

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Wednesday, January 23, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay and Jack Lytle were present and Clyde Slaugh was available by phone. Auditor/Recorder Keri Pallesen, Sheriff Erik Bailey, Attorney Chase Andrazzi, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:06 a.m. by Commissioner Asay.

Also present: Dutch John Mayor Buddy Rogers, Manila Town Council members Gretchen Northcott and Randy Browning, Matt Tippets, Debbie Weaver, Woody Bair, Sgt. Travis Dupaix, Carrie Dickson, Jerry Steglich, Kym Slagowski and Carrie Poulsen

Issue Updates: Commissioner Asay asked for updates and none were given.

Citizen Comments: Woody Bair asked if the groomer agreement was signed and wanted to know if there was a date set to get the grooming done and would like to get someone else trained to run it. Commissioner Lytle and Asay were both willing to be trained. The agreement was signed and there was talk of the trails being groomed including the cross country ski trails but there is an inability to get the groomers from the U.S. Forest Service due to the Government Shutdown.

Approve Minutes: The minutes for the Commission Meeting held on Tuesday, January 15, 2019 and Tuesday, October 2, 2018 were available for review. Commissioner Slaugh noted that Jack Lytle was excused at the top when he was actually in attendance and then made the motion to approve the January 15, 2019 minutes as amended to include Jack as being present. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the October 2, 2018 Commission meeting minutes. Commissioner Asay seconded the motion and Commissioner Asay and Commissioner Lytle were in favor and Commissioner Slaugh abstained as he was not in attendance. The motion carried.

The Open Invoice Register Was Presented For Review And Approval: The Invoice Register of January 22, 2019 for \$11,541.66 was prepared by the Auditor/Recorder's Office. Commissioner Slaugh made the motion to approve the invoice register of January 14, 2019 in the amount of \$11,541.66. Commissioner Lytle seconded the motion. With no further discussion all voted to approve the register, so the motion carried.

Disbursement Listing: The Auditor /Recorder's office provided the list. Commissioner Lytle made the motion to accept the report as is for January 17 through January 22, 2019 and Commissioner Slaugh seconded the motion. All were in favor and the motion carried. Commissioner Lytle did have a question about the Fraternal Order of Police payment and whether it was common or not for the department to pay for that and the Sheriff replied it depends on the department. He wants his staff to be protected under their insurance.

Correspondence: Clerk/Treasurer Brian Raymond said that there is an item in the packet for Rural Day on the Hill and we need to review the CIB list before the end of the month. Commissioner Lytle addressed this to the Service District #1 and others as he is the UBAOG Chair this year.

Commission Calendar Review: Commissioner Lytle said that February 7th is the CIB meeting and tomorrow is the UBAG meeting in Roosevelt. Commissioner Asay said he has a Children's Justice Court meeting in Vernal next Monday and a TriCounty Health meeting is today at noon, but he probably won't be able to make that.

Weekly Budget Review: There was a Cash Summary provided by the Auditor/Recorder's Office for the Commission's review. Commissioner Lytle asked about a tax disbursement since the last month and Mr. Raymond said there will be a disbursement at the end of March and again in early April. Commissioner Lytle motioned to accept the Cash Summary Report of 1/22/2019 and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Policy and Legislation Items from the Posted Agenda:

Discussion And Consideration Of Reappointing A Grant Funded Employee For The Next 12 Months-Becky Bindl: Commissioner Asay said this is for the Weed Department for Becky Bindl. Commissioner Lytle moved to approve Becky Bindl as the Weed Department Supervisor for the next 12 months. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Creating A Part-Time Year Round Buildings And Grounds Position: Commissioner Asay said there are times when a second employee is needed for different maintenance projects. The person would not necessarily work every week, but as projects come up and two people are needed it works better. There is enough in the budget already, so it's just a matter of approving the creation of a new position. Commissioner Lytle asked if this would be a hire from within or be posted. Auditor/Recorder Keri Pallesen said it would need to be posted and open for applications and the applicants will go through the interview process. Commissioner Slaugh supports the idea and motioned to approve the creation of the Year-round part time position and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of A Hearing Date For Input On The Updated Planning and Zoning Map: Matt Tippets said the Planning and Zoning Board has reviewed the map and discovered some inconsistencies and wants the Commission to heavily advertise this and get it well posted so that as many people as possible participate. There is not a rush, it's just important to get as much participation as possible. Commissioner Lytle motioned to accept the proposal to hold a Public Hearing within 30 days and no sooner than 15 days. Commissioner Slaugh seconded the motion and all were in favor. Mayor Buddy Rogers asked if Planning and Zoning had held a hearing as their ordinance copied from the County's requires two hearings. Mr. Tippets said that the Board talked with the attorney and he said that one hearing was sufficient. Attorney Chase Andrazzi who was substituting for Niel Lund said he thought you want to give people as much chance to discover issues and problems as possible before the hearing. They did hold a hearing and nobody attended. Woody Bair brought up that there was a need to get it so it was accessible online for people. Carrie Dickson said she went to a meeting for something similar in another small town and they offered donuts and hot chocolate and lots of people came to review the maps and there were people there to help them find their property. Mrs. Slagowski of GIS and Carrie Poulsen of Planning and Zoning came into the meeting and explained what they had done to digitize the paper zoning map. The map was reviewed on the large screen and discussion was held about holding an open house or a Public Hearing. Mrs. Poulsen said there needs to be a Public Hearing. There was continued discussion and Commissioner Lytle motioned to hold the Public Hearing from 6 pm to 7pm on Tuesday, February 19th, 2019. Commissioner Slaugh seconded the motion. All were in favor and the motion carried. If there are any issues they can be on the Planning and Zoning Meeting agenda for approval on Wednesday, the 20th of February.

Discussion And Consideration Of Advertising During The County Seat Television

Program: Commissioner Asay said this was in reference to a conversation held during the UAC meetings in November and an invoice just received. Commissioner Lytle said the County Seat is a good program to participate in to help people learn about County Government. Mr. Lytle motioned to see if we could find \$3000 to participate in the program and receive advertising and editorial content that Mr. Booth can provide for that amount. Commissioner Slaugh seconded the motion. Commissioner Asay said there was a schedule of payments but the whole thing will have to be re-invoiced once everything is finalized. All were in favor and the motion carried. Mrs. Pallesen asked where this would be paid from and Commissioner Lytle said there maybe three ways it could be split between 1) Non-departmental, 2) TRT–Daggett Designation, and 3) Public Lands. Commissioner Lytle made a motion, incidental to the original motion, to take \$1,000 from each of the three funds 1) Non-departmental, 2) TRT –Daggett Designation, and 3) Public Lands. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Public Hearing To Re-open And Amend The 2019 Daggett County Budget:

Commissioner Lytle motioned to go into Public Hearing to Open and Amend the 2019 Daggett County Budget per Resolution 19-02. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Commissioner Asay read the points on the resolution for the public's information and asked for any public comment. Keri Pallesen said that Jesse Platt had gotten her additional information on the training he needed and it would increase several line items \$2600. Mrs. Pallesen explained each of the line items on the Resolution. The first one is the airport grant and the next is the side by side for the Buildings and Grounds, which couldn't be leased they way it was originally thought. Lynda Leith is retiring at the end of March and this allows for a month of training for the new hire to overlap with Lynda's last month. The change in the Sheriff's expenditures are the lease payments to replace the entire fleet without capital leases but payments are still due on the capital lease payments, so it's being transferred to a different fund. There will be a different amount once everything gets switched over.

It was discovered the recorder had not been turned on and it was turned on.

The Sheriff is looking to stagger the new vehicles in different months. Bancorp will take the vehicles and sell them and it will be applied to the new vehicles. The contract isn't ready yet. There are still questions on the fire department.

Jerry Steglich asked how much this is taking from the fund balance and Mrs. Pallesen said that the current budgeted revenue to be used from the fund balance is about \$60,000 due to the money coming in to repay the loan to the RDA, which is just a one time revenue. The changes proposed today are another \$3,900 out of the fund balance. There is still a need to whittle things down. Mr. Steglich asked if the Advisory Committee applications were being accepted and it was replied that they had not been posted yet, but that discussion is more for out of Public Hearing. Mr. Asay said some of the expenses talked about today will help save some money over time. There were no further comments so Commissioner Lytle moved to go back into regular session at 11:01 am. Commissioner Slaugh seconded the motion and all were in favor. The motion carried.

Discussion And Consideration Of Resolution 19-02: A Resolution Opening and Amending The 2019 Daggett County Budget: Commissioner Slaugh made a motion to approve Resolution 19-02, which he withdrew as the fire expenses had not been finalized yet. Commissioner Lytle motioned to move item number 8 forward for consideration. Commissioner Slaugh seconded the motion and all were in favor and the motion carried.

Discussion And Consideration Of A Fire Services Agreement Between Dutch John And Daggett County: There was a discussion about the fees and use of the equipment whether that should be charged. Sgt. Dupaix said that Uintah County was willing to change the agreement to not get paid but still be able to respond if needed. Mayor Rogers echoed that they were willing to take the whole thing and that the agreement with Uintah Fire District could be available to provide assistance. Manila has entered an agreement with Sweetwater County and Sgt. Dupaix said he would like to get a copy of that. Commissioner Lytle motioned to approve the contract contingent upon release from the \$5,000.00 fee from the Uintah Fire District and to keep the rest of the agreement. Commissioner Slaugh seconded the motion. There were questions on the Districts willingness to let the County out of the payment and it appears that everyone thought they would be willing to amend it. All were in favor and the motion carried.

Commissioner Lytle motioned to bring Item 6 back to the table and Commissioner Slaugh seconded it and all were in favor, so the motion carried.

Discussion And Consideration Of Resolution 19-02: A Resolution Opening And Amending The 2019 Daggett County Budget: Commissioner Lytle motioned to approve Resolution 19-02 with the amendment of adding an additional \$2600 to the Buildings and Grounds budget as discussed earlier. Commissioner Slaugh seconded the motion. Commissioner Asay said that we are amending the budget through the approval of Resolution 19-02. All were in favor and the motion carried.

Discussion And Consideration Of A Fire Services Agreement Between Dutch John And Daggett County: There was additional discussion about accessing the building and the payment and billing of the utilities for the Firehouse. It was decided to keep the utilities in the County's name and bill the utilities for reimbursement by the Town.

Discussion and Consideration With LeGrand Bitter Of The Utah Association Of Special Districts (UASD) Regarding Options Relating To Forming A Special Or Local District To Assist First Responders: LeGrand Bitter, Executive Director of the Utah Association of Service Districts (UASD) addressed the Commission and started with explaining what districts provide. The Association's website: www.UASD.org provides a variety of information and services. The Special District is formed by the Commission and it's not extremely difficult, but it takes some time and the County Commission is the governing body but they can also have an administrative Control Board to help govern. Sub districts can be created, but are not required. Some powers can be delegated but not all and there is discretion as to what powers are delegated.

There are several reasons that districts are formed. Economy of scale, unique skills marshaled, and cost savings by having one set of administration instead of multiple administrations. Commissioner Asay asked about the district's ability to tax. There are at least 14 things districts can be set up to provide services and Fire and EMS are two of those. Multiple hearings can be held to see if people are willing to be part of the district.

A Special District is formed by the Commission and it is the governing body but they can also have an administrative Control Board to help govern. Sub districts can be created, but are not required. Some powers can be delegated but not all and there is discretion as to what is delegated. Taxation can not be delegated to the Control Board, because a Special Service District does not have to be voted on by the people, but taxation must be voted on by the people and it must be done by the County Commission. Levying of Fees can be delegated to the Control Board (see 17B-1 part 643). Commissioner Lytle asked about the Mosquito District is a Special Service or Local District and it was thought that it was a local district and Mountain View is Special Service Area #1 is also a local

district and the Road District is a Special Service District, while the Municipal Building Authority is a completely different type of entity. There was also discussion of liability for districts and it was stated that even if the Commission keeps the control they have to hold separate meetings or they can be liable for the district.

The local district can be created by petition of the people to the County Commission and if they get a 2/3 super majority on the petition it doesn't even have to go to a vote and it will be a completely separate entity from all other entities. If its not a super majority on the petition hearings will be held and if there is not large number that object to it then it can be put on the ballot. If the people in the proposed district vote for it the District is created and it's a completely independent entity. The beginning resolution lays out the guidelines that get voted on. Hybrid boards have elected people and appointed members or the board can be all elected or all appointed. Be aware of how the guidelines are set up as they are important. Commissioner Lytle asked about the Water District and the Town's Water System. They are separate entities and the Town does not have a district, just a system. Both types of districts can do bonding, but they just have different requirements one entity's taxes do not affect the other entities ability to tax. Districts that collect taxes can only use them for their stated purposes. State regulations apply to districts but there is some flexibility due to size. Positives and negatives were discussed and things are mostly positive with districts, but there is a requirement to fulfill the state statutes and regulations. The type of district can be a positive or negative, just depending on what's needed or wanted. It can be a negative to have a district to completely encompass an entity as an assessment area might be a better route. A County wide one isn't bad as it unifies and creates an economy of scale. Districts created on vacant ground could be a problem as the fees/taxes may not be viable in economic downturns. There are lots of small fire districts around the state and in St. George.

Issue Updates: There was a question regarding the Advisory Committee as to when or how people can apply. Keri Pallesen said the position description needs to be created so people can review it before they apply.

Discussion And Consideration Of County Compensation Policy: There was a meeting of county officials yesterday, but we need to have another meeting to finalize some things and that is scheduled for next Monday at 10 am. Commissioner Lytle motioned to table and Commissioner Slauch seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Special Districts: Woody Bair asked if there was any consideration of the District presentation and it was stated that the it was there in case there was a need to decide something today. The question really is what's next. The Town of Dutch John has been discussing this for several years and feels fire is now heading in the right direction, but EMS is still in need of some significant help. Getting everyone together would be good. Randy Browning invited everyone to Town of Manila meeting on February 14th even though it is Valentine's Day. This is to be a big part of that agenda. Mayor Rogers said he has a copy of the Uintah Fire District's formation documents that he can share. Keri Pallesen thought the first meeting should be decision makers to even see if there was enough interest to move forward. Randy thought Wednesday mornings would work good for Manila. Wednesday, February 20th was mentioned as a possible date and that is a Commission meeting date so it might work, but the Sheriff will be out of town. It would be a joint meeting possibly held at the courthouse or at the restaurant and eat burgers. So the 20th was tentatively set as a date to discuss the formation of a District.

Commissioner Lytle made the motion to adjourn at 1:16 pm.

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/s/ Jack Lytle

/s/ Brian Raymond

/s/ Clyde Slaugh

/s/ Randy Asay