

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, November 1, 2016**. Commissioners Clyde Slaugh, and Jack Lytle and were present. Commissioner Karen Perry was excused. Keri Pallesen, County Auditor/Recorder, Jerry Jorgensen, County Sheriff, and Brian Raymond, County Clerk/Treasurer were also present. The meeting was called to order at 9:00 a.m. by Commission Chair Clyde Slaugh.

Also present: Chris Clark of Uintah Engineering, Albert Foster of Facil HR, Ray Hussey of Gallagher Benefits, Randy Asay, James Olsen, Kym Slagowski and Travis Dupaix

Citizen comments: None given

Correspondence: Commission Lytle said he had received an email from Chad Woolley regarding election procedures and he had talked with the Clerk's Office staff this morning. We just want to stay above board and avoid giving people something to complain about.

Old Business: Mr. Lytle also said there has been a problem with a sewer line in Dutch John, and we are working with the owner to resolve the issue. We also may need to go into a closed session for reviewing a letter from the Town of Dutch John.

Commission Calendar Review: Commissioner Lytle said on Thursday there was a CIB meeting in MOAB for a meeting on the Bridge and then the following week is the SCIC meeting in Montrose, CO and then the following week is the Utah Association of Counties Conference in St. George (November 16-18). Commissioner Slaugh said he was planning on going to UAC. Commissioner Lytle reminded Mr. Raymond that we still need the give-away basket put together.

Weekly Budget Review: Commissioner Slaugh said we would talk about the budget during item number 11 following Chris Clark's presentation.

Policy and Legislation Items from the Posted Agenda:

Consideration of Dutch John Water Tank Change Order #07: Chris Clark of Uintah Engineering was here to talk about several items relating to the Water Tank and associated SCADA system. The Tank itself is now finished if you approve the Change order. They reseeded a larger area than originally planned for which is why it is higher. Mr. Lytle gave Mr. Clark some bids he had received for additional calibrations. Mr. Clark said the County has about \$120,000 left to spend. Commissioner Lytle made a motion to approve the Change Order #07 and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Consideration of Dutch John Water Tank Payment #07: Mr. Clark said this payment request would finish up Patriot's participation, but there are still some engineering bills and SCADA bills to be paid. Commissioner Lytle made a motion to accept the final payment and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Consideration of Dutch John Water Tank SCADA System Payment #02: All the computer equipment and software has been installed and has been running in automatic with only a few minor bugs. This is only a partial payment request. Commissioner Lytle made a motion to accept the payment request and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Consideration of Dutch John Water Tank SCADA System Change Order #01: Chris Clark explained the lack of wiring for verifying run status needed to be corrected and Commissioner Lytle talked about some issues he and Jesse Slaugh had experienced. This request is for \$5,200 and only covers the run status wiring. There is still another chunk of wiring for a secondary fault that may be needed but is not in the original specifications. It would require new wiring, an extra switch and additional conduit, which would be quite a bit more expensive, but can be done if the Commission desires. Commissioner Lytle made a motion to approve the change order on the run status wiring and hold off on the power status wiring. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Commissioner Lytle shared some other possible expenditures with Chris Clark and also asked about a fan motor that may be helpful and Mr. Clark said there is a fan that has already gone down twice and so we need to look into this and resolve the issue that has been covered under warranty so far. Mr. Clark asked if there was any feedback from the Town. Mr. Clark has a list of possibilities, including helpful spare parts, for when we get to that point. Mr. Lytle said to talk with Jesse Slaugh for some bids he has begun collecting relating to a Fire Hydrant that needs to be replaced. Mr. Clark said the bonding amount needs to be set aside and he will talk to the State about options for unspent funds and turning money back or paying down the loan.

Consideration of Tentative 2017 Budget Approval: Keri Pallesen has prepared a tentative budget and made that available. There were requests for increases in the Sheriff's department and ambulance, but Mrs. Pallesen said she only put in a 3% cost of living raise for all the employees, and a 10.9% increase in health insurance costs. This budget requires \$109,758 from the fund balance and \$10,000 from the hospital tax for ambulance equipment. The Jail is not requiring funds from the General Fund. There is approximately 25 years worth of payments still owed, but they are smaller payments than before we refinanced. Mrs. Pallesen said the RDA money stayed the same and the Capital Leases were kept the same, so this may need future discussion. Sheriff Jorgensen joined the conversation and talked briefly about his plans. Three new funds are in the 2017 Budget: one for VAWA Grant, one for VOCA grant and the State Liquor Fund. These funds were created from past line items. Funds 28 and 29 currently show no expenditures in 2017. There will need to be changes to TRT and Economic Development funds, but those will have to go through the Commission at this point in time. Commissioner Lytle made a motion to go with the proposed Tentative Budget realizing that it is a place to start and there are still cuts to make. Commissioner Slaugh seconded the motion. All were in favor and the motion carried. Mrs. Pallesen asked if there was any further direction to get the budget where we want it by the 6th of December when the Public Hearing will be held. None was given as the two Commissioners want to meet with Commissioner Perry.

The Ambulance budget and the Mosquito employee line item are over in the 2016 Budget. Mr. Raymond said the Mosquito is over about \$450 and he wants to spend an additional \$500 in wages to prepare for the next season. All this money would be reimbursed to the county and include a 5% fee. It's basically a wash with increased expenses and increased revenues. The Sheriff suggested that we continue taking the ambulance fees from the Sheriff's budget and when the budget is opened the department could be reimbursed.

Mr. Lytle recommended moving up the budget hearing as soon as possible. There is a Daggett Daze/100th Anniversary Celebration meeting on Monday the 14th at noon. Commissioner Lytle motioned to change the meeting on Tuesday the 15th to Monday the 14th and hold the public hearing

to open the budget that morning if the notice is sufficient and Commissioner Slaugh seconded the motion and all were in favor. Motion carried.

Discussion of Blue Stakes Membership Contact List: Brian Raymond explained the County is part of Blue Stakes due to the utilities we own in Dutch John. The question came up if we want notification by phone or text. Who do we want notified and how? Mr. Lytle said to keep Jesse Slaugh and Doug Sands on there and add himself with text. Randy Asay said this is important to make sure that there is a good contact to keep things taken care of.

Commissioner Lytle made a motion to recess for a minute or two while we invite Kym Slagowski into address the next item. Motion seconded by Commissioner Slaugh.

Consideration of Proposed Strata Networks Internet Contract – IT Department: Kym Slagowski asked if the Commission had received the contract, which they had. Mrs. Slagowski stated that the County attorney had one additional amount to add to finalize it plus we also need to change the Contracting name from “Williams” to Daggett County. The IT department can cover December and then all the departments need to reflect the cost in their 2017 budgets. Commissioner Lytle made a motion to ratify the contract with the amendments to Daggett County’s name on the contract. Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Old Business and Correspondence: Commissioner Lytle asked Mrs. Slagowski if the situation with the water plant IT has been resolved. Mrs. Slagowski wasn’t sure of the best fix at this point in time. She wondered where the old computer was and Commissioner Lytle said it was still there. She said there were some issues with being kept out of the loop, so she needs to either be in or out and if out the contractors could provide their own log-me in account to do what they need. The new computer still needs to be inventoried. Commissioner Lytle will talk with them and see how they want to go about it from here and Mrs. Slagowski will check on the price of LogMeIn.

Presentation Regarding Paid Time Off-Albert Foster: Albert Foster of Facil HR said most companies have vacation time and sick time. A new option is the unlimited time off, with no cap on days off and no days carried over. The Paid Time Off option is a blend of the two options. The average Daggett County employee is accruing 80 hours of sick time/year and using 46 of those hours. For vacation they are accruing 73/year and using 49.8 hours/year. A Doctor’s note is needed for anything longer than 3 days-but only 2 notes have been turned in this year, so people are using less than 3 days at a time. The Hybrid gives you Vacation time that is used for whatever you want and you accrue sick leave for Extended Illness Bank (EIB) to use when sick over three days at a slower rate. This encourages people to use vacation time more quickly. Look at making a one-time option of moving sick to vacation at a 5-1 ratio. Turning in 500 hours of sick leave would give you 100 hours of vacation. EIB hours could be donated to other employees and even vacation if they wanted. Mrs. Pallesen said she would like a system that would not have two different buckets of vacation. Commissioner Slaugh said he would like the employees to hear the presentation. Mr. Foster said there is still some fine tuning to do. Sheriff Jorgensen asked why we wouldn’t want to reduce the vacation closer to the actual use considering the County is in dire straits. There are at least two possible reasons to change to a PTO system: keep people honest about sick leave and reduce the County’s Liability for accrued days off. This concept would need to go to the Committee and then it could be presented to the employees. Mr. Foster said we could make it so that when you reach the cap you don’t accrue any more vacation, but California doesn’t allow it. The current policy is to use it or lose it, but it doesn’t prohibit cashing out hours if the department can afford it. The County policy does not require a specific length of time for vacation like at banks or the mines.

Discussion and Consideration Of Donation For Manila Elementary Christmas

Program: Commissioner Lytle made a motion to do the same as before and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Consideration of SITLA Materials Permit #582 – State Line Permit: James Olsen said this had expired and he reapplied and now we have the returned contract for signature and payment. Commissioner Lytle made a motion to enter into the contract and Commissioner Slaugh seconded the motion. All were in favor and the motion carried. This gives us the opportunity to crush more gravel.

Consideration Of Cooperating Status With US Forest Service On Strata Broadband

Project: Brian Raymond said he had received a call from Don Jaques off the Forest Service asking if the County want to be a cooperating agency for this project. Commissioner Lytle made a motion to be a cooperating agency with the Forest Service and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Discussion And Consideration Of Speed Limit Changes On Paved Roads - Ordinance

16-13: James Olsen said the road numbers need to be changed and can be kept at 30 mph or lowered back to 25 mph as people have complained to him about the speed. The Sheriff said State regulations are that residential roads are to be 25 hours unless posted otherwise and he hasn't had any complaints. Mr. Olsen also said that he has received requests to move the "Children at Play" signs, but the feeling is they are in the best place already. The Sheriff thought that Bear Paw Lane between the County Road and Highway should be 25 and could be 30 from highway to State Line Rd. Airport Rd is currently 30 mph clear through and Mr. Olsen thought it could be raised to 40 after the houses end. Mr. Olsen said the paved part of the Brown's Park Road could be raised from 25 to 40 mph. The engineer was okay with 40 mph, but the steep hill has a sight distance challenge for anything above 40 mph. The new ordinance hasn't been prepared, yet, but the packet has past ordinances with corrections. Sheriff gave his comments-He supported 40 mph on paved portion of Brown's Park Rd and Bennion could go to 35 mph after Ned Brady's driveway to the gravel when it would drop to 25 mph. Leave Bearpaw at 30 mph and Airport Rd could go 35 the whole way. Mr. Olsen said he would support the Sheriffs ideas. Commissioner Lytle made a motion to approve the Sheriffs ideas and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

Approval of Business License – Slagowski Ranch/Feeds Inc. Commissioner Lytle motioned to approve the license and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

The Open Invoice Register was reviewed. The invoice register was presented by the Auditor's Office for review and approval. Commissioner Lytle made a motion to approve the open invoice register in the amount of \$144,859.76 and Commissioner Slaugh seconded the motion. All were in favor and the motion carried.

The Minutes of the Regular Commission meeting held on October 18, 2016 were presented for review and approval. Commissioner Lytle motioned to accept the minutes as they are. Commissioner Slaugh seconded the motion and all were in favor. The motion carried and the minutes were approved as amended.

Commissioner Lytle made a motion to recess until 1 pm.

Commissioner Lytle made a motion to go back into session at 1:12 pm.

Presentation Regarding Benefit Options – Ray Hussey With Gallagher Benefits: Ray Hussey said Utah is seeing Health Insurance increases again this year. The County was originally given a 12% increase and it was negotiated down to a 10.8% increase with no loss of benefits. Dental was averaging about 7 1/2%, but Daggett Counties is only about 3%. The Handout shows three options and Mr. Hussey said increasing the out of pocket you could reduce the increase to 4%. Mr. Hussey listed other companies who gave bids and said there is a new company that is running pretty well so far, but they only started 10 months ago. Mr. Hussey said there is a possibility for another option with a 5% discount on SelectHealth if the employees choose SelectMed vs. SelectCare, which is a tighter network. Wyoming providers, U of U and Huntsman would not be covered, while LDS and Primary Children's, Ashley Valley and UBMC would be covered. Mr. Hussey said he would get a disruption report to see how this plan would affect employees being in or out of network. Another option would be to raise the deductible and the out of pocket, similar to the first page and then we could do whichever network you wanted. Mr. Hussey said he would check into a few things and get back with Mrs. Pallesen tomorrow. Travis Dupaix said he needs three hospitals, U of U, Primary Children's and IMC. Mr. Hussey said that if there were only a couple of employees affected there may be a way to work an option to include them and other options for the other employees.

Closed Session - Discussion Of Letter From The Administrative Office Of The Courts:
No Closed session was held.

Consideration Of Letter From The Administrative Office Of The Courts – Justice Court: This is an annual request from the Courts. The attorney recommended that we have the Closed Session in case we needed it. Commissioner Lytle said he was comfortable with the salary even though it's outside the range given. The letter requests current salary by November 4th, so Brian Raymond will provide the current year's salary as requested. The Sheriff suggested the Commission talk with Chad, since he works closely with the Judge if they had any additional questions. Commissioner Slaugh said he would talk with Chad Woolley about this. Commissioner Lytle motioned to send a letter with this year's salary and the motion was seconded by Commissioner Slaugh. All were in favor and the motion carried.

With no further business the meeting was adjourned at 2:21 pm by Commissioner Slaugh.

\s\ Brian Raymond

\s\ Karen Perry

\s\ Clyde Slaugh

\s\ Jack Lytle