

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Monday, June 29, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay, and Matt Tippetts were present in person. Sheriff Erik Bailey, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present in person. Commissioner Jack Lytle and Auditor/Recorder Keri Pallesen attended by electronic means. The meeting was called to order at 9:03 am by Commissioner Asay.

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

Approve Minutes: No Minutes were available for Review.

Issue Updates: Commissioner Asay said there are 30 positive cases in Uintah County, Utah and 13 positive cases in Duchesne and still none in Daggett County. The Wyoming numbers are 134 cases in Uinta County and 74 cases in Sweetwater County and Moffat County has 10 cases.

Commissioner Tippetts mentioned the Red Creek FLAP project look and it looks like there is some flexibility in keeping the amount

Shiloh Dupaix mentioned that the application for the Rural County Economic Development Grant for \$95,000 has been submitted for welcome signs for Dutch John and Manila plus some wayfinding signs.

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 26, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle asked if any money needed to be moved and Clerk/Treasurer Brian Raymond said he had not moved any money yet. There was a PILT payment deposited in our account this morning of \$144,662.00, which is slightly more than most years, but 2018 was out of the ordinary. Commissioner Tippetts motioned to approve the Open Invoice Register dated June 26, 2020 in the amount of \$5,020.18. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

Disbursement Listing: The Disbursement Listing for June 23-26, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to acknowledge receipt of the Disbursement Listing of June 23 through June 26, 2020 in the amount of \$4,470.71. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Commissioner Lytle approved the Clerk's office to use his stamp on the Invoice Register and Disbursement Listing.

Cash Summary: The Cash Summary dated June 26, 2020 was available for review. Commissioner Tippetts noted that we should be receiving money for a June Weed billing shortly that will get us in the black.

Issue Updates: The Sheriff came back into the meeting and updated the Commission on his Office's activities over the weekend. It was a busy weekend with a couple of accidents, including a

motorcycle accident by the Dam, but it wasn't too bad considering the number of people here. The summer help is on board now. The Sheriff also said he is getting ready to review applications for Patrol Sergeant and has some applications for CEM, but they are not qualified as EMS Director, so we might need to discuss splitting the positions at some point in time in the future. Options were discussed, but we'll wait and see what happens with the Sgt. and other applications. We will have three Forest Service LEOs in the county for the upcoming holiday weekend. DWR will have both boats on the lake this weekend and hopefully someone down on the river as well. Commissioner Lytle will be working with his boss at DWR to coordinate things. Commissioner Lytle asked the Sheriff to look at why we didn't apply for an EMS grant last year and he replied that there was one that Mechelle Miller had said it may not be worth the time and effort for the minor return, but he would double check on that.

Cash Summary (Cont'd): Commissioner Tippets motioned to acknowledge receipt of the Cash Summary for June 26, 2020. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Purchase Orders: There were none that were known.

Correspondence: Commissioner Asay said again there is someone interested in the Jail and we will continue to follow up on that. Commissioner Lytle is still following up on the SITLA information discussed last week.

Calendar Review: Commissioner Lytle said there is a CIB meeting on the 9th of July and SCIC on the 10th of July. Next week July 7-9th is an Ashley National Forest Meeting on the management of the Flaming Gorge National Recreation Area (NRA). It's a fairly important meeting and Sweetwater County is involved and has a slightly more protective stance than Daggett County. Commissioner Lytle was worried that the plan will be built on the budget and not what is needed. Commissioner Asay shared his feelings and Commissioner Tippets said he was interested in attending. Commissioner Lytle shared information and said the 1986 Plan Appendix A has some good information and should be in his office if anyone wants to look at it.

The Transportation District meeting is Wednesday evening and the Conservation District and Weed Board will meet next week. The Economic Development Board meeting is next week on the 9th.

The Courthouse will be closed on Friday, July the 3rd and Commission meeting will be on Tuesday next week as regularly scheduled.

Weekly Budget Review: Commissioner Asay said that there are at least 4 changes to the budget: Cares Act, VAWA grant money needs moved to VOCA, OHV Grant, Bear Sub Grants so we need to open the Budget and get those items taken care of. Let's set it up for the 21st and get the notices done for 10:30 am. Keri Pallesen said that would be okay. Keri said it needs to be advertised so that we can change any of the budgets.

Issue Updates (Cont'd): Attorney Niel Lund said that the new hire in the Assessor's Office is already GRAMA certified and Lesa Asay said she is willing to keep GRAMA in her office. Everyone thought that sounded good.

Policy and Legislation Items:

Bid Opening For Zodiac: Sheriff Bailey asked if any bids had been received by the Clerk/Treasurer's Office and Mr. Raymond said none had been received. There was the original bid that was received a couple of weeks ago

Discussion And Consideration Of Surplus of The Hovercraft And Trailer From The Sheriff's Office: Sheriff Erik Bailey was told that the region held the title to the Hovercraft and then asked if there was anyone who wanted it and Uintah County was interested and said they would take it, so the Sheriff gave it to them which was kind of putting the cart before the horse, but unless their objections we just need to sign over the Title. They have a lot more flat land and swampy areas where it might be useful. Attorney Niel Lund was asked how to do this. Commissioner Lytle asked if an intergovernmental transfer could be done to keep it in the region and Mr. Lund said that was fine. Commissioner Lytle motioned to ratify the actions of the Sheriff to have interlocal cooperation with Uintah County to approve the transfer of the title and possession of the hovercraft and trailer to Uintah County to keep it in Region 5. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to go into recess for the weekly **Covid-19 Update Meeting** at 10:00 am. Commissioner Lytle seconded the motion and all were in favor and the motion carried. Motion to come back into session at 10:39 am was made by Commissioner Tippetts and the motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Bid Opening For Zodiac (Cont'd): Commissioner Asay brought up Item #1 again and Sheriff Bailey said there were no other bids than the original bid of June 21, 2020 from Inflatable Boat Center in Portland, Oregon and it was for \$21,790.00. Commissioner Tippetts asked if we could approve a purchase order for this today, but the Sheriff said it wasn't ready yet but he could have Nancy start working on it. It appears to be a legal bid so we can move forward.

Discussion And Consideration Of Purchase of Zodiac: Keri Pallesen pointed out that we need a W-9, since we have never dealt with this company. A Purchase Order could be approved conditionally. Commissioner Lytle motioned to conditionally approve the bid and Purchase Order to purchase a Zodiac from the Inflatable Boat Center for \$21,790.00 based on a completed W-9 and Purchase Order. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The Sheriff will get to work on the needed paperwork.

Discussion And Consideration Of Small Business Economic Recovery Grant: Commission Assistant and Economic Development Director Shiloh Dupaix said she had sent out a copy of the application previously and had made a few minor changes as had the attorney. This is for the first draw of \$42,000 that we have received and there are possibly two more payments. Commissioner Lytle asked if there was anything that stated what the guidelines were and who was making the decision on what to expend. Keri Pallesen asked for clarification on how this would be done and after explanations said she was willing to sit on the review board. Commissioner Tippetts asked about using the CED Board members, but Shiloh mentioned that there could potentially be some conflicts of interest. There were some challenges with the audio at this point in time. Commissioner Lytle and Keri Pallesen suggested setting up the procedures and getting the disclosure of any conflicts done before the review process begins.

Commissioner Lytle asked if Dutch John or Manila were tied into this and Shiloh said that she had tried contacting them, but had not heard back from them yet. Uintah County has tied in with their municipalities. Commissioner Asay asked about the 10th being pretty soon and Shiloh

suggested going until the 17th and everyone seemed okay with that date. Commissioner Lytle asked if the attorney had reviewed it and Attorney Niel Lund said he was okay with it as written.

Commissioner Tippetts motioned to approve the Daggett Small Business Recovery Grant program. Commissioner Lytle asked about the Towns participation and if this was for County only or for the municipalities as well since they were also receiving Cares Act money. Uintah County had participation monetarily from the towns. Can we legally give money if the Towns don't participate? Niel didn't think it was specified, but he said he would review it to see if it is mentioned. Commissioner Lytle seconded the motion. Keri wasn't aware of any policy on grants. She thought that all the work should be done before getting in applications, so it doesn't look like we are setting up certain businesses but on the other hand she understands that we want to get the money out as quickly as possible. She would also like to see a budget for the money we have received and how we plan to spend it. Mr. Lund said the State grant doesn't specify where it's spent, but emphasizes the requirements for how it's spent. Niel brought up the range for application and that it's first come first served and you may want to change that since in the guidelines there are indications that there are preferences that need to be considered. Commissioner Lytle wondered if they had received funding already if they were eligible for any additional funding and the attorney was looking at the State Grant and didn't see any issues that way. It was also asked if the Towns had to be on the Committee and they could or could not and we could just say the "committee" will be making the decision. Niel Lund thought that we could do this and doesn't think that the Act specifies it one way or the other. Commissioner Lytle thought we wouldn't open any until after the deadline and Commissioner Tippetts said we could allow Shiloh Dupaix to disqualify herself from the decision committee so she could answer questions and help people with their applications. There was discussion about financial professionals that might be able to help and how to word that. Niel updated the wording and everyone was okay with the way he had worded it. How much money is available? There was discussion on how and when that would be determined.

It was discussed that the Budget Hearing is scheduled for July 21st and Keri Pallesen said that she thought a budget hearing only needs 5 days and not 10 days. There was discussion on the publishing of notices in a "newspaper of general circulation" within the County. Commissioner Lytle noted that for the record we do not have a newspaper of general circulation in Daggett County. Keri was okay with moving it to the 7th. The Budget Hearing was moved to July 7, 2020 from July 21st. Expenses are under Fund 10. Acct. 4151 and then three digits depending on what it's for. The revenue account for the CARES Act is 10.3372.34 and the money is in there now. Keri needs to know the amounts of revenue projected and what it is going to be spent on including what we've already spent. The possible funds for testing include the sewage treatment plants testing and Jesse Platt has purchased thermometers for the courts and courthouse that can go under this.

Commissioner Tippetts withdrew his prior motion and motioned to approve the Small Business Economic Recovery Grant application as amended; and #2 to reschedule the date for the budget hearing to July 7, 2020 and to meet before next week to approve the budget for the Covid-19 expenditures. Commissioner Lytle seconded the motion. All were in favor and the motion carried. The work meeting was discussed for later today or Monday. We need the sewer sample expenses to do this effectively. The Forest Service lagoons may need to be tested.

Discussion And Consideration Of Lines Of Succession For Department Of Emergency Management (DEM): Commissioner Asay the Sheriff about this and Sheriff Bailey said that it was sent to him and we are so small the suggested number of people don't exist. Tenure could be used for the Commissioners. The Sheriff will type it all up and talk with Mechelle Miller tomorrow and bring it back for review. It has to be done every year as part of the grant process.

Discussion And Consideration Of Salvatore Macri Abatement: Commissioner Asay invited Assessor Lesa Asay to share her thoughts on this. Assessor Asay said the trailer is in poor condition and she was not sure that it would even sell, and the county would then be liable for lot rent and getting rid of the mobile home. Lesa's recommendation was to abate the taxes. Commissioner Tippetts motioned to accept Assessor Asay's recommendation and abate the taxes for Salvatore Macri. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Court Security Contract for FY 2021: The Sheriff said this is an annual thing and it is the same as past years and the attorney agreed. Commissioner Tippetts made the motion to approve the Bailiff Contract since it's been reviewed by the Sheriff and Attorney and is basically the same as previous years. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of State Court Contractual Agreement 2020-2021: This is the 8th District Court Agreement and is similar to previous years. This is what the State will pay the County for the use of the courtroom and staff to operate the District Court. It is also an annual thing and it is slightly less than last year as we are currently receiving \$3,344.76 per month and this will be for \$3,308.35 per month. Commissioner Tippetts made the motion to approve the State Court Contractual agreement. Commissioner Lytle seconded the motion. All were in favor of approving the agreement and the motion carried.

Discussion And Consideration Of Facility Use Requirements And Forms: Commissioner Asay brought this up and Brian Raymond stated that he talked with Johnnie Miller since the last meeting and received some more feedback. This will need to be done as a Resolution. Commissioner Tippetts motioned to table this until next week and add it as a resolution. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Lytle brought out that we have brought out the uses and don't need separate forms now. We could still do separate applications, but it was noted that the possibility was discussed.

Discussion And Consideration Of Manila High School Class Of 2015 - 5 year Reunion: Mr. Raymond stated that the reason that Outdoor Reunions are a moderate risk level is due to the types of activities that occur at an Outdoor reunion vs. an indoor one. Commissioner Tippetts said that since we haven't approved the new policy and form yet, he felt that we should approve this without requiring the insurance and motioned to do so. Commissioner Lytle asked if we were approving this application with the Hold Harmless/Waiver and if the Attorney was comfortable with it. The attorney said he was comfortable with the Hold Harmless in lieu of insurance. Commissioner Lytle seconded the motion. All were in favor and the motion carried. There was additional discussion about trying to get the School District to step up in these instances.

Closed Session: CThere was no need for a Closed Session today.

Commissioner Tippets 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 Tippets

Commissioner Matt Tippets