

Minutes of the Meeting of the Daggett County Commission held on **Tuesday, March 2, 2021** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present in person. Attorney Niel Lund and Clerk Brian Raymond were present in person. The meeting was called to order at 9:04 am by Commissioner Asay.

Present In Person: Brandi Pearson-Commission Assistant, Bruce Johnson of DWR and Auditor/Recorder Keri Pallesen

Present Online: Bret Reynolds, Kym Slagowski, Sheriff Bailey, Marin Pierce and Keri Pallesen, Miles Hanberg and Nate Owens of DWR

Approve Minutes: Minutes for the February 9, 2021 Commission meetings and hearings were available for review as well as the minutes for the February 23, 2021 Commission Meeting.

Commissioner Asay noted that he was excused February 9th. Commissioner Lytle motioned to accept the minutes for the February 9, 2021 Commission Meeting. Commissioner Tippetts seconded the motion. Commissioner Asay abstained since he was not present. Commissioner Tippetts and Lytle were in favor and the motion carried.

Commissioner Lytle motioned to accept the minutes for the February 9, 2021 Public Hearing regarding the Capital Improvements List. Commissioner Tippetts seconded the motion. Commissioner Asay abstained since he was not present. Commissioner Tippetts and Lytle were in favor and the motion carried.

Commissioner Tippetts motioned to accept the minutes for the February 9, 2021 Commission Work Meeting with Bret Reynolds for the Dutch John Airport. Commissioner Lytle seconded the motion. Commissioner Asay abstained since he was not present. Commissioner Tippetts and Lytle were in favor and the motion carried.

Commissioner Lytle said he was excused from last week's meeting. Commissioner Tippetts motioned to accept the minutes for the February 23, 2021 Commission Meeting. Commissioner Asay seconded the motion. Commissioner Lytle abstained and Commissioner Tippetts and Asay were in favor, so the motion carried.

Issues Updates: Commissioner Asay stated that people 65 and over and those with extenuating health conditions can sign up for vaccinations here at the Clinic on March 12th. TriCounty Health has given 5,088 vaccinations in our area. The numbers didn't quite match up so Commissioner Asay said he would try and get some clarification.

Commissioner Tippetts asked about the Bank Account and Brianne said we will complete the form during the Elected Officials meeting at 3pm today.

Mike Erickson said there was an administrative Audit for wildland fire and it's a little jumbled. Commissioner Lytle asked if the CWPP was all signed as he has a meeting with FFSL at 2 pm. Fire Departments and Mayors are the big question. Kym said she has all the signatures except Randy Browning, Fire Chief for the Manila Fire Department.

Commissioner Tippetts asked about the applications for the Local District and Mr. Raymond said that he was unaware of any new applications. Attorney Niel Lund was asked if additional people could be interviewed and he thought they could. Dates were considered and Commissioner Lytle said next Tuesday would work best for him and seemed to work for the other commissioners starting at 8 am or another time if that doesn't work.

Bret Reynolds doesn't have any airport updates, but there may be a meeting on Friday. He is also okay with 8 am next Tuesday for EMS District. The Sheriff said his Office is down one deputy. He has an email from someone looking to rent the jail and looking for rates. He will send the email

to Commissioner Asay. Commissioner Tippetts said if it's outside the use of the bond it could be problematic.

Citizen Comments: No citizen comments were given.

Cash Summary And Expected Revenues Report Review: The Cash Summary was provided by the Recorder/Treasurer's Office. Brienne Carter said she has a little problem with the rounding on the Court Accounts in Fund 72. Commissioner Lytle motioned to accept the Cash Summary dated February 26, 2021, for all bank accounts. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle asked about the Water and Sewer Billing and Brienne Carter said that things are moving but slowly. Some didn't realize they had missed a payment and have gotten it squared away. Commissioner Tippetts was okay with taking it off the Update list, so the Clerk will take it off next week's agenda.

Brienne said she had talked with Becky Bindle about the Weed Department billings and we are getting payments. The utilities check for the Dutch John Utilities has been received, but the Election payment hasn't been received. Mr. Raymond said he has spoken with Harriet Dickerson and Mayor Kunkel and that should be coming after their next meeting. Commissioner Lytle motioned to accept the Expected Revenue Report as reported. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Approve Open Invoice Register: The Open Invoice Register of February 25, 2021 was provided by the Auditor's Office for review. Commissioner Lytle said the big bill was the health insurance. Commissioner Tippetts motioned to approve the Open Invoice Register for February 25, 2021, in the amount of \$30,454.17. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle asked about the Election expenditure and Mr. Raymond noted it was the maintenance and software annual fee and will be reimbursed by the State this year. Commissioner Lytle motioned to accept the Disbursement Listing from Zions Checking for February 18, 2021, to February 25, 2021, in the amount of \$77,545.64. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Purchase Order Approvals: No purchase orders needed approval.

Correspondence: Commissioner Lytle said the Audit with FFSL was more correspondence than issue update. Commissioner Tippetts spoke with Rebecca Dilg regarding the Rural Economic Development Grant and the expectation was that we would receive a \$200,000 grant this year if everything gets signed and approved as anticipated.

Commissioner Calendar Review: Commissioner Lytle has a CIB meeting on Thursday and will be out at the Legislature Wednesday through Friday. Many of the bills are moving forward and he didn't bring his list. Commissioner Asay had a list and said that one of the billboard bills had been dropped. SB144 is still going forward. There has been a lot of effort to the smaller counties and towns due to the influence of big companies. The voting bills are still being challenged and Mr. Raymond said the municipalities were given the ability to do a pilot project for Ranked Choice, but now there is a bill to force the counties to provide the elections for the Towns which is viewed as an overreach.

Commissioner Tippetts attended the Manila Planning and Zoning Meeting yesterday and will attend their Town Council meeting next week.

Policy and Legislation Items:

A Presentation By Bruce Johnson Of DWR On Aquatic Invasive Species Program: Not all parties were available, so this was delayed until 10 am.

Discussion and Consideration Of Merchant Processing Application & Agreement With Card Connect : Recorder/Treasurer Brienne Carter was given the floor and said that this a card reader option for the window so they can pay with a card and the card doesn't have to be handled by the staff. The customers pay the fee and they can still use the online company.

Commissioner Lytle motioned to approve the Card Connect Application & Agreement. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Cow Country Jr. Rodeo Sponsorship: This is an annual request. Commissioner Lytle motioned to go with the Saddle Sponsorship for \$800. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of New GRAMA Officer For The County: Assessor Lesa Asay asked for this to be on the agenda as Vicky Nelson is in training and gone a lot and so this needs to be done by somebody else. Mr. Raymond said that the Clerk's Office is willing to pick this up since they have most of the records. Commissioner Lytle motioned to allow the Clerk to be the GRAMA Officer. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

A Presentation By Bruce Johnson Of DWR On Aquatic Invasive Species Program: All parties were available and Commissioner Lytle introduced Lt. Bruce Johnson Jr. and Miles Hanberg of the Vernal DWR office. Miles introduced Nate Owens who is responsible for the Rapid Response Plan. Nate Owens said the plan is 8 years of work to prepare for if a mussel detection occurs in Flaming Gorge. There are 8 steps including notification, determining the extent of infestation, etc. Control measures rarely work, but don't want to rule them out. The State control plan includes a lot of public outreach. Each state agency has their own authorities and do things a little differently, but there is an effort to be as consistent as possible between Utah and Wyoming. Field operations is another step and there are already staff on the ramps and that would not change. There would be an increase in personnel if there was an infestation to help with the decontamination of boats leaving the area. More inspection stations along the roadside would be implemented. He thinks there are a lot of people between here and Evanston, so although that is good for visitation it leaves things too open. There is a new inspection station in Vernal. Commissioner Asay asked if the cost of the sticker is going to go up and it is unknown. There is a new non-resident education program. Does the department think it is inevitable that we will get them here, and Lt. Johnson said he thinks every day we keep them out is a victory. It is not thought that it is inevitable because we have gone 10 years, but it can happen. This was a priority for protection due to the interstate nature of the reservoir and many out of state boaters involved. State Parks is not as involved in Flaming Gorge but will be in other bodies of water. The plan is not signed, but we are getting it to the Commission ahead of going

out to the general public, so please review it and get back to us with comments in the next couple of weeks with three weeks from today being a soft deadline and feedback will still be accepted after it goes public.

Commissioner Lytle disclosed that he is an employee of DWR and asked if the Green River was included in this. It was responded that this is complicated and not a lot of studies have been done on how the transmission can occur within river systems and through dam structures. Other states have accepted it as inevitable and we are not and want to keep fighting. The infrastructure costs are very high following an infestation. The boats and rafts that are on the Green River would make it very difficult to regulate the Green River so it could be a huge economic problem for the area. Next week DWR will be meeting with Uintah County Commissioners. The four agencies that implement the Plan will be the signatories and the County is not one of those agencies. It will then go to the State Wildlife Board. Commissioner Lytle asked if it will go through RDCC and Miles Hanberg said that usually that happens but he is not sure if that will be part of this process, but it probably will, but they still need to have further discussion. Commissioner Asay said he is an avid boater, but his boat has never been in another lake. We don't want to see an infestation, so education is important. The state is doing things at Lake Powell like a dip tank and cameras to record bow numbers leaving Lake Powell for better tracking. Lake Powell is staffed year round and so almost every boat is decontaminated during the winter so that minimizes the threat. They freeze after being exposed for 3 days in subfreezing temperatures. Commissioner Asay said that was good to hear. Commissioner Lytle asked if the legislature and new administration are still receiving the resources they need and Nate said the legislature has been great and DWR did not get their budget cut by Covid like many departments and there is federal funding that may become available to help at Flaming Gorge later this summer. The Commission might be helpful in encouraging the federal funding. Miles said he will get a copy of the Plan sent out today and will meet with Public Agencies on the 17th of March during the early meeting.

A short recess was taken at 10:44 am and the Commission came back into session at 10:47 am.

Discussion and Consideration Of Amending The Daggett County Procurement Code:

Commissioner Lytle said that he had read through it and he thought that we would not need to get bids between \$1,000 and \$5,000. He also asked if Professional Services over \$30,000 are required to have RFPs as it says in Section 21.1.3 that the County intends to follow State Code for Professional Services. Niel did not think that the State Code has a limit on Professional Services. Anything above \$30,000 would need to be a State Approved Vendor, be a sole source or be considered a Professional Service, otherwise they would need an RFP. Over \$50,000 should be doing the RFP, but if somebody comes to us that's different. The simple way is to do an RFP if it's going to be over \$50,000. Keri Pallesen noted that there was the missing link, so Niel fixed that. There is no longer a need for bids over \$1,000 up to \$5,000 and Niel said he did not change that section. We talked about bidding and it is different than an RFP but it's also in Section 21.1.3. If it's bidding we will follow our process and if it's an RFP we will follow the States process.

Commissioner Lytle asked about Sponsorships for over \$10,000 and how does that work. Niel thought sponsorships are advertising and are also sole source and would be exempt. The flow chart Keri created seems to resolve how to do this.

Commissioner Tippetts motioned to approve the amendments to the Section 21 of the Daggett County Policy Manual regarding procurement. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Possible Economic Development RFP: Commissioner Asay and Niel asked how this was working. The Seven County Infrastructure Coalition (SCIC) said they would pay \$50,000.00 and the bill is \$58,500.00, but the question is will they pay the bill and invoice the County or should it go the other way. Commissioner Lytle said that he didn't specifically know the answer as it is thought that it might be a sole source agreement to cover all three counties. Keri asked where this fits into our policy. Keri thought it might fit into our policy and be one process. Commissioner Lytle said he would get a hold of Mike McKee and so this could be tabled as we would not have to do an RFP. Niel wasn't sure and was still doing some research at the conclusion of the discussion.

Discussion and Consideration Of Fugal Collier Proposal For Economic Development Services: Commissioner Lytle said he was willing to go forward with this even though we are not sure how it will all play out with SCIC, because we will have at least one contract. There was Code that deals with unsolicited proposals and that was reviewed by Niel. Commissioner Lytle motioned to enter into an agreement with Colliers International in addition to participating with the knowledge and support of the Seven County Infrastructure Coalition (SCIC). Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The last part of the book from Colliers has the contract, which Commissioner Asay retrieved and Niel reviewed.

Discussion and Consideration Of Freedom Fest Fireworks Display: Commissioner Asay said he had heard from Mark Wilson and the Chamber has applied for Insurance for this event already. We had a question on the sponsorship vs. partnership and Brian Raymond said Mayor Kunkel thought it was a sponsorship. She completed the application and submitted it. Commissioner Lytle motioned to approve the application and continue as a sponsor and allow the event to occur on County property. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Dutch John Proposal For Land Purchase: Niel Lund asked if this was approved in Dutch John and it was not. Mr. Raymond said he had not seen this and Commissioner Lytle said he would email it out.

Commissioner Lytle brought up the Notice of Intent from Dutch John to Update their General Plan. We need someone to attend their meetings regularly. There was discussion on Brandi being the new Commission Assistant and the newsletter came up. Kym Slagowski said the newsletter is ready for printing except for the Commissioner's Corner and she would like that today. The Commission agreed to get with her this afternoon.

Commissioner Lytle motioned to go in and out of Redevelopment Agency Meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. There was

discussion about whether the RDA needed to enter a participation agreement with the Town. There is no schedule A or B and the description of the parcel is very vague and so we can work towards identifying the property. The Subdivision process needs to occur to create the new parcel once it is properly identified. An approval could be in concept and if it doesn't change significantly then it could be signed when it is completed. The earnest money was \$500.00. Commissioner Tippetts motioned to approve the Real Estate Purchase Agreement in principle and move forward to get the necessary information to complete a final approval. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Once it is ready this will need to be on the RDA agenda.

With no further business Commissioner Tippetts motioned to adjourn at 11:59 am.

The recording of the meeting did not work and the minutes are from the notes taken during the meeting by the Clerk, Brian Raymond.

s/ Brian Raymond
Clerk/Treasurer Brian Raymond

/s/ Randy Asay
Commissioner Randy Asay

/s/ Jack Lytle
Commissioner Jack Lytle

/s/ Matt Tippetts
Commissioner Matt Tippetts