Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, October 4, 2022** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioners Matt Tippets, Jack Lytle and Randy Asay were present in person. Attorney Kent Snider, Auditor Keri Pallesen, Clerk Brian Raymond, Recorder/Treasurer Brianne Carter and Sheriff Erik Bailey attended in person. The meeting was called to order at 9:07 am by Commissioner Tippets. The Invocation was given by Attorney Kent Snider and then Commissioner Tippets led those in attendance in the Pledge of Allegiance.

Present In Person: Brandi Pearson, Bryan Wilson and Rich Howe of U.S. Forest Service, Brett Reynolds of CIVCO Engineering, Kent Bond, Vicky Nelson, Bob Linville, Brad Lovejoy and Don Worthington

Present Online or by Phone: Kevin Yack and Laurie Brummond of Uintah Basin Association of Governments

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:: Minutes for the Tuesday, September 27, 2022 Commission meeting were available for review. . Commissioner Asay motioned to approve the Daggett Commission Meeting minutes for Tuesday, September 27, 2022. 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.

Issues Updates: Commissioner Tippets noted that we had an RDA meeting in Dutch John last Tuesday to discuss the purchase agreement with the tenants of guide row and community residents. Commissioner Lytle appreciated everyone's participation. Brandi asked if there was going to be another meeting and Commissioner Lytle was open to it, but he isn't aware of anything scheduled. Clerk Brian Raymond brought up the separation of RDA into a separate agenda and Kent Snider had spoken with Craig Smith briefly, but didn't get an answer from him.

Kent was asked about the RDA issue and the meeting last week brought out some good discussion and he still needs to speak with Craig Smith, but feels we should avoid any appearance of co-mingling and so he will continue to try and get with Craig.

Commissioner Lytle brought up the airport and there was some stress on the part of the Dutch John Planning and Zoning regarding the Subdivision of the airport lot as they don't have an application yet. Commissioner Lytle explained that there are provisions in the State Code on how to consider this. They have a meeting tomorrow night and he will try to participate in their meeting virtually tomorrow night. Kent said that he would speak with their attorney about this.

Commissioner Lytle said he had spoken with the Bonding attorney, Eric Johnson, and he will continue to work on the contract between the county and the MBA for the water system grants.

The Sheriff said Casey Olsen applied for Paramedic School to start in January if he's accepted. There is some Grant money that could be used to help, but he needs to get with the attorney to get a training agreement. We also have a medic from Sweetwater that may come and help us. The Castle Rock MOU is having issues and they want us to respond all the way into Green River and we just don't have the manpower for that. We can provide coverage to Buckboard and along Hwy 1, but can't go all the way into Green River. Jeanette has talked with some of the Commissioners and they will be having a meeting today.

Back to airports Commissioner tippets said we had received a proposal from the insurance company yesterday and they want it approved today. There are options we can add to the coverage, but we have the same price as last year. Kent had not seen it yet, so he was given a copy to review.

Sheriff Bailey brought up that Kerry Martin from Innovative Corrections had contacted him about the Jail and he was referred to Thomas Winterton. Kerry was looking at a possible joint venture with the County on the Jail.

Kent reviewed the airport insurance proposal and noted the only changes would be the TRIA or Terrorism and War options if they were chosen. Commissioner Asay reviewed the policy and did not have any comments. Commissioner Lytle motioned to go forward with signing the insurance contract and to add it to the agenda for next week for ratification in the amount of 2,333.00 with Gallagher as the broker. 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.

The July Clinic billing amount was $18,326 and August was $16,026 for August.

Commissioner Tippets did discuss with the Road department on the roads in Dutch John. Commissioner Asay said that the damage to the roads was more severe this year than any year he can remember. There were no code enforcement issues to discuss.

Citizen Comments: Laurie Brummond commented on the County making KSL Live for the PRCA Rodeo. Laurie said the main reason for the call is that the CDBG Policy Committee board member has been rotated over to Daggett County and she would like to have a recommendation for either Commissioner Tippets or Mayor Coombs. Mayor Coombs has been involved with the Senior Citizens and Commissioner Tippets is the Chair of the RRC this year, which ties into this.. There are 4 or 5 meetings in Salt Lake per year plus one retreat. We need a resume for the person selected. And it will be finalized at the next UBAOG meeting on the 27th. Laurie also said she needed to catch up with Commissioner Asay about housing, but it can be done outside this meeting. Laurie also said that she had received a postcard from every County and Commissioner Lytle picker up some Flaming Gorge cards, but asked if we had any County postcards and it was unknown if we did or not. There were no questions on the budget and the next AOG meeting will be on the 27th at 9 am and at 10:30 we will be hosting Envision Utah. This will be our holiday meeting and one of the Commissioners will need to proffer the nomination during the AOG meeting. Commissioner Tippets recommended putting the nomination on the agenda for next week's Commission meeting.

Kent Bond has been a pilot for 60 years and he has a hangar in Mesquite, Nevada airport and Woods Cross, Utah and he is working on a presentation to put in T-hangars and lease them out. He was willing to help with the design and maybe box hangars would be better here than the T-hangars. Most airports charge per square foot. It could be done in Dutch John as well. He offered his

assistance and Commissioner Lytle said that he should maybe talk with people in Dutch John who have airports. Bret said that the State would like us to update the Manila Airport Plan. There is a nationwide shortage of hangars, but mostly in the metropolitan areas and we could maybe use 3 to 5 hangars at the Manila airport. Some pilots like to have a place to stay in them and so people would like to purchase land to do that. Bret said Dutch John has provisions for T-Hangars, but there are also situations that would be problematic.

Cash Summary And Aging Report Review: The Cash Summary Reports and the Aging Report were provided by the Recorder/Treasurer's Office. Brianne cut 3rd Quarter taxes last week and will do more in November and December. Tax notices will go out next week. Commissioner Asay motioned to acknowledge receipt of the Cash Summary and Aging Report as of September 30, 2022. 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 Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office. Commissioner Lytle motioned to approve the Open Invoice Register for normal invoices dated September 30, 2022 in the amount of $13,697.32. 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.

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 September 26, 2022 through September 29, 2022 in the amount of $130,576.84 with a void amount of $49.50. 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 asked if the Field Services Grant was correspondence and Brian said it was. The ceiling seemed to be 100,000. Commissioner Lytle has contacted the Water Companies and still is gathering information on their projects. Interstate has the biggest projects. He will follow up with them and Cody Stewart regarding this information.

Keri Pallesen sent out an email on the Local Tribal Assistance Program and Brian had included information in the packet. Keri listened to a call with NACO yesterday and it appears that we are eligible along with other counties that are eligible for PILT and we are eligible for $585,000

and it could be used for anything, except for lobbying and there is no deadline. We request it through the same portal as ARPA. Keri was willing to apply and the Commissioners said she had the authority. She has the slides from the webinar and the instructions are only 10 pages versus the 100 pages for ARPA. It can be used for matching funds for grants. PILT is unaffected, so the Commissioners recommended she start the process and let them know if there are any strings attached. Commissioner Asay said there is an information session noted at 3pm Eastern time and Keri said she would participate in that.

There was a BLM notification on buried water lines for the Jarvie Ranch. We are being informed as the right of way holder. The Commission asked Kent Snider to send a letter of confirmation that reaffirms the Class B road situation as it was thought that was an issue on FLAP application. Kent said he would do that.

Calendar Review: Commissioner Lytle said the CIB meeting on Thursday is his biggest calendar item. There is an elected officials meeting scheduled for this afternoon and there was a question as to the training and Kent said that he has court this afternoon and so this would need to be done at the next meeting. Commissioner Asay said that he had talked with Keri about the LATCF item and if there are no needs for the meeting 1 pm conflicts with the Webinar Keri is planning on attending Commissioner Asay was asked to help Matt complete the agenda for November 1st meeting where we could have the training by Kent and discuss the possible use of the LATCF funds.

Weekly Budget Review: We don't have anything, but we need to start looking at the budget for next year. Commissioner Lytle asked about the 3rd Quarter update and Keri is still trying to get the credit card payments caught up. The attorney will be working with her on that and if she doesn't get it soon, she will send it out without that information. November 1st is the date for the tentative budget being prepared. The tentative budget is her proposal and then the Commissioners can tweak and prepare the final budget for review and approval. Keri will try to get things going on this.

POLICY AND LEGISLATION:

Presentation By Bryan Wilson (District Ranger) To Provide An Update On Possible Forest Service Changes And An Upcoming Prescribed Burn:

Commissioner Tippets turned the time over to Bryan Wilson and he came from Darby, Montana. This is a beautiful country and he was looking at some of the petroglyphs and how to preserve them, as well as a project to remove mistletoe, plus a lot of infrastructure changes to the Gorge due to the water going to Lake Powell. Commissioner Lytle asked for clarification and he explained the changes for lower water levels to sewer, electrical and ramps that are having to be adjusted.

A Closure order for Airport Road Boat Ramp due to the receding water making it dangerous and the invasive species. People have been avoiding the Aquatic Invasive species checks by launching there. The Gravel pit is another place that people launch, especially in winter. Kent Bond asked about the legality of launching at approved ramps. AIS checking has ceased due to frost. Mr. Wilson said he will check into this as there are questions on this. His thoughts is that any trailer backed into the lake needs to be on a ramp.

There were meetings about the NRA a couple of months ago and he will follow up with the County as the Forest moves forward on this. Commissioner Lytle asked about the cooperators and stakeholders and Bryan said there should be something for the The Trails committee and Trails Master Plan was brought up by Bret Reynolds and the General Plan was brought up as needing to be

considered. Bryan said he is new and doesn't have all the answers, but he has learned a lot through this process.

Rich Howe is here to answer questions on the prescribed burn. Rich is the new Fire Management Officer for the Flaming Gorge and Vernal Districts. He previously worked with the BLM in the Green River/Rock Springs and St George areas. There was a 90 day hold on prescribed burns. There are 7 points they need to meet before they can do any burns and it's pretty intensive, so they are in the process of rewriting it as there is a grass loading and it has changed things around communities and infrastructure. The hold is done and the burn plan is in process and then needs to be reviewed by someone out of the area and it is hoped to be out at the end of this week. Commissioner Lytle brought up the hunts and they are trying to avoid the opening dates. They are trying to do smaller burns to avoid issues. The big thing is getting the plans done this year. NEPA is being relooked at, but Rich said they are still viable for what they are doing. The Sheriff's Office is the issue with the travel in some areas. Rich said better communication will be a big issue going forward. Commissioner Lytle said we are attentive to these issues even though we may not always be able to attend every meeting. Bryan said there will also need to be regional approval before anything happens. Commissioner Lytle asked where the Forest Plan revision stands and Bryan said he will get some information about that to the Commissioners.

Kent Bond asked if they have closed down the inspection stations then what does it matter where you launch? Kent said that he understands the concern and wondered why they don't inspect year round. There is a public safety element as it took some work to get people unstuck at the State line ramp. Commissioner Lytle asked about staffing and Stephanie Anderson just retired and he has a bunch of openings. He is relatively short, but doing their best to stay on top of things and trying to get some local folks hired that wouldn't need housing. Kent Bond said he is impressed that the mussels haven't appeared yet. Bryan was informed that he was always welcome to Commission meetings without being on the agenda, but Commissioner Asay said that if it's on the agenda then people can come to learn and comment. Grazing and Fire were specific examples of topics that would be interesting to the Public.

Discussion And Consideration Of Dutch John Airport Bid Package: Bret Reynolds of CIVCO Engineering brought the bid package and we are close to getting it put out and he wanted to go over a few things today. The first was the insurance requirements for the contractor as this is a bigger project than our usual projects. Bret was asked if he had a recommendation. Keri said she could connect Bret with Johnnie Miller of UCIP and he could give some recommendations. There was no known County standard for projects. There was a question on liens and Kent said the standard language is okay and the other stuff can be omitted. Some of the language is boilerplate and he has used FAA and UDOT specs to allow the most competitive pricing. FAA specs are more expensive than UDOT specs, which still provide a good product. The estimates for the project are probably more expensive than originally planned, so Bret in conjunction with UDOT took out a hangar and put it in as an add-on in case prices dropped. The total current project is projected to be $1,080,640.00. The State match is 90%, so we have to come up with 10% of that. Kent Snider asked about the dates as it said 2015 and Bret said that it will be done by next fall. The original proposal did not match the airport Layout Plan and so we had a process that allowed the State to come up with additional funds. Kent said that there is a lot of potential in Dutch John. This project is to provide more apron space for Tie Downs and Kent said there is no money in airports, if you are lucky you can break even. One of the purposes of the plan is to outline the ultimate airport and not necessarily to build it. The property wasn't clearly defined before and so now we have done that.

Commissioner Asay motioned to approve the bid conditioned on the insertion of the approved insurance policy amount and adding the dates based on when it goes out. Commissioner Lytle seconded the motion and noted that the expenses will be in next year's budget. Bret said that

originally it was all one engineering contract and he will need to do another contract for this upcoming phase. Attorney Kent Snider asked for Bret to send that to him for review. 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 Travel Reimbursement Request For Sheriff's Office: The Sheriff said that Gidget Carroll couldn't book the Conference hotel and the lowest rate she could book was well above the County's rate. The upcoming UAC conference in November might be a problem as the rooms are filling up fast. Keri and Brianne briefly commented on this. The policy might need to be changed or at least looked at for the future. Commissioner Tippets motioned to approve the Travel Reimbursement Request For The Sheriff's Office noting that it is outside the policy and that we review the policy and adjust as necessary. Commissioner Asay seconded the motion and noted that with the continuing need to attend the trainings in St. George, we should probably look at the policy. 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 Allocation Of FY 2022 State Payment In Lieu Of Taxes (PLIT) Funds: Brianne Carter said that in August we received a payment of $41,159.00 and we had discussed not automatically giving it to the Fire and EMS District. There had been talk of reviewing it each year. Commissioner Asay was in favor of reviewing it annually. Commissioner Lytle motioned that the funds be given to the Flaming Gorge Fire and EMS District for an additional year and review it again next year. 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. Bret Reynolds thanked the board and Commissioner Lytle asked that we schedule a joint meeting with the Board at some point in time in the near future. Funding this again for another year shows support for the towns as they consider joining. Bret will work on a time for a joint meeting. Keri asked if it's the County or the board's responsibility to get new board members? There was much discussion about this and their attorney said it was the County's responsibility and Commissioner Lytle thought we had the responsibility for an uncompleted term. It was recommended that the two legal counsels confirm their thoughts and the big problem is there isn't anyone to take the new position. Brian was asked to email the original bylaws to Kent. There are two questions. Don's vacancy that exists now and Woody's vacancy that will exist at the end of the year. Commissioner Tippets was willing to be appointed until the end of the year and maybe Commissioner Asay might be able to continue from there or someone else could be appointed for the next term. This needs to be done before the end of the year.

Discussion And Consideration Of Approval Of Amendment #1 To CORE Sub-Merchant Agreement To Allow Text Payments: Brianne Carter said this is exciting technology that allows the billing and payment of fees to the County by text. There is a convenience fee and maybe that could go to the person paying that amount? Information is available to them for those who have already paid online. Most of them are Dutch John utilities and others are taxes. Brianne thought this would be a good program and would like to try it. Brianne doesn't have a copy of the original contract, but they should be able to provide the additional contract and Bran should have a copy in his files. Commissioner Lytle motioned to approve the contract with the condition of the attorney reviewing the original contract for approval and if there are any issues it will come back for approval. Commissioner Asay seconded the motion with the conditions. 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 Subdivision Of 101 N. Bear Paw Lane-Dave Norwood: Vicky Nelson said she found out there were still some issues with the Fire Hydrant, so asked this to be tabled. Commissioner Lytle motioned to table the discussion of this request. 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 Approval Of Subdivision And Rezone Of Matt Tippets Property On Hwy 43: Commissioner Tippets noted for disclosure that he is Matt Tippets and explained the two conditions set by the Planning and Zoning: One was that a site plan be provided and an easement be recorded. Matt explained that he has a site plan now and that he bought the property a year and a half ago and both houses are on the same parcel. He is trying to separate the smaller house. It required a rezone to a R-R-½ zone and so that is what he is trying to do. He was out of town during the meeting with PnZ so there was not a plan and they wanted to see a site plan and there was some question on the highway access and both parcels would be owned by the same owner. The site plan has been provided. There isn't a need for the easement at this point, but there might be if he were to sell the property. Matt said he was willing to grant an easement if he were to sell it, he just doesn't know when or what that would be. Commissioner Lytle brought up the access to the highway and Matt said the request was to rezone the entire 6.5 acre parcel to R-R-½ and that gives the opportunity to capitalize on access to the highway. Vicky Nelson thought this was better and allows for more flexibility. To the east is commercial property-Wakeless Harbor. Commissioner Lytle thought as long as it fits the County's General Plan he's okay with it. Vicky spoke with Chad and he wasn't sure if it could be approved by the Commission today. There was discussion that it should go back to the Planning and Zoning Board before the Commission makes a decision. Vicky was encouraged to consult with the Planning and Zoning Chair to move this forward. Commissioner Asay thought the whole Planning and Zoning Commission should make the decision to approve or finalize this item.

Commissioner Lytle motioned to table the discussion. 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 Authorization Of County Clerk To Post Election Information To Social Media Websites (policy 23.5.4(3):

Brian Raymond said that he interpreted the policy that if he wanted to post he had to be authorized by the Commission. There is a lot of negative content on Social Media and this is a way to bring out some factual positive information. Kent said that he had thought about posting updates to laws and things from the Attorney's Office. Commissioner Tippets also thought that Brian or Kent are elected officials and should be able to post information, but not have any opinion pieces. Keri said that Kym had given her the ability to set up administrators. Brian said that the problem might be that as we post we will see a flurry of comments and some might be negative and it might be hard to find time to reply and moderate them if there are a lot of comments or questions. Comments might be able to be restricted, but Commissioner Tippets wasn't against comments being posted. Commissioner Lytle thought Jesse should be involved in this discussion. Brian said he had sent some of the emails on this from the marketing company to Jesses, but had not heard back from him yet. Commissioner Assay was in favor of tabling and agendizing it if it is needed.

Commissioner Asay motioned to table the discussion on Social Media and Commissioner Lytle seconded the motion. The Commissioners voted as follows:

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

The motion carried.

Closed Session: Commissioner Tippets asked if there was a need for a Closed Session and Clerk Raymond said there were two parties here for Closed session and both are here for the purpose of purchase exchange or lease of real property. Commissioner Lytle motioned to go into Closed Session for the purpose of purchase, exchange or lease of real property by the RDA at 12:10 pm. Commissioner Asay seconded the motion. The Commissioners voted as follows:

	Yes	No	Abstained	Absent
Commissioner Jack Lytle:	Aye			
Commissioner Randy Asay:	Aye			
Commissioner Matt Tippets	Aye			

The motion carried. A brief recess was taken while preparing to go into the Closed session.

Commissioner Asay motioned to go back into Open Session at 1:49 pm. Commissioner Lytle seconded the motion. The Commissioners voted as follows:

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

The motion carried.

With no further business Commissioner Tippets adjourned the meeting at 1:50 pm.