

Minutes of the Meeting of the Daggett County Commission held on **Tuesday, January 19, 2021** in the Dutch John Conference Hall and through electronic means. Commissioners Randy Asay, Matt Tippets and Jack Lytle were present in person. Clerk Brian Raymond and Attorney Niel Lund were present in person. Attending Virtually were Auditor/Recorder Keri Pallesen and Recorder/Treasurer Brianne Carter. The meeting was called to order at 9:12 am by Commissioner Asay.

Present In Person: Mayor Kunkel and Trevor Brooksby **Present Online:** Gidget Carroll, Kym Slagowski, Darin Johnson, and Martin Pierce.

Approve Minutes: Minutes for the Tuesday, November 24, 2020 and January 12, 2021 Commission meetings were available for review. Commissioner Lytle motioned to go in and out of the Redevelopment Agency Board (RDA). Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the November 24, 2020 Commission Meeting minutes. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the amended minutes for the January 12, 2021 Commission Meeting minutes noting that it is 2021 not 2020. The correction was made and Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Issues Updates: Commissioner Asay shared the COVID updates. Moffat County, Colorado has 587 cases with 21 deaths. In Wyoming, Uinta County has 196 active cases, 1,333 recovered and 9 deaths for a total of 1,536 cases. Sweetwater County has 113 active cases with 3,042 recovered cases and 26 deaths for a total of 3,179 cases. Daggett County has 24 recovered COVID cases and 9 active cases for a total of 33 positive cases. Uintah County has 1,130 recovered cases, 388 active cases and 15 deaths for 1,533 total positive cases. Duchesne County has 926 recovered, 130 active cases and 8 deaths for 1,064 total positive cases. The Ute Indian Tribe has 244 recovered cases, 63 active with 2 deaths for 309 total positive cases. The Total Tri County recovered cases is 2,1324, active cases of 590 and a total of 29 deaths. In the Tri-County area the total number of people tested is at 23,097 and total tests administered is at 39,945. Commissioner Tippets asked how people can get the vaccinations and it's not clear at the moment.

Commissioner Lytle brought up the billings. Recorder/Treasurer Brianne Carter was asked about this and she said she had sent out an email and there were 8 enrolled in UTRECS and 9 were enrolled in NCS+ including 1 UPP that is delinquent. Court could be involved in a couple of them. Niel asked Brianne to contact NCS+ to see if they handled court and to let him know the answer.

Bret Reynolds was asked if he had any updates regarding the airports and he said not this week, but he is working towards next week.

Commissioner Asay noted the Legislative Session is starting this week and it will be all virtual this week and mostly virtual in the following weeks. Commissioner Tippets asked if the Commissioners had been given access to the Legislators as they had requested it, but Commissioner Lytle hadn't seen anything yet.

Commissioner Asay asked Mr. Raymond to explain the self-help housing flyer in the packet. Mr. Raymond said this was a program from the Uintah Basin Association of Governments (UBAOG). Mr. Raymond said that there was a family that was interested and knew of 10 other families that were interested. Mr. Raymond approached Mayor Kunkel about this and she thought it was worth discussing, but they don't have any land, which is where the County/RDA comes in. It would need to be a partnership, but the Town should be the leader on this according to Commissioner Lytle. Commissioner Tippets thought it was a good idea. The Flyer says that they are looking to start this Spring, so it's coming up fast. Trevor Brooksby said he had some experience with these

homes in his former life as a contractor and thought it was a good program. There are lots of questions that we'll have to get UBAOG to explain to the Town and the County.

Commissioner Lytle said we had certification from the Lt. Governor's Office on the Local District. Commissioner Tippetts thought we should get the bank account set up for the District and get the people set up for the Board. Recorder/Treasurer Brienne Carter was asked to get with Zions and see what was needed. Auditor/Recorder Keri Pallesen said that it's possible it could be set up and switched over to the new board, but she wasn't sure. Niel Lund read from Utah code regarding the method of publishing the notices within the district. It needs to be posted for a month and would be similar to the notice for the replacement of Clyde Slaugh. Niel was asked to work with Brian to get this prepared. Sandy asked how many board members there were and she was told there were three. Commissioner Tippetts thought that going to the end of February for the deadline of applications of board members would work. One notice could be done for all three positions and the resolution specified three districts. Commissioner Lytle said we could forward this to the Towns as it's a public document. Commissioner Tippetts thought the Town of Manila will be putting a Resolution together at their next meeting. Commissioner Tippetts thought A, B and C would be good with an East, West and at large. It does not need to be agendized. Qualifications and procedures need to be listed on the notice, as well as who to contact and the deadline. Commissioner Lytle asked Mayor Kunkel, if Dutch John was still thinking about it and she said they have been busy with other issues and was glad to hear it was still a possibility. Commissioner Tippetts asked Mr. Raymond to work on the notice to get it out with a deadline of the 26th of February. The Code section is 17B-1-302. Default qualification is that they be a resident, but there is a provision that allows us to use landowners. Bret Reynolds was encouraged to consider applying. He said it was a great thing and would consider it. Commissioner Tippetts recommended keeping the qualifications to a minimum to get as many interested parties to apply as possible. Mayor Kunkel asked if the board members would be paid and at first they won't be. There was a question if this district would show up in the Counties Financials and it was thought that as a local district that would not be the case, but its not 100% clear. The County appoints the Transportation District members so that is why they are on the County financial reports.

There were questions about the district boundaries. Bret thought it was the same boundaries as the Fire MOU map. Martin Pierce was asked about the precinct boundaries and he stated that Kym Slagowski had provided a line to follow and Eagle Basin needs to be included. Mr. Raymond said it would need to be defined by the time an election is held, so we know who votes for which board member. Kym had worked with Niel and the Commission to establish the MOU boundaries. Kym brought up the map she had generated. Martin said he could show it on a map, but couldn't describe it. Niel said that he could not find where a legal description was required, but Commissioner Lytle thought we needed to be able to describe it. There was talk of using a section line on the west of Eagle Basin. We need to get it drawn and approved once it's on the agenda. Commissioner Asay said we have the agreements on the agenda so we can adjust if we want to make them the same.

Citizen Comments: No citizen comments were given as the self help housing was discussed during the issue updates.

Cash Summary And Expected Revenues Report Review: The reports were provided by the Recorder/Treasurer's Office for review. Commissioner Lytle asked if there was a disbursement last week and Brienne replied that it is going out today. It's not a huge deposit as it is for revenues in December. The Expected Revenues report showed the payment received for the ambulance and she had asked where to put that and several options were given including to the District, but it was decided to go into Fund 40 (Capital Projects) line item 3640 (Sale of County Property).

Commissioner Tippetts motioned to accept the Cash Summary and the Expected Revenue reports. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Approve Open Invoice Register: An updated Open Invoice Register was presented by the Auditor's Office for review with one change from the earlier version in the packet. Commissioner Tippetts motioned to approve the Open Invoice Register dated January 14, 2021 in the amount of \$18,970.73. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing for January 11, 2021 through January 14, 2021 was presented by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing from Zions Checking for January 11, 2021 to January 14, 2021 in the amount of \$175,859.66. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Purchase Order Approvals: No purchase orders were needing approval.

Correspondence: Commissioner Tippetts mentioned the Correspondence he had with the Town of Manila regarding the EMS and Fire District. Commissioner Lytle said he had an update from the Forest Service on management updates starting the 16th of December. We can comment or be a participant as a cooperator. He will forward to the rest of the Commission. Commissioner Asay said there has been some discussion of how we can be involved with the legislature. Concurrent Resolution Number 1 is for the operation of the Flaming Gorge Dam to minimize damage to those downstream during high release including guides.

Commissioner Calendar Review: Commissioner Tippetts asked Mayor Kunkel if they do electronic meetings and she replied they do and it's on their website. Mayor Kunkel noted that they have changed their meetings to Wednesday nights at 7 pm for both Town Council and Planning and Zoning. Commissioner Lytle brought up the UAC meetings dealing with the Legislative Session. The Burbot Bash Safety meeting is Friday and Mr. Raymond said that it will be online instead of in person.

Policy and Legislation Items:

Discussion and Consideration Of Emergency Management Presentation - Mechelle Miller: This was accidentally on the agenda a week early and will be part of next week's meeting.

Discussion and Consideration Of Dutch John Fire Agreement: Commissioner Lytle asked if this was in the packet and it was, but Mr. Raymond said it did not make it into the Commission folder. It looks like it automatically renews. The Town had reviewed it and was okay with it continuing. The base rate was a little low according to Mayor Kunkel. There was discussion on the base rate being raised for Dutch John last year, but it never got formalized. There is \$9,000 in the budget and that also includes the callout payments, not just the base amount.

Commissioner Tippetts motioned to approve the increase for the base rate from \$5,000 to \$7,500. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

There was additional discussion relating to where the payment would come from either the County budget or the State PILT money. Keri Pallesen was asked where the payments were coming

from and she said it was in the County budget line item # 10.4214.314. There will be some point in time when it will come out of the district. Commissioner Tippetts said we could pay monthly, but it was pointed out that the contract requires it to be paid quarterly.

There was additional discussion about the lighting that needs to be changed out at the Dutch John Fire Station and the Commission had already approved it and it may have fallen through the cracks after Mayor Rogers passed. It was thought the lights had been purchased and were in the firehouse, so Trevor said he would have Fire Chief JayDee Guymon check into it. It was thought that the buildings and grounds made the purchase. Mr. Raymond was asked to get this on the agenda again for next week, and the boundaries were brought up again.

Discussion and Consideration Of Manila Fire Agreement: Commissioner Asay tabled this since it appears the contract is still good from last year.

Discussion and Consideration Of Utah Association of Counties (UAC) Membership Assessment Invoice: Commissioner Asay asked about this and it is the annual Assessment which is higher than previous years due to one County dropping out of UAC. This amount is greater than our threshold, so the Commission needs to approve the payment. Commissioner Tippetts motioned to approve the payment of the 2021 UAC Assessment. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Permanent Community Impact Fund (PCIF/CIB) Capital Improvement List: Commissioner Tippetts remarked that it seems like we just did this. Mr. Raymond said that the Uintah Basin Association of Governments (UBAOG) wants the entities to get the updated list to them by the end of January. Mayor Kunkel said their list has already been sent in.

The first item on the 2 -5 year list was Broadband. Mayor Kunkel was asked about the school's new broadband and she said she hasn't seen a big difference, but Chris Nielsen has been doing lots of work on it. Trevor Brooksby said the same is true with the Water Treatment Plant, but there may be software glitches that will be fixed shortly. Union had a plan for coming to Dutch John across the pipeline for Broadband in Dutch John. The bridge came up and there was some discussion on that including having a discussion with homeland security to help pay for it so that traffic across the dam could be minimized.

Trevor brought up the water and sewer improvements needed and thought we might need \$4 million or \$5 million for upcoming projects. Daggett County/MBA Dutch John Sewer Master Plan for \$75,000 with Revenue source of N/A and total grant for this on the 1 year list. There will be two more new projects: Water distribution and treatment projects for \$3 million and the other is for Sewer projects for another \$3 million. All grants to start with and probably have to bond for something. Mayor Kunkel asked if the County has a grant writer they could share and Commissioner Lytle said they don't but often the engineers will help with the grants.

Commissioner Lytle asked about the trails in Dutch John and Commissioner Tippetts said he had talked with Ryan Kelly about trails, but not in great depth. Commissioner Lytle asked about the Fire Station in Dutch John and the Town is okay with it, but they would like an all purpose building and then the Fire House could be used for EMS. Dutch John would like new or newer used

equipment. Commissioner Tippets asked about the District and if the proposed Greendale station should be under them and if there should be any other projects that should have placeholders for the district. Commissioner Lytle thought that if the entities have placeholders then those could be transferred to the district pretty easily as the district develops. The new projects would go under June of 2021. Favorable terms for CIB will not be like previous terms might have been, but may be better than some alternatives. Commissioner Tippets recommended that we table this until next week and review with the edits at that time. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Closed Session: Commissioner Tippets motioned to go into Closed Session for the purpose of Purchase, exchange or lease of real property at 12:00 pm. Commissioner Lytle seconded the motion. A roll call vote was taken and Jack Lytle voted “Aye”, Randy Asay voted “Aye” and Matt Tippets voted “Aye”, so the motion carried.

The Commission came out of Closed session at 12:59 pm with a motion by Commissioner Tippets. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

With no further business Commissioner Tippets motioned to adjourn at 1:00 pm.

s/ Brian Raymond
Clerk/Treasurer_Brian Raymond

/s/ Randy Asay
Commissioner Randy Asay

/s/ Jack Lytle
Commissioner Jack Lytle

/s/ Matt Tippets
Commissioner Matt Tippets