

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, January 30, 2018** in the Commissioner Chambers at the Daggett County Courthouse. Commissioners Jack Lytle, Randy Asay and Clyde Slaugh were present. Attorney Neil Lund, Auditor/Recorder Keri Pallesen, Assessor Lesa Asay and Clerk/Treasurer Brian Raymond were also present. Harriett Dickerson of Dutch John Town Council was also in attendance. The meeting was called to order at 9:05 a.m. by Commissioner Asay.

Also present: Chuck Bennington, Jerry Steglich, Leta Wahlquist, Matt Tippetts, Bret Reynolds of CIVCO Engineering, Thompson Davis, John Weaver, Ken Rasmussen and Travis Dupaix and Hank Gutz

Old Business: Commissioner Asay asked Clerk/Treasurer Brian Raymond to give a short report and he said that both Senator Van Tassell and Representative Logan were here and they shared some thoughts on specific legislation and asked what our concerns were. Mr. Raymond brought up funding for Daggett County and he specifically brought up the election equipment funding for small counties like ours. Sheriff Bailey talked about their efforts to get additional troopers up here during the summer weekends and also seeing if the National Guard could help out with EMS during some of the weekends. Attorney Niel Lund asked if the Sheriff had heard anything on the Jail contract with Sheriff Norton and he replied that he hadn't. Commissioner Lytle came into the meeting. Terry Smith will be here at 10 am to discuss the water matrix for water rates.

Citizen Comments: No comments today

Approve Minutes: The minutes for December 27, 2017, January 17th, January 19th and January 23, 2018 were provided by the Clerk/Treasurer's Office for review and approval. Commissioner Asay moved to approve the minutes of December 27, 2017 and Commissioner Slaugh seconded the motion. All were in favor and the motion carried. Commissioner Slaugh motioned to approve the minutes for January 17th and Commissioner Asay seconded the motion. All were in favor and the motion carried. Commissioner Asay moved to approve the January 19, 2018 minutes and Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Slaugh moved to approve the minutes of January 23, 2018 and Commissioner Asay seconded the motion. All were in favor and the motion carried.

The Open Invoice Register was presented for review and approval: The open invoice register of \$37,632.03 was presented by the Auditor/Recorder's Office for review and approval. Commissioner Lytle asked some questions about some of the bills and Auditor/Recorder Keri Pallesen answered his questions. She had some questions regarding some of the bills that were coded to fund 29, which is not being used this year. Commissioner Lytle and Mrs. Pallesen will get together and fix these items. Commissioner Lytle asked about safety vests and the Sheriff replied that the expense was for 8 vests. Commissioner Slaugh made the motion to approve the invoice register with the changes to those coded to 29 to 28 and RDA in the amount of \$37,632.03 and Commissioner Asay seconded the motion. All were in favor and the motion carried.

Correspondence: Commissioner Lytle said he had received notice from CIB that they will be looking elsewhere for their June meeting due to lack of Wifi and room rates being too high. There was also discussion of the easement on the school property for sale and Kym Slagowski had provided a string of emails regarding the issue and costs and was looking for additional bids to do the project. Bret Reynolds spoke to the Surveyor contract which was never finalized, but has been acted on as if

it had been. Mr. Reynolds said the county has the ability to use whichever company it wants for these types of projects.

Commission Calendar Review: Commissioner Lytle said the CIB meeting is on the 1st and GOED Rural Day is on the 2nd. There is a House Natural Resources Committee meeting on Friday at 3:30 pm with Representative Bishop, the Lt. Governor and other Washington folks. PRCA Rodeo committee meeting is on February 5th at 6 pm. Training is scheduled as part of elected officials meeting on Tuesday February 6th. There was discussion as to whether it was noon or 1 pm and Commissioner Lytle said he had noon. Looking at consolidating Federal and state Dispatch from Vernal to Richfield. County Officials Day at the Legislature is on February 8th and SCIC on the 9th. Commissioner Asay said there is a Fuels and Rangeland Meeting centering around Sage Grouse today at 1 pm with Quincy Baahr. Niel Lund asked about the Training next week as he has it on his calendar as 1 pm and Commissioner Lytle had it down as noon to 4 pm. Lunch will be provided and Pizza was discussed. Commissioner Lytle asked if Mr. Lund could provide a list to Keri Pallesen for last year's training.

Weekly Budget Review: The cash summary was not presented, but the disbursement list was available for review.

Policy and Legislation Items from the Posted Agenda:

Discussion And Consideration Of New Veteran's Display In The Courthouse: Leta Wahlquist was in attendance and said she was asked to create a veteran's display and was looking for guidance on how the Commission would like to see it. She was instructed to get a hold of Dustin Larsen to help get the four plaques placed where they can be seen. She said she wants to incorporate a flag and asked for comments, Jerry Steglich said there are places where they can take a picture of a flag and turn it into a decal. Mrs. Wahlquist said she was willing to paint a waving flag, but would rather not. There was discussion of just getting a real flag to be on display and the Sheriff said if there were any POWs a POW flag should be displayed. Mrs. Wahlquist she said her uncle was a POW in World War II. Hank Gutz suggested looking into the Union Pacific flags on the trains that are probably some form of decal. The Commission will get a flag and Mrs. Wahlquist said she would talk to Dustin and get started.

Discussion And Consideration Of Mobile Home Tax/UPP Abatement: Assessor Lesa Asay she had a mobile home in Flaming Gorge Acres in 2016 and tried to collect and then in January 2017 it was still there and subsequently it was destroyed and removed. She would like to get these minor charges abated Hg-01-23. Commissioner Slaugh made the motion to abate the Tax and penalties of \$49.56 for HT-01-FG23. Motion seconded by Commissioner Asay. No further discussion and all were in favor and the motion carried.

Discussion And Consideration Of Tax Abatements For Underpayments Less Than Two Dollars: Clerk/Treasurer Brian Raymond addressed the commission regarding small underpayments because there is a cost to collect these small amounts. Change requires us to get a money order of \$1.20 Commissioner Asay made a motion to waive tax amounts of two dollars or less we would waive that difference instead of spending more money to collect that balance. Commissioner Slaugh seconded the motion and all were in favor the motion carried.

Discussion And Decision On Domestic Water Rate Issue For Dutch John Water System-Terry Smith of Rural Water: Commissioner Lytle explained that he had asked Mr. Smith to attend

and help us with this model and he explained that as a management specialist he helps systems plan long-term to help them manage their water system. Rural Water is a non-profit organization to help systems run efficiently. He helps systems make sure they are providing for their system long-term to meet Operations and Maintenance (O&M) and to also cover depreciation and capital funding. All of Utah's systems are about the same age and there is a great deal of competition for grants and its only getting worse each year. He suggests that you need to cover all costs of indoor water usage. The state requires a tiered water rate structure but it's not very well defined. Mr. Smith said he likes to have 4 tiers based on usage. Mr. Smith showed how the program works and looked at options to adjust on the systems need and said there are a few readings that may need to be adjusted. He also discussed ERC Equivalent Residential Connections and then you can determine what they are using. Commercial users can have multiple rates based on their usage for irrigation or non irrigation, etc. Commissioner Lytle asked about sewer usage and Mr. Smith said that in many places it is based on indoor usage, which is what the water usage is during the winter. In many places the sewer charges are higher than the water charges. Policies from one system to another will differ due to the usage and types of entities on the system, so have to have a good justification for what you do and not just go off of what other systems do. Harriett Dickerson asked some questions that were answered by Mr. Smith and then Thompson Davis gave Mr. Smith a handout that he feels shows that he is paying an unfair amount for water. Chris Collett, system administrator, was introduced to Mr. Smith. There was some discussion about the base fee and charging for impact and taking in the need to provide for peak demand during the summer months. There was also discussion that depreciation replaces what you have and Capital pays for improvement and additions to the system. Jerry Steglich asked Mr. Smith about impact fees and Mr. Smith said it can't be used for maintenance or replacement, but it can be used for new customers. The Impact Fees have to be used within 6 years. Mr. Smith said most systems are going to have to pay more for less water in the future. Mr. Thompson said he just wants the Commission to look at this as a known entity vs. an unknown. Mr. Smith also said he thinks systems should do a water system master plan that are done by engineering systems and Utah Division of Drinking Water funds has funds for up to \$40,000 to complete these plans. Mr. Reynolds said he thought there was a water study done by Uintah Engineering and it helped get the tank built.

Submission Of Names of New "B" Road & Auditor/Recorder Temporary Employees: Auditor/Recorder Keri Pallesen submitted the name of Jason Hokanson as the new B" Road temporary employee for three months and Karinda Henry as the new temporary Auditor/Recorder employee.

Discussion And Consideration Of Names For New Board Members For Daggett Mosquito Abatement District: Commissioner Lytle asked about this and Mr. Raymond, former Board chair explained that there is one position open as Tammy Twitchell's term expired at the end of 2017, but we need two people were willing to perform Clerk and Treasurer duties. One member of the board could now be released and Mr. Raymond recommended Clyde Slaugh.

Commissioner Slaugh motioned to approve Brianne Carter and Charlene Hartmann as new members of the Daggett Mosquito Abatement District Board. Commissioner Asay seconded the motion and all were in favor.

Discussion And Consideration Of UDOT Hwy 191 Road Project In Dutch John – Need For Easements And Possible Sewer Line Improvements: Commissioner Lytle said Dutch John had agreed to be the sponsors of the project and Mr. Reynolds of CIVCO gave a short report of what is going on and Mr. Steglich asked who is benefitting on this and it was replied both the County and Town. CIVCO is struggling to pull the plans together not knowing if the project will even be approved. This is an expansion of the existing system that could cost twice as much if not done at

the same time as the road construction. Thompson Davis also said that they are also in discussion with UDOT on the easement as well. A letter was received from UDOT this week.

Discussion And Decision On Domestic Water Rate Issue For Dutch John Water System-Terry Smith of Rural Water: This topic was brought back for a decision as nothing was decided during the previous discussion. Mr. Asay asked if we need more information and it was felt that there should be additional information gathered to finalize the study started by Mr. Smith. Thompson Davis asked if this could be put on the agenda for next week and Mr. Lytle could not guarantee this as it takes time to get all these numbers and analysis done. The Public meeting couldn't be accommodated until after Tuesday. Matt Tippetts asked if there were any others that would be affected in the change as being proposed and Mr. Lytle said that any decision is not retroactive and that it affects more people than just Dutch John Resort so it has to be looked at hard to see what all the effects are.

Discussion And Decision On Dutch John Sewer Easement Issue: Commissioner Lytle asked Attorney Niel Lund where we are at and, Mr. Lund had talked again with Rod Smith of the Bureau of Reclamation and he said his people were still working on it, so we are still in the research phase. Thompson Davis said there is a need to clarify whether it's a right-of-way or an easement. Typically the right-of-way is on government land and an easement is when we are dealing with private land. Easements grant certain things like what it can be used for, what happens when it's abandoned, etc. This is part of the challenge as it was a right of way and now should be an easement and no easement can be found.

Discussion And Consideration Of Engineer of Record For Future Airport Projects: Commissioner Lytle turned time over to Bret Reynolds of Civco Engineering. Mr. Reynolds said he had spoken with his boss and they felt comfortable after their discussion that the engineering portion of this project could be under \$50,000.00. Most of the cost of that project would be for equipment. Commissioner Slaugh said he was comfortable with using CIVCO. Attorney Niel Lund said there are certain justifications that you have to document as required by code such as documenting the basis of selection, the cost, and how you determined it was reasonable. Usually once an Engineer of Record is selected a contract is developed. Commissioner Asay made the motion to have CIVCO be the Engineer of Record for the Airport Project as they are on the UDOT Pool, their bid is under \$50,000 and we have worked with them in the past and are comfortable with their work. This is just for the one Manila airport Project. Commissioner Slaugh seconded the motion and all were in favor and the motion carried. The attorney said that we have not adopted the State Procurement Code and Keri Pallesen confirmed that. There are other considerations to adopting the State's procurement code, so we could add it to our current policy or it could just refer to the procedures under certain circumstances.

Discussion And Consideration Of Dutch John Issues And Agreements: Commissioner Lytle asked about the MOU and it has not been signed yet. There was a question about agendaizing it and Dutch John said they would if we did. There was a question as to whether it should be read in and Commissioner Slaugh brought up the fact that Mayor Rogers and Commissioner Perry had developed the idea of the 15% for EMS and now it's gone, so there was discussion to explain that each entity would donate 7.5% from their revenues. There is an error that needs to be corrected before it gets signed. Commissioner Lytle motioned to sign the MOU as a representation of the agreement reached on the January 19th meeting between the County and the Town of Dutch John. Commissioner Asay seconded the motion. Commissioner Lytle and Commissioner Asay voted Aye and Commissioner Slaugh voted Nay. Motion carried. Commissioner Slaugh motioned to adjourn at 12:19 pm.

/s/ Brian Raymond

/s/ Jack Lytle

/s/ Clyde Slaugh

/s/ Randy Asay