

Minutes of the Meeting of the Daggett County Commission held on **Tuesday, January 5, 2021** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Matt Tippetts and Jack Lytle were present in person. Clerk Brian Raymond and Attorney Niel Lund were present in person. Attending Virtually was Auditor/Recorder Keri Pallesen and Sheriff Erik Bailey. The meeting was called to order at 9:01 am by Commissioner Asay.

Present In Person: Aaron Averett and Bryan Meier of Sunrise Engineering **Present Online:** Gidget Carroll, Martin Pierce, Kym Slagowski, Darin Johnson, Bret Reynolds, and Trevor Brooksby, Mechelle Miller.

Commissioner Asay commented that the Fireworks display last night was very good and much better than anticipated. Commissioner Lytle congratulated and welcomed the newly sworn in elected officials for being willing to serve.

Approve Minutes: Minutes for the Tuesday, October 20, 2020, Commission Meeting and Wednesday, October 21, 2020 Fire and EMS District Public Hearing were available for review. Commissioner Lytle motioned to go in and out of the Redevelopment Agency Board (RDA). Commissioner Tippetts seconded the motion to go in and out of RDA. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the October 20, 2020 Commission and RDA Board Meeting minutes after adding a space on the last line between “Tippetts” and “motioned”. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to approve the October 21, 2020 Public Hearing Minutes, but noted a need to clarify some wording as the sentence ended within and Attorney Niel Lund said it should read “within the boundaries of the district”. Commissioner Lytle asked which Commissioner talked about Jeremy Raymond. Commissioner Lytle also noted there was a hanging sentence in Sandy Kunkel's paragraph on the top of the second page, but Brian Raymond wasn't sure how it should read. Commissioner Lytle moved to table these minutes for now until it could be determined what changes are needed by Brian listening to the recording. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Issues Updates: Commissioner Asay shared the COVID updates. There were three new deaths in Tri County since yesterday, 2 in Uintah County and 1 in Duchesne County. Moffat County, Colorado has 547 total positive tests with 20 deaths. Uinta County, Wyoming has 1,299 total positive cases, 34 active cases and 1258 recovered cases with 7 deaths. Sweetwater County has 2,849 total positive cases, 80 active cases and 2,753 recovered with 19 deaths. Daggett County has 16 recovered cases and 2 active cases and no deaths for a total of 18 positive cases. Uintah County has 940 recovered cases, 352 active cases and 11 deaths for a total of 1,303 positive cases. Duchesne County has 813 recovered, 145 active cases and 7 deaths for a total of 965 total positive cases. The Ute Tribe has 207 recovered cases, 63 active with 2 deaths for a total of 272 positive cases. Total people tested in the Tri-County area is at 21,421 and the total number of tests administered in the Tri-County area is 32,968.

Commissioner Lytle asked if the Local District information got sent to the Lt. Governor and it was thought that Martin Pierce had sent it, but nobody had received any confirmation and he wasn't answering the question virtually. Commissioner Lytle asked if Commissioner Tippetts had met with the Governor Elect and he had not, but Senator Winterton said he had met with him. The new Director of Corrections is from Sanpete County so there might be a change with him having been a Sheriff in rural Utah. There are three opportunities to see some solutions to jail the issues.

Commissioner Lytle asked about the UTRECS and it is believed everything is turned in and NACO will be contacting us. The Treasurer's Office and Clerk will have to provide the information needed. Ambulance and Property Tax billings were also listed as other opportunities to use the system. There was a caveat that large amounts owed may not be met by tax refunds and it's more complicated, so more discussion took place and an idea of a meeting was discussed regarding the person who owed the most money. Niel was asked to write a letter to invite him into an in person meeting. And others are out of state, but in state people may also be asked to attend a meeting.

Commissioner Asay noted the auction for the ambulance is complete and it sold for \$17,054.54 for a customer from Oregon.

Citizen Comments: No citizen comments were given.

Cash Summary Report Review: The Cash Summary Report was provided by the Recorder/Treasurer's Office for review. Commissioner Lytle asked if Clerk Raymond had done a disbursement and he said he didn't do December's taxes yet and that would be done by the new Treasurer. He did disburse the unallocated funds of approximately \$37,000 using an 8 year average of payments to all the entities. The Water District funds are still unable to be allocated due to restrictions by the State Auditor's Office. Funds 25 and 28 were showing Cash Clearing amounts for payments that had not been finalized in Pelorus yet, so that was discussed. Commissioner Lytle motioned to approve the Cash Summary Report as of January 04, 2021. Commissioner Matt Tippetts seconded the motion. All were in favor and the motion carried.

Approve Open Invoice Register: The Open Invoice Register was presented by the Auditor's Office for review. Commissioner Tippetts motioned to approve the Open Invoice Register dated January 4, 2021 in the amount of \$29,074.41. The motion was seconded by Commissioner Lytle and he commented that the bill for the concrete repair in front of the old hospital was just received. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing was presented by the Auditor's Office for review. Commissioner Lytle motioned to accept the County Disbursement Listing from Zions Checking for December 24, 2020 to December 31, 2020 in the amount of \$67,298.28. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

The Interfund Transfer Register was presented by the Auditor's Office for review. Commissioner Tippetts motioned to approve the Interfund Transfer Register from December 30, 2020 to December 30, 2020 in the amount of \$5,492.00. The motion was seconded by Commissioner Lytle who noted that this is for the sustainability of the VOCA fund to maintain a positive cash balance. All were in favor and the motion carried.

Purchase Order Approvals: No purchase orders were needing approval.

Correspondence: Commissioner Lytle brought up the ambulance sale for \$17,054.54 and asked where those funds are going. It was thought it was for ambulance/EMS and the minutes should be provided when the payment is given to the Treasurer's Office. Is that something we would be willing to add to the district for the ambulance, but that discussion still needs to be held. The Sheriff was willing to have that discussion. Darin thought that our ambulances are aging and we will have to purchase new ambulances in the future, but the boxes could be swapped out to save some money. Sheriff Bailey said that Bob Hugo from Bancorp may be able to find us an ambulance that may be cheaper to lease than buy.

Commissioner Tippetts said there was correspondence from Thomas Winterton and he will be coming this afternoon at 12:30 pm. The Vernal Express is interested in getting photos from the Volunteer Fire companies in Daggett County as well as in the Uintah Basin. They specifically said the Volunteer fire departments, but may not understand the EMS is separate in Daggett County.

There is something with Northeast Counseling that may need to be discussed during a closed session and Commissioner Asay said it can be discussed in Calendar review.

Commissioner Calendar Review: Commissioner Asay said there is a Northeast Counseling meeting tomorrow at 2 pm and we can get more information and thank them for what they have done for our county.

Commissioner Lytle has a CIB meeting on Thursday and not much else. Commissioner Asay said that on the 12th we have an initial appointment with Dr. Breitenbach and he will introduce the new provider. Commissioner Asay will not be able to attend in person, but might be able to get on digitally. Dr. Breitenbach's schedule is pretty tight and this was the date he had available. Commissioner Tippetts said he has his regular committee meetings and nothing specific to note. Commissioner Asay asked about getting Economic Development involved, but it may be premature. A short recess was taken.

Policy and Legislation Items:

Discussion and Consideration Of Dutch John Water System Engineer Of Record

Agreement: Aaron Averett and Brian Meier of Sunrise Engineering are here and Trevor Brooksby is attending electronically. Attorney Niel Lund said he thought that there needs to be some language referring to the grant amount and the funds for compensation are not to exceed the \$40,000 without Commission approval. Mr. Lund said that there are some other things that may be potential amendments in the future but should not keep the approval from being given today.

Aaron introduced himself and said that the changes need to be in writing before being approved. Commissioner Lytle asked about our policies for future projects and base agreement covers our purchase policy and we can update as needed.

Commissioner Lytle motioned to approve the Base Agreement for Engineering and Technical services with Sunrise Engineering noting there may be future amendments. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the amended Work Release No 2021-1 between Daggett County and Sunrise Engineering. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The documents were signed and copies given to the County Clerk and Sunrise Engineering. Everyone was thanked, including Trevor Brooksby.

Discussion and Consideration of Changing The Approved Resolution 20-13 to Resolution 20-13A: A Resolution To Amend The Calendar Year 2020 Daggett County Budget: Clerk Raymond noted that the Budget was approved in December, but there was already a Resolution 20-13 necessitating a change to the Resolution to avoid confusion. Commissioner Lytle motioned to rename the Approved Resolution 20-13 approved on December, 29 2020 to Resolution 20-13A: A Resolution To Amend The Calendar Year 2020 Daggett County Budget. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of 2019 Cow Country Rodeo Payouts: Fund 32 is the fund for the Rodeo. The request was for a payout from the 2019 Rodeo, since there wasn't a rodeo in 2020. There were some documents explaining the request in the packet. The profit is being paid out to the entities like the Chamber that helped with the Rodeo. The County puts in \$2,000 per year as a sponsor. Only the profit is paid out and the rest is kept in the fund balance. Commissioner Tippetts motioned to approve the 2019 Cow Country Rodeo payouts in the amount of \$2,432.19. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Spillman Technologies Purchase Agreement: Sheriff Bailey was on the call and said this will help take care of some issues between Spillman and Motorola, who bought out Spillman several years ago. Niel Lund asked the Sheriff if there was any consideration of doing a renewed agreement and the Sheriff said it is part of an agreement with central dispatch. It's a basic package from Spillman without a lot of add ons. Kym Slagowski said that they do not usually update with new contracts, but the payment amount is updated annually. Niel said there is a recurring maintenance expense as long as we are using the service. Is there a copy of the current bill in the packet? Gidget Carroll of the Sheriff's Office said the current bill is \$15,020.35. Niel said that is over our purchasing amount, but it is covered under the initial agreement that was made years ago under a different policy. If we want to revisit the contract we would have to do so with Central Dispatch and Spillman. There was discussion on the billing and the contract was \$51,416 and we are down to \$15,000 and change and now we are on modules. How do we get them paid is the issue. Gidget said that we have the invoice and the only contract we have is from 2006, so Keri Pallesen just wants to ensure that the Commission is okay with using the 2006 contract with Spillman. Keri said that the invoice is from Motorola and the contract is with Spillman. Keri said that she has issues with making the payment due to the policy and the difference of names. Niel thought we were in the bounds of the purchasing policy and the minutes of the discussion could be enough to make the payment. If we can get this paid then we can work with Motorola to get more detail in the future. This invoice is 6 months into the new service year already. Commissioner Lytle motioned to approve paying Motorola for the invoice for the Spillman services under Transaction # 8230277272 in the amount of \$15,020.35. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. A copy of the minutes will be given to the Auditor's office when approved.

Discussion and Consideration Of Snow Grooming Agreement: : Commissioner Lytle said he had talked with Woody Bair and he was willing to do it and excited to get going. Commissioner Lytle motioned to approve the Snow grooming agreement between Daggett County, Uintah County and the Forest Service. Commissioner Tippetts seconded the motion. A vote was conducted. All were in favor and the motion carried.

Discussion and Consideration of County Policy Regarding Office Hours and Resolution 21-01: A Resolution Regarding Office Hours: Commissioner Tippetts read the Resolution 21-01 allowing the Departments to set regular office hours for their respective offices. Commissioner

Tippets motioned to adopt Resolution 21-01. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration of Reappointing Keri Pallesen To The Northeast

Counseling Board: Keri Pallesen was asked if she was willing to continue and she was willing. She was also asked if she thought that the Northeast Counseling Board should continue and she thought it should. There was discussion that we might have an open spot for another delegate, but it will need to be checked out. Commissioner Lytle motioned to retain Keri Pallesen as a delegate from Daggett County on the Northeast Counseling Board. Commissioner Tippets seconded the motion. All were in favor and the motion carried. Commissioner Lytle said that he was willing to do a resolution to support the continuation of the Northeast Counseling Board. Commissioner Asay pointed out that we are still in agreement with Northeast Counseling to continue to provide services. Commissioner Lytle said the problems need to be worked out and the entity kept if at all possible and Commissioner Tippets felt the same way, so the Commission is united and in agreement to go forward with Northeast Counseling. There was some question on the allocation of the property if the board dissolved, but it was hoped it would not come to that.

Closed Session: There was no need for a Closed session, but there was a question for Bret on the airport parcel information. Commissioner Tippets said that Bret was working towards early February. Commissioner Tippets would follow up with him on this.

Correspondence (cont'd): Commissioner Lytle said there were some sticking points on the agreement with the Town of Dutch John due to the response back from their attorney. The Town has moved their Town Council meetings to Wednesdays now. There is a need to get going on this and a need to meet with them in person, but he wasn't sure if the third Tuesday was the best as maybe not all their council could meet. Commissioner Tippets said that he agreed. Commissioner Asay said he would try and set it up for the 3rd Tuesday. It needs to be a public meeting and agendaized even if that discussion takes place during a closed session.

Mechelle Miller was on electronically and reported that COVID is still out there and we are looking at the goals for training and exercises for Emergency Management in 2021. We still need to schedule ICS 800 this month if we can. The regional exercise is coming up so we will need to train for that. The Emergency Management meeting in Uintah County is coming up and Mechelle was asked to send that information. Commissioner Lytle proposed an exercise to show how we would handle an event that requires all the agencies and how we are going to communicate and address the incident. Mechelle said that it is being addressed in discussions with Gidget Carroll and Leonard Isaacson. Commissioner Lytle informed Mechelle that we have a new Treasurer and all the elected officials need to learn their roles and the processes. Kym Slagowski also needs to be involved with IT and GIS and Kym concurred. Mechelle said the training is being planned.

Commissioner Lytle asked Martin Pierce if what was sent to the Lt. Governor's office on the Local EMS could be sent to everyone else. It looks like that the information was not sent to the State

and Martin said he does not have a copy of the signed plate. Commissioner Lytle thought that once it was recorded that Martin was going to send that to the State, but he never received it from Brianne after recording. Martin will send it to the State and we will ask for forgiveness to get it moving forward. Martin couldn't remember the name of the person he spoke with, but thought it might be Angela. Commissioner Tippetts said he will follow up with the Lt. Governor's office. Commissioner Lytle requested that the Clerk and Attorney be ccd on what is sent to the Lt. Governor's Office.

Brianne was requested to attend the meetings and continue to provide the Cash Summary in future meetings. She said she will and will also provide an Expected Revenues report.

Commissioner Tippetts motioned to adjourn at 11:59 am.

/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