

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, June 23, 2020** 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. Sheriff Erik Bailey, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present in person. Auditor/Recorder Keri Pallesen, attended by electronic means and also some in person. The meeting was called to order at 9:08 am by Commissioner Asay.

Present electronically: Kym Slagowski, and Senator Ron Winterton; Present in-person: Shiloh Dupaix and Dustin Larsen

Approve Minutes: Minutes for the June 9, 2020 Commission meeting were provided by the Clerk/Treasurer's office. Commissioner Tippetts motioned to approve the June 9, 2020 Commission minutes with the changes to remove some duplicates. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Issue Updates: Commissioner Asay said there are 26 positive cases in Uintah County, Utah and 10 positive cases in Duchesne and none in Daggett County. The Wyoming numbers are 48 cases in Sweetwater County and 120 in Uinta County. We are green, but it's not a time to let our guard down and actually be more vigilant. Moffat County in Colorado had 8 cases last week. Senator Winterton said we have gotten 10 counties to green, so there's a long way to go. Hopefully people will wear their masks and social distance.

The Sheriff said the EMS manager and Patrol Sgt. positions have been reposted.

Clerk/Treasurer Brian Raymond noted that the new provider at the Clinic has decided not to stay and they will be sending someone up on Tuesday and Thursday. The lack of housing was discussed.

Citizen Comments: Commissioner Asay asked for comments and none were given.

The Open Invoice Register Was Presented For Review And Approval: The Open Invoice Register of June 18, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register dated June 18, 2020 in the amount of \$4,470.71. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for June 13-22, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts asked about the Bancorp and that is the Sheriff's vehicles and Smuin, Rich and Marsing is the auditor bill. Commissioner Tippetts motioned to acknowledge receipt of the Disbursement Listing of June 13 through June 22, 2020 in the amount of \$169,722.03. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Lytle asked about Child Support and it is a payment taken from someone's paycheck and paid out on their behalf to the State. Ken C. Tubbs is a monthly check for Ambulance Director.

Cash Summary: The Cash Summary dated June 22, 2020 was available for review. Commissioner Lytle asked Mr. Raymond about the funds in the General Fund and if there is a plan to keep the liquidity up. Mr. Raymond replied that he liked to keep it in PTIF as long as possible as that is the best interest, which isn't much. In July there will be a small tax disbursement and there will also be sales taxes and undistributed taxes that should go out to the entities. Commissioner Lytle motioned to acknowledge receipt of the Cash Summary for June 22, 2020. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Purchase Orders: There weren't any purchase orders for consideration, but Commissioner Tippetts said he had an invoice from Jones and DeMille and he wasn't sure how to code it, so he asked them for clarification and he read the reply from Bart Jensen regarding work they had done with the Recorder's Office and Niel on RDA property for the property to be sold. The bill is for \$1,861.75 and should come from RDA funds, but the bill is to the County. Commissioner Tippetts will follow up with Brienne to see the status of the project. It was for work performed in March. It would be nice to have notes on their invoices as to which project it's for so we can pay it correctly. We had received another airport bill that doesn't seem to be justified.

Nancy Steib brought in a purchase order for a portable light tower and generator for Search and Rescue. The sheriff reviewed it and it has a sole source form and there were two items and one was based on an old estimate and one with a little more expensive updated price. Commissioner Tippetts motioned to approve Purchase Order #500 to Ventri Solutions, Inc. for \$7,827.73. Commissioner Lytle seconded the motion and asked some questions. This probably should be contingent on Keri Pallesen approving the sole source. The other item was actually a Ham Radio request and that one is being turned back to the state. The plan for who was to use it is still in question and the equipment was obsolete, so the Sheriff will add it to a future year's grant after a little more research. All were in favor and the motion carried to approve Purchase Order #500.

Correspondence: Commissioner Lytle said he has some items for Closed Session. Chad Booth has worked with Ryan Kelly and the video and he will send everything in today or tomorrow.

Commissioner Asay said we had received the Green status and we have less restrictions, but the pressure is still there that we need to be cautious. Slauch's Sinclair let Commissioner Lytle know they were going to stay cautious and keep restrictions in place and he told them that they were certainly welcome to do that to keep themselves, their workers and customers safe. It's not back to normal by any means.

Covid-19 meeting on Monday mornings has a conflict with next week's Commission Meeting on Monday morning. Commissioner Lytle said that he can only be here until about 10 due to his other job. Commissioner Asay thought we could put it off a week and there was discussion of having it as part of the Commission Meeting, or recess from the meeting to hold that meeting. Shiloh will notify everyone how to participate in the Covid meeting.

Calendar Review: Commissioner Asay thought there was a meeting tomorrow and Commissioner Lytle said there is a UBAG meeting on Thursday. The start time was unclear. The meeting is in Vernal at the Commission Chambers and virtual capability was thought to be too difficult and so social distancing will be maintained. It looks like everything starts at 9:30 am.

Commissioner Lytle thought we needed to do something with the State Auditor's Fraud Risk Assessment and provide information on Board member training sessions attended during the last 4 years. The meeting starts at 9:30 am. It's a busy week with the end of the State Fiscal year.

Policy and Legislation Items:

Discussion and Consideration Of Business License For Moon Lake Electric:

Commissioner Asay said we have one application for Moon Lake Electric. Commissioner Tippetts motioned to approve the business license for Moon Lake Electric. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of A Sponsorship From Daggett County For Cow Country Rodeo: Commissioner Asay switched this from number 3 to Number 2 since Dustin Larsen was here. Dustin said he had talked with several businesses and they weren't able to help this year. The only way it would get done is if the Commission footed the bill and he was gung-ho last week, but he is swamped and so is Mark Wilson. He felt that it wouldn't be a good thing if there wasn't community support and he doesn't want to bring the disease here and he doesn't even have time to put it all together. The Rodeo has never been a big money maker and people are willing to help, but with such a short time his recommendation is to let someone else take it, but it's coming up fast. Maybe Matt Henry might be willing to do it or know somebody else that would help out this year. Mark Wilson has been a big reason it has been so successful for so many years. Dustin will help if someone else takes it, he just can't run it. The Covid is spiking and that's certainly a consideration. Shiloh brought up that the businesses are all applying for financial aid and they shouldn't be asked to support the rodeo. The County would like to see this continue, but maybe this year is an off year and we plan for next year. Commissioner Lytle asked about having discussion to hold it later in the year, but Dustin would prefer to keep it this weekend. There are still other issues to consider if you move it. Keri Pallesen was asked if she had any comments and she did not. Commissioner Tippetts was okay with looking at a later date, but would like to see a drop in covid numbers to be more supportive. Dustin said he just doesn't have time to do it this year. A Beer License takes 30 days. The Commission is supportive to see it happen if there was a way to see it go. Dustin was thanked for his time and effort. Dustin remarked that the Stock Contractor Ben is all in and ready to go if the County wants to move forward.

Purchase Orders: Keri Pallesen brought in the Purchase Order and Sole Source form as there were different prices listed. The more expensive one is the accurate one. The Sheriff was contacted and the model number needed to be corrected as well as the amount to \$7,555.20 which is less than the previous amount. Keri said she needs the Sheriff to fill out one more thing on the sole source form. Commissioner Tippetts motioned to re-approve PO #500 with the updated information. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Ratification Of Covid-19 Grant From The State Of Utah: Shiloh Dupaix said that Commissioner Asay had already signed this, so it needs to be ratified. Commissioner Tippetts motioned to ratify the Chairman's signature on the State of Utah Local Relief Fund Allocation Grant. Commissioner Lytle seconded the motion. Shiloh explained what the County is allowed to do with the money and it's in the Grant. Uintah and Duchesne County are going to help their businesses like they and we did with the BEAR Grant. We received \$42,460 and have one or two more payments coming for a total of \$127,480 if it all materializes. Manila received \$9,007 and can get up to \$27,020 while Dutch John will get \$4,094. The BEAR grant was done before the CED Board was up and running, and this does not necessarily have to go through them, but they are an Advisory Board. All the Commissioners voted in favor of Ratifying the Chair's signature to the State Grant document and the motion carried. Shiloh said Uintah has a very detailed application developed so maybe it can be discussed during today's elected officials meeting.

Discussion And Consideration Of NACO Annual Business Meeting To Decide On A Designated County Delegate: Commissioner Lytle said he was willing to be the Delegate and has been before. Commissioner Tippetts motioned to approve Commissioner Jack Lytle to be Daggett County's designated delegate for the 2020 Annual Business meeting. Commissioner Asay seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Facility Use Requirements And Forms: Commissioner Tippetts said that he had looked at them and they looked good. The application has been changed a little. The Resolution is a first draft and can be changed however the Commission wants to see it worded. The Attorney had made a few changes to what was in the packet. Mr. Lund said the resolution was the means to do this as it's not really an employee policy but a County policy. There was discussion on the alcohol and how that fit into the application and process. Commissioner Lytle asked who signed the forms and Mr. Lund said it would be the Clerk's Office. Mr. Raymond brought up that if there was a question on how to interpret the list or what insurance was needed he would bring it to the Commission. It was brought up that it should go to UCIP for their input and then might need to come to the Commission. It was hoped that 90% or so of the applications could be handled by the Clerk's Office. Mr. Raymond brought up that the next agenda item was an example of a question as the Class Reunion is not an official school function and the event list from UCIP had Outdoor Reunions listed as a Moderate risk with \$500,000 and \$1,000,000 insurance levels required. The size of the group will be small with 13-15 students and their significant others. Brian will contact UCIP for their input on why it's at the Moderate risk level.

Discussion And Consideration Of Manila High School Class Of 2015 - 5 year Reunion: Discussion of this item came up during the previous agenda item. No additional information came forward, but Mr. Raymond said that he would contact UCIP for guidance on the Reunion.

Closed Session: Commissioner Tippetts motioned to go in and out of RDA. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Tippetts motioned to go into Closed session for the Purchase, Exchange or Lease of Real Property at 11:33 am. Commissioner Lytle seconded the motion and a Roll Call Vote was taken. Commissioner Matt Tippetts voted "Aye", Commissioner Randy Asay voted "Aye" and Commissioner Jack Lytle also Voted "Aye" so the motion carried.

Commissioner Tippetts motioned to go out of Closed into open at 12:26 pm. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to table item a) in the RDA agenda. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to Adjourn and the meeting was adjourned at 1:45 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