

Minutes of the Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Wednesday, November 4, 2020** at the Conference Hall in Dutch John and through electronic means. Commissioners Randy Asay, Matt Tippetts and Jack Lytle were present in person. Auditor/Recorder Keri Pallesen and Clerk/Treasurer Brian Raymond were present in person. County Attorney Niel Lund was present electronically. The meeting was called to order at 9:04 am by Commissioner Asay.

**Present In Person:** Matt Lucas, Mike Schlaegel, Corey Auger, Thompson Davis, David Orr, and Senator Winterton. **Present Online:** Kym Slagowski, Nate Worthen

**Discussion And Consideration Of Employee benefit Program By Gallaher & Associates:** Time was turned over to Albert Foster and he stated that there is no increase proposed for Vision and Dental insurance. PEHP is proposing a 5.4% increase. With COVID their claims are actually lower than last year, but they are fearing that will change for 2021, as people have been putting things off. This could lead to increased claims for 2021 and maybe a 20% increase and they don't want to go that high. If next year's claims don't jump they will give a rebate in June or July.

Albert said that Daggett County's contribution for health savings accounts was low compared to some other counties and asked if the Commission would be willing to increase the amounts put into the employees health savings accounts. Carbon County was putting in about \$3700 for a family and Daggett County is only doing \$1200. Commissioner Lytle said things are tight and Albert suggested that maybe if things go well and you get a refund from PEHP mid year, that amount could be used to increase these payments.

Auditor/Recorder Keri Pallesen was asked if she factored this into the budget and she replied that the Tentative Budget includes this proposal from Albert including covering the increase in health insurance and a 2% COLA. Keri said the Commission needs to decide how they want to do this so Albert can get the materials out to the employees. Albert said there are other options that water down the benefits, but he suggested saving those options for years that a huge increase is implemented. Keri was asked about how the budget is and she said that it's in a better place than last year (approximately \$25,000 will be needed from the fund balance) and there are a few places we can cut if needed. Examples for cuts to be considered are the litigation fund, the ambulance budget and the Sheriff's Utilities, which have been lower than budgeted. Commissioner Lytle motioned to approve the County paying the 5.4% increase in the premium and increasing the HSA contribution to \$1250 for a single and \$2500 for a double or family. Commissioner Tippetts seconded the motion. All were in favor and the motion carried. Everything else was staying the same if we wanted to stay with everything else as is. Commissioner Lytle motioned to approve the whole plan that Albert Foster proposed on behalf of Gallagher & Associates with the exceptions as previously approved. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Approve Minutes:** The October 27, 2020 Commission Meeting minutes were available for review. Commissioner Lytle asked Mr. Raymond if this means we are getting caught up and he answered, not really. Commissioner Lytle noted that on page 4 during the conversation the word "related" was in the minutes and it should read "consistent". Commissioner Lytle made the motion to approve the October 27, 2020 minutes with the change. Commissioner Tippetts seconded the motion. Commissioners Tippetts and Lytle were in favor and Commissioner Asay abstained since he wasn't in attendance at the meeting. The motion carried.

**Issue Updates:** Commissioner Asay reviewed the COVID statistics. Moffat County has 77 total positive cases with 1 death; Uinta County Wyoming has 407 total cases with 69 active, 338

recovered and 2 deaths; Sweetwater County, Wyoming has 590 total positive cases, with 146 active and 444 recovered and 2 deaths. Daggett County still only has the one case that is recovered. Uintah County has 140 recovered 200 active, 340 total cases and no deaths; Duchesne County has 123 recovered cases and 91 active cases and 2 deaths; while the Ute Tribe has 31 recovered 12 active and 1 death for a total of 44 cases. The Tri County area has a total of 295 recovered, 303 active and 3 deaths for 601 total positive cases with 16,189 tests performed and 12,487 different people have been tested. Commissioner Lytle asked if things have changed as Uintah and Duchesne are both in the High Category now. There is a slight increase in the sewer system and Jordan wants to get with the Commissioners about this later today.

Commissioner Lytle brought up the Water/Sewer Billings and it's on the agenda later. Mr. Lytle said we probably need to have some discussion on the district to prepare for December. Attorney Niel said the new resolution will be similar to what was already passed, but there is some need to determine how the Commission wants the Board to be set up. Commissioner Tippetts asked about by-laws and if the county is involved and Niel said that the code is silent on that, so it is not required. There could be some room for including some direction but it is not needed. This was added to next week's agenda for further discussion.

Commissioner Tippetts said he had verified with Nate Worthen that he could attend today's 11 am Closed Session for the jail discussion.

Commissioner Lytle thought the by-laws could be started knowing that the new board could change them, but how do we get this set up so that the money can be transferred. Niel wasn't sure if it had to be transferred, but the intent was to transfer. Keri was asked what the Auditor's Office would need to do before closing the 2020 budget. Do we need to do a budget adjustment? Keri said she was going to try and have all the budget adjustments ready for the December 8th hearing. Niel said he would need to get with Brian and find out the contact information to have this all go smoothly at the end of the year. Commissioner Tippetts said we need to work with the Lt. Governor's office to make sure they can do this in a timely manner. Niel and Commissioner Tippetts had additional questions about the funds coming to the County and it was determined that in the future it will go directly to the District if it is set up.

**Citizen Comments:** No citizen comments were given.

**Cash Summary:** The Cash Summary dated November 3, 2020 was available for review. Commissioner Lytle asked if any adjustments were made in the last week and Brian said there weren't, but he did note that yesterday we received the grant money for the boat purchased and other expenses as noted in Fund 30. Commissioner Tippetts motioned to acknowledge receipt and review of all bank accounts as of November 4, 2020. Commissioner Lytle seconded the motion and asked about Fund 17 and if we are waiting for a reimbursement since we have combined Fund 16 into that one already. Keri Pallesen said we might want to budget some extra money into the VOCA Fund next year to keep this from happening like we have done with the Weed Fund. All were in favor and the motion carried.

**The Open Invoice Register Was Presented For Review And Approval:** The Open Invoice Register of October 30, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated October 30, 2020 for the normal invoices in the amount of \$82,175.80. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for October 27 - 30, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to accept the Disbursement Listing as reviewed from Zions's Checking for October 27 - 30, 2020 in the amount of \$37,064.41. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Purchase Orders:** There were no purchase orders for review today.

**Correspondence:** Commissioner Asay asked for correspondence and Mr. Raymond said he had included the Election Results Summary in the packet. Currently 87% of registered voters have voted. We still have 11 provisional ballots and 4 signature cures we are working on, plus any new ballots we receive in the mail with a November 2nd or earlier postmark. The Canvass is set up for November 17th at 2 pm.

The Forest Supervisor has requested that we set up a meeting to get our concerns and interests shared within the next couple of weeks. Jordan Mathis of TriCounty Health wants to get with the Commission at 1 pm today through Google Meets. Commissioner Tippetts said he has a meeting with Bret Reynolds and Aeronautics tomorrow to discuss the CIP and a bunch of Committee stuff next week.

**Calendar Review:** Commissioner Lytle has CIB tomorrow morning, but said was not able to attend the TV meeting. Commissioner Lytle asked to be excused from the Commission Meeting on the 10th. Veteran's Day is on the 11th and is a holiday. Commissioner Lytle said he is planning on going down to St. George the night of the 17th for UAC. We have a BOE on the 10th in conjunction with Commission Meeting and there is a trails meeting on the evening of the 10th. Kym Slagowski said that the Planning and Zoning meeting is on the 17th and we are also trying to do the 800 level NIMS training class.

Commissioner Lytle said the Draft EIS is out to the Public comment on the Railroad EIS and we should probably look at that. There was mail regarding this that was put into the Commissioner's mail slots yesterday. The preferred route is what is being driven by the proponent The Seven County Infrastructure Coalition (SCIC).

## **Policy and Legislation Items:**

**Discussion And Consideration Of Amendment of Title 6 Chapter 6 Of The Daggett County Code: Regarding Disposal of Public Property:** A draft of Ordinance 20-13 was provided and Attorney Niel Lund said it addresses the concerns that were discussed last week. Commissioner Lytle asked about 6-6-9 and said he only got one page in the packet. Niel said that his packet shows everything but it does not have the redline. Paragraph 6-6-4A was redlined to remove the first part of the title and in the middle on line 4 and Niel read the actual verbiage since the red line was not showing. Commissioner Tippetts asked if we need to have a Public Hearing to change an ordinance and Niel said that it just has to happen in a properly posted meeting. Commissioner Lytle noted some possible changes on the signature page and it is correct according to the attorney. Niel Lund said the definition of "significant" can be changed if wanted and then addressed some options if the desire was to change the definition.

Commissioner Tippetts motioned to approve Ordinance 20-13: An Ordinance amending Title 6 of the Daggett County Code. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Contract For Sale of Land and Facilities To Town Of Dutch John:** This item was tabled until next week.

**Discussion And Consideration Of Rural Public Lands - County Council 2021 Invoice:** Commissioner Lytle said we paid last year's late and Mr. Weidner is asking for it to be paid earlier. Niel noted that the amounts differ between the Invoice and MOU and there are also different names listed and they should be consistent. Niel stepped out for court, but said he will be back. Commissioner Lytle motioned to make the same payment we paid him last year of \$2,000 for the Rural Public Lands County Council and he will work with Robert Weidner to get everything matched up and in a way that meets the Auditor's needs. Keri Pallesen said there is money in the budget to cover this. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Easing County Fire Restrictions:** Corey Auger asked if the Commission was willing to come out of the Fire Restriction Order instituted earlier in the year. The Forest Service has lifted all restrictions. BLM has lifted in Utah and Wyoming never had any. This affects the lands in the County. We are still in an extended Fire Season, but it can be revoked at any time. Down South they had 11 fire starts this past weekend, so fire season it's not over. Commissioner Lytle motioned to approve going out of Fire restrictions. Commissioner Tippetts seconded the motion.

Commissioner Asay asked about the effects of the Opening burning without a permit. Corey Auger stated that Wasatch, Summit and Davis counties are still under restriction. All were in favor and the motion carried. Corey said he will inform the area manager and get it sent to the State officer. Corey was comfortable with removing it and he will get it to everyone so it can be posted at the courthouse. Extension of the Fire Order needs to stay posted. Corey had not seen the final version of the CWPP yet and Kym is still working on the signatures. Corey said the main thing is the signatures for the Commissioners and the Mayors, so it can be submitted and we can track the others down later. Will the fire on the Wyoming border affect anything in our budget for next year and Corey said he didn't see that it affected much, but that is on the agenda for next week to review.

**Closed Session:** This was set up for 11:00 am with Nate Worthen and there are three other items to discuss during Closed Session and then finish up the rest of the agenda. Commissioner Tippetts motioned to go in and out of RDA and Commissioner Lytle seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts motioned to go into Closed Session at 11:01 am for the purpose of discussing and negotiating the purchase, exchange or lease of Real Property. Commissioner Lytle seconded the motion. A Roll Call vote was taken and Commissioner Tippetts voted "Aye", Commissioner Lytle voted "Aye" and Commissioner Asay voted "Aye".

Commissioner Tippetts motioned to come back into session at 1:24 pm. Commissioner Lytle seconded the motion and all were in favor. The motion carried. It was noted that coming back into session the first half of the meeting did not get recorded.

**Discussion And Consideration Of CARES Act Money:** Mr. Raymond said he had included some information about the 3rd tranche, but that Keri Pallesen had put this on the Agenda. He said we had received a check from the Town of Manila for \$26,031 for EMS. Commissioner Tippetts thought that during the USACCC meeting there was discussion that an MOU is needed with the Town of Manila for the funds they had given us. Niel wasn't sure what needed to be in the MOU and Taylor Kaufmann and UAC were suggestions for more information. Keri Pallesen thought we should use all the CARES Act money for the EMS equipment instead of the Hospital Tax. There

was discussion if this was appropriate use for CARES funds and it seemed to be. We need to verify that there aren't any other funds spent that we don't know about so we can spend down the CARES money on the EMS equipment. Commissioner Tippets motioned to use the remaining CARES Act money for the Ambulance equipment rather than using any Hospital Tax money. Commissioner Lytle seconded the motion and Keri said she would pay this year's payment and some of next year's now. All were in favor and the motion carried.

#### **Discussion And Consideration Of 2021 Daggett County Tentative Budget:**

Commissioner Lytle apologized for not attending the last budget meeting and asked about Planning and Zoning and Keri Pallesen said if nothing was turned in she kept it the same as last year. The Planning and Zoning position was actually dropped to 25% of the full time position in the Assessor's office. Commissioner Lytle asked for \$10,000 in addition to the \$12,338 already in this year's budget for the PRCA rodeo. The Rodeo Committee would like this to be an ongoing donation or sponsorship of \$10,000 per year. Keri asked where to take this from and Commissioner Lytle said TRT or General Fund. Commissioner Tippets said he hadn't thought about it much. Keri thought the TRT fund would be better than the General Fund as the Chamber is already getting a large amount of money. The Cow Country Rodeo gets \$2,000 from TRT and so there's a precedent. Commissioner Tippets suggested the PRCA talk with the Tourism Tax Board to see if they could support this request and Commissioner Lytle said he thought it could come out of Daggett Designation. Keri asked why you wouldn't want it to have its own line item like the other activities. Commissioner Tippets said he wasn't uncomfortable with ½ coming from the General Fund and making any needed adjustments to the final budget after speaking with the TRT Board. This would help soften the blow to both budgets. Commissioner Asay wants the PRCA Rodeo to be its own entity and get organized and we'll just be a sponsor. There has been no budget submitted by the Tourism Tax Board yet, so we could add it now as a request for next year's budget. They haven't had a request for information yet on this budget. Commissioner Tippets thought they usually gave input after the Tentative budget was created. It's a sponsorship and we won't ask for an accounting. They will have to do all the 501(c) (3) stuff required by the IRS and the State. It will be part of the \$158,000 budgeted. The Chamber has not made their bi-annual report and that is needed. Commissioner Tippets said to leave the tentative budget amount for the Chamber at \$158,000 for next year, but add the \$10,000 for the PRCA. Commissioner Lytle requested that we make the line item for the PRCA in the TRT budget. Commissioner Lytle said he is invested in this due to the time he has put into this in the past. There were no other known adjustments to the Tentative Budget. There was more discussion about using TRT money and the current balance is \$208,866.84, but there is one payment to Chamber that has not been made. Commissioner Tippets motioned to approve the tentative budget with the change of adding a \$10,000 line item for the PRCA Rodeo from the TRT fund. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of Possible Waiver Of Late Fees For Delinquent Water And Sewer Payments:** Brian Raymond brought up the Bureau of Reclamation (BOR) was willing to pay the past due bills for two accounts of employees that have moved on and not paid their bills. They are not willing to pay late fees, so the bill was prepared with and without the late fees to show how it would look. Keri suggested that the bill include the fees and if they choose not to pay late fees that they be waived at that time and documentation provided that they would not pay. The motion by Commissioner Lytle was to submit the bill with the late fees and deal with it after it is paid or not. Commissioner Tippets seconded the motion. All were in favor and the motion carried.

Commissioner Lytle motioned to adjourn the meeting at 2:28 pm.