

Minutes of the Meeting of the Daggett County Commission held on **Tuesday, March 16, 2021** in the Dutch John Conference Hall and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present in person. Clerk Brian Raymond was present in person. Auditor Keri Pallesen, Attorney Niel Lund and Recorder/Treasurer Brianne Carter were online. The meeting was called to order at 9:14 am by Commissioner Asay.

**Present In Person:** Brandi Pearson-Commission Assistant, Harriet Dickerson of Dutch John Town Council, Sean Hughes of the County Road Department, Matt Lucas and Mayor Sandy Kunkel of Dutch John Town

**Present Online:** Mechelle Miller, Kym Slagowski, Dutch John Town Council member Terri Winn and Thomas Winterton

**Approve Minutes:** Minutes for the March 9, 2021 Commission Meeting were provided by the Clerk's Office. Mr. Raymond asked if Kym Slagowski was listed as attending online and she was. Commissioner Lytle motioned to accept and approve the minutes for the March 9, 2021 Commission Meeting. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Issues Updates:** Commissioner Lytle said he wasn't sure what got accomplished on the airport runway. Bret Reynolds had texted Commissioner Tippetts and said he couldn't attend today and he had nothing to report on the airport.

Commissioner Asay asked Niel if he had heard anything regarding the use of the jail. He said he had contacted Tooele County and their Jail was free and clear and not subject to a bond. He is still waiting to hear back from the Bond Counsel for Zions.

EMS Director interview is set up for Thursday. Harriet reported that Chief Guymon said two USFS employees who were finishing up their EMT had only one class left to go and they would be certified by the end of April.

Commissioner Lytle said that the wear bar on the plow given to Dutch John was about gone and there might be some in the shop at the airport. Commissioner Asay thought it would be better plowing snow than just sitting on the shelf. Commissioner Tippetts thought that if it's unclear who owns it we could get it on the plow and use it. Sean said it might have to be checked if it would work as some plows were specific sizes.

Commissioner Tippetts noted the State PILT money transferred and reported to the EMS District and it has been reported to the state. We have another interview this afternoon and we have a deadline of next week.

No COVID report but Commissioner Lytle noted that there were a lot of cars at the Clinic last Friday. Clerk Brian Raymond noted that he was told that 110 people received the vaccine on Friday March 12th. Commissioner Lytle said that the Commission has been working on TriCounty to get them to come to Dutch John once the age bracket has been dropped in April, so they can do everyone at once.

**Citizen Comments:** Matt Lucas commented that he thought it would be to the County and Town's best interest to rent some of the RV lots on a short time basis. He has 8 people that are looking for housing and will be camping if things don't change and that is not ideal. They contribute to the Community while they are here. He wasn't sure if the ordinance would allow it, but maybe there is something under the short-term dwelling that would allow it. These are seasonal people for 5-6 months and the individuals are willing to do whatever they need to have water and sewer. Matt was asked if he had considered putting in RV spots and he has thought about it, but can't really do it at the moment. His people are on a waiting list at local places. Commissioner Lytle thanked him for

bringing this up and said we don't want to compete with Commercial businesses. Mr. Lytle asked Matt if he had tried to work with American Land & Leisure (AL&L) and he had not. He thought that they were limited to 14 days and Commissioner Lytle said that was for dispersed camping and maybe they could allow something within designated campgrounds including Arch Dam. Matt said he would follow up on that. There are only two or three spots available, so that won't accommodate all 8 of his people.

**Cash Summary And Expected Revenues Report Review:** Cash Summary was provided by the Recorder/Treasurer's Office. Recorder/Treasurer Brianne Carter said there is about \$3,500 for Fund 30 which is overdrawn. She said it will get up to about \$26,000 as the Sheriff's office is ordering equipment through the SHSP Grant and will be reimbursed once they get to that point. Brianne was asked if it was budgeted and she thought so but wasn't sure. The Fund 77 is still waiting for a reimbursement for the corner monumentation. We are still awaiting the election reimbursement and Hariett said that she would check on the Election request. There is still an EMP grant reimbursement coming. Commissioner Tippetts motioned to accept the Cash Summary report of March 12, 2021 and the Expected Revenue Report in the amount of \$19,909.81. Commissioner Lytle seconded the motion. Commissioner Lytle asked about the EMPG grant and asked if it had been invoiced and it appears that it was. Mechelle Miller said that the EMPG grant has been turned in and the reimbursement should be received shortly. Other grants are still pending and being submitted. All were in favor of the motion so the motion carried.

**Approve Open Invoice Register:** The Open Invoice Register of March 11, 2021 was provided by the Auditor's Office for review. Commissioner Lytle asked Auditor Keri Pallesen if the Clinic Assistance was for one month and she said it was and it seems to be more timely. That invoice is a little bit high. Commissioner Lytle motioned to approve the Open Invoice Register for March 11, 2021 normal invoices in the amount of \$125,125.64 and it was noted that was the wrong amount, so Mr. Lytle amended his motion for the amount to be \$30,120.88. The amended motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing for Zions Checking, for March 4, to March 11, 2021 in the amount of \$125,125.64. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

**Purchase Order Approvals:** There were several Purchase orders needing approval. Terri Winn and Thomas Winterton have joined the meeting digitally. Sean Hughes was available to answer questions. The first is a new truck and there will be two trucks sold or traded: the 5500 flatbed with no plow and the '07 Dodge with the plows. The new one will have a dump bed instead of a flatbed. Still waiting for an itemized bid on the dump bed. The bid is a state bid and is on the lot. There is another one, but it would have to be ordered and who knows when it will be here. The dump bed is another \$8900 with the state bid but still looking for additional bids. It's a 9'6" bed. Is it in the budget? Keri was asked if she was okay with it and she was and explained that she is doing the requests now instead of Purchase orders. Commissioner Lytle motioned to approve the purchase request for the 2021 3500 crew cab chassis 4 x 4 in the amount \$47,996.00. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Keri said that there were three lines so all could sign, but one line didn't show up and she was okay with just the Chair signing it. Commissioner Asay signed the request.

The next one was for a new loader and it's an amazing deal. The quick connect will be a part of the new one as well and the blade got used this weekend and worked well. The new bucket might

go with the old loader and we will keep the slightly used one. It's a trade off of the 2020 for a new 2021 and we will write a check for the new one and they will issue a check for the old one. Sean said that we will have to take the beacon light off. Commissioner Lytle motioned to approve the purchase request. Commissioner Tippetts seconded the motion. This is all coming from SRS funds. All were in favor and the motion carried. Commissioner Tippetts said the process was for the paper trail following a meeting with James Olsen, Keri Pallesen and himself. The price includes pick up of the old and drop off of the new one.

**Correspondence:** Commissioner Asay reminded Commissioner Lytle that he had something and he said Representative Blake Moore wants to come to Manila on April 6th at 2 pm to speak with the Commissioners. That seemed to be okay with everyone.

Commissioner Tippetts noted that he and Brandi Pearson and Brian Raymond had talked with Jesse Lassley and he is interested in bringing a new proposal for a different parcel in Dutch John. Commissioner Lytle noted he had asked Thomas Winterton to be on the call.

Commissioner Lytle also said he had a conversation with Representative Chew on how to forward with HCR01 on the Dam and he will be participating in the BOR Working Group meeting this Friday. People are losing ground, so they are trying to see what can be done. Also the economic impact of the big fluctuations in flows that occurs are being considered. It's a very dynamic system.

**Commissioner Calendar Review:** Commissioner Asay said there is an interview Thursday for the EMS Director position. Commissioner Lytle said there was a NACO meeting last week and more NACO meetings coming up including a WIR call on Thursday and Friday is the monthly meeting. SCIC will be on Friday. There is a Suicide Prevention thing that came out through Northeast Counseling. The Green River working group meeting is on Thursday.

Commissioner Tippetts said there is a PNZ meeting tonight at 6 pm and there is a 2 pm interview for the district board this afternoon. There is an EMS interview on Thursday.

## **Policy and Legislation Items:**

**Discussion and Consideration Of Discussion and Consideration Of Completed Business Licences, Union Telephone, Creative Fishing Adventures, Home Chef's Market Place, AT&T Corp, Moon Lake Electric Association, Mike Knodel Construction:** Commissioner Asay brought up Union Telephone, Creative Fishing Adventures, Home Chef's Market Place, AT&T Corp, Moon Lake Electric Association and Mike Knodel Construction for business licenses. Commissioner Lytle asked who is Creative Fishing and Mr. Raymond said it is Jim Williams. Brian noted that the six businesses have completed all their paperwork and have paid their fees. The Conditional Businesses are missing one item or payment and will not be sent out until everything is complete or paid. Commissioner Tippetts motioned to approve the applications for the six businesses that have completed their applications. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Conditional Business Licenses: HC Fabrication and Flaming Gorge BBQ:** Commissioner Asay said we have applications for HC Fabrication and Flaming Gorge BBQ. Brian Raymond said the Flaming Gorge BBQ is a new business based out of the Pines and will be around the county and have permits through the Forest Service. Commissioner

Asay said they had been working with Tri County Health Dept. Commissioner Lytle motioned to approve the conditional applications for HC Fabrication and Flaming Gorge BBQ contingent on receiving their UPP paperwork and any needed UPP payments. Commission Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Contract Agreement With Collier International For Economic Development Services:** Commissioner Lytle asked if Thomas Winterton and Niel were on and they both indicated they could hear. Mr. Lytle said that he had talked with Mike McKee of SCIC and he thought that they could grant us the money and we would go to them for reimbursement. Thomas said the contract is actually with Intermountain Economic Consulting and Colliers is a strategic Partner, so the contract needs to reflect that. Niel pointed out in number three it needs to say “immediately provide”. He also pointed out that this is essentially a two year contract as it has auto renewal language. Duchesne kept that in and Uintah County took it out. Thomas said he will give a heads up, so the discussion can happen before it auto renews. He also said that he was comfortable with taking that out. Commissioner Lytle asked about language that has a summary presentation of what was accomplished. The dates should be moved forward to reflect the current dates. Niel was asked if we could approve the agreement with the agreed upon changes and he thought that could be done if desired. Commissioner Lytle motioned to approve the contract with Intermountain Economic Development with today being the start date and no auto renewal clause as changes to the contract and conditional on receiving an updated contract with the noted changes. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Thomas said he would send over an updated version for his review before the Commission signs it.

Commissioner Lytle asked about the Jail and Thomas said they have some people who might be interested in purchasing the Jail, but of course there are no guarantees. They would love to be the listing broker. The current listing contract would have to be ended and a new RFP would have to go out and there was additional discussion on that and the current contract needs to be reviewed and so copies of the information will be sent to Niel by Thomas.

**Discussion and Consideration Of Shooting Range Committee Request For Economic Development Services:** Commissioner Asay asked Brian to comment on this and Commissioner Tippetts said that the Committee had spoken with the School Institutional Trust Lands (SITLA) and began the conversation. The Foundation had received an additional donation so there is money to move forward with the match. Tara McKee was willing to make a presentation once the guidelines for the new grant are available. Commissioner Lytle asked if the Dutch John Range was being considered and Brian said that the members are all from the Manila side, so that is their focus but the Charter is for anywhere in the County if Dutch John residents want to get involved. Mayor Kunkel said the Forest Service has its own challenges but there are several over here who would be interested. In getting involved.

**Discussion and Consideration Of Business License Agreements With Towns:** Mr. Raymond said that we had discussed this several weeks ago and he attended the Manila Town Council meeting last week. We did extend the expiration date from March 31st to May 15th, 2022.

He had brought up the idea of the reciprocity of licenses between the Towns and County and during the Manila Town Council meeting there was another idea of a one stop license and then share the revenues be distributed. Brian said he had talked with Harriet by email and she did not think that there was a need for this as there was not as much overlap between the Town of Dutch John as between Manila and the County. Commissioner Tippetts said that one reason for this is the UPP and Harriet said she provides Lesa Asay a list, so this is not an issue for them. We can table this, but there could be some work with Manila still and we also need to determine what “occasional” means for the County businesses.

Commissioner Lytle asked what the revenue is, and Brian said that for Manila it is under \$1,000 and the County would be up to \$3,000 if each were exclusive, but he didn't think it would be quite that much. Dutch John revenue is about \$3,000-4,000 and the county is about \$9,000. The item was tabled.

**Discussion and Consideration Of Appointing Linda Petersen To The Museum Board:**

Commissioner Lytle asked if she had shown interest and Commissioner Tippetts said she had. Keri Pallesen asked if she had filled out the Volunteer Application and Commissioner Tippetts did not know. Keri said she would email Commissioner Tippetts the forms. It was thought this could wait to come back on the agenda until the paperwork was completed.

**Discussion and Consideration Of Grant Funded Employees; Becky Bindl, Weed Control Manager; and Lynette Asay; Victim Assistance Coordinator:** Auditor Keri Pallesen said this is and she would try to get it done earlier in the year in future years. Commissioner Lytle motioned to approve the grant funded employees Becky Bindl for Weed Control manager and Lynette Asay, Victim's Assistance Coordinator. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Tippetts noted that the new grant for weeds had been submitted and we should know something in a few weeks.

**Discussion and Consideration Of Purchase Or Lease Of A New Copier For The Daggett County Courthouse:** Kym Slagowski joined the meeting and said she had sent out an email last night regarding this agenda item. She said they have state contracting pricing on the Xerox but their pricing is better. We also have a bid from Les Olsen who is also on State bid and services Manila. It's about \$1400 cheaper and they don't have a monthly service contract. The black prints are a little more expensive, but it will still save money over the long term. It will be a Sharp instead of a Xerox. We could keep the old machine and just pay the print fees and it could go to ROI or Brian suggested the Clerk's Office. Keri didn't have any comments as she had not seen any information on this, but she said there is a new form that she will share with Kym. Commissioner Asay asked for the amounts for the new machine and Kym said she didn't have it in front of her, but it is in the quote. The sub-total is 8,900 or 6,943.60. Commissioner Lytle asked if the Sharp is basically the same machine as the Xerox and Kym replied that it was. Commissioner Tippetts motioned to approve the purchase of the Sharp Copier for \$6,943.60 from Les Olson on the State Contract with the condition that the proper paperwork be completed and submitted to the Auditor's Office first. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

### **Discussion and Consideration Of Possible Rental Of Guide Row Lot For A Camp**

**Trailer:** Commissioner Lytle said that Matt Lucas spoke on this before the Mayor arrived and asked if the Town had value in discussing this since there are pedestals not being used. Harriet Dickerson thought that there were two spigots per pedestal a long time ago and one sewer dump for trailers. We don't know how many are functional. Harriett and Mayor Kunkel thought it should be considered in Planning and Zoning. Teri Winn thought that somewhere it was written that none of those spaces could be rented unless no spaces were available at the commercial RV parks. Matt had said that Trout Creek was full and Dutch John Resort was fairly full. Brian said he had talked with Amy about this and that was part of her reservation that it would set a precedent. The agreement was that there had to be somewhere to go before they were kicked off the lots.

There was lots of discussion. Commissioner Tippetts asked about getting the lots ready to sell and then using that money to prepare a place for the trailers/mobile homes to go to. The lot lines are in place so they can be sold, but the displacement of the guides is the issue. Some of the guides are there year round.

Commissioner Lytle motioned to go in and out of the Redevelopment Agency (RDA). Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle thought that this is one thing that Thomas could help with us. There were plans for a Mobile Home Park way back when, but it is not clear if there is anything zoned for it currently. The General Plan is in process so that will help us identify where some of these things should go through public input. Commissioner Tippetts thought that the County/RDA should bite the bullet and put them up for sale. An entrepreneur could buy it and then contract it out and resell it when there is another option for the trailers owners to live in. Many, if not all, of the Trailers can't be moved and be lived in again because they are so old. Is there a first right of refusal that could be offered for existing trailer owners. Probably couldn't do that, but maybe we could. There is a need to look at other options to help the housing shortage. Terri Winn thought there is a need to provide an option for people to move within the town before evicting them. There was discussion about current ownership and the need for housing options. It was unclear which trailers were abandoned if any. Commissioner Tippetts thought we shouldn't be considering this when it is not allowed by the Town. The people need to talk with the Town and get their approval before they come back to the County. Commissioner Asay was not in favor of competing with local businesses. Mayor Kunkel said there needs to be a long term fix. If the Town had a specific idea they could bring it to the land owner. The conversation needs to go to the Town Planning and Zoning (PnZ) and the County is willing to partner to see something done. Mayor Kunkel says we need our guides and so we need something to happen to provide them with housing. It is not on tomorrow's PnZ meeting agenda but it could be brought up as a future agenda item. At least we are trying to discuss possible solutions for the issue.

There was a homeowner who wanted two hook-ups on their residential lot and they can have one but not two hookups. There is room for investigation to solve this emergency situation. Commissioner Tippetts asked how many would be displaced if we sold the lots and Brian said there are 9 lot rentals and some have multiple people in them, so maybe 14 or 15 people. We would like to continue having this conversation.

**Closed Session For Possible Purchase, Exchange Or Lease Of Real Property:** Nothing needed to be brought up.

With no further business Commissioner Lytle motioned to adjourn and Commissioner Asay declared the meeting adjourned at 12:02 pm.

/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