

Minutes of the Meeting of the Daggett County Commission held on **Tuesday, January 26, 2021** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioners Randy Asay and Matt Tippetts were present in person. Clerk Brian Raymond, Recorder/Treasurer Brianne Carter, Sheriff Erik Bailey and Attorney Niel Lund were present in person. Attending Virtually were Commissioner Jack Lytle and Auditor/Recorder Keri Pallesen. The meeting was called to order at 9:06 am by Commissioner Asay.

Present In Person: Sgt. Isaacson, Jordan Mathis, Kirk Bengel, Jodi Tinker, Greg Danowski, Monique Workman, Karl L. Breitenbach, Roger Marett. **Present Online:** Mechelle Miller, Gidget Carroll, Kym Slagowski, Thomas Winterton, Darin Johnson, Martin Pierce, Mayor Coombs of Manila, Chris Patton.

Approve Minutes: Minutes for the Tuesday, January 19, 2021 Commission meeting were available for review. Clerk Brian Raymond asked for help with the minutes because there was no Audio Recorded.

Commissioner Tippetts noted that it was Commissioner Asay that gave the COVID-19 Update last week, so that was changed. Commissioner Lytle asked about Bret Reynolds and it wasn't very clear, so an airport notation was added to the sentence to clarify it under the Issue Updates. Commissioner Lytle brought up a possible change needed on page 2 after where Mayor Kunkel asked about the number of board members and the following few sentences weren't clear. Mr. Raymond added additional information to clarify those sentences. Commissioner Lytle also said there was an extra 's' in the fifth line up, so 'sas' was changed to "as". Commissioner Asay noted his name was spelled with an extra s, so that was fixed. Commissioner Asay asked about who made the motion to go back into Open Session after Closed and Commissioner Tippetts thought he had done that so he was added as making the motion and Commissioner Lytle was added as the second. There was another question on motions on the previous page and Commissioner Tippetts thought he had made that motion as well and Commissioner Lytle agreed, so that was fixed. Commissioner Lytle asked about the discussion on the Greendale Fire Station and a sentence that was not clear and unneeded was removed and the following sentence was amended for clarification. Commissioner Lytle motioned to approve the amended minutes for the January 19, 2021 Commission Meeting. Commissioner Tippetts seconded the motion. Commissioner Lytle noted the minutes were done without the benefit of a recording thus the difficulty in the edits. All were in favor and the motion carried.

Issues Updates: Commissioner Asay shared the COVID updates. Moffat County, Colorado has 610 cases with 23 deaths. In Wyoming, Uinta County has 163 active cases, 1,604 recovered cases and 12 deaths for a total of 1,536 cases. Sweetwater County has 88 active cases with 3,170 recovered cases and 30 deaths for a total of 3,285 cases. Daggett County has 27 recovered COVID cases and 9 active cases for a total of 36 positive cases. Uintah County has 1,258 recovered cases, 309 active cases and 16 deaths for 1,583 total positive cases. Duchesne County has 983 recovered, 130 active cases and 9 deaths for 1,122 total positive cases. The Ute Indian Tribe has 275 recovered cases, 33 active with 2 deaths for 310 total positive cases for 3,051 total positive cases. The Total Tri County recovered cases is 2,479, active cases of 481 and a total of 27 deaths. In the Tri-County area the total number of people tested is at 23,721 and total tests administered is at 38,530. Commissioner Tippetts asked how people can get the vaccinations and it's not clear at the moment. Mechelle Miller said the National Guard will be in Vernal this week to help with vaccines. Public Assistance Funding is available now to help with the needed vaccinations. TriCounty Health is working on the planning for vaccinations and has started with 70+ with the help of the National Guard. Commissioner Lytle suggested setting up a tent in Greendale if they aren't willing to come to

both Dutch John and Manila. Commissioner Asay said the new director will be introduced in the meeting today, so maybe this can be a discussion item.

Commissioner Tippetts noted that the Notice of Vacancy had been posted and Clerk Brian Raymond said it was prepared, but had not been posted yet. The Commissioners said it looks good, so Mr. Raymond said he will post it later today.

Commissioner Tippetts spoke with Bret Reynolds about the airport and he is not able to attend today and he will reach out to each Commissioner individually to see what the Commission would like to see at the Dutch John airport.

Commissioner Asay asked Darin Johnson if he had any updates. Darin said that he had three students that started the EMT class yesterday and he is working on a couple of grants. The students are from Manila. Dave McDonald was happy to still sponsor those students. The money will be run through the Flaming Gorge Community Foundation. Darin was thanked for all his work and effort and everyone was sad that it didn't work out that he could stay, but he has done a lot in a short period of time. Sheriff Bailey said Deputy Jack Guenon will be starting on the 28th with 22 years of experience and has expressed interest in going to EMT school. He would like to have all of his first line deputies certified at some point in time in the future.

Citizen Comments: No citizen comments were given.

Cash Summary And Expected Revenues Report Review: The reports were provided by the Recorder/Treasurer's Office for review. Commissioner Lytle asked if Brianne was on or attending. Recorder/Treasurer Brianne Carter said she completed the tax disbursements last week.

Commissioner Tippetts motioned to accept the Cash Summary for all bank accounts. Commissioner Lytle seconded the motion. Commissioner Lytle asked about the interest on the PTIF accounts and Brianne said that the interest is at about .48-.51%, but since we have less than 10 million in our accounts the PTIFs are the best place for us to invest according to Ann Pedroza at the State. All were in favor and the motion carried.

The Expected Revenue report was discussed. The \$361 was a mistake and will be coming shortly. A fire hydrant was damaged in Dutch John and that was added to the list. There was also a question on the SYSK money and it is Forest Service not State, so that was discussed and additional clarification will be done between Brianne and Bridget Carroll of the Sheriff's office. Commissioner Lytle motioned to acknowledge the receipt of the Expected Revenue Report with follow up on the SYSK money for next week. Commissioner Tippetts 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 changes due to the removal of some Amazon.com expenses that were also in the Amazon Capital line item. Keri Pallesen checked and the amount on the revised Register was correct. Commissioner Lytle asked about the Airport and those were services actually performed in 2019 by the Road Department. He also questioned the payment from the Forest Service Fund and Keri Pallesen clarified that the amount shown is for work performed on Forest Roads outside of the 25% agreement with the Forest Service. Commissioner Tippetts motioned to approve the Revised Open Invoice Register dated January 25, 2021 in the amount of \$132,141.54. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried. Commissioner Lytle was okay with the Clerk using his stamp for any of the needed forms.

Disbursement Listing: The Disbursement Listing for January 15, 2021 through January 21, 2021 was presented by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing from Zions Checking for January 15, 2021 to January 21, 2021 in the amount

of \$18,970.73. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried. Commissioner Lytle asked about the Technimount System amount and Darin Johnson said that this was for mounts for the Monitors in the ambulances.

The Interfund Transfer of \$8,385.00 was prepared by the Auditor's Office. Mr. Raymond asked why it was coming out of Fund 23 for a vehicle and Commissioner Tippetts said it was for the Sheriff's office vehicle for the summer help and it comes out of TRT and Auditor Keri Pallesen said that is correct. Commissioner Tippetts motioned to approve the Interfund Transfer of \$8,385.00 for the final payment of the F-150 out of the TRT fund. Commissioner Lytle seconded the motion and then asked if it was out of this year's \$25,000 TRT allotment or last year's? Keri and the Sheriff said it was for this year and is an extra vehicle for use on the NRA. All were in favor and the motion carried.

Purchase Order Approvals: No purchase orders were needing approval.

Correspondence: Commissioner Lytle asked about the Notice of Vacancy and Commissioner Asay said it was set up to go out administratively. Commissioner Lytle asked if the 2020 required public meetings and trainings were held and if we can get the 2021 trainings scheduled. It was thought they were done last year, but it wasn't clear, but we need to make sure that we get them on the calendar to complete in 2021.

There is a notice from Sheep Creek Irrigation that they will be putting in a parshall flume and the estimated cost of that project. The CIB lists were also included in this section. Commissioner Asay asked if everyone was in agreement with what was on there. We need to do some more work/research on getting the Municipal Building Authority functioning and legal. The Clerk and Attorney could work together to get this cleared up for us. This list is what will be sent in to UBAOG unless anyone has any changes and the entire Board will be notified of those changes.

Commissioner Calendar Review: Commissioner Lytle said tomorrow morning at 7 am is the Covid Regional Jurisdictional meeting and the new Director wasn't sure. Mechelle Miller said she had received an invite to the meeting. USACCC meeting tomorrow morning at 9am and on Thursday there is a watershed meeting at 10 am and a Community Awareness meeting at 2 pm. Commissioner Lytle said he would try to attend the Dutch John Town Council on Wednesday at 7 pm. CIB is on the 4th of February and it might be worth getting on the meeting to see what is happening with CIB these days.

Policy and Legislation Items:

Discussion and Consideration Of Goals And Objectives For County Emergency Management And EOC Personnel - Mechelle Miller: Mechelle Miller was willing to postpone her as Tri-County Health Director Kirk Bengé and former Director Jordan Mathis were in attendance.

Introduction Of New TriCounty Health Department Director Kirk Bengé: Commissioner Asay turned the time over to Jordan Mathis to introduce Kirk Bengé. Mr. Mathis said he has worked with Kirk the past 4 years as he was the Health Director in San Juan County. Kirk said he grew up in Fairview and went to Snow College and Weber State and was in microbiology and has been fascinated by that his whole career. He has helped hospitals build electronic alert systems and then went to San Juan County before taking this new position. COVID vaccine is the big issue and if you are over 70 we can get you vaccinated. Commissioner Lytle asked if there were any

vaccines coming to Daggett County or if interested persons have to travel to Vernal. Mr. Bengé thought that we could get some up here and we just have to coordinate so we don't waste any vaccine once a vial is opened. The National Guard will be in Vernal the 25th-29th. The staff was overwhelmed with phone calls and the National Guard is helping return calls and set up appointments but not actually doing the shots. Some additional Guard members might be coming later to help with that. Commissioner Asay thanked Jordan for his efforts and is looking forward to working with Mr. Bengé. Mayor Coombs noted that he had been waiting 10 days for a call, but he finally got a call this morning for an appointment tomorrow. Jordan noted the supply is small and they are doing everything they can to get the vaccines out to the seniors. Mayor Coombs said some residents have supposedly been getting shots in Green River, Wyoming at Castle Rock, but he wasn't sure how that was possible. Jordan said that they prefer that they get the vaccine in their county, so the second dose can be tracked easier, but they recognize in rural areas that we want to get everyone vaccinated.

Discussion and Consideration Of Goals And Objectives For County Emergency Management And EOC Personnel - Mechelle Miller: Time was turned over to Mechelle Miller State Liaison for Emergency Management and she reviewed the provided outline to prepare for the meeting on Thursday. There are gaps identified and goals to help meet the identified gaps. Commissioner Lytle asked if the meeting was going to be available virtually and Mechelle said it would be and masks are encouraged for those attending. Commissioner Lytle also asked the Sheriff who is handling Emergency Management now that Darin is leaving and Sheriff Bailey said that Sgt. Isaacson is the go to person and is doing a great job. The Sheriff also thanked Mechelle for her help this past year. Mechelle noted we are making exceptional progress, but we need to do this in small steps to keep it going especially since so many people wear multiple hats. Commissioner Tippetts agreed and Commissioner Lytle thanked everyone for their efforts, especially Darin. With our huge percentage of Public Lands we could have some big issues. Mayor Coombs was going to be out of town, but said he would take his laptop to participate virtually and Gretchen Northcott and Randy Browning would attend, but Gerg Scott couldn't due to work, and Bill Rylander was unknown. Commissioner Lytle was asked to remind Dutch John at their Town Council meeting tomorrow night.

Discussion and Consideration Of Manila Clinic With Dr. Karl Breitenbach And Presentation of New Provider: Roger Marett started the discussion off and said we have been going with this partnership since 2007 with Duane Draper as the original PA. We were without a regular PA for many months, but a couple of months ago PA Greg Danowski was hired and they changed things around and hired Dr. Breitenbach to be his supervising/Precepting physician. Monique Workman was also introduced as the manager for the clinic to make sure the clinic has the needed support to succeed. We want to get Greg out in the community so people get to know him. Dr. Breitenbach asked what the Commission would like to see. Commissioner Asay said it has been a little rough to budget for the expenses and hopes as Greg gets his feet on the ground that will help. Dr. Breitenbach asked if this was seen as an urgent care clinic and Commissioner Tippetts said that with his family that is certainly a consideration. Consistent and long term care would also be great and Duane Draper was a good example of that. We've had good people since, but they haven't

stayed. Small Town confidentiality is also a key thing and an issue for some people that he has talked with. Another item Commissioner Tippets brought up is the inconsistency of getting monthly invoices has not happened and its important for the County's budgeting processes. Commissioner Asay said getting his prescriptions filled. Commissioner Tippets said his wife who is a nurse has spoken very highly of Greg and his thoroughness. Dr. Breitenbach has property in Daggett County and hopes to spend more time here in the future and will be in the clinic at least once a month. Commissioner Lytle has spoken highly of Dr. Breitenbach and thanked everyone for coming up today. Commissioner Lytle said we might look back at the records in the past to see how much time is spent on Family care vs. Urgent care. Some services for Dutch John at some point in time would be nice if we could look at that as a possibility. Commissioner Tippets said we received a bill in January for July through November and Mr. Marett said he would make sure that changes. Commissioner Lytle asked if there was a strategic reason to do it quarterly vs. monthly? Roger Marett said that the billings are done monthly and of course there is some lag on the billings, but there is no reason we can't get monthly billings out. Mr. Marett said the one good thing with COVID is telehealth has become a big thing and said he would work to get the equipment in place needed to do this even better. Dr Breitenbach said the network of specialists is growing in the Basin, but the patient and their insurance drives who they get referred to. Roger said some contracts do dictate who gets seen by whom and they are working to build the network here and on the Wasatch Front. Commissioner Lytle asked about the future of vaccine's here in the County and testing. Dr. Breitenbach said he would love to see it happen so we have doses available here in Manila. A vial has 10 doses and there is a window of approximately 6 hours to get the vaccine administered once it's unthawed. Roger thought it would take very little coordination for the Clinic to be able to offer vaccinations. The Clinic has a way to keep the vials frozen until the appointments are set up. Keri Pallesen was asked if she had any questions and she did not. Commissioner Tippets asked to get data as well as the bill. Dr. Breitenbach said that Jodi Tinker could be the point person with questions or future ideas or projects that would benefit the Clinic. She said Jesse has a list and there are some things that need addressing, so Commissioner Asay said he would speak with him.

Commissioner Tippets motioned to take a 10 minute recess at 10:32 am. Commissioner Lytle seconded the motion to recess. All were in favor and a recess was taken. The Commission came back into session at 10:42 am.

Thomas Winterton was present and had some ideas to discuss and a Closed session was a possibility, but it wasn't sure how it could be done, but the Attorney was in court so there wasn't a final decision on how to handle things. Collective Bargaining or Sale Exchange or Lease of Real Property were considerations.

Discussion and Consideration Of Dutch John Fire Agreement: Commissioner Asay was not sure where we were at and Mr. Raymond said that Kym and Martin Pierce had prepared the map. Commissioner Lytle said that he was comfortable with moving the contract forward and made a conditional motion to change the rate and adding the map and language relating to the map. There was a question about quarterly payments. and so we will wait until we can get County Attorney Niel Lund's input. Commissioner Asay said we'll address it later

Discussion and Consideration Of Commission Duties And Chairmanship For 2021

(33:25): Commissioner Asay said that last year's list of duties was in the packet. Commissioner Lytle said he hadn't done much with the Cemetery since they combined the boards into a single board. Commissioner Asay thought that was okay since it is mostly under Buildings and Grounds. Sewer and Water and Planning and Zoning were kept under Commissioner Lytle. Commissioner Lytle asked about the Seven County Infrastructure Coalition and the rest of the board was okay with him keeping that role. The Forest Plan revision is one item that all three Commissioners should be tied into. The PRCA Rodeo needs to be changed to the Daggett Heritage Rodeo and maybe it could be taken off the list since it is private now. Commissioner Tippetts thought that he could still be the County representative to represent the county's interests. The Sheriff's Office is an elected office, but it's a liaison with that office. The UAC board was already approved. The CIB Board is another one where he represents the County and UBAOG. USACCC and NACO boards were also brought up. Commissioner Asay said that shows some of the work that is being done on behalf of the County. Matt reviewed his assignments and he mentioned Special Service Districts and asked if this new Local District fit in here also? Commissioner Asay thought all the Commissioners should be part of this, but Commissioner The Water District was also discussed and all of them should be listed separately including the Conservation District, Mosquito District and the Weed Department. He was fine with the rest of the responsibilities. Commissioner Tippetts asked if the Commission could do interviews next week after the Commission meeting and the other Commissioners that would work.

Commissioner Asay reviewed his responsibilities and said each of us are gaining a better understanding of their responsibilities. The Food Pantry is one area that hasn't received as much attention in the past but will get more in the future.

Commissioner Lytle motioned to keep Randy Asay as the Commission Chairman. Commissioner Tippetts asked Commissioner Asay how he felt about that and Commissioner Asay said he was willing to continue and he feels he has been getting better at it. Commissioner Asay was open for suggestions and constructive criticism. Commissioner Tippetts thought Commissioner Asay had done a good job and was willing to support him as Chair for another year. Commissioner Tippetts this could be done as one motion and Commissioner Lytle thought the Chair could be done separately. Commissioner Tippetts agreed and seconded the motion to have Randy Asay continue as the Chair for 2021. All were in favor and the motion carried. Commissioner Tippetts motioned to table the Commission Duties until next week. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Phone System Quotes: Commissioner Asay turned some time over to Kym Slagowski and she said she would present over the computer. We are currently on Shore-tel phones with Mitel software due to their taking over Shore-tel. The phones are \$10,000 in and of themselves and other upgrades could be between \$30,000 and \$50,000 in the future. Maverick has a total Voice Over IP. Mitel and RingCentral were the preferred vendors after the demo days. Option 1 is the essentials pack that has most everything. Option 2 has different options, but the main one for us is voicemail to email transcription and it is like what the I-phones do. With Mitel we get the new phones included. Commissioner Lytle asked why we are looking at new phones and Kym replied that we would eventually need to change out phones in a few years and

some of the options save us money. RingCentral is a way to do all your phone calls on your cell phone and not even need a phone in the office. Commissioner Lytle asked about the Jail/Sheriff's office and its on a separate link for Satellite access. The Road Department would have to be line of site and the jail could be linked back in, but not the same way as the Sheriff's Office. Does anything change with the Water Plant and sewer system. The Commissioner Asay asked if Union was involved in the process as he would like to keep things local and Kym said that they don't offer the cloud options that are being considered. Commissioner Asay said he was not into the cloud. Commissioner Lytle asked how this enabled remote work and either option allows things that are not available with the current system. Commissioner Lytle asked how this affected Dutch John services and it would save \$30+ per month. Commissioner Tippetts said he is generally in favor of saving money. The Fiber is coming from Union Wireless, which facilitates the whole thing. We are paying them monthly to have internet access. Does it remove phone lines and the answer is yes. Can the phone numbers still remain the same and Kym said we would retain the phone numbers. If the internet went down we would be without phone service unless our wireless internet was working. A redundant line into the courthouse could be maintained for these types of emergency communications. A hard line would work in certain situations. Keri Pallesen said she would like to have at least one line as a backup. Commissioner Asay said that AT&T got a contract with the Federal Government and Union is helping them upgrade their towers in our area. Commissioner Tippetts said we do so much communication in ways other than by phone and he is okay with having a backup. This could be a discussion point for the Community Awareness meeting on Thursday. The Fax line could be used as a phone, so if we kept one as a hard line that could be our backup and its central within the courthouse. The others would be virtual faxes and only be \$5 per month instead of \$50. Commissioner Asay asked if we need to do this now, but Kym wasn't sure how long the quotes would last, but she doesn't know why we wouldn't want to start saving money now. Has Niel been able to go over the boiler plate yet, Kym was not sure but it was all in the packet and the contract is for 36 months. Kym would like to see a decision made and move forward. For \$1,600 there is a bill due now for maintenance. Commissioner Lytle asked if there might be other charges that we are not taking into account and she wasn't aware of any and said she could reach out to other counties that have made the switch already. Commissioner Lytle was good with going forward with option 1. Commissioner Tippetts would rather make it based on Niels review of the agreement. Niel was reviewing the contract and said there are specific emergency situations limitations in the contract. Commissioner Tippetts motioned to move forward with Option #1 for the new phone system and we would get new phones and it's cheaper on a monthly basis. Commissioner Lytle seconded the motion with the proviso that the Fax line in the copy room remain and Commissioner Tippetts amended his motion to include keeping the one fax line in the copy room. Commissioner Tippetts voted "Aye" and Commissioner Lytle voted "Aye" but Commissioner Asay voted "Nay". The motion carried.

Kym asked about the Road Department and the water plant. Commissioner Tippetts said that he was interested in having this for the Road Department. The Water sewer system was questioned and Commissioner Lytle wasn't sure with the need for a hardline for emergency services for the water system.

Discussion and Consideration Of Surplussing Office Equipment: Commissioner Asay said we have several Ithaca printers that need to be surplussed and all are non-functional and will be e-waste. Commissioner Tippetts motioned to surplus the stated equipment as e-waste. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion and Consideration Of Letter Of Support For Trails in Dutch John: Commissioner Asay brought this up for discussion and there is a letter now signed by the Trails Committee and there are still some questions on how fleshed out this is and how it might affect future development of County and RDA land. We need a plan with scrutiny and it may enhance the value of certain lands, but we need a long term plan. There's more to it than just a letter and if the attorney doesn't understand it maybe there needs something. The attorney said he wasn't sure why the Forest Service needs anything from the County. There was a map and maybe we need to see it again. Maybe we should reach out to the Forest Service. Commissioner Tippetts recommended that we should support our previous motion unless we undo the previous motion. Mr. Raymond could write the letter and the commission would sign it. Commissioner Lytle said he had a possible option and showed where he thought it was going on the map. He had a thought that we need to ensure that the trail is built properly. Commissioner Tippetts asked what we said we are in support with the concept of the trails committee and look forward to future discussion on the details as it occurs on those lands. Niel said maybe it could be tweaked by Brian or Commissioner Lytle and then reviewed by the other Commissioners. Commissioner Asay thought that it could be specific to support trails on SITLA land and he doesn't worry about any trails on other properties as the other property owners will require it to be done right. Commissioner Tippetts motioned to table this until next week or until Thompson Davis can provide more input. Commissioner Lytle seconded the motion and all were in favor and the motion carried.

Closed Session: Commissioner Asay asked Attorney Niel Lund if the discussion with Tom Winterton regarding economic development services could be included in a closed session. Otherwise what is the route it could go forward without being in open as there is proprietary information. Commissioner Tippetts asked about collective bargaining and the attorney did not think that would fit. One Commissioner could work with him to get a proposal worked out. They have proprietary information and how does that get discussed without becoming public information. One on one is an option or just providing information that can be sent in an email or a letter, but that's not as interactive. If you have a work meeting it should be noticed and the public could attend. Commissioner Lytle asked if some of it relates to the value of property could it be discussed in closed. Niel said yes, but only that information could be discussed in a closed session and everything else would need to be in open. Commissioner Tippetts asked about the procurement policy and if an RFP would need to be written if we wanted to contract out some of our economic development services. The attorney said that is correct unless it is under \$15,000. The interview process could allow confidential discussions with possible contractors. Thomas Winterton came back into the meeting and it was explained that the Closed Session laws don't allow it. Trade secrets were something that the attorney was okay with going through the procurement or RFP process. He has contracted with Uintah and Duchesne County and others have also contracted out with other

counties, so it can be done, so the County will just have to follow their procedures. We have real ideas that are workable. One of his partners came with him yesterday and Mr. Winterton stated that his partner is a successful builder and has developed the towers just off the freeway at 106 South and has lots of contacts that could be helpful.

Thomas said he will be in Dutch John next week and then will prepare a proposal and then won't be able to spend any more time until they go into contract. They could provide services and act as the Economic Development Director as a firm, so more than one person would be involved. This will be part of a Uintah Basin effort to focus on Economic Development and will be limited to the three counties. The other two counties must have different procurement codes and we have a lower threshold. An RFP is probably the route to go and Thomas was confident that they could put in a good proposal. Thomas was thanked for the work he has already done. Matt thought we should try and get an RFP ready for next week. You could use an old RFP and add the requirements. Tom asked about the difference between an individual applying for the advertised position and a firm. Commissioner Tippetts said the difference would be the individual would become an employee and a firm can't. It would need to be contracted. There will be interviews for an assistant next Tuesday and getting the RFP together would be a great thing for that position.

Discussion and Consideration Of Dutch John Fire Agreement: Commissioner Tippetts reminded everyone that we needed to go back to this agenda item. Attorney Niel Lund said that the agreement was updated and he added that it would be two years from the date it is executed. The map has changed slightly and the date was 2019, so Niel fixed that and Mr. Raymond's name was not spelled correctly, so that was fixed. Commissioner Tippetts motioned to approve or ratify the changes made in the Fire Agreement that were discussed last week. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Asay said that Mr. Raymond had found the jail agreement and it is set up to be a 30 day listing and continues for additional 30 day periods until cancelled in writing and then a \$5,500 fee is charged. There is also a finder's fee for parties they had showed the property during the time they had it listed. It does not expire, but has to be cancelled. Did they make commitments as to how they would promote the property and the attorney felt they had met those obligations early on. Mr. Raymond said that he would send Commissioner Lytle a copy of the contract. Commissioner Tippetts also wanted a copy.

With no further business Commissioner Tippetts motioned to adjourn at 2:32 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

