

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, May, 4 2021** 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. Auditor Keri Pallesen, and Attorney Niel Lund were in and out throughout the meeting. Clerk Brian Raymond and Recorder/Treasurer Brianne Carter were present in person. Judge Charlene Hartmann came in briefly between Court sessions. The meeting was called to order at 9:01 am by Commissioner Asay.

Present In Person: Brandi Pearson-Commission Assistant, Jared Briggs and Tad Sargent of Intermountain Insurance Services

Present Online: Bret Reynolds of CIVCO Engineering, Martin Pierce of Jones and DeMille Engineering, and Kymberly Slagowski

Approve Minutes: Minutes for the April 27, 2021 Commission Meeting were provided by the Clerk's Office. Commissioner Lytle motioned to go in and out of the Redevelopment Agency (RDA). Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the minutes for the April 27, 2021 Daggett County Commission Meeting. Commissioner Tippetts seconded the motion. Commissioners Asay and Lytle were in favor and Commissioner Tippetts abstained since he was excused from the last meeting. The motion carried.

Issues Updates: Commissioner Asay brought up the letter from the State regarding the statewide drought. Clerk Brian Raymond said it was just a discussion item, as it was talked about last week. Brian found a 2018 County drought declaration but he did not find another one since then. Commissioner Lytle asked if we needed to make a motion to make funds available. Commissioner Asay said we would need to add it to the agenda to do that and we are a lot better off than most places in the state.

Commissioner Lytle noted that the Seven County Infrastructure Coalition (SCIC) will be doing their program review with CIB. Commissioner Asay said we are still low with no new cases, while Uintah and Duchesne County are at the Moderate levels. There is still quite a bit of testing going on at the school. Commissioner Asay was surprised that Sweetwater is only 24% vaccinated.

Commissioner Lytle asked about the emails for the meeting in Craig on Thursday. Commissioner Tippetts will not be able to attend and Commissioner Asay thought he might go. It's at 12:30 or 1 pm. There is a wolf meeting at noon, so Commissioner Asay will pick up Commissioner Lytle in Dutch John first thing in the morning. Commissioner Lytle will RSVP.

Sheriff Bailey said the EMTs are almost done with their class and doing their clinicals now. Commissioner Lytle asked about the Forest Service EMTs. There are two over there but their names and status are unknown. Seems like they were tied in with Darrin, but the communication needs to be fixed as he hasn't heard anything since Darrin left.

There was no information on the airports. Clerk Brian Raymond brought up the funding request through Representative Moore's office and unfortunately Trevor Brooksby found out yesterday that our project did not make the cut. Brian said the Commission may want to consider the American Rescue Act as there is some money set aside for Daggett County. Next week there will be discussion at the UAC meetings. Commissioner Lytle requested a short agenda for next week due to the UAC meetings. Maybe it can go on the agenda for the following week. Brianne will not be attending, but Brandi, Brian and Keri plus the Commissioners will be attending.

Commissioner Lytle said there is a sewer issue in Dutch John near the old Courthouse in Dutch John and Jesse is aware of it. It's due to roots or a bad connection. It's usually a landlord

issue, but it depends on how the contract is written. They are working with the renter to get it taken care of.

Citizen Comments: No comments were given.

Cash Summary And Expected Revenues Report Review: The Cash Summary and Expected Revenue Reports were provided by the Recorder/Treasurer's Office. Commissioner Lytle asked if there were any issues that need to be discussed. Brianne said the Corner Monumentation project is done, so that will be submitted soon for reimbursement. We have received a fuel reimbursement from the IRS. The Surplus pick up went off higher at a higher than expected level. The equipment buyback should be coming any day now. Homeland Security is still being wanted on, but Gidget Carroll is on top of it. Commissioner Lytle motioned to accept the Cash Summary Report of April 30, 2021 and the Expected Revenue Report in the amount of \$255,967.23. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Approve Open Invoice Register: The Open Invoice Register of April 29, 2021 was provided by the Auditor's Office for review. Commissioner Lytle said it looks like the clinic bills are getting done more regularly, but Commissioner Asay said they are still high. Mr. Lytle asked if this could be in the Issues Update section for future meetings. Brandi Pearson said we are getting a lot of survey responses and it will be in the newsletter and available in print for those who don't use the computer much. Commissioner Tippetts said he has enjoyed reviewing the responses. Kym Slagowski said the responses are going to the Commission email and will continue through the end of May. We can do a summary of all the responses. Commissioner Tippetts motioned to add the Clinic Updates to the Issue Updates list. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to approve the Open Invoice Register of April 29, 2021 in the amount of \$94,920.31. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

Disbursement Listing: The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Tippetts motioned to accept the Disbursement Listing for Zions Checking, for April 23, 2021 to April 29, 2021 in the amount of \$30,717.99. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Purchase Request Approvals: There was a purchase order request from the Sheriff's Office and the Sheriff said it is for Body Armor and it is 100% reimbursable through the SHSP grant. Commissioner Lytle asked if there were bids and there were three bids and they went with the lowest of the three. This will be part of 2018 or 2019's grant. They've been ordered, but not received yet so this just needs to be approved. Availability is an issue and this company could get them done in a timely manner. Commissioner Lytle motioned to approve the Purchase Order for \$5,374.80 which might include shipping and is 100% reimbursable. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The Sheriff will verify the amount is correct.

Correspondence: Commissioner Asay brought up the letter of support that was written for the sewer project that would benefit the County and is being submitted by the Town of Manila. It is still in the running for Representative Moore's Appropriations Request. Everyone thought it was a good project. The state Correspondence was discussed earlier.

Calendar: Brian said he couldn't find any training documents for 2020 and Niel said he could do the training on the 11th or 25th and most everyone should have completed the Ethics training through UCIP. Commissioner Lytle asked about doing it this afternoon. Usually we give a little notice so the other district board members can get the training at the same time. We also need to get the Conflict of Notice forms completed and about half of them have been returned for this year. Commissioner Lytle said that they should go to the supervisors so they are aware of any potential conflicts. The new printer/copier is now installed. Niel didn't do the training last year, but some may have done the training for other boards they are on. There is a shooting range tour on Wednesday afternoon sponsored by the Town at 1 pm. Brian had tried to call SITLA, but never heard back. The Mayor said the landfill would not work because of Security and piling up later. They have plenty of dirt for now and another reason not to do the range on the landfill is you can't disturb the dirt covering.

Policy and Legislation Items:

Discussion and Consideration Of Justice Court Reforms: Commissioner Asay turned the time over to Justice Court Judge Charlene Hartmann to update the Commissioners on the latest issue for the Justice Courts. She said they are working towards a third "intermediary" court for 2023. This court will hear all the Class B and C misdemeanors from the Justice Court and the Class A Misdemeanors from the District Court, so the only thing Justice Courts will be able to hear are the infractions. The new "intermediate" judges will need to have a law degree, so it may be something you want to keep in mind as you look to hire the new Justice Court Judge. Commissioner Lytle asked if there was a way to provide comment and Judge Hartmann thought that time had passed. There is a task force of about 10 people on the Reform Commission and Jim Peters might be able to get you in touch with some of the members. Judge Hartmann said that she will keep the Commission informed of additional changes. The new court will be a court of Record and appeals will go to the Appellate Court and pull some things from the Justice Court and the District Court. The fees will pay for the cost of the new court.

Discussion and Consideration Of Completed Business Licenses: Lucerne Valley Marina, American Towers, and Xerox: Commissioner Asay said we have three business licenses applications: Lucerne Valley Marina, Xerox and American Towers. Commissioner Tippetts motioned to approve the business license for Lucerne Valley Marina, American Towers, and Xerox. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Lyle asked what type of business American Towers provides and was told they have cell towers.

Discussion and Consideration Of Possible Health Insurance Options For Daggett County: Commissioner Asay asked Brandi Pearson to see if Keri Pallesen could attend, which she did. Jared Briggs and Tad Sergeant were here to help explain what options they have. They have talked with Keri a few times and they would like to help serve the County. There have been a lot of changes in insurance during the past year. Tad passed out a handout for the Commissioners and Keri to review. They work with a lot of government entities including Emery County, Weber County and Morgan County along with some cities. Rates keep going up and it's early for renewal, but he would like to go out for bid. There are carriers out there that are willing to fight for your business. Employee Navigator is a benefit the employees can use to get all their benefit information. Benchmarking is another tool they have available. Compliance is another issue for insurance

companies and Tad said they really focus on this to ensure everything is done right. Telemedicine is another option for rural areas and it helps keep utilization of ERs down and costs lower. Pharmacy is a big deal these days. Tad and Jared are here in Daggett County a lot with other customers and can meet with the County at least quarterly. How would we proceed to get the County's business? They would get started 120 days before renewal. The County pays a big portion of the employees costs and being able to go out of state is important to some employees. Providing multiple plans can provide some big savings. Tad said he would like to see a vote for his services and Commissioner Lytle, Tippetts and Asay said it would probably be through an RFP process. Tad and Jared said they would be happy to participate in that process.

Discussion And Consideration Of Ameritas/Dental Select Proxy Vote: Commissioner Lytle apologized that he didn't bring this forward sooner. There is a date that needs to be met. Commissioner Lytle thought that the Auditor/HR Director would be the most logical to do that. Keri was willing. We don't have to vote, but this allows us to participate if we choose. The Commission Assistant is another option. Commissioner Lytle motioned to assign to the Auditor/HR Office the followup of the Proxy Vote for Ameritas Proxy Vote. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Keri was thanked for her willingness to do this.

Discussion and Consideration Of Ratification Of Contract With Maxwell For Dutch John Airport Runway Preservation Project: Commissioner Lytle asked if it was in the packet and Mr. Raymond said that it was not. He had a printed copy provided by Bret Reynolds. Mr. Raymond explained that it was signed by Commissioner Tippetts and attested by Brandi, but he couldn't find where it was brought before the Commission for approval. Bret Reynolds said that it was his understanding that when the motion to award the bid to Maxwell was approved the ability to sign the contract was given. Commissioner Tippetts thought the same thing, which was why he signed it. He thought it wouldn't hurt to actually ratify the contract with Maxwell Asphalt, Inc. and motioned to do so. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Redevelopment Agreement With Jones & Demille For Surveying Services. Commissioner Asay asked about this and Brian said there were two different pieces and one was the contract and the other was the project information. Commissioner Lytle asked if the Standard hourly rates were the same and also asked if Niel had reviewed it and it was not known so he was pulled from Court. Martin was asked if the rates were the same and he said they should be. Niel came into the meeting and said he had reviewed the contracts for the RDA with Jones and DeMille and he didn't have any problems with them being approved.

Commissioner Lytle motioned to approve the contracts with Jones and DeMille. Commissioner Tippetts seconded the motion. Clarification that the contracts were for the Survey work for the RDA for the airport for Dutch John Parcel development. All were in favor and the motion carried. Keri asked if they had gone in and out of RDA and they replied that they had.

Closed Session For Possible Purchase, Exchange Or Lease Of Real Property: There was a need for a closed session to discuss the purchase, exchange or lease of real property. A recess was

taken to see if Niel Lund could participate. The motion was made by Jack Lytle to go into Closed Session at 11:58 am for the purpose of discussing the purchase, exchange or lease of real property under Utah Code Title 52 Section 4-205. The motion was seconded by Commissioner Tippets. A Roll Call vote was taken and Jack Lytle voted “Aye”, Matt Tippets voted “Aye” and Randy Asay voted “Aye,”. The motion carried.

The motion to go into Regular Session was made by Commissioner Tippets at 11:21 am. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

Commissioner Tippets motioned to adjourn at 11:22 am. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

/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