

Minutes of the Electronic Meeting of the Daggett County Commission/Redevelopment Agency Board held on **Tuesday, March 31, 2020** in the Commission Chambers at the Daggett County Courthouse and through electronic means. Commissioner Randy Asay was present and Commissioners Jack Lytle and Matt Tippetts were present electronically. Auditor/ Recorder Keri Pallesen, Attorney Niel Lund, and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:05 am by Commissioner Asay.

Also present: IT Director Kym Slagowski, Mayor David Coombs of the Town of Manila, Shiloh Dupaix the new Economic Development Director/Commission Assistant, and Sgt. Travis Dupaix

Mayor Coombs said that he saw the Fire Agreement was on the agenda and so he was listening in. Mayor Coombs wanted to check that the Commission did not need anything from him and to remind the Commission to have something ready for next week's Town Council meeting.

Commissioner Tippetts said he had asked Shiloh to give a summary of what she was working on, so she said that she was working on a paper for the local businesses, plus she had worked to find Debbie Weaver's work on the grant for Port-a-Pots. We have until June to get everything completed and it's a bit challenging at the moment due to the Coronavirus issue. She's also trying to go through files and organize and see what's going on. Commissioner Lytle told her about some UAC and GOED correspondence and she is getting some of those already.

Commissioner Tippetts asked about the cancellation of the EMS interviews last week and Sheriff Bailey said that he was waiting to see what happens as he joined the meeting by phone since he could not get his mute button to turn off. The Sheriff said he was hesitant to try and bring people up to the area under the current circumstances and all the interviews would have to be done online and it's kind of a nightmare doing it that way. Commissioner Tippetts thought that this is a critical thing and we need to move forward and it's important to get it going especially now. Commissioner Lytle gave his thoughts on this and said we could talk more off line. The Sheriff said bringing someone in midstream could be problematic. (It was discovered at this time that the recorder was on but not recording, so the record button was pushed again.)

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

**Approve Minutes:** Minutes for February 4, 2020 and March 24, 2020 were available for review. Commissioner Lytle said he had a few typo corrections for the February 4th meeting that were reviewed and corrections were made- "a brief" had a space inserted, Matt Henry was capitalized and under the PRCA Rodeo discussion "provider" was changed to producer. Commissioner Lytle motioned to approve the minutes with the corrections. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

Commissioner Tippetts asked about "surplussing" in the March 24th minutes and Mr. Raymond deleted the extra s. Commissioner Asay asked about the invoice numbers in the invoice register section and the missing number was added. Commissioner Lytle motioned to approve the minutes for the March 24, 2020 Commission meeting with the amendments made. Commissioner Tippetts 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 March 30, 2020 for \$10,925.65 was prepared by the Auditor/Recorder's Office. Commissioner Lytle motioned to approve the Open Invoice Register dated March 30, 2020 in the

amount of \$10,925.65. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for March 30, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Lytle asked about the voided check but Keri Pallesen had left the room. Keri came back in and explained that the check was split out to two different offices in the County that were listed later in the Disbursement Listing. Commissioner Lytle motioned to accept the Disbursement Listing of March 23-30 for \$107,688.99 with a void amount of \$5,058.89. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Cash Summary:** The Cash Summary dated March 30, 2020 was available for review. Commissioner Lytle asked about Fund 13 and Mr. Raymond replied that he thought that was the Forest Service Road Fund. Commissioner Lytle also asked about the Cash Clearing in Fund 25 and Fund 28 and it was thought that those were RV space payments in Fund 25 and the accompanying utility payments are in Fund 28. Commissioner Tippetts said that additional weed funds had been approved. Commissioner Tippetts motioned to acknowledge receipt of the Cash Summary of March 30, 2020. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Purchase Orders:** There were no purchase orders this week.

**Correspondence:** Commissioner Asay said that Republican Party had canceled the Convention this year as there is only one contested race and both have gotten the required signatures. Commissioner Lytle asked about the elections and Mr. Raymond said the contested race is for the Clerk position and Mrs. Ruth Lee and he are running for that position. The candidates are all listed on the website and they were reviewed and there are two signed up for School District #5, but one will probably be withdrawing before the election.

There was a lot of correspondence regarding COVID-19 over the past week. Commissioner Asay said the DMV office is restricting motor vehicle registrations to County residents and everyone is encouraged to do their transactions online. The Sheriff said that he was more worried about COVID-19 coming from Green River than Vernal. The one in Green River worked at the mines and so they are waiting to see what happens with that. There are people camping at State Line coming up from other areas. Commissioner Lytle said he had seen a few fishing guides working and other people visiting and they seem to be keeping their distances but they may be buying fuel or things. There are tons of emails and he is sending some out and wanted to know if any were duplicates. It's hard to keep them all straight. Commissioner Lytle hadn't seen an inundation, but when the rainbow trout start spawning then we might see some more people. Short of a hard lock down they seem to be doing okay. Moffat County has four cases and they are people traveling to Steamboat which has a bunch of cases. Commissioner Tippetts commented that in abundance of caution he had asked Shiloh to prepare a packet that she could take to the businesses most vulnerable for transmission and they are planning on delivering those tomorrow so they don't become affected or infected. Commissioner Asay said that he passed four boats this morning heading to the lake and it's a worry especially since they are supposed to not be able to go to other county State Parks. Commissioner Lytle suggested that we put this on the Issue Updates for the near future and the other commissioners thought that would be a good idea.

**Calendar Review:** Commissioner Lytle said the Tri-County Health Department call in meeting is at 7 am on Wednesday morning. There is a State briefing tomorrow as well. There is also a federal call in meeting that Commissioner Lytle will try to get on. There is a GOED webinar from

10-11 tomorrow that Shiloh should be a part of. He was unsure if the UAC Public Lands meetings have been going on since the legislature and Commissioner Asay said that he hadn't seen anything on that. Commissioner Lytle asked about Centrally Accessed emails. Niel Lund said that AT&T has requested that they be locally accessed and Tom Peters has been advised of Lesa's reply. Michelle Miller training is still on the calendar for 2 pm tomorrow. Commissioner Lytle asked Kym if she could send out an invite and she didn't want to duplicate and would get with Gidget or Michelle to let people know how to get on the training. People need to know their SID#s.

### **Policy and Legislation Items:**

**Discussion And Consideration Of Business Licenses for C & H Distributing, Green River Glass & Lock, Mountain West Propane, Schwan's Home Service, TB2 Guide Service, The Forbes Family Farm, ViaSat, South Valley AirBnb, Walton Feed, Intermountain Concrete Co, Orlie's Refrigeration & Heating, Mark Cole, Wild West Paddle, DJs Glass Plus, Vortex Productions, Cove Storage, T&A Specialized Electronics, and Dean Cohen:** Commissioner Asay read the listed Businesses who had applied for licenses and noted there were four that the Clerk's Office said they were still trying to get everything turned in and could be approved conditionally. Commissioner Lytle motioned to approve the business licenses as listed with the exception of Mountain West Propane, South Valley AirBNB, Wild West Paddle and Vortex Productions that will be conditionally approved so once all their paperwork and payments are completed with the Clerk/Treasurer's Office they can be sent out. Commissioner Tippetts seconded the motion. All were in favor and the motion carried.

**Discussion And Consideration Of First Steps To Receive FEMA Reimbursements for COVID-19 Expenses:** Commissioner Lytle said there needs to be someone over it and it was unclear who that person should be and Sheriff Bailey said there will need to be many people involved. Keri Pallesen asked the Sheriff if the information was the same information that Sgt. Dupaix had sent out. The Sheriff did not think Sgt. Dupaix would be able to take this on in addition to what he is doing already as the emergency manager. Keri recommended that we hold an elected officials meeting and discuss this further. If we go into a lockdown like San Juan or Grand County then officer time could be applied to this, but otherwise it seems more like supplies. Maybe some of Geoff Liesik's costs may be recoverable. Can we do the elected officials meeting today and Keri was asked what needs to be discussed? She said that the Communication of what to track and when would be helpful. Notes on time sheet if they are doing COVID related work. Kym has a suggestion that could help with this and she would like to be a part of that meeting. Should we get together on Monday or Tuesday afternoon each week? Commissioner Asay said Monday mornings would be good so everyone could be updated before the Commission Meeting. Mondays at about 10 am seemed to be a time that would work good for everyone. Commissioner Lytle put the UAC information up on the screen for everyone to see at the same time. Shiloh was put in charge of noticing the meetings and Kym said she would help. The Sheriff said he would have to be on the phone if we do it this afternoon. It was thought we could do 11:30 am this morning if we can get finished with the Commission meeting soon.

**Discussion And Consideration Of Ordinance 20-02: An Ordinance Amending County Code To Allow Electronic Meetings:** Commissioner Lytle wanted to make sure that this doesn't make it that we always have to do Electronic Meetings and the attorney said it does not. The Public notice has to include how the Public can appear/participate. The Public should be made aware of who is participating and how. It might be good to add to the agenda remember that. Once we go

back to normal we can still do these types of meetings if we want. The Attorney said reviewing this had brought up some additional questions that may be worth looking at as we are not following the order set out in code, but we are doing all those things. We can change the agenda or the code so that we are in conformance with this. Commissioner Lytle suggested that Niel, Randy and Brian get together and figure out which is best. Commissioner Lytle motioned to approve Ordinance 20-02: An ordinance amending Title 1 Chapter 5 Regarding Regular Meetings of the County Commission and specifically to allow electronic meetings. Commissioner Tippetts seconded the motion. The attorney mentioned that he had added information to allow more flexibility for meetings should the Commission choose to change the schedule. The motion and second stood and a vote was taken. All were in favor and the motion carried.

**Discussion And Consideration Of Ratification Of The Emergency Declaration:** It was mentioned that the other two counties in the Basin have passed similar Emergency Declarations. Commissioner Lytle motioned to ratify the Proclamation of the Chief Executive Officer of Daggett County Utah declaring a Local Emergency and then asked if this extended it past the original 30 days. He clarified his motion to ratify the Proclamation of the Chief Executive Officer of Daggett County Utah declaring a Local Emergency approved on March 19th and extend it until the end of April. Commissioner Tippetts seconded the motion. A vote was taken to ratify this declaration for a Local Emergency and all were in favor. The motion carried.

With no further business Commissioner Lytle motioned to adjourn at 11:01 am.

/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