commissioner Asay asked if there were more tickets being written since the speed limit was changed and Kent said that he had not seen an increase in speeding tickets, but he knows they've been giving out warnings. We have been dealing with some high profile drug cases. The Sheriff said he will be meeting with the School District to try and set up some future trainings.

Commissioner Tippets said next week's Commission Meeting is canceled, but the rest of the week is pretty busy. The following week is the UAC Conference. Commissioner Lytle will be gone November 28th through the 2nd of December. Thanksgiving is on the 24th and has there been any conversation regarding a turkey or ham. Commissioner Tippets thought Turkey might be hard to get this year. Keri said that hams have been ordered and will be here the week before Thanksgiving. Commissioner Asay has UBAOG meetings next week and Commissioner Lytle has annual CIB meeting in Moab next week.

**POLICY AND LEGISLATION:**

**Discussion And Consideration Of Recertifying The Daggett County Justice Court:** Commissioner Tippets thought this was a good idea and it was determined to put it on the agenda for

the Resolution to be approved with the documentation. Commissioner Asay moved to table till November 15th. Commissioner Lytle 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.

**Discussion And Consideration Of Transfer Of Grave Ownership For Block/Section 7 Lot 11 Graves 3-6 & Block/Section 7 Lot 12 Graves 1,2 & 7 From Les Schofield To Wendell Schofield.** Clerk Brian Raymond said that there was an error on the original approval of the transfer and the graves are in Block/Section 7 and not Block/Section 17.

Commissioner Lytle motioned to re-approve the transfer with the corrections from Block or Section 17 to Block or Section 7 for the transfer of caretaker responsibilities from Les Schofield to Wendell Schofield. Commissioner Asay 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.

**Discussion And Consideration Of Utah Rural County Grant Contract #230630533 From The State Of Utah For Economic Development:** Commissioner Tippets said this is the 2022/2023 Grant for the application that we turned in several weeks ago. Commissioner Lytle asked where we were planning on spending that money? Commissioner Tippets said that breakdown is on page 11 and the CED Board set aside $75,000 for rodeo ground improvements; $75,000 towards the matching portion of the bike path along Hwy 43. We still haven't received that documentation, but this is in anticipation of that money. Commissioner Lytle asked if the attorney had looked it over and he had and it was all boilerplate.

Commissioner Lytle motioned to approve the Utah Rural County Grant Contract #230630533 from the State of Utah in the amount of $200,000. Commissioner Asay 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. Keri said the email said there needs to be a designated person to sign it. Keri thought Commissioner Tippets should be the signer. He was okay with that and Keri said she would forward his information on to the State.

**Discussion And Consideration Of The Tentative 2023 Daggett County Budget:** Commissioner Asay asked which budget was which and the Tentative County Budget is the 44 page Budget. Commissioner Lytle asked about the TRT Fund and it is Fund 23.

Commissioner Lytle motioned to approve the Tentative 2023 Daggett County Budget. Commissioner Asay seconded the motion. Commissioner Asay and Tippets said this is based on last year's budget and work has been done, but more needs to be done. Commissioner Tippets also thanked Keri for all her work done so far and that will be done in the future. The Commissioners voted as follows on the motion:

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

The motion carried.

**Discussion And Consideration Of Approval of the Tentative 2023 Redevelopment Agency Budget:** Commissioner Tippets moved this agenda item up and said it's the last page of the Commissioners packet. It is Fund 25. Commissioner Lytle said that it is similar to the tentative 2022 Budget. Knowing there will be work done in the meantime.

Commissioner Lytle motioned to approve the Tentative 2023 Redevelopment Agency Budget. The Commissioners voted as follows on the motion:

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

The motion carried.

**Discussion And Consideration Of Separation of Redevelopment Agency and Municipal Building Authority:** Commissioner Asay motioned to table Agenda items 5 and (a) until the County Attorney has a recommendation. Commissioner Lytle seconded the motion, Commissioner Lytle stated we also need Keri & Brianne to be involved in the discussion. The Commissioners voted as follows on the motion:

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

The motion carried.

**Closed Session For Possible Purchase, Exchange Or Lease Of Real Property:** There was no need for a Closed Session today.

With no further business Commissioner Tippets adjourned the meeting at 10:02 am.