

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, May 5, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioner Randy Asay was present and Commissioners Jack Lytle and Matt Tippetts were present electronically. Attorney Niel Lund and Clerk/Treasurer were present and Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, were present electronically. The meeting was called to order at 9:04 am by Commissioner Asay.

Present electronically: Kym Slagowski and Senator Ron Winterton and present in-person: Shiloh Dupaix, Brianne Carter, Mandy Slauch and Syndee Johnson

Approve Minutes: Minutes for the March 17, 2020 and April 28, 2020 Commission meetings were provided by the Clerk/Treasurer's office. Commissioner Tippetts motioned to approve the minutes and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the April 28, 2020 minutes and Commissioner Tippetts seconded the motion. Commissioner Asay noted there was one typo and that was corrected. All were in favor and the motion carried.

Issue Updates: Commissioner Asay opened it up for updates and noted nobody from the towns seemed to be attending the meeting this morning. Shiloh Dupaix said that she spoke with the owner of Spirit Lake Lodge and they have not finished their letter and will get to it when they can.

Commissioner Asay said there are 8 COVID cases in Duchesne and 6 in Uintah County and none in Daggett County. There have been 2598 tests performed in the TriCounty area and last Wednesday 58 tests were done here in Manila. Tomorrow there will be more done here in Manila and according to Mayor Kunkle they will be in Dutch John at 2 pm. In Wyoming, Sweetwater County has 11 cases and Uinta County has 6 and Moffat County in Colorado also has 6 cases. There are Ag grants available that started on the 1st of May. The Forest Service will be opening the single sites this week, but not the group sites.

Citizen Comments: Commissioner Asay opened it up and no comments were received prior to the meeting. The comments need to be submitted prior to the beginning of the meeting.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of May 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated May 4, 2020 in the amount of \$18,930.98. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for April 25-May 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle asked about the void amounts for the Flaming Gorge Market. Commissioner Tippetts said the two bottom figures equal the amount above and it seems something was duplicated. Commissioner Lytle motioned to accept the Disbursement Listing as written for April 25-May 4, 2020 for \$8,532.38. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle approved using his stamp for the two items just approved.

Cash Summary: The Cash Summary dated May 4, 2020 was available for review. Commissioner Lytle asked Mr. Raymond if he had any concerns and he didn't. Mr. Raymond did not have any concerns, but mentioned that SRS funding was received yesterday and it was deposited this morning and is not showing. The information that was received is that it should be deposited

with a District, but further research by the Attorney showed it could go in the general fund. Senator Winterton said there are two different payments. One is for roads and the other is for emergency services and in the past Daggett County did not have to worry about it affecting PILT and now you have to worry about that, so you may want to remit that to a district, which is what Duchesne does if it ends up in the County's hands. It was suggested that Brian and Keri and the attorney work on getting this where it needs to go and Mr. Raymond suggested that James Olsen be involved as it might affect his plans. Commissioner Lytle motioned to acknowledge receipt of the Cash Summary for May 4, 2020 as provided. Commissioner Asay seconded the motion as Commissioner Tippetts seemed to have dropped off. Commissioner Asay and Commissioner Lytle were in favor and the motion carried.

Purchase Orders: There is a purchase order, but it was to be discussed by Commissioner Tippetts, so we will come back to that.

Correspondence: Commissioner Lytle said the Red Creek Rd just off the Brown's Park Rd has made the short list for the FLAP grant. More work will need to be done. Mr. Lytle also addressed the PRCA rodeo cancellation for 2020 to our past vendors and donors and a letter has been prepared. Matt Lucas and Thompson Davis did not make contact for today's closed session. Commissioner Lytle received a request to continue on the Public Lands Steering Committee for the National Association of Counties (NACO) and both the other commissioners were supportive of his continuing in that capacity.

Purchase Orders: Commissioner Tippetts said this was previously approved, but there were some incidental costs that weren't included in the original estimate, and the difference is about \$600. This is the grey flatbed vehicle that Dustin Larsen drives. The new motor has a 2 year limited warranty on it. The motor that was replaced was the original motor from 2007. Commissioner Lytle motioned to approve the extra from the invoice that increases the cost from \$13,792.34. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Calendar Review: Commissioner Lytle said there is a CIB meeting and a Public Lands meeting at 8 am on Friday morning. Commissioner Asay said there are several calls throughout the week to keep up on and it's been good to see the cooperation and working together that has been going on. Commissioner Lytle will comment on updates tomorrow at 7 am with Tri-County Health. Update at 2 pm for the UWPP meeting and it is electronic.

Policy and Legislation Items:

Presentation Of Volunteer Recognition Award To Mandy and Rick Slaugh: Mandy Slaugh and Syndee Johnson were in attendance and Commissioner Asay said that this had been applied for quite awhile ago, but with the family tragedy and COVID issues the awarding had been delayed. Commissioner Asay said we appreciate all the Slaugh's have done for this community and the County. The school and Santa Claus and all the other things they have done. Mandy received the award from Commissioner Asay.

Discussion and Consideration Business Licenses For Sysco Intermountain; Lucerne Valley Marina and Hampton's Mobile: Commissioner Asay presented the names of those ready for approval. Commissioner Tippetts motioned to approve Sysco Intermountain, Lucerne Valley

Marina and Hampton's Mobile. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of (CED) County Economic Development Advisory

Board: There was a resolution prepared based on Duchesne County's Resolution. The new law goes into effect on July 1st. Attorney Niel Lund addressed some minor changes and also addressed the appointment of members to the Board which wasn't specified in the statute. You can change how it's written if you want or leave as is.

The Attorney mentioned that it isn't on the agenda as a resolution, so we will bring it back next week. Shiloh Dupaix said that the State is looking for this to be finished by the 15th and Mr. Raymond said this came up at the Governor's Rural Partnership Board Meeting last week. Mr. Lund said the Commission has to appoint the Board, but you have to pass the resolution first and then you can appoint the board members from the previous board if they are interested. Keri Pallesen asked if there were going to be two boards and it does not seem like that would be necessary. We could see who wants to continue and go from there. There was an old plan and a new one was adopted recently for the 25,000 jobs initiative. The attorney said that section 3a lists the 5 required representatives and the only one we may not have already is the Workforce Services representative. Shiloh Dupaix said that James Dixon said she could be that representative. Mr. Raymond recommended that we check with workforce services to see if they had someone that was willing and if not then Shiloh could serve in that capacity. There is a minimum of 5 and a maximum of 11 members. Shiloh had a list with the following board members: Chuck and Tina Bennington, Janalee Collett, Jerry Steglich, John Foster, Layne and Diane Ferrin, Maretta Bair, Mark Wilson, Ryan Kelly, Bill Rylander and Blake Olorenshaw. Is the County representative a Commissioner? The Attorney said not necessarily, but you could specify that. Workforce Services for our area is in Vernal or Roosevelt. The sample By-laws are available on Google Drive, but not in the Packet. The Attorney recommended that the board review them first and recommend to the Commission the final By-laws. Mr. Raymond said that the Resolution and Appointment of members are on next week's agenda.

Discussion And Consideration Of Indigent Defense Council's Public Defender

Agreement: Commissioner Asay asked Attorney Niel Lund about this. Mr. Lund replied he had not heard back from Uintah County and it appears that they have to be in agreement for us to extend the agreement. Mr. Lund will let Mr. Raymond know on Friday if it is ready for next week's agenda.

Discussion, Consideration And Approval Of Section 9, Compensation, Of The Daggett County Policy And Procedure Manual: Commissioner Asay brought up that he had reviewed Keri Pallesen's suggestions and told her he was good with her suggestions. Mr. Raymond said he tried to include the comments in the packet, but could not get it to work. Niel Lund read Keri's suggestions and the time frame of six months versus a year was discussed and a year seemed to be better for everyone. Mr. Lund also said the changing of categories vs. departments created a need to spell out the nomination process a little better. Each category's nomination will be selected by a consensus of that category's department heads. There was a question on Paragraph 4 regarding the deductions.

Keri Pallesen came into the meeting and said it would be better to be part of payroll and the committee can decide if it is a net or gross amount. It was thought that 4.5 could be removed and the budget amount is the commission's approval and if it goes through payroll it will not need Commission Approval, but will be a part of the lump sum for payroll on the Distribution List. The award has to be justified and so there may be times when there are no awards given out. Mr. Lund said the recommendation could be done outside Commission Meeting and then the award is made during the public meeting.

Commissioner Lytle motioned to approve Section 9, Compensation, Of the Daggett County Policy and Procedure Manual to include Section 9.8 Incentives and Awards with the changes discussed. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion, Consideration And Approval Of Section 34, Telework Policy, Of The Daggett County Policy And Procedure Manual: There was a lot of discussion last week about this and the changes were not in the packet, so it was held off for review and they are in today's packet. Paragraphs 5 and 6 were deleted, paragraphs were renumbered, Paragraphs 13 and 14 were deleted and a new paragraph 11 was added stating that the employee acknowledges they have read Section 34 and understand they must comply with all aspects of the policy.

Commissioner Lytle motioned to approve Section 34, Telework Policy, Of the Daggett County Policy and Procedure with the reviewed edits. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of 1974 Mack 600 Fire Truck / Vin #MB68FC1050: Brianne Carter came into the meeting and explained that these two vehicles did not have any direction to give these to Dutch John like we did last week as the titles have already been signed over. One of the vehicles was approved earlier in 2019. Commissioner Lytle made a motion that the intent was to transfer the 1974 Mack 600 Fire Truck with Vin of #MB68FC1050 truck to Dutch John and it was transferred and this will document the Commission's intent to transfer it. Commissioner Tippetts seconded the motion . All were in favor and the motion carried.

Discussion And Consideration Of 1991 Chevy KODC7H / Vin #1GBM7H1J5MJ102580: Commissioner Lytle said this is the active Fire Truck. Commissioner Lytle made a motion that the intent was to transfer the **1991 Chevy KODC7H / Title #: 9191780** truck to Dutch John and it was transferred and this will document the Commission's intent to transfer it. Commissioner Tippetts seconded the motion . All were in favor and the motion carried.

Discussion And Consideration Of Amendment of Weed Grant Contract with BLM: Mr. Raymond stated he had received this amendment from the BLM to approve this year's portion of the multi-year agreement previously approved. The Attorney had reviewed it and it is an extension. Commissioner Lytle motioned to approve the amendment to the BLM Weed Grant for the additional \$5,000. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle asked about the list included in the packet and it was information only.

Closed Session: Commissioner Asay asked if Thompson Davis was on and he was and he still wanted to go into a Closed Session. Commissioner Tippetts motioned to go in and out of the Redevelopment Agency (RDA) meeting. Commissioner Lytle seconded the motion. All were in favor and the motioned carried.

Commissioner Tippetts motioned to go into a closed session for the purpose of negotiation of the Purchase, Exchange, or Lease of Real Property and for discussion of the Competence, Character or Physical or Mental Health of an Individual. Commissioner Lytle seconded the motion. A roll call vote was taken on the Closed Session motion, Matt Tippetts voted "Aye", Jack Lytle voted "Aye", and Randy Asay voted "Aye" The motion was carried at 11:15 am.

The Commission came back into regular session at 12:12 pm. Commissioner Lytle motioned to come back into Open Session out of Closed Session. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts apologized for double scheduling this afternoon and will not be able to make the whole UWPP meeting as he has a Mosquito District interview. He asked Shiloh if she had additional information on the County Grant for businesses. She said it is pretty much ready, but she needs to get the information to Keri so it can be on the invoice register for next week. The Commissioners were asked if they wanted to deliver them in person or mail them. Will we wear masks? It's probably a good idea. We should put the awards in the newsletter and on Facebook and the website. The newsletter will have to be next month.

We should look at opening the Courthouse and we will discuss next week after we have additional information.

With no further business Commissioner Tippetts motioned to adjourn at 12:20 pm. Commissioner Lytle seconded the motion and the meeting was adjourned.

/s/ Randy Asay

Commissioner Randy Asay

s/ Brian Raymond

Clerk/Treasurer_Brian Raymond

/s/ Jack Lytle

Commissioner Jack Lytle

/s/ Matt Tippetts

Commissioner Matt Tippetts