

Minutes of the Meeting of the Daggett County Commission and the Daggett County Redevelopment Agency held on **Tuesday, June 8, 2021** in the Commission Chambers at the Daggett County Courthouse and through electronic means.. Commissioners Randy Asay, Matt Tippetts and Jack Lytle were present in person. Attorney Niel Lund, Clerk Brian Raymond, Recorder/Treasurer Brianne Carter and Sheriff Erik Bailey were present in person and Auditor Keri Pallesen attended digitally. The meeting was called to order at 9:07 am by Commissioner Asay.

**Present In Person:** Brandi Pearson-Commission Assistant and Mike Steele

**Present Online or by Phone:** Kym Slagowski, Corey Auger, Nancy Steib, Jason Nyberg of Quantum Spatial, Scott Wilson of Geo Terra and Phillip Timothy

**Motion to Go In and Out of Redevelopment Agency (RDA):** Commissioner Tippetts motioned to go in and out of the Redevelopment Agency. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Approve Minutes:** Minutes for the May 25th and June 1st meetings were available for review. Commissioner Lytle said that in correspondence the name should be Clay Crozier and on page 10 of the top paragraph where it talks of a grant/loan mix, having the project in phases might help it get approved. Commissioner Tippetts motioned to approve the May 25, 2021 meeting minutes with the amendments. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Lytle said that on the top of Page 4 its Red Flag instead of Red Tag. Commissioner Tippetts said that on Page 5 in the second to last paragraph it says Matt (Tate) and Niel and it needs last names for clarification. Commissioner Asay said it doesn't read right on page 3 and Commissioner Lytle said adding a comma would fix it and then we need to add Matt Tate's last name for clarification. Commissioner Lytle motioned to approve the June 1, 2021 Commission meeting minutes with the mentioned amendments. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Issues Updates:** Commissioner Lytle asked how the meeting went last week and Brandi Pearson thought it went well. The meeting did not center around Affordable Housing but David Fields provided some good information and we need to work with him more. Mike Hansen shared planning information and also gathered information. Commissioner Asay said he felt David can really help us and Thomas Winterton's group is getting ready to move forward on some things. Commissioner Lytle said that he is working on things with SCIC and noted that Mr. Raymond might be hearing from Eric or Niel about this. Brian said that he had heard from Eric Johnson and provided the contract, but additional work needs to be done.

COVID numbers are dropping. Brandi said we are done on the surveys and now Brandi and Kym will get it all tallied up. Sheriff Bailey said that Casey Olsen is now certified and the other two are working on getting finished up. The Sheriff said that Casey has been a huge help. On July 17th there is a barbeque to meet your First Responders from 11 am to 2 pm. Fire, EMs and Deputies will be there. It would also be good to get information about Jeanette Hileman in the newsletter.

**Citizen Comments:** No comments

**Cash Summary And Expected Revenues Report Review:** The Cash Summary and Expected Revenue Reports were provided by the Recorder/Treasurer's Office. Recorder/Treasurer

Brianne Carter said that there has been some more work done on the airport. Money came in and now is going back out again.

**Issue Updates (Cont'd):** Corey Auger said that he met with Sweetwater County yesterday and they are not looking into restrictions at this time. Uintah and Duchesne County are looking at going into restrictions next on the 21st. DWR will go into restrictions on Saturday. The Ashley National Forest is watching, but not going into restrictions at the moment. Corey will keep the Commission posted and if they want to go into restrictions just let him know. Commissioner Asay said Long's Park is still gaining water. Commissioner Lytle asked about the lower elevations. Corey said the Ashley does two different readings: one is for higher elevations including Daggett County and the other is for lower elevations like the Basin and Browns Park, but for restrictions they either go all with everything being restricted or nothing being restricted. Commissioner Lytle asked about the BLM and they are watching and he believes they will consider restrictions before the 4th of July. Commissioner Lytle asked how many lightning starts there were and Corey said there was only one near the Jarvie site and four down in the Book Cliffs. The Red Card class for the Fire Departments is almost done with two more classes and then the pack test. Corey was thanked for his efforts.

**Cash Summary And Expected Revenues Report Review (Cont'd):** Brianne said that Becky Bindl turned in another reimbursement request so that will build that account up and then it will fall off. The airport is being watched and there will be a tax disbursement in early July, but it won't be very big. Commissioner Lytle said the cash flow seems to be holding up. Commissioner Lytle motioned to acknowledge receipt of the Cash Summary Report for all accounts as of June 4, 2021 and the Expected Revenue Report also dated June 4, 2021. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Approve Open Invoice Register:** The Open Invoice Register of June 3, 2021 was provided by the Auditor's Office. Commissioner Asay said we added \$100 to the Stop Poaching Fund and Commissioner Lytle said that would be the result of a citation through the courts. Commissioner Tippetts motioned to approve the Open Invoice Register of June 3, 2021 in the amount of \$44,490.22. Commissioner Lytle seconded the motion with the comment that it looks like we paid the Medical Center for May and it is down, so that is good. Keri was asked about the payment to the Clinic and where it becomes sustainable and she said \$12,000 or less is where we want it to be. All were in favor of the motion and the motion carried.

**Disbursement Listing:** The Disbursement Listing was provided by the Auditor's Office for review. Commissioner Lytle motioned to accept the Disbursement Listing for May 27, 2021 to June 3, 2021 in the amount of \$34,502.59. The motion was seconded by Commissioner Tippetts. All were in favor and the motion carried.

**Purchase Request Approvals:** There were no purchase requests to consider, but Commissioner Lytle said there is one coming up for the fiber connection for the SCADA system in Dutch John. He will need to get with Kym Slagowski, Trevor Brooksby and Keri Pallesen to get it followed up on.

**Correspondence:** Commissioner Lytle said there was an invitation from Former Governor Herbert at Abravanel Hall on Friday evening and he cannot attend if anyone else wants his ticket. He also said there will be a Spike Flow, which is an experiment to limit the growth for Small Mouth Bass in the River.

Commissioner Tippetts said that the meeting this afternoon with Clay Crozier was cancelled. He asked if anyone had heard from Phillip Timothy and Clerk Brian Raymond said he is scheduled for a closed session later this morning. Jesse Laslee will also be joining us after that about 12:30 or 1 pm.

Brandi was asked if she had a punch list and she did not and the Commissioners thought something on the Google drive might be helpful. She said she would work on that.

**Calendar Review:** Commissioner Asay said he has a Northeast Counseling meeting tomorrow at the Flaming Gorge Resort. Commissioner Tippetts has Trails meeting tonight at 6pm, weed board tomorrow and EMS Local Board Meeting tomorrow night. CED Board meeting and Manila Town Council on Thursday. Dutch John Planning and Zoning next week, but Commissioner Lytle won't be able to attend. Seven County Infrastructure Coalition (SCIC) is on the 18th and this week he has plenty going on. Commissioner Tippetts said that Monday is the Museum Board and Mosquito Board Meeting.

Commissioner Lytle asked about the Municipal Elections and Clerk Raymond said that he has not received final information yet, but Mayor Coombs has an opponent Raymond Nelson

## **Policy and Legislation Items:**

**Discussion And Consideration Of Completed Business Licenses: Flaming Gorge Guns & Ammunition and Wakeless Harbor Marine Services.** Commissioner Lytle asked about the Guns and Ammunition business and Mike Steele was present and he is the owner. Commissioner Tippetts asked about UPP and Brian said that the Wakeless Harbor is exempt and the other is a new business and not subject to UPP yet. For clarification Commissioner Tippetts asked if Wakeless Harbor did not meet the threshold and Brian said that is correct as their equipment is older and depreciated and in aggregate is lower than \$15,000. It was approved by the Legislature to increase that amount next year to approximately \$25,100.

Commissioner Lytle motioned to approve the business licenses for Flaming Gorge Guns & Ammunition and Wakeless Harbor Marine Services. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Mike Steele was asked if they were going to sell ammunition and he said he will if he gets all the approvals and can get the ammunition. They had their inspection for the Federal Firearms permit on Friday and so now they are just waiting.

**Discussion and Consideration Of Microsoft Apps For Business:** Commissioner Asay asked about this item and Mr. Raymond said this was postponed from two weeks ago at Kym Slagowski's request. Sheriff Bailey said that they have to transfer documents from Microsoft to Google and back to Microsoft and it is very time consuming and doesn't always work correctly. Kym asked for clarification if it was just Excel and Brian said it is Word too. Keri was also having issues, but Kym explained that Google was working to correct things and it appears Keri's have been corrected. If it's not working we should not worry about all the whys, we should make it available for those that need it. Google's prices are going up in December and it may be worth considering switching back as Microsoft is now cheaper without considering email, which might be rather expensive. Lesa has to have Microsoft for her office, so it's not that we can't provide it, but it should come out of IT or the policy would need to be amended. There needs to be consideration for what is

actually needed and not just what is wanted. There is a cost of spending extra time trying to get it to work with Google versus having the program that is needed. Let's just move forward and one license covers the computers for that user. In the long run we need to look at things before September for budget purposes. We also need to see about backup as that could be an issue and require an additional expense for an additional server, but it doesn't seem like it would. Commissioner Lytle asked if we could move forward with this and start working to see if we need to change from Google back to Microsoft. If everyone needs it then that makes the decision, but Commissioner Lytle said he doesn't need it. Kym said she would get with the Elected Officials so see who needs it starting with those who have expressed a need already.

**Discussion and Consideration Of Possible Approval Of UDABC Temporary Event Beer Permits For The Cow Country And Daggett PRCA Heritage Rodeos:** Brian said that we only have the Cow Country Permit Application and never received the PRCA application. Commissioner Lytle asked if we could take a short recess and he could follow up on this. A recess was taken at 10:35 and the meeting came back into session at 10:42 am.

Commissioner Lytle motioned to approve the UDABC Temporary Event Beer Permits For The Cow Country And Daggett PRCA Heritage Rodeos Applications contingent upon receiving the permit for the Daggett PRCA permit Heritage Rodeo before signing it. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Grant Funding For A Manila Bike Path Along Hwy 43:** Commissioner Asay asked if there is more information to come forward on this and Commissioner Tippetts said that he had talked with the Town of Manila and will meet with the Mayor after this and the Trails Committee is working with Sweetwater County. A couple of ideas were to use "B" Road money or SRS money and James Olsen thought that SRS could be used, but wasn't sure about B Road money so he will check into that since it is in the right of way. The State money for CED money might be a possibility or CIB might be another option since it is a safety issue, since we get a lot of oil and gas traffic along that route. There is about \$10,000 in the coffers for the Trails Committee this year and The American Rescue Plan Act (ARPA) is another option. The Transportation Tax is another thing that might be useable. Commissioner Tippetts recommended that we move forward as we haven't even been given the funds. Commissioner Lytle asked if the Transportation Districts funds could be used even if they are not excited about it and it is unclear.

Commissioner Tippetts motioned to move forward and Commissioner Lytle seconded with the clarification that we are not looking for this funding to come from the General Fund. Commissioner Tippetts seconded the clarification saying we are not saying we can't use General Funds, but that is not the intent. All were in favor and the motion carried. Who is doing the engineering? CIVCO did the engineering for the FLAP project, which is where this application came from. The application has been turned in, but the FLAP did not go all the way to Lucerne, while this one did. Bret Reynolds said they were willing to help with the application. The meeting was recessed until 11:00.

**11:00 AM - Opening Bids For The Manila Airport Flight Procedures Survey:**  
Commissioner Asay opened this agenda item and Bret Reynolds of CIVCO Engineering had sent out

the solicited proposal to three firms with specialized skills to complete the survey and the Division of Aeronautics agreed with that process. The proposals were sent to Quantum Spatial, GeoTerra and MTZ Geo. Bids received included Quantum Spatial and Geo Terra and both had representatives attending digitally. Quantum Spatial's quote was for an amount of \$57,777.00. Geo Terra quoted \$99,810.99. If you break it up the Aerial Survey portion for Quantum Spatial was \$38,196.00 and \$49,310.00 for Geo Terra. The Field Survey was \$19,581.00 for Quantum Spatial and Geo Terra was \$50,500.00. Bret said he would need to go through the items and review them for the details to see how they matched the scope. He just received these also so he needs to spend some time reviewing them or we could do it next week. Commissioner Lytle said we have a Closed session coming up and so Bret could review this and we could come back into the regular session and discuss it. Bret was willing to do that as the aerial surveys are similar, but the groundwork aspect is significantly different. Commissioner Lytle asked about references and Bret said that all three companies helped with preparing the bid package and came highly recommended. Jason and Scott were asked to get back on at 11:45 for further discussion on the bids.

**Closed Session For Possible Purchase, Exchange Or Lease Of Real Property:**

Commissioner Tippetts motioned to go into Closed Session at 11:14 am for the Purpose of discussing the Purchase, Exchange or Lease of Real Property as stated in Utah Code Title 52 Section 4-205. The motion was seconded by Commissioner Lytle. A Roll Call vote was taken: Matt Tippetts voted "Aye" and Randy Asay voted "Aye," and Jack Lytle voted "Aye". The motion carried and the meeting went into Closed Session in the Commission Chambers of the Daggett County Courthouse at 11:14 am on June 8, 2021.

The motion to go into Regular Session was made by Commissioner Tippetts at 12:31 pm. The motion was seconded by Commissioner Lytle. All were in favor and the motion carried.

**Discussion and Consideration Of Bids For The Manila Airport Flight Procedures Survey:** Bret Reynolds gave an update on the Dutch John airport and the runway preservation is set to happen the last week of June and be finalized in the last week of July. They will let Brian know about the NOTAMs and Brian mentioned there is one coming up the Paint is the limiting factor at the moment and maybe it can be done sooner if paint is available, but should be okay on these dates. There were some comments on the Airport Layout Plan from a potential developer and they would like to see two changes. The first is they felt that the taxi-way on the east side is public and the one on the west is part of their development and should not be on the airport layout plan. The other is that the approach area does not need to be part of the airport, but does need some zoning in place for height restrictions. He is going to the airport tomorrow to do a site review and finalize things. They liked what they saw and just had the two recommendations.

Bret reached out to the State and they said we need to make a recommendation and the decision needs to be contingent upon State approval. Bret said both companies that put in a bid would do a good job. Bret recommended that we go with Quantum Spatial at \$57,777.00 contingent on the State approving it. Commissioner Lytle asked for the difference and Bret said that they had gotten another firm involved and that increased the price. They are also being asked for minor recommendations that might need to be changed as they do their analysis. Bret said he couldn't see

anything to swing the recommendation other than the pricing. Scott Wilson of Geo Terra got on and Bret said that he had talked with the State and they want a recommendation from the County. He has talked with Quantum Spatial and he said that he is recommending that the bid be awarded to Quantum. Bret said both companies have been helpful and he appreciated their time and effort to prepare their bids.

Commissioner Lytle motioned that we go with the Quantum Spatial at \$57,777.00 contingent upon approval of State Aeronautics. Commissioner Tippetts seconded the motion. Bret said it is within the budget. All were in favor and the motion carried. Bret asked that the contract approval be on the agenda next week.

**Issue Updates:** Commissioner Lytle just received a new text that BLM will start restrictions on the 17th, BIA starts today and Uintah and Duchesne will start on the 17th also.

Commissioner Tippetts asked about the other Closed Session and Brian said that he had just texted and said he would not be able to do it today, and asked to reschedule it for next week.

Bret was thanked for his hard work and especially his work with the EMS District and they have a meeting tomorrow and he is set up to do it virtually.

Commissioner Tippetts motioned to adjourn at 12:46 pm and Commissioner Tippetts seconded the motion.

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/s/ Randy Asay

Commissioner Randy Asay

s/ Brian Raymond

Clerk/Treasurer\_Brian Raymond

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/s/ Jack Lytle

Commissioner Jack Lytle

/s/ Matt Tippetts

Commissioner Matt Tippetts