

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, July 14, 2020** 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. Attorney Niel Lund, Assessor Lesa Asay, Auditor/Recorder Keri Pallesen and Clerk/Treasurer Brian Raymond were also present in person. The meeting was called to order at 9:04 am by Commissioner Asay.

Present electronically: Kym Slagowski, Mechelle Miller, Bret Reynolds of CIVICO Engineering; Present in-person: Shiloh Dupaix, Kym Slagowski

Approve Minutes: Minutes for the June 16, 2020 Commission meeting were provided by the Clerk/Treasurer's office. Commissioner Lytle motioned to approve the Monday, June 16, 2020 Commission meeting minutes. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Issue Updates: Commissioner Asay asked Commissioner Lytle about the Fire Updates and Corey Auger notified him that there is a fire in Allen Draw and it is a Type 4 fire administered by BLM with private land involved and there are a couple of cabins that are endangered. It could go to Type 3 if things change during the day today. The local landowners in the area have been informed.

Commissioner Lytle said that he attended the Dutch John meeting last night and they are willing to meet with the County. They have some interest in property over there for a possible car wash and explained their role with Planning and Zoning and the County would have to deal with the land sale. Harriet asked about the payment of 15% into the fire fund and since Dutch John has not been getting any money would the County now put in 30%? Commissioner Lytle replied that this was not agreed on and he couldn't commit to anything by himself, so it would need to be part of the future conversations.

Commissioner Lytle requested info on the water and sewer billing and then asked about the Petition in Dutch John. Clerk/Treasurer Brian Raymond said Judge Petersen had contacted him about getting notification to the Council and their attorney.

Commissioner Lytle asked about the billing for Dutch John water. Payments have been made. Commissioner Asay said there are now 45 cases in Uintah County and 40 in Duchesne with 10 active. There are still no cases in Daggett and the Ute Tribe now has 4 cases. Commissioner Asay said there were 126+ cases in Sweetwater County and 163 in Uinta County. Moffatt's at 15 positive cases. Commissioner Lytle said that there was a call on Friday with Jeff Ostermiller who is the lead for the Department of Environmental Quality (DEQ) and he picked up sample bottles Thursday morning for both Manila and Dutch John Systems and they will take turns driving the samples to Vernal and we can charge to Covid expenses. The purpose is the Canary in the Coal Mine. If a test shows positive they can do more testing and it also shows we need to exercise caution and can encourage people to continue social distancing. Kym was asked if we could provide a shape file for the reach of the sewer in Dutch John to send to DEQ this week. She said she could and asked Commissioner Lytle to get with her before leaving to get all the details.

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 July 10, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register dated July 6, 2020 in the amount of \$20,263.40. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

Disbursement Listing: The Disbursement Listing for July 7 - July 10, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to acknowledge receipt and review of the Disbursement Listing for July 7 through July 10, 2020 in the amount of \$119,927.17. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Cash Summary: The Cash Summary dated July 13, 2020 was available for review. Commissioner Lytle asked about Fund 30 Homeland Security and Mr. Raymond explained that the items approved in June had to be paid in June before the end of the State Fiscal Year, so the reimbursement will come and that fund will be positive again. Commissioner Tippetts noted that the weed fund is in the black. Another reimbursement for \$17,000 has been requested. Commissioner Lytle motioned to acknowledge receipt of the Cash summary for July 13, 2020 with the explanation from the Clerk/Treasurer. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Purchase Orders: There were none that were known, but Commissioner Lytle said he had a heads up on one for Robert Weidner for \$2,000.00 and he will get with Keri to get that squared away.

Correspondence: Commissioner Lytle had some information on PILT and there was a UAC meeting held on Friday. PILT is a big discussion item since the state is using Mineral Lease Bonus money to pay State PILT to Counties which has affected some counties considerably. The DWR money may be different as it is supposedly from sportsmen. State PILT is going into the General Fund at this point in time and that may need to change or it will affect our Federal PILT. Can we elect to go back to the old way where we were exempt, but it wasn't clear if we have that as it might be BLM who makes that decision and we may not have an option. It looks like The Building Authority might not work for State PILT, but it might for Federal PILT. The RDA was brought up and it didn't look like it would fit either. More research needs to be done on this whole topic.

Calendar Review: Commissioner Asay has a UBAOG Board of Directors meeting tomorrow. Commissioner Lytle has a Seven County Infrastructure Coalition (SCIC) retreat in Richfield on Friday the 16th. Commissioner Lytle asked if anyone got in on the NACO Town Hall meeting yesterday and nobody else did. Commissioner Tippetts said he has Planning and Zoning tomorrow night and he was not sure if that would still happen with Carrie Poulsen leaving.

Policy and Legislation Items:

Discussion And Consideration Of Resolution 20-08: A Resolution Amending the 2020 Daggett County Budget: Commissioner Asay thought we had opened the budget last week by holding the public hearing. Commissioner Asay reviewed the items that needed to be amended in the budget: 2) The OHV grant of \$15,000.00 including the \$500 we have to pay towards that; 1) The BEAR grant amendment needs to be added and Keri Pallesen said that she couldn't find an amount in the contracts and she needs something that documents that amount. The Award was thought to be \$20,000.00. Shiloh Dupaix said that we had submitted the request for \$18,000 and 2% admin of \$900. We have not been reimbursed yet, but should be soon. Shiloh will check her folder and see what documentation she has from when Debbie Weaver originally applied for the grant. It was on 3) The CARES Act budget needs to be finalized. Shiloh shared the spreadsheet with Keri. There was \$4,000 for the Sewer Amount, but all we need is time and transportation costs, so that can go to \$2,000. Elections would need an increase of \$1,000 to \$1,500. Clerk/Treasurer Brian Raymond

explained it may be less, but the costs of the November Election are still uncertain as details on how the election will be run have not been finalized by the State. The Dutch John election was discussed and it should not impact the budget too much. The Election budget was increased \$1500.00. 4) VAWA funds need to be moved to the VOCA Fund as the two grants have been combined and there are still some funds in VAWA. The Ambulance received some CARES Act funds and the use of that was discussed briefly. A resolution has not been prepared yet. The first tranche of the CARES Act would be tripled to get the total amount for the budget, although we might not receive the entire amount. There are still a lot of unknowns regarding the expenses we might incur, so there was additional discussion on possible expenditures and what those might look like. Miscellaneous expenditures or contingency line items were discussed and Keri suggested that there are expenses allowed by the grant like advertising and education, PPE, Business Grants, etc. The Sewer Testing would go under testing and Keri brought up payroll for the testing and that needs to be considered for more than the sewer, so wages and benefits was \$12,000 and meeting supplies was brought up and it was thought most of those had been purchased, but maybe something else might be needed, so it was rounded to \$1,000 per tranche. PPE had \$900 spent so far so that was tripled. The Miscellaneous Acct was \$57,000 and Keri was okay with that in relationship to the other expenses. The Elections part of the CARES Act is reimbursable for actual expenditures and is not part of the Elections budget. Keri noted that we want to spend this money as it comes in and not prior as there may not be a third tranche. Shiloh noted we may not need as much as we thought in the business grants as they are doing better, so we don't want to lead people astray so they don't double dip. The Ag businesses might be hit heavily, but we won't know until later in the fall. Hopefully we won't need it. It was thought that it would be good to get the resolution prepared before the end of the meeting.

A five minute recess was taken at 11:00 am. Commissioners came back into session at 11:05 am.

Discussion And Consideration Of Board Of Equalization (BOE) Dates And Times: Lesa Asay came in and talked with the Commissioners and she can't do September 14th or 21st and Commissioner Lytle may have a conflict on the 23rd. It was decided to do them on the afternoon of September 16th and morning of the 17th starting at 10:00 am. It would be good to do it all on one day if possible. The afternoon session on September 16th will be from 1:00 pm to 4:00 pm.

Discussion And Consideration Of AWOS And A Memorandum Of Agreement (MOA) Between The Federal Aviation Administration (FAA) And Daggett County: Attorney Niel Lund said he had reviewed the Memorandum and he was okay with it and Bret Reynolds of CIVCO Engineering commented and said the FAA was asking for the County to state that we would maintain the AWOS system and DBT will do that for us for an annual fee of \$5,500.00 per year. This agreement would enforce that we would continue to maintain the AWOS system.

Commissioner Lytle made the motion to approve the MOA with the FAA. Commissioner Tippetts seconded the motion. All were in favor of approving the MOA and the motion carried.

Closed Session: Commissioner Lytle made a motion to go in and out of Redevelopment Agency (RDA) at 11:25 am. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to go into Closed Session for the purpose of Possible Purchase, Exchange or Lease of Real Property. The motion was seconded by Commissioner Tippetts. A Roll Call vote was taken and Matt Tippetts voted "Aye", Randy Asay voted "Aye" and Jack Lytle voted "Aye", so the motion carried.

Commissioner Tippetts motioned to come out of closed session and go back into Open Session at 11:55 am. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Privacy Or Security Event Liability Limits: Keri Pallesen had sent out an email just before the Closed Session and explained UCIP increased our limit from \$1 million to \$2 million and there are higher limits if the Commission desires. This is in preparation for next year's quote. Kym Slagowski was asked for her input and she felt that it would probably be enough but she was willing to talk with UCIP to see if they think our risk was higher. We have a little while to make a decision but next week would be better than going beyond that.

Discussion And Consideration Of Resolution 20-08: A Resolution Amending the 2020 Daggett County Budget: Commissioner Asay noted that Keri Pallesen had sent out the prepared Resolution. Keri had fixed a comma error and the changes were reviewed. There is no budget in VAWA now. Economic Development is a wash since it is a reimbursable grant.

Commissioner Lytle motioned to reopen and amend the budget as spelled out in Resolution 20-08 based on the public hearing held previously. Commissioner Tippetts seconded the motion. Matt Tippetts voted "Aye"; Randy Asay voted "Aye" and Jack Lytle voted "Aye", so the motion carried.

Discussion And Consideration Of Small Business Economic Recovery Grant: Commission Assistant and Economic Development Director Shiloh Dupaix said The first \$16,000 is in the bank, but needs to be transferred to the Economic Development Fund.

Commissioner Lytle motioned to approve the Small Business Economic Recovery Grant as written to only be paid out as funding is received from the State. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. The Application Deadline date was adjusted to July 31st for expenses incurred April 1st through June 30th to be dispersed around August 15th.

With no further business Commissioner Lytle motioned to adjourn at 12:18 pm. Commissioner Tippetts seconded the motion and the meeting was adjourned.

/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