Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, March 29, 2022 in** the Commission Chambers in the Daggett County Courthouse 95 N 1st West in Manila, Utah and through electronic means. Commissioners Jack Lytle and Randy Asay were present in person and Commissioner Matt Tippets was excused. Clerk Brian Raymond, Recorder/Treasurer Brianne Carter, Sheriff Erik Bailey attended in person. Auditor Keri Pallesen attended virtually and in person. The meeting was called to order at 9:16 am by Commissioner Lytle. The Invocation was given by Commissioner Lytle and Commissioner Lytle led those in attendance in the Pledge of Allegiance.

Present In Person: Brandi Pearson, Jesse Platt, Bret Reynolds of CIVCO Engineering, Sgt. Isaacson.

Present Online or by Phone: Jason Loftus, Michelle Miller, Senator Ron Winterton

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. Commissioner Lytle and Asay were in favor and Commissioner Tippets was excused for today, so the motion carried.

Approve Minutes: There were minutes available for the March 1 and March 8, 2022 Commission Meetings. Commissioner Asay motioned to approve the minutes for the Tuesday, March 1, 2022 Commission Meeting. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the March 8, 2022 Daggett County Commission Meeting Minutes. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Issues Updates: Commissioner Lytle did not have any updates and Commissioner Asay did not have anything. The Linwood Lane issue is on the agenda for April 12th, 2022. Commissioner Lytle said the gate was locked again and he saw a CIVCO employee on Jesse Ewing Rd. Bret Reynolds said there was a discussion with the Road District, County and UDOT and so they are looking at options and so maybe we can go to CIB for additional funds with recently increased costs. We have to follow ASHTO and UDOT standards and there are some design waivers or exceptions. The other update that Bret had for the Fire and EMS district is that nobody signed up to run for the two positions up for election. Neil said he is working on their agreement with the County.

Jason Loftus got on and confirmed that Linwood Lane will be on the agenda April 12th. It was agreed that was a date for that discussion.

Citizen Comments: Jason was asked if he wanted to make any additional comments and he did not.

Cash Summary And Expected Revenues Report Review: The Cash Summary Reports were provided by the Recorder/Treasurer's Office. Commissioner Asay motioned to acknowledge receipt of the Cash Summary for all bank accounts as of March 28, 2022. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Approve Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office. Commissioner Lytle noted that the Clinic was $19,000 and Commissioner Asay motioned to

approve the Open Invoice Register dated March 24, 2022 for normal invoices in the amount of $63,568.25. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Emergency Management Updates: Mechelle Miller said the 402 training is set for the October UBAOG Meeting and there will be a tabletop exercise on May 12th in the Uintah County EOC at 10:00 am.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to approve the Disbursement Listing for Zion's Checking dated March 21, 2022 to March 24, 2022 in the amount of $156,769.29 Commissioner Asay seconded the motion. All were in favor and the motion carried.

Purchase Request Approvals: There were no Purchase requests for review. Brandi said there is one in process, but guessed it wasn't ready yet.

Correspondence: Commissioner Lytle said that they had been provided information regarding the CIB Tutorial which will be held April 13, 2022 at the Vernal City Offices and we need to attend if we plan to make any applications.

Calendar: Commissioner Asay asked Niel if he had found anything on Tonya Murray's request for a replacement and Niel said she is moving on to something else. We also need to fill Lynette Asay's position as the Victim's Advocate Office. Commissioner Lytle thanked her for efforts to keep that position going. Commissioner Lytle said there may be a UAC Public Lands meeting on May 1st and a CIB meeting is on the 7th.

Policy and Legislation Items:

Discussion And Consideration Of Completed Business Licenses For Dinosaur River Expeditions, Union Telephone Company, Off-N-Trucking, Conquest Expeditions LLC, Walton Feed Inc., Maxfield Construction Inc., Coca-Cola Bottling Co. High Country, Chad Jaques/TB2 Guide Service LLC, Nicholas & Company Inc, Jones Paint And Glass, C & H Distributing Company, Monty's Fishing Service: Commissioner Lytle read the business names except Coca Cola Bottling which had not paid their UPP yet. Commissioner Asay motioned to approve the licenses for Dinosaur River Expeditions, Union Telephone Company,Off-N-Trucking, Conquest Expeditions LLC, Walton Feed Inc., Maxfield Construction Inc., Chad Jaques/TB2 Guide Service LLC, Nicholas & Company Inc, Jones Paint And Glass, C & H Distributing Company, Monyt's Fishing Service. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Transfer Of Burial Rights And Caretaker Responsibilities In The Manila Cemetery From John Ylincheta To George Olson For Section: 17, Lot 17 Graves 1 and 3-6: Commissioner Asay asked about this and Brian explained that this was another clean-up effort as the 1990 map shows the Olson's owning this and the Ylincheta's weren't sure why it was in their name.

Commissioner Asay motioned to approve the request to transfer Section 17, Lot 17, Graves 1and 3-6. From John Ylincheta to George Olson. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Transfer Of Burial Rights And Caretaker Responsibilities In The Manila Cemetery From Jill & Art Ylincheta To George Olson For Section: 17, Lot 17 Grave 2: Commissioner Asay motioned to approve the request to transfer Section 17, Lot 17, Grave 2. From Jill & Art Ylincheta to George Olson. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Dutch John Airport Layout Plan: Commissioner Lytle turned the time over to Bret Reynolds of CIVCO Engineering. Bret said they had gone back and forth on this over the past few months and have made a lot of adjustments. Bret said they sent it to the State and they signed it and sent it back, but they do want assurance that the land around it was protected by Ordinance and so there is a need for their ordinance to reflect the changes to the plan. They are updating their ordinances now, so this is a good time to bring it to them. The runway space has been extended to reflect future desires, but who knows when that will actually happen. Once this is approved we will adjust the lot lines through Jones and DeMille. Bret said they are proceeding with the design of the Apron. Commissioner Asay thanked Bret for his work and cooperation on this. Commissioner Lytle wasn't sure about approving this with Matt not being here today and if he wanted to sign it.

Commissioner Asay motioned to approve the Dutch John Airport Layout Plan. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Brian will get Matt to sign it once he returns and then he will get it recorded. It is a living document and allows us to proceed with the subdivision and the apron design. Bret will get a hold of Jones and Demille to let them know it's approved.

Discussion And Consideration Of Ratification Of FIG Grant Contacts: Commissioner Tippets signed the contracts for the Purchase Request and asked for this to be on the agenda as he had forgotten to ask for this to be an agenda item for approval. Brandi Pearson brought in the contracts and explained that there is a match in there. Keri Pallesen came into the meeting and said the contracts with Chadwick Boothe and Kir Mag are the ones needing approval and approval of the Sole Source. There was a contract with Chad Booth two years ago, but this is a separate contract. The Kir Mag is less than the $15,000 threshold requiring specific Commission approval other than the Invoice Register. The Purchase Request was for only a portion of the total amount and so Keri would like to see the entire amount approved. Keri said there was also a discussion on this regarding the grants and so they want to meet with department heads and elected officials so they can make sure that all the paperwork is being done properly. If someone signs a contract for the County they can become personally liable for that contract. Brianne has sent out an email regarding new requirements from the accountants. Brandi asked if there was a protocol or check list and Keri said there is one in the Purchasing Procedures, but they will be working on a new one. The County had to pay back interest it received on the Bureau of Reclamation interest in the past, and we don't want to have to do that again. Brandi and Commissioner Tippets have been communicating with Chad Booth on this and so they will be responsible to get all the documentation together. The funds have been given already and we have to show that the grant agreement has been fulfilled and Chad Booth has to show that he has met the requirements of the contract. It is probably even more important to get the prepaid grants documented correctly as it is not required to have the documentation needed in order to get paid. Keri said these grants were known about and included in the 2022 budget.

Commissioner Asay motioned to ratify the Daggett County Sponsorship agreement with Chadwick Booth & Company through AYL for Season 2021 agreement from February 15, 2022 through September 30, 2023 that was signed February 7, 2022 for $42,100. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Asay noted that

things come in from Chad and have to be approved quickly, so we may need to slow some things down at the risk of losing out.

Purchase Request Approvals: Sgt. Isaacson apologized for being late, but he has a Request for Dive Team equipment. He had contacted three people and only two responded. Another local company responded and it was the low bid, but it is still slightly over what was allowed under the grant compared to the other bids were way over the bid. He is closer and can provide other benefits being close vs. Salt Lake or farther away. It's better off to disclose the bid as originally submitted. The bid was for a package of equipment. There will be a need for a W-9 once it's approved.

Commissioner Asay motioned to approve the Purchase Order Request from Wet and Wild Rentals of Vernal Utah for $12,680.00. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Sgt. Isaacson said the Sheriff is at the Chief's Conference in St. George. There have been a few small slide offs on Hwy 44 with the weather today, but not major incidents.

Closed Session For Possible Purchase, Exchange Or Lease Of Real Property: There was no need for a Closed session today, but Commissioner Lytle wanted to review the negotiations in process. Commissioner Lytle motioned to go into Closed Session for the purpose of possible purchase , exchange or lease of real property. Commissioner Asay seconded the motion. A roll call vote was taken and Commissioner Jack Lytle voted "Aye," and Commissioner Randy Asay voted "Aye," so the motion carried.

Commission Asay motioned to come out of Closed session at 11:06 am. Commissioner Lytle seconded the motion. All were in favor and the motion carried

Commissioner Asay motioned to adjourn the Meeting at 11:07 am and Commissioner Lytle adjourned the meeting by acclamation.