

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, June 16, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, Jack Lytle and Matt Tippets were present in person. Sheriff Erik Bailey and Auditor/Recorder Keri Pallesen, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present in person. The meeting was called to order at 9:01 am by Commissioner Asay.

Present electronically: Kym Slagowski, and Bart Jensen; Present in-person: Shiloh Dupaix, Vicki Tanner of the Clerk/Treasurer's Office, Chad Reed, Carrie Poulsen and John Foster of Planning and Zoning Commission .

Approve Minutes: Minutes for the May 27, 2020 Commission meeting were provided by the Clerk/Treasurer's office. Commissioner Lytle motioned to approve the May 27, 2020 Commission minutes as amended. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Issue Updates: Commissioner Asay said there are 20 positive Coronavirus cases in Uintah County and 10 positives and 9 recovered in Duchesne. The Wyoming numbers are 56 in Uinta and 30 in Sweetwater County with 20 recovered and Moffat County in Colorado has 8 cases. TriCounty is holding a meeting on Wednesday to discuss the possibility of going to green.

Commissioner Lytle said there was a special meeting about patching some roads around Dutch John. The Mayor said she was willing to meet to have an informal conversation to align things between the two entities as much as possible since the change in Mayors and the COVID issues. Commissioner Asay said he would reach out to Mayor Kunkel.

Commissioner Lytle said Spirit Lake could come off the agenda until they are ready. Shiloh said they are working on a letter to the Summit County Commission and until that time we will just wait for them. Commissioner Lytle also brought up the water and sewer billing and there is still more work to be done.

Commissioner Asay mentioned that the Sheriff had announced the new EMS Director will be onboard July 7th. It won't be soon enough. The School District is moving forward and preparing for the new school year. There were questions on the activities this summer including the Cow Country Rodeo and what was still on and what was being postponed and it's still not clear.

Citizen Comments: Sheriff Bailey had some comments. The bid process for the Zodiak was advertised and will close the 26th at 5:00 pm and there is a problem because the Commission meeting was moved to July 1st because of Election Day and he asked to move it to Monday the 29th. Commissioner Tippets said that Monday would probably be a good day to just hold one meeting and not have the Wednesday meeting. Everyone else seems okay with it. Everyone else thought that would be okay, so Shiloh was asked to help get the word out.

The Sheriff said that he was looking at starting a Silver Friends List for Seniors that would want to have some regular outreach at their desired frequency. Sweetwater County has a File for Life that has Hospital information and other health information that they may want people to be aware of. The program is totally optional.

The Sheriff also brought up that we have had three call outs for the Town of Manila Fire and they only responded to one of them and Green River responded to one and Dutch responded to the other. It's a concern to him as a Manila resident and he will take it to Town Council as a Manila citizen. The question is where do we go from here. Silence is not a good response even though people are volunteers and have to have a life. The Sheriff said he was not trying to ruffle any

feathers but it needs to be addressed. There has been no response after the fact either. There were downed power lines on State Line Road near the eagle's nests, which is definitely in the County.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of June 12, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register dated June 12, 2020 in the amount of \$117,272.04. Commissioner Asay seconded the motion. Commissioner Lytle was not present and Commissioner Asay and Commissioner Tippetts voted "Aye", so the motion carried.

Disbursement Listing: The Disbursement Listing for June 9-12, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the Disbursement Listing of June 12, 2020 for 48,345.20 and Commissioner Asay noted that the dates were June 9 through June 12, 2020 so the motion was amended by Commissioner Tippetts. The amended motion was seconded by Commissioner Asay. Commissioner Lytle was not present and Commissioner Asay and Commissioner Tippetts voted "Aye", so the motion carried.

Cash Summary: The Cash Summary dated June 15, 2020 was available for review. Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary for June 15, 2020. Commissioner Asay seconded the motion. Commissioner Lytle was not present and Commissioner Asay and Commissioner Tippetts voted "Aye", so the motion carried.

Purchase Orders: Commissioner Lytle had one but had stepped out of the meeting, so this will be addressed later.

Correspondence: Commissioner Tippetts said he had talked with the Transportation District and CIVCO Engineering about the FLAP project. Commissioner Lytle was going to do some work with CIB to see if we could pull something together. Commissioner Tippetts said he had met with Keri Pallesen and the weed manager and he felt like we are making some progress to get on track to get the fund positive.

Commissioner Asay said that we need to have more discussion on the arena, the insurance and forms for use of County facilities. Commissioner Tippetts noted the Economic Development Advisory Board met and they are working on getting something together for the State grant and signage is a high priority for some of this money and Shiloh has been working on locations and designs. A soft due date is June 19th and so she is working towards that. The Towns have representation on the board and are involved in this. It is for the \$200,000 portion and the \$600,000 is a competitive grant that is not open yet. Commissioner Asay brought up the fact that Union Telephone had a proposal at one point in time for a digital LED sign here in Manila, but the person at Union who brought it up has retired. There is a new person that has followed up since then and Commissioner Asay will get Shiloh her contact information.

Calendar Review: Commissioner Tippetts asked about the Security training tomorrow and it was clarified that it is 10 am to noon or 2 pm to 4 pm. It's important to attend one if you can. There is also a Planning and Zoning meeting tomorrow night and also several covid meetings coming up. There are also a couple of things that need to come up in Closed session.

Policy and Legislation Items:

Discussion and Consideration Business Licenses For Union Telephone and McCrudden Fly Fishing: Commissioner Asay read the names of the businesses up for approval. Commissioner Tippetts motioned to approve the business licenses for Union Telephone Company and McCrudden Fly Fishing. Commissioner Asay seconded the motion. Commissioner Lytle was not present and Commissioner Asay and Commissioner Tippetts voted “Aye”, so the motion carried.

Discussion And Consideration Of Use Of Additional Terms And Conditions to UDAF Weed Grants: Commissioner Tippetts said this on the 2019 grant that runs through June 30, 2020. The modification gives us some additional money due to Covid-19 and extends the use of the money through November. It was time sensitive, so Commissioner Tippetts signed it and got it sent in. There are two pages and they are both the same. Commissioner Asay motioned to ratify the amendment to the UDAF Weed Grant for 2019. Commissioner Tippetts seconded the motion. Commissioner Lytle was not present and Commissioner Asay and Commissioner Tippetts voted “Aye”, so the motion carried.

Discussion And Consideration Of Mobile Home Abatement For Salvatore Macri: Assessor Lesa Asay said Sunny Macri has passed away and his taxes are not paid and his family has not been willing to talk with the Sheriff’s Office. The Sheriff said that he passed away in early September. Commissioner Tippetts asked about letting it go to tax sale and there was discussion about what that would require for Personal Property. Mr. Lund will work with Mrs. Asay on this and we’ll bring it up again in two weeks for further discussion.

Lesla Asay said that Carrie Poulsen is leaving her office and that leaves the GRAMA Officer position open and she thought that the Clerk’s Office would be a good fit to handle this. Mr. Raymond thought that made sense and was willing to take this over. Attorney Niel Lund said this doesn’t have to be agendized as it is administrative. Commissioner Lytle came back into the meeting and was involved in the discussion.

Purchase Orders: Commissioner Lytle said that we talked about this last week and Chapman Construction was the successful bidder to avoid the sinking of the ground. The Purchase Order had been prepared for the repair of the road in Dutch John. Commissioner Tippetts motioned to approve Purchase Order #499 to R. Chapman Construction for 14,999.50. Commissioner Lytle seconded the motion. Keri Pallesen was asked if she had been able to review it and was okay with it and she was okay with it. All were in favor and the motion carried.

Correspondence (Cont’d): Commissioner Lytle said he had sent the other Commissioners an email he had received from Wyoming regarding a cooperators meeting and we should be involved in that process as well as the Utah side.

Discussion And Consideration Of Ratification of 2020 Tax Sale held on May 28, 2020: Commissioner Asay asked for more information about the tax sale and the property values. Auditor/Recorder Keri Pallesen said they were about the same. Commissioner Tippetts motioned to ratify the 2020 Tax Sale results from the sale held on May 28, 2020. It was noted that the recorder was not working and efforts were made to fix it and it kept turning off. The Google Meeting will be used for the records. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Ordinance 20-06: An Ordinance To Amend Title 8 Of the Daggett County Code: Carrie Poulsen thought that Chad Reed wanted to be here and so he was called to attend and it was tabled until he came into the meeting.

Discussion And Consideration Of Primary Election and Canvass Time and Date For June 30 Primary Election: Mr. Raymond provided a copy of an informational piece he mailed out this morning and said that the Primary Election is scheduled for June 30th and the meeting will be moved to June 29th instead of July 1st. He also said that the changes to state code require that we have the canvass of the election 3 weeks after the election compared to two weeks in the past. This will mean that it will be required to be held on July 21st. He asked to hold it in the afternoon and it was determined to hold it at 2:00 pm. It was noted that Mr. Raymond jumped the gun and that this topic was out of line with the agenda.

Discussion and Consideration Of Ordinance 20-06: An Ordinance To Amend Title 8 Of the Daggett County Code: Planning and Zoning Commission Chairman Chad Reed was welcomed to the meeting. Attorney Niel Lund explained that he had sent out a copy of the Ordinance by email and the version with the changes proposed was in last weeks and this week's packet. The additions are highlighted and deletions are crossed out.

Niel said in the Ordinance the changes to Chapter 1 Section 5 of Title 8 are just for clarification on who the governing body is and the notifications that are required. The definitions were also changed and updated as indicated.

The next one is in Section 3 Chapter 9 Section 4 and is a short section of the code dealing with changes for building size and now it's smaller and that should help people build things on small lots that are still quality construction. They would need to meet specific standards and be less than 20 years old. The newer mobile homes are now

Section 21 Chapters 8 and 9 were next and two year building permits were considered and it was thought to be helpful. Chapter 9 and the RV code was replaced with a very extensive RV code. Commissioner Asay asked about "aircraft" and so that was discussed and Chad Reed knew of someone who used to camp at the airport for two weeks and another one drove his plane to his house near the airport. This restriction of using aircraft, boats and RVs to live in applies only for residential properties. The attorney said you can still change this if you want to. Chad Reed said the aircraft issue was not really considered and is a carryover from the previous version of the code. It was expected that people in subdivisions would build homes and not live in campers, RVs, boats or planes. There have been complaints about people living in Campers and RVs in Subdivisions.

Article F is not included in the ordinance and it has several large subsections that need to be replaced regarding Plat amendments and the strikethrough version will be included. Title 8 Section 6-C-3; Table of Uses has some changes so that chart was included, but it is a separate document. The Chart is not working properly and will be attached. There were some inconsistencies and one dealt with was automobile maintenance and boat maintenance should be allowed in the same zones.

Commissioner Tippets asked if a subdivision's CC&Rs could be more restrictive relating to the 400' building size requirement. It was stated that they could be more restrictive but not less. Carrie Poulsen brought up that lots with homes on them could have people stay in trailers up to 14 days. They didn't want to make criminals out of everyone who has family or friends stay with them.

The public hearing has already been held, so Commissioner Lytle motioned to approve Ordinance 20-06: An Ordinance to amend Title 8 of the Daggett County Code. Commissioner Tippets seconded the motion. All were in favor. It includes the table of uses.

Commissioner Lytle and Chad Reed thanked Carrie Poulsen for her service. It has been great having her and Commissioner Asay said she is willing to stay on the board as an alternate and even

move to a full time member if an opening occurs. The current ordinance is much more proactive than it has been in the past thanks to Carrie! There is an official going away party today! Chad Reed said he also appreciates Attorney Niel Lund's involvement with the Planning and Zoning.

Discussion And Consideration Of The Certified Tax Rate For 2020: Commissioner Lytle asked Keri Pallesen to explain this process and the form. Keri Pallesen said first she needed to ask about the Purchase Order and the contract that's in the packet. Trevor said the contract needs to be approved before it can be executed. Commissioner Lytle said he would check into it.

Keri explained that the certified tax rate takes the values of each year and allows you to collect the same revenue as last year. They take the value and multiply the rate to get the revenue. There are multiple levies that can be done and the local assessing and collecting is the one that needs to be increased to meet the needs for the assessor's office next year. Assessing and Collecting is not just for the Assessor's office as the Auditor and Treasurer's Office also use that, but the Assessor's Office is all Assessing and Collecting.

Commissioner Tippetts motioned to approve the Certified Tax Rate for 2020. Commissioner Lytle asked about the rate that's above the allowed rate. Keri explained that if it goes over the maximum rate by the calculation it's okay, but you can't go over that rate otherwise. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of RFP For Professional Real Estate Services In Dutch John: Shiloh Dupaix said that she thought this was approved last week, but it's an RDA issue and it's never been under that on the agenda. It was asked to put on next week's agenda under the RDA and we'll get that finalized.

There was discussion about the Cares Act and that needs to be ratified next week. Commissioner Lytle motioned to go in and out of Redevelopment Agency (RDA) and Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Bart Jensen of Jones and DeMille Engineering was asked if he had anything for the Commission and he did not. He was asked to be a part of the upcoming Closed Session. He would be willing to come up for future meetings if he had advanced notice.

Closed Session: Commissioner Tippetts motioned to go into Closed session for the Purchase Exchange or Lease of Real Property at 11:22 am. Commissioner Lytle seconded the motion and a Roll Call Vote was taken. Jack Lytle voted "Aye", Matt Tippetts voted "Aye" and Randy Asay also Voted "Aye".

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

Commissioner Lytle motioned to Adjourn and Commissioner Tippetts seconded the motion, so 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 Tippetts
Commissioner Matt Tippetts

