

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

Present electronically: Kym Slagowski, Bart Jensen of Jones and DeMille Engineering, Senator Ron Winterton and Bret Reynolds of CIVCO Engineering. Present in-person: Trevor Brooksby

**Approve Minutes:** No minutes were available for review.

**Issue Updates:** Commissioner Asay gave the COVID-19 updates: Daggett County still has 0 cases and Uintah County has 89 recovered cases with 16 active and 9 hospitalizations with a total of 105 positive cases; Duchesne County has 90 recovered and 9 active cases with 4 hospitalizations and a total of 99 positive cases. The Ute Tribe has 14 recovered and 4 active cases and 5 hospitalizations, with a total positives of 18 and 1 death. In the Tri County area there are 193 recovered, 29 active and 18 hospitalized, 1 death and 222 total positive cases with 11,029 total tests administered. Uinta County, Wyoming has 288 recovered cases, 15 active cases and 2 deaths. In Sweetwater County there are 299 recovered cases with 12 active cases and 2 deaths. Moffat County, Colorado has 35 total positive cases with 1 death. It's still around us.

Commissioner Asay mentioned that the Dutch John Election was held yesterday and they voted to remain a Town. Brian Raymond gave a report on the elections saying 93 ballots were cast and there are 3 provisional ballots and 1 ballot still to count. There were 55 voted No to remain a Town and 38 to dissolve the Town. There weren't any ballots in the mail and maybe we might get more, but probably not. There were a lot of people involved and it was a good process and it went well with only a few issues.

Sheriff Bailey said he had hired Darin Johnson as the EMS Director and he will start September 24th. He's a critical care Paramedic and will be a huge asset to the community. There is a question on LifePak and the other ambulance equipment, so this will be left up to Derrick and he likes Zoll over LifePak. We are hiring him for his expertise, so let's let him make the decisions. We have 2 rural ambulance grants awarded to us: one is for \$500 and the other is about \$20,000, which is for wages, equipment, etc. The training level will go way up. It was a relatively quiet weekend.

Commissioner Lytle said he was working security on the Duchesne Fire and it grew 20,000 acres Monday night due to the high winds, but hopefully the snow and cold will knock it down.

**Citizen Comments:** No citizens were in attendance to give comments.

**The Open Invoice Register Was Presented For Review And Approval:** The Open Invoice Register of September 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to approve the Open Invoice Register dated September 4, 2020 for the normal invoices in the amount of \$42,733.91. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Disbursement Listing:** The Disbursement Listing for August 28, 2020 - September 4, 2020 was prepared by the Auditor/Recorder's Office. Commissioner Tippetts motioned to accept the

Disbursement Listing from Zions's Checking for August 28 through September 4, 2020 in the amount of \$55,431.63. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Cash Summary:** The Cash Summary dated September 8, 2020 was available for review. Commissioner Tippetts motioned to acknowledge receipt of the Cash summary dated September 8, 2020. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Purchase Orders:** There were no Purchase Orders to review..

**Correspondence:** Commissioner Asay received one letter from SITLA for renewal for special use on SITLA ground for a communication relay and asks for any issues or comments.

Commissioner Tippetts said there has been some correspondence between Bret Reynolds and the Transportation District regarding the FLAP Project. Commissioner Lytle said that the BLM needs to be made aware that we are going forward and Roger Baker specifically needs to be notified. Commissioner Tippetts said he would follow up with Bret Reynolds on this.

**Calendar Review:** Commissioner Asay didn't have any Calendar review items and the Sheriff said LEPC is here tomorrow and Commissioner Tippetts also has the CED meeting tomorrow. The Conservation District meeting for today is cancelled and next week there are the Board of Equalization hearings on the 15th and 16th. The Sheriff asked to be notified of the next Trails meeting, which is thought to be the 15th, which is next week.

## **Policy and Legislation Items:**

**Discussion And Consideration Of RFP For Engineer of Record For Daggett County Airports Preservation Project:** Commissioner Tippetts said the RFP is in the packet, but Niel had some questions for the Commission and should be involved in the discussion, but he is currently in Court. A short recess was taken at 9:35 am.

The Commission came out of recess at 9:40 am. County Attorney Niel Lund, was asked about his questions and he wasn't sure what the services we were asking them to do. What Engineering services are we asking them to provide, so that whole section needs to be written. The dates need to be changed based on what the Commission wants. The document was shared with Bart Jensen of Jones and DeMille Engineering. Bart said they would look this up, but could include providing planning for the Master Plan and consultation with the FAA and UDOT for funding applications and to make sure the airport projects meet their requirements. Attorney Niel Lund said that it would be a good idea to wait for a week and get this information finalized. Bret Reynolds got on the call and also suggested doing runway evaluation and developing future projects, preparing the bid documents, and opening and reviewing the bids, and overseeing Construction management. Commissioner Tippetts asked to include a statement that says the duties are as follows, but are not limited to these responsibilities. Bart added some text to Niel's draft and gave some additional information. The Title was also changed.

Keri Pallesen was asked how long we have to publish RFPs and she could not remember, but thought it was 2 weeks. If we publish next week it wouldn't be 14 days if we close it on Monday evening, so it was moved to 9 am on Tuesday to get the full 2 weeks. The final version was printed and also digitally shared with Commissioner Lytle. Commissioner Tippetts motioned to approve the Request For Proposals for a County Engineer of Record. Commissioner Lytle seconded the motion. All were in favor and the motion carried. Bart noticed that the dates need to be changed on the 1st

page and the link needs to be updated and Niel said it did not need to be re-approved to do that. Kym Slagowski will be asked to help with the link.

**Discussion and Consideration Of Extension of Emergency Proclamation Declaration:**

Commissioner Tippetts motioned to approve Extension the Proclamation of the Chief Executive Office Daggett County Declaring an Emergency. Commissioner Lytle seconded the motion. All were in favor and the motion carried.

**Discussion and Consideration Of Possible Lease of Chevy Silverado & Toyota Rav4 Through Bancorp:** Jesse Platt brought forward some information on the non-departmental vehicles. The lease will save money over the Equinox. There are mileage restrictions, but we don't currently exceed those. The red truck needs about \$2,300 in repairs so it could be sold through Bancorp or someone else. The Sheriff said it could be done as a package with several vehicles he needs to get surplused as well. The Rav4 is an all wheel drive hybrid that gets 41 MPG in the City and 38 on the Highway and is all wheel drive. The Truck is a 4 wheel drive. The intent is to do this as an ongoing thing, but it will save it for us Commissioner Tippetts made the motion to approve the lease and Commissioner Lytle seconded the motion. All were in favor and the motion carried. Commissioner Lytle asked about the GMC and Equinox, and it was explained that they will be returned in July or surplused. The Sheriff has the possibility of leasing another vehicle with SISK money, but it is still in process and not ready for a decision. There was talk of a boat transporting an officer by boat to Antelope to speed up response time. There were questions of docking and possible DWR use.

**Discussion and Consideration Of Possible Lease Or Purchase Of Backhoe For Dutch John Water/Sewer System:** Trevor Brooksby was given a chance to explain what he wanted and the information was in the packet for review. The options of leasing it through the manufacturer and Zions and Bancorp were all examined and Zions seems to be the best deal at about \$16,000 per year. Commissioner Asay asked about the bucket size and Trevor wanted the 36" and he had asked if the machine would handle the bigger size bucket and he was assured that it would even though it is a compact backhoe. Trevor said it should last eight years before any major repairs are needed. It is plumbed for skid steer quick connect accessories, which is convenient. Commissioner Lytle said that this will be funded from the Enterprise fund and it is an effort to keep those costs down to the water and sewer users. With the water and sewer lines being in the back yards instead of in the street this particular configuration will be helpful. The question of the transfer of the water and sewer system to the Town, it would require this to be transferred also. We would have to check with Zion's to see if the lease is transferable if this occurs. There are projects that need to be done and the cost of renting a machine would help pay for a machine that we could purchase.

Commissioner Tippetts motioned to approve the purchase of the Backhoe contingent on the approval of Keri Pallesen and her due diligence on the procurement policies and any other issues. Commissioner Lytle seconded the motion and all were in favor.

**Discussion and Consideration Of Resolution 20-10: A Resolution Of Intent To Form A Local District For Emergency Medical Services (EMS) and Fire Protection Services:** Attorney Niel Lund had prepared a draft and stated that it is not ready to pass as is. If you want a three member board Section 5 would need to be changed as written and he wasn't sure how the commission wanted this set up.

**Discussion and Consideration Of Possible Lease Or Purchase Of Backhoe For Dutch John Water/Sewer System (Cont'd):** Keri came back to the meeting electronically and item

number 4 was reviewed with Keri Pallesen and she was asked her position and it was a State Bid, so we just need to do a Purchase Order. Zions was the recommended financing, so she was good with that and there will be future documents that will need to be approved, but she hasn't talked with them yet. The motion did not include the specific financing but there was discussion on the system keeping the backhoe and the financing responsibilities and she thought it made sense.

**Discussion and Consideration Of Resolution 20-10: A Resolution Of Intent To Form A Local District For Emergency Medical Services (EMS) and Fire Protection Services (Cont'd):**

Gretchen Northcott said she had some questions on the verbiage of towns and the way it is written it is only for the unincorporated areas, but still referenced the Towns, so that would need to be changed. The County can only do a resolution for the area they have control of and not for municipalities and they would have to do a joint resolution.

Gretchen had talked with LeGrand Bitter of the Utah Association of Special Districts (UASD) and he was suggesting that we look at forming a Special District first to have a place for the PILT money to go and then morph it into the Local District over the next year involving the Towns in the process. One thing Gretchen said she was a little fuzzy on was that LeGrand said that there would still be a need for an election, but Niel said that the Local EMS district was one of very few that were exempted. Gretchen felt the ability to tax was important for it to be self sustaining. Commissioner Lytle said this hadn't yet been finalized and any entities involved would have to make that decision. LeGrand thought that starting with a Special Service District was a simpler and easier way to get started and allowed more time to create a local district that served everyone's needs. The Towns would like to be involved in the process and the Commission said they could be involved as much as they want to be. The County has hired a new EMS Director and he has experience with districts in his past.

Commissioner Tippetts thought one of the main things for the local district was that it be independent. Gretchen thought was good, but it depended on who was on the board.

Mayor Coombs said that the Town is not opposed to this and we all need to work together on this and other things, but there is some anxiety on how to do that. The Town needs more time to discuss this and wrap their arms around all this. Gretchen said the end goal is the same even though there are some reservations. The issues and fears of the unknown were discussed and the objective of involving the towns could be written into the district. Manila Town Council meeting is set for the 17th of September and some additional research needs to be done before then. Trevor Brooksby was asked by Mayor Coombs for his input and he thinks its a good idea, but there is some hesitation on some council members. Hopefully we can work together and be involved together as it will benefit all areas of the county. He is not affected by past history and struggles, but not sure if Dutch John will be a part of the District or not, but he hopes they will.

Commissioner Tippetts said passing this is step 1 of Step 1 and it is his intent to approve the resolution today and set something up that the towns will want to be a part of in 3-6 months from now. Commissioner Lytle said there is an exigency for these services to be provided in a timely manner and he wants to see that we work together on this, but the County needs to move forward now. The voice is important to the County and not a deal breaker.

Niel Lund said after the Notice of Intent is passed that the hearing has to be held within 45 days and the notice has to be published for four consecutive weeks and published on the State website and recommends that we publish the full resolution and the process for protest in as many places for four weeks and it has to be posted within 20 days of the hearing. If an adequate protest is filed by 25% of landowners or 50% of the tax value must be filed within 60 days then the district could not be formed. At the end of the protest period no protest is filed then a resolution could be approved to set up the district. There are a variety of ways you could set up the board and it could be

changed based on the public hearing. There should be equal representation of all the areas and even if the Towns were not involved with the District initially, they might be involved in the interview process or whatever process is used to select the initial board members.

Commissioner Lytle motioned to approve Resolution Number 20-10: A Resolution proposing the creation of a Local District to provide Fire Protection, Paramedic and Emergency Services with the change to the last line of Section 5 where there would be 5 appointed board members with staggered elections following the initial appointments. Commissioner Tippetts seconded the motion. Commissioner Lytle thanked both Town Councils for their participation. All were in favor and the motion carried. Commissioner Tippetts asked if Mr. Raymond was clear on the notices and Niel stated he would get with Brian on this. Commissioner Lytle asked about the welcoming language that was discussed earlier as it is not really clear in the approved resolution. It doesn't need to be said, but it doesn't hurt. Whereas numbers 3 and 4 were examined as possible locations for this type of language. Commissioner Lytle gave some possible language and Commissioner Asay gave another option. Niel recommended leaving it as it is. and thought it was more appropriate to put in the final resolution and that would be the Charter and could have something in it to be inclusive. Mayor Coombs was okay with it as written. The minutes will reflect the intent to be as inclusive as possible.

Commissioner Lytle gave permission to Brian Raymond to use his signature on the vouchers and Disbursements.

Commissioner Lytle motioned to adjourn at 12:28 pm.

/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