

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, March 25, 2014. All members were present. Vicky McKee, County Clerk, was present as board secretary. The meeting was called to order at 9:00 A.M. by Mrs. Perry, Board Chair.

Also present were: Keri Pallesen-County Auditor/Recorder, Niel Lund-County Attorney, Danny Peatross-Civco Engineering, Brian Raymond, Tammy Twitchell and Mechelle Miller.

With regards to old business, Mrs. Keller, Planning & Zoning Secretary, had provided the map for the Mallard Estates Subdivision for signing this morning. Upon review to determine that it was a proper map, the map was signed in open meeting. Mr. Blanchard stated that he would take care of getting the rest of the signatures required on the map.

Mr. Steglich provided an update on the rifle range as he had met with SITLA on trading for Dutch John property. He had attended their board meeting on Thursday and was informed a trade with 40 acres in Dutch John for the additional Rifle Range property would probably work. Since the county is requesting a trade, SITLA has included additional acreage or a total of 360 acres that they want the county to take which includes a hillside and other pieces that are being farmed by Floyd Briggs and J.R. Broadbent. The additional property could enable the Town of Manila to expand their landfill. Mr. Steglich provided a map of the area reflecting the original 40 acres plus the area for the proposed exchange. Mr. Steglich submitted the question to the Commission of whether to continue with the land exchange with SITLA based on the new information. The matter was discussed. It was determined that since the board feels that it is not a wise thing for the county to do, it would be best to drop the idea of the exchange and to do what the county can with the 40 acres. The rifle range is a good thing but the county cannot put that kind of money on the project.

Mr. Lund provided the revised contract with GSBS for the feasibility study for Dutch John Incorporation. He requested that the Commission approve the agreement for general form as there will be a couple of items needing to be changed and initialed. He stated that the scope of work attachment referenced the wrong statute as they referenced the code for incorporation of a city not a town. There also needs to be a change from Treasurer to Auditor for recipient of the invoices. He stated that the scope of work does not change based on the wrong code as the correct code is referenced in the agreement itself. Upon review and discussion, motion by Mr. Blanchard to approve the Professional Agreement with GSBS as to the form of the contract and to make the necessary changes. Seconded by Mr. Steglich with discussion. Mr. Steglich questioned the reasoning for the request for additional information for property located within one mile of the proposed incorporation. It was determined that this matter needs to be clarified at the 1:00 P.M. meeting. With no further discussion, all in favor and the motion carries.

There was no one present with citizen's comments.

The minutes of the March 18, 2014 meeting were provided by the County Clerk's office for review and approval. Mr. Steglich provided the following revision on Page 3 Paragraph 1, 6<sup>th</sup> Sentence – delete "a". Mr. Lund provided a revision on the same page and paragraph on the 4<sup>th</sup> Sentence – change the word from "then" to "the". With no further comments, motion by Mr. Steglich to approve the minutes as revised. Seconded by Mrs. Perry, all in favor. The minutes of the Public Hearing held on March 19, 2014

were provided for review and approval. Mr. Blanchard provided the revision for the next to the last paragraph to change the word “backing” to “back”. With nothing further, motion by Mr. Blanchard to approve the minutes on March 19, 2014 as revised. Seconded by Mr. Steglich, all in favor.

The Open Invoice was provided by the County Auditor’s office for review and approval in the amount of \$59,470.76. Mrs. Perry questioned the invoice from Caban Technologies, Inc. and Mrs. Pallesen explained that the Sheriff had ordered some dash cam equipment with the beer tax (Liquor Control Funds) received as part of their plan submitted to the State for the funds. The Department of Public Safety paid for all the equipment excluding the invoice provided in the amount of \$54.50 as shown. Motion by Mr. Steglich to approve the Open Invoice Report as presented. Seconded by Mr. Blanchard, all in favor.

With regards to correspondence, Brian Raymond provided information as received from RCAC regarding a Small Business Lending Program and spreadsheet from the Division of Wildlife Resources providing information on a proposed turkey release and requesting input from the Commission. Also in the packet was the notice regarding the 2014 Conservation Zone 6 meeting and Mr. Blanchard stated that himself and Mr. Brady plan on attending the meeting.

The following business license applications were provided for review and approval by the County Clerk’s office: Mary Castleberry, Brandon Feller, Gene Gautieri, Michael Jeffreys, Jr., Jones Paint & Glass, Brian Kapaloski, Myvocom, Bruce Parker, Cody Patten, Gordon Tharrett and Bonnie Strong. Motion by Mr. Blanchard to approve the business license applications as listed “a” through “k”. Seconded by Mr. Steglich, all in favor.

Mrs. Perry stated that she had been contacted by Rick Folkerson-Success in Education regarding their Fishing the Green Event. She stated that the county did not participate last year and felt that was a mistake as it was a very well organized event and showcased the county very well. Mr. Blanchard stated that the Commission needs to sit down and make a plan of what the Transient Room Tax Funds-County Designation are to be spent on. It was determined that this should be considered as a yearly budgeted item rather than using the County Designation Funds-TRT in the future. The request from Mr. Folkerson last year had been for \$5,000.00 for two boats or \$3,000.00 for one boat and he had also mentioned the county providing breakfast. The matter was reviewed and discussed. Mr. Steglich stated that this was a fund raiser put on by Success in Education and the county assists in any way that we can (providing the generator, helping put the tent up, etc.). Motion by Mr. Steglich to provide a \$1,000.00 sponsorship to the Fishing the Green Event and to make sure that this event is a line item on the 2015 budget as the exposure to the county is worth that much. Mr. Raymond explained the expenditures out of the Daggett Designation and that the expense for the 4<sup>th</sup> of July fireworks and Labor Day fireworks has their own line item. Seconded by Mr. Blanchard, all in favor.

The county had advertised for proposals for a county surveyor and had received the following three proposals back: Uintah Engineering, Uinta Engineering and Civco Engineering. The proposals were reviewed and discussed. Danny Peatross with Civco Engineering was present and therefore able to address questions and concerns expressed. Mr. Steglich explained the matter of the property owned in Dutch John as being the main reason for the large amount of surveys being done. Per Utah Code, the County Surveyor

is to oversee the filing of plats and to review subdivision plats when they come in and the county surveys could be bid out. Motion by Mr. Steglich to accept the proposal from Civco Engineering to serve as the County Surveyor. Mr. Blanchard stated that it was hard to compare prices as they are not listed equally which was discussed. Mr. Steglich's motion was seconded by Mrs. Perry with a roll call vote. Jerry Steglich – Aye, Karen Perry – Aye and Warren Blanchard – Abstain.

The matter to review procedures of transferring funds from Redevelopment Agency to Capital Projects Fund was on the agenda for consideration. Mrs. Pallesen stated that in the 2013 Budget the Redevelopment Agency Funds were budgeted to be transferred to the Capital Improvement Fund but with the issues with the RDA and the funds from the county this did not happen. The Commission need to determine if they want the money transferred or not so the county can go through the process. In order to transfer the money the budget will need to be opened which will require a public hearing. Mrs. Pallesen stated that the budget is normally opened during the year and Mr. Blanchard stated that there were some other items that required the budget to be opened. The matter was reviewed and discussed. Mrs. Perry stated that she feels that the funds need to be kept in the RDA until we find out about the outcome of Dutch John Incorporation as the funds can only be used for RDA expenses as they are now. The origination of the RDA funds was discussed and Mrs. Pallesen stated that there is still one more audit and the money has to be closed out with the Bureau. Mrs. Pallesen questioned where the funds for the Dutch John Incorporation expenses should come from. The matter was reviewed and discussed and based on that the matter will be scheduled for the next Commission meeting to determine a date to schedule a Public Hearing for the Budget Opening.

Mechelle Miller, CEM, was present to provide an update on Emergency Management for Daggett County. She stated that the Federal Government approved the grants for the EMPG and HSSP but does not have the grant amounts but the 2014 monies will be going up. When the county did the EOC at the Jail, the county received an EMPG Grant to pay for ½ of those expenses as a special grant. Ms. Miller stated that the EMPG Grant normally funds Mrs. Twitchell's position as an administrative grant but under certain situations counties can apply for a special project but last year there was no project specific funding. She will provide additional information as soon as it is available. April 17, 2014 is the Utah Shake Out and each county will be doing their own specific exercise. She wanted to make sure that the county was up to date on the Special Needs Registry and signed up. Mrs. Twitchell and herself had met with the First Responders and conducted a Table Top where they worked on the After Action and plan to do a follow up exercise. She wanted to remind the county to make sure that all were getting their NIMS training as anyone that receives NIMS funding needs to be NIMS complaint. Mrs. Twitchell stated that she cannot see that the county is following through with the ICS forms being submitted and that all the players need to be notified and in the know which was reviewed and discussed. Mrs. Perry stated that she will meet with Mrs. Twitchell from 2:00 P.M. to 4:00 P.M. tomorrow to work on the incident action plans for the planned events for the coming year. Ms. Miller recommended that the county notifies other areas (Sweetwater & Uintah Counties) that there is an event and the county may need help as a way to show due diligence and to help coordinate resources. Ms. Miller also stated that there is a future grant coming up for the State Communication System and

that the State just went to UCA who is now handling communication but Daggett County does not have 800 mghz. There is a tentative meeting scheduled for April 14, 2014 and it is imperative for the county to have communication that works and there is a need to bring regions together and be on the same page. Mr. Steglich recommended that Ms. Miller contact Tammy Lucero with the Eastern Utah Counties Coalition about attending their meeting on April 30, 2014. Ms. Miller stated that there was a Continuity Planning Process for each of the Departments for a plan of how they would run county business in case of an event and LEPC which measure progress in chemical safety with hazmat throughout the counties. It was determined that the information for the Continuity Planning Process could be provided during the Elected Officials meeting.

Mr. Raymond provided the Search Engine Marketing Agreement with Madden Media which was on the agenda for consideration. Mr. Raymond stated that this was a Cooperating Grant through the State of Utah which provides a search engine for key words that tries to drive traffic to the Chambers Website and only costs the county \$2,500.00 or \$625.00 per month for a four month time period or ½ the price since the State is also paying ½. The agreement is budgeted in the TRT Fund labeled “On Line Advertising”. Mr. Blanchard questioned the matter of the agreement not stating a goal for Madden Media to complete and if the county does not meet the goals, Madden Media can extend the term of the contract to meet the goals. Upon review of the terms of the contract, it was also determined that the terms of the contract were not very clear. Mr. Raymond contacted Madden Media, Charles Littlejohn, by telephone and the county’s concerns were discussed. Mr. Raymond questioned the amount to be paid and Mr. Littlejohn replied that the \$2,500.00 was for four months or can be paid at \$625.00 per month. Mr. Lund addressed his concerns that the contract states this is the entire agreement but it does not state the number of clicks being provided and his other concern is that the contract states it relies on the laws of the State of Arizona rather than the State of Utah. Mr. Littlejohn stated that he believes that Madden Media will provide a guarantee of the number of clicks or 8,333 clicks at a cost of \$.33 per click for the total amount of \$2,500.00 for four months. The matter will be tabled until Madden Media gets back with Mr. Raymond or after the meeting at 1:00 P.M.

Motion by Mr. Steglich to approve the application as submitted by Neff Ranch for inclusion in the Agriculture Protection Area as submitted. Seconded by Mr. Blanchard, all in favor. Mrs. McKee will continue to do what is necessary to complete the requirements to get the matter resolved.

Niel Lund provided an application to be appointed to the Flaming Gorge County Community Foundation Board. Motion by Mr. Blanchard to approve the application as submitted by Niel Lund to be a member of the Flaming Gorge County Community Foundation Board. Seconded by Mr. Steglich, all in favor. Mr. Raymond reported that last week was Love Utah-Give Utah but the county foundation did not receive anything.

Mrs. Perry stated that the landscaping in the front of the Courthouse is in need of revision as it is out dated and the bushes are dead or dying. She would like to have the inmates help by building benches and do pockets of landscaping. There are also some unused pots in Dutch John that could be brought here for use at the Courthouse. There are funds left in the account budgeted for the office improvements. Mrs. Perry and Kelly Wilde will be doing the work.

Motion by Mr. Blanchard to go into Closed Session at 11:55 A. M. for pending litigation. Seconded by Mr. Steglich, all in favor. Those present for the Closed Session are Attorney Lund, Auditor Pallesen, Commissioners Blanchard, Steglich and Perry and Clerk McKee.

The regular meeting reconvened at 12:15 A.M.

Mr. Blanchard stated that there is currently a budget in the amount of \$2,000.00 for Eastern Utah TV and at a recent meeting he was informed that they will be increasing their request to the county to \$5,000.00 beginning 2015 if the county wants to continue as they will have to replace equipment in the five counties that participate.

Motion by Mr. Steglich to recess the meeting until 3:00 P.M. Seconded by Mr. Blanchard, all in favor.

The meeting reconvened at 3:00 P.M. with Commissioners Blanchard, Perry and Steglich, Attorney Lund, Clerk McKee and Brian Raymond present.

Brian Raymond stated that Madden Media agreed to add a note to the contract that there is a guarantee on the number of clicks (8,333 clicks at \$.33 per click) but the matter of Arizona probably will not be changed. Mr. Raymond stated that if the county tried to go out and do this on their own it could cost around \$.70 to \$.80 per click or up to \$1.20 per click. Motion by Mr. Blanchard to approve the contract with Madden Media with the addition into the contract of the "per click" benefit. Seconded by Mr. Steglich, all in favor. Mr. Lund recommends to Mr. Raymond to tell Madden Media that the Commission approved the contract based on that email sent from Charles Littlejohn and Mrs. Perry requested for the revised contract to be provided at the next meeting.

With no further business, the meeting adjourned at 3:20 P.M.

/s/ Vicky McKee

/s/ Karen Perry

/s/ Jerry Steglich

/s/ Warren Blanchard