

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, May 19, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay and Matt Tippetts were present and Commissioner Jack Lytle and Sheriff Erik Bailey were present electronically. Auditor/Recorder Keri Pallesen, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were present in person. The meeting was called to order at 9:01 am by Commissioner Asay.

Present electronically: Present electronically were Kym Slagowski, Alex Martin, Mayor Coombs of the Town of Manila, Senator Ron Winterton and Representative Kara Birk. Present in-person: Shiloh Dupaix

Approve Minutes: Minutes for the May 12, 2020 Commission meeting were provided by the Clerk/Treasurer's office. Commissioner Asay said on page 6 that bid sheets should be changed to Purchase Order. Commissioner Tippetts noted that the discussion about the MHS Academic Awards was not complete that they had agreed to the donation. Commissioner Asay noted he had made the payment already. Commissioner Lytle motioned to approve the May 12, 2020 Commission minutes as amended. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Representative Kara Birk was online and was introduced and is interested in being involved.

Issue Updates: Commissioner Asay said for the Covid-19 update there are 21 total cases in the Tri-County area. There have been 3196 tests performed in the Basin. In Wyoming, Sweetwater County has 15 cases and Uinta County has 6; In Colorado Moffat County has 6 cases. Our county among many others in Utah has moved from Orange to Yellow, which has opened things up more than it has been. There is lots of traffic. Commissioner Lytle asked about the plans for Graduation and the students will drive through town and meet at the Arena to receive their diplomas. Sounded like a good plan. The Sheriff said he had received three Push Packs for the three local businesses that had applied. Commissioner Lytle said the Green River was busy this weekend. Curt Booher said yesterday that there are quite a few people on the lake and in the campgrounds and fortunately it all went well.

Mayor Coombs asked if the Sheriff was still on and he asked if the Sheriff had received a Push Pack for the Town as he had talked with Sgt. Dupaix. The Sheriff responded that Tri-County Health was providing PPE for the government agencies and asked the Mayor to get with him offline for what he needed.

Citizen Comments: Commissioner Asay opened it up and no comments were received prior to the meeting. Kym Slagowski said the streaming was started for this meeting.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of May 18, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated May 18, 2020 in the amount of \$45,920.26. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for May 8-18, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to accept the Disbursement Listing of Zions Checking May 8 through May 18, 2020 for \$61,963.56 and the void amount of 21,370.32. Commissioner Tippetts seconded the motion. Commissioner Lytle asked about the void amount and

Keri Pallesen said that one check was printed for two different amounts and it was voided and separate checks were issued for the same amount. All were in favor and the motion carried.

Cash Summary: The Cash Summary dated May 18, 2020 was available for review. Questions were asked about several negative amounts that are reimbursement issues and Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary for May 11, 2020 as provided. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Purchase Orders: There is a Purchase order for the mower discussed during last week's meeting. Commissioner Tippetts motioned to approve Purchase Order #472 for the new mower in the amount of \$9,702 with the note we did the due diligence last week. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Lytle said that we had talked previously about the trails program with AYL and Chad Booth and if we want to participate we need to get a letter to Chris Holler of State Parks today. We would put in \$500 and AYL would have to put in \$500 and we would get \$15,000 worth of advertising. Chad Booth was called to get more information and he explained that the county could go elsewhere if they wanted but AYL would be the best way to market OHV use. Millard County has done it; Garfield and Iron county have gotten contracts with the State and are working on a separate contract with AYL to do the actual marketing. The Attorney said we probably need to talk to Chris Holler because the issue is that we have to follow our procurement policy, which is set at \$15,000 to go out for an RFP. Chad said that this was an effort to get people out into the rural areas to enjoy their OHVs. It looks like that we could write the letter to get on the list and worry about the procurement issue if we are awarded the grant. Commissioner Lytle asked if Shiloh and Commissioner Tippetts could work on this and they said they could. Chad asked the Commission to keep him posted on what they decided to do.

Commissioner Tippetts said the Community Economic Development (CED) Board met and they elected the officers and will approve the by-laws at the next meeting. Shiloh Dupaix said that Diane Ferrin is the Chair, Brianne Carter is the Vice Chair and Shiloh is the Secretary. The leaders and board members were thanked for their willingness to serve.

Calendar Review: Commissioner Asay said there is a TriCounty Health meeting tomorrow morning at 7 am. Commissioner Tippetts said the Planning and Zoning meeting is tomorrow and EMS interviews are this afternoon. This weekend is Memorial Day so next week's Commission meeting will be on Wednesday.

Commissioner Lytle brought up that Channels 4 and 14 are still not working and requested the phone number for Pat Asbill and he found it on his own.

Policy and Legislation Items:

Discussion and Consideration Business Licenses For National Outdoor Leadership School, Wild West Munchies, and Nied Lodging: Commissioner Asay read the names of the businesses up for approval. Commissioner Tippetts motioned to approve the business license for National Outdoor Leadership School, Wild West Munchies, and Nied Lodging. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Manila Fire Agreement: Commissioner Asay asked Mayor Coombs if he had received a copy of the agreement and the Mayor said that he had received it

but they had not had a chance to review it with their Legal Counsel and Town Council yet. The Mayor requested that it be tabled until they have the opportunity to review it before approving it. There were questions about whether it was an MOU or interlocal agreement and the Attorney said it could go either way. It'll be on the agenda again next week.

Discussion And Consideration Of Reopening the Courthouse and Uses of the Rodeo

Arena: Commissioner Asay said that they had ordered some plexiglass shields to go on the Counters for the offices in the Courthouse and plan to open up the building more next week. The Assessors office would be willing to open next week and it would help them communicate better with people coming in for the DMV. We could also have meetings in the Commission Chambers or continue streaming. Keri Pallesen was asked how she felt about it and she was okay with it but instructions on what was expected of each office for cleaning is needed. Brian Raymond was also asked and he was okay with it. Commissioner Asay asked about allowing other meetings in the Courthouse and Commissioner Lytle said that we should continue the virtual opportunities as there are people that are high risk but might want to view, but not actually attend the meeting. The other committees could go either way based on their needs and desires. We are still space limited in maintaining the 6 foot distance.

Commissioner Asay asked about the Rodeo Arena and there was discussion about fees and we need to decide what fee we want to charge. Commissioner Lytle asked if it was Commercial there would be a fee and presented the option of waiving the fee for County events or County sponsored events. Commissioner Asay was fine with informal groups not being charged a fee. Commissioner Lytle said he was good with \$20/hr. Commissioner Tippetts said if it's a Commercial Event they should pay the fee and if it's open or a government organization they would not have to pay the fee. The Commercial entities would have to have their own insurance and that would be part of the contract. We'll wait to approve when we have a written agreement.

Discussion And Consideration of Proposed State Institutional Trust Lands

Administration (SITLA) Easement In Daggett County For Access Road and Power Line To Private Property:

Alex Martin was on the internet and was asked to share her thoughts on this. Alex said that their land is basically worthless without access and power and their neighbors are not willing to allow them access through their properties. Commissioner Lytle asked about if the easement allowed more than just power, and it doesn't seem to, so the suggestion was to see if other utilities could be included. The Commissioners were all okay with it, so Shiloh and Brian were tasked with getting the letter written. Alex said she would call to see if that was possible. Commissioner Tippetts motioned to write a letter of support for a power line and road easement or a utility easement if they could get that approved. Commissioner Lytle said it has an easement # and suggested referring to that and by adding Easement #2349. Commissioner Tippetts amended his motion to include the easement # and Commissioner Lytle seconded it. All were in favor and the motion carried.

Discussion And Consideration Of Surplus Of LG 23" Monitor #3657 To E-Waste: Kym Slagowski said the monitor is dead and it's pretty straightforward. Commissioner Lytle motioned to surplus the monitor and Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Combining Contiguous Parcels Owned By The Same Party For Tax Sale: Commissioner Asay asked Keri Pallesen to explain this and she said that Code allows the Auditor to combine the lots for Sale if there is an economic benefit or its in the best

interest of the public and since these lots are in Taylor Flat and six lots are required to build having more lots would be beneficial. The lots aren't being combined, they are just being sold together. The code requires the auditor to recommend the combination to the Commission and the Commission has to approve it.

Commissioner Tippetts motioned to follow the recommendation of the Auditor and combine the lots for purpose of the Tax Sale only for the following lots:

- In Taylor Flat, Plat "A" Lots 43 & 44
- In Taylor Flat, Plat "G" Lots 51 & 64
- In Taylor Flat, Plat "G" Lots 118 & 131
- In Taylor Flat, Plat "G" Lots 119 & 132

Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Purchase of Zodiac For River Rescue Through SHSP Grant: Sheriff Bailey had provided information for the packet and said that his concern was that the Zodiac is over \$20,000 so should we approve together or separately. The Zodiac is completely spaced out and includes an engine so maybe it could be the sole source. This has to be purchased before the end of June or the money goes away. Commissioner Lytle asked Keri Pallesen for her recommendation and she wasn't sure she had a recommendation, but thought the procedures needed to be followed. Each could be done on their own. The Sheriff said he thought each item was sole source. Keri said that she thought that the RFP process was more than a week. She also wasn't sure if Sole Source was allowed for this big amount. Niel Lund read through the policy and it allows State vendors and Sole Source. Seems like there needs to be some additional research done and the Sheriff said he would talk with Michelle Miller after this meeting to see her thoughts on this.

The Sheriff said that he would get with Nancy to start the process on the Purchase Orders and then go forward on the boat to see where it fit in the Policy based on some additional research. Commissioner Lytle motioned to go forward with the PO for the light tower, base station and ham radio and if the Zodiac is on the state bid or a sole source then it would go forward to a PO or move forward with an RFP based on policy. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The Sheriff was good with it and wanted to get on it right now.

Discussion And Consideration Of Method Of Disposal And Advertising Of Surplused Road Department Equipment: Commissioner Asay said they had some interest for the items and for disclosure he was an interested party, so he wanted to know how the rest of the Commission wanted to handle this. There is a wide range of values that were in the packet from James Olsen and so a bottom price is needed. Was there a budgeted amount for the purchase of the new equipment. Commissioner Lytle motioned to approve Resolution 20-04 and it was not thought that there was. Commissioner Tippetts said he thought the minimum bid for the plow for \$1,000 and \$5,000 for the Loader and Commissioner Lytle was thinking \$7,500. The loader is a '76 and so it's pretty old, but there is no information on how many engines it has gone through. Commissioner Lytle was okay with Commissioner Tippetts recommendation. Commissioner Tippetts motioned to move forward with the advertising of the already surplused loader and snow plow. Time frame is a question. Equipment is being sold as is and no delivery. KSL and local classifieds are enough. How far out do you want to go? Three weeks from today would be the 9th of June.

Commissioner Tippetts motioned to move forward with advertising the already surplused loader and snow plow and to advertise the minimum bids of \$5,000 for the loader and \$1,000 for the plow at as many places as we can for sealed bids for June 9th at 9:00 am. Bids will be opened that day. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Closed Session: Commissioner Lytle motioned to go into closed session for the purpose of Discussing the Character, Professional Competence, Or Physical Or Mental Health Of An Individual 11:25 am. Commissioner Tippets seconded the motion . Roll Call Vote was taken and Commissioner Lytle voted “Aye”, Commissioner Tippets voted “Aye” and Commissioner Asay voted “Aye”. All were in favor and the motion carried.

Commissioner Lytle motioned to go out of Closed Session into Open Session at 11:59 am. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Commissioner Tippets motioned to Adjourn and the meeting was adjourned 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 Tippets

Commissioner Matt Tippets