

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, March 04, 2014. All members were present. Vicky McKee, County Clerk, was present as board secretary. The meeting was called to order at 9:00 A.M. by Chairman Steglich.

Also present were: Dave McDonald, Keri Pallesen-County Auditor/Recorder, Niel Lund-County Attorney, Thompson Davis, Ed Eudis, Dave Orr, Nick Baker and Keith Heaton-State Community Development, Cody Christensen-UBAG and Brian Raymond-Economic Development Director.

There was no one present with old business nor citizen's comments.

The minutes of the February 25, 2014 meeting were provided by the County Clerk's office for review and approval. Mr. Blanchard provided the following changes: Page 2, Paragraph 4, 3<sup>rd</sup> Sentence-add that the map can "Not" be addressed today. 7<sup>th</sup> Sentence-Tom Petramalo was misspelled. Page 3, Paragraph 1, 5<sup>th</sup> Sentence – should be "Delta Plan I". Mr. Lund noted that his name should be spelled Niel. Mr. Steglich addressed the following: Page 4, Paragraph 2, 7<sup>th</sup> Sentence—double with the, with the, 10<sup>th</sup> Sentence-Needs to read Congressman Bishop, 12<sup>th</sup> Sentence needs to read "Daggett County & Manila". Cody from Uintah Basin Association of Governments last name should read Christensen rather than Crosby. Page 6, Paragraph 2, last sentence should read "and thanked her personally for the work that she does". Motion by Mrs. Perry to approve the minutes as revised. Seconded by Mr. Blanchard, all in favor. The minutes of the February 27, 2014 Special Meeting were provided for review and approval. Motion by Mr. Blanchard to approve the minutes as presented. Seconded by Mrs. Perry, all in favor.

The Open Invoice Report was provided by the County Auditor's office for review and approval in the amount of \$64,126.95. Mr. Steglich questioned the billing from Union Telephone in the amount of \$41.73 for the Camera, broadband and maintenance and that the camera had just started working. Mr. Blanchard questioned the invoice from Vicky McKee for per diem in the amount of \$10.49 and she responded that was for two breakfasts for an Election Training. Mr. Blanchard questioned the invoice from Timewave Studios in the amount of \$1,000.00 and the fact that fund only has \$198.07 for expenditures. Mrs. Pallesen responded that the invoice was there from the last report and the Commission can approve it or not but there is still not enough money in that fund to pay the invoice. Upon review and discussion, motion by Mr. Blanchard to approve the Open Invoice Report with the exception of Timewave Studio in the amount of \$1,000.00. Seconded by Mr. Blanchard, all in favor.

There was no correspondence provided to the County Commission for the meeting today.

The following Business License Application were provided by the County Clerk's office for review and approval: Daniel Bolton, Dean Cohen, Dutch John Storage, Collett's Mountain Resorts, Jordan Gillespie, Intermountain Concrete Co., National Outdoor Leadership School, Quick Dispense, Inc., Sandtown Storage Corp., David Wetzel, Willow Springs Outfitters, Boyd Pallesen "Dozer", Trout Creek Flies/GR Outfitters, Eagle Outdoors, Trout Dreams Bed & Breakfast. Mr. Steglich questioned the matter of having more than one business under the same roof and the number of employees that Boyd Pallesen has for his Willow Spring Outfitter business and

determined that he will visit with Mr. Pallesen regarding this. Motion by Mrs. Perry to approve the business license applications as listed “a” through “o”. Seconded by Mr. Blanchard, all in favor.

Mr. Lund stated that with regards to the matter of the changes to the Personnel Policy Manual, he has consulted with Chad Woolley and they both feel that the policy as written is sufficient to protect personal references and the county’s liability and he has drafted some additional language for consideration. He requests that the matter be continued until next week to allow time to tweak the language.

The Commission has received three applications to serve on the Advisory Board for the Flaming Gorge Country Community Foundation as submitted by Brian Raymond, Tammy Twitchell and Rex Falkenrath. Mr. Blanchard stated that there has been concerns expressed as to what the board actually is. Mr. Raymond stated that one of the Economic Development goals has been to set up a Non-Profit Foundation to bring money from outside the area into the county for projects such as biking trails, clinic, library, shooting range, recycling and others. He finally made arrangements with the Community Foundation of Utah to serve as the sponsor and they are requiring to have at least a five member board with staggered terms. The Commission has been given the duty of appointing the original board and after that they are not under the direction of the County Commission. There is no cost to the county as they do not pay the Community Foundation any funds to operate the board and the board members are all volunteers. The goal is for the board to become completely autonomous and to have their own 501C3 organization. Mrs. Perry stated that the Commissioners can approach various individuals and companies and advise them of the existence of the board as an avenue for their donations. Mr. Raymond stated that on March 20, 2014 is the Love Utah-Give Utah event which has been set aside as a fund raising day to try to get Utah residents as a whole to donate to Utah Non-Profits and that is why he is trying to get a board in place. He has the ten other names for board members that they have talked about and he will contact them individually and he will put notification in the newsletter again. Mr. Steglich questioned the matter of Mr. Lund working on a Non-Profit for the EMS and Mr. Lund responded that Deputy Dupaix had requested this to be done. Upon discussion Mr. Steglich requested that since the county eventually wants to have their own 501C3 it should be combined with the county’s with donations set aside for various projects. Mr. McDonald questioned that with the Community Foundation taking a percentage of all money donated why doesn’t the board do it on their own. Mr. Steglich stated that the county has been working on setting one up for years without success. Mr. Raymond stated that the percentage depends on the size of donation but normally it is 6% to 7%. For the percentage paid to the foundation, the Community Foundation helps with setting up the county’s nonprofit and working with the board on how to manage the nonprofit. There has to be a Charter and By Laws so there is a need to have a board set up originally. Mr. Raymond also discussed the ability to have a match grant which would give the ability to double the funds given by another entity. Board membership is open to anyone that would like to serve on the board upon submitting an application and resume and BIO. Mr. Eudis stated that even if the percentage was 8% for the benefits provided it is cheap. Mr. Blanchard provided the background as provided by Rex Falkenrath in open meeting and stated that with his experience in financing and advisory boards, he would be a benefit to the county.

Mrs. Perry questioned his availability for meetings and Mr. Raymond replied that since he has a boat in the county he would be available for most of the meetings and he is hoping to only have about 1/3 of the board from outside the area. Upon review and discussion, motion by Mr. Blanchard to approve the three applications as submitted. Seconded by Mrs. Perry, all in favor.

Motion by Mr. Blanchard to go "In & Out" of the RDA portion of the meeting at 9:40 A.M. for the ratification of the Mallard Estates Subdivision application and approval of the survey map. Mr. Steglich reported that the county did receive a letter from Tom Petramalo, Trout Creek Flies. Mr. Lund stated that the matter should be tabled as the letter as received does not fully comply with what was requested. This letter should go to Planning & Zoning Board first and determine if it meets their conditions.

The Agreement and Use Permit was provided for the dates for the Cow Country Junior Rodeo. Motion by Mrs. Perry to approve the Agreement & Use Permit for the Use of the rodeo grounds for the CCJR rodeo for the 2014 season. Seconded by Mr. Blanchard, all in favor. Mrs. Perry reported that Mr. Henry did not attend the meeting that they had set up for the CCJR plan.

The matter before the board is to review and approve the recommendation from Dave McDonald for the Dutch John Feasibility Consultant. As stated in the Utah Code, the contact sponsor of the Incorporation Petition, Dave McDonald, has requested and provided proposals from interested parties to complete a Feasibility Study. The code also states that the feasibility consultant shall be chosen by the contact sponsor with the consent of the county. He received and provided the following three proposals: GSBS-\$10,504.00, Lewis Young-\$9,200 and Zion's Bank Public Finance - \$10,925.00 to \$13,875.00. Mr. McDonald addressed the Commission and stated that all three consultants submitting proposals were recommended by the Utah League of Cities and Towns and that any of the three would be acceptable. He provided his reasoning for his prioritizations as being their relevant experience and how that experience might be leveraged into a business relationship with the Community of Dutch John down the road. He reviewed each of their benefits and how it might best be a benefit to Dutch John. Upon review of all the proposals plusses and minuses, Mr. McDonald stated that his preferred proposal was submitted by GSBS with Zion's Bank as second and Lewis & Young as third. The matter was reviewed and discussed. Mr. McDonald stated that he was most comfortable with the fixed cost from GSBS, their current experience with land planning and that after incorporation Dutch John will need the work that GSBS can provide. Mr. Steglich stated that he feels that they are looking for a feasibility study and that Zion's Bank will provide what is needed even if it costs a little more as they are very good to work with. Upon review, motion by Mrs. Perry to accept the decision submitted by Dave McDonald for the proposal submitted from GSBS. Seconded by Mr. Blanchard, all in favor.

Keith Heaton and Nick Baker, State Community Development, were present to provide information to the Commission regarding the matter of a Planning Assistant. Mr. Steglich stated that the seven counties located in eastern Utah have formed a Coalition for Economic Development and from those meetings they invited Mr. Heaton to attend Commission meetings in all seven counties. They are looking at taking 1% from county funds and put toward planning. Bringing natural gas into the Town of Manila is one project that Daggett County is very interested in having planning done as

well as Economic Development issues such as the mountain biking project. Mr. Keith Heaton, Director of Planning and Community Development, stated that the CIB Board has voted to set up a planning group as a way to get in front of the projects funded through CIB to help the board understand what they are funding. In the past there had been a lot of planning done in rural Utah but recently that has not been the case. Gordon Walker and the CIB Board have approved the expenditure of \$1M to be used for planning for the projects to be funded through CIB which will allow for them to hire about five planners. They are currently involved with a coal study since the nature of coal business is changing but natural gas is becoming a big issue as it can be used in lieu of coal and for residential use. There is a Regional Planning Program through Uintah Basin Association of Governments and they are working with Cody Christensen, the planner. Mr. Steglich stated that he had met with Questar and there is a high pressure line 10 miles outside of town and they provided a preliminary cost of around \$6M with a study cost of \$30,000.00 to \$50,000.00. He questioned the matter of how to finance a study and Mr. Heaton responded that historically the CIB board has given a 50% match grant for these studies and they would supplement this. Mr. Heaton recommends to have some preliminary talks with Questar and do an evaluation, not a full blown study. They may be asked to comment on submitted applications so it might be best to submit a united application. He will conduct an initial evaluation and will provide a recommendation to do further studies or submit an application and is ready to start the project directly. Mr. Blanchard questioned how the evaluation will be funded and Mr. Heaton stated that they will do that through the \$1M already set aside. Mr. Blanchard questioned the need for an agreement and Mr. Heaton stated that it is not necessary now as they will only be doing an evaluation and get back with the county within a month or so. Mr. Raymond will be the point of contact. Mr. Raymond questioned how other economic development projects can be handled and Mr. Heaton stated that it will be next year before they would be able to work on them due to the larger projects that have already been started. In the future they hope to have the expertise to share the information on various projects.

Brian Raymond had provided a Grant Agreement that provides a Grant to Daggett County From the Department of Natural Resources, Division of Wildlife Resources in the amount of \$1,000.00 to reimburse expenditures incurred at the Burbot Bash event in the Spring of 2014 which he had just found out about. Upon review and discussion, motion by Mr. Blanchard to approve the Grant Agreement as provided. Seconded by Mrs. Perry, all in favor.

Kym Slagowski, IT Department, provided a list of equipment (computers, printers and etc.) to be declared surplus. Mr. Blanchard questioned if the equipment was to be sold or thrown away. Mrs. Slagowski stated that the list was all to be disposed of. Family Search is the company that takes this e-waste and they will not be able to take the copy machine from UBAG as they will need to bring a trailer. Motion by Mrs. Perry to approve to surplus the listed items as provided by Mrs. Slagowski, IT. Seconded by Mr. Blanchard, all in favor.

Brock Cheney had provided additional information by email for his request for the county to sponsor the Flaming Gorge Cowboy Poetry Roundup scheduled for March 29, 2014. In his email he is requesting \$500.00 in cash and \$100.00 in match. The matter was reviewed and discussed. Mr. Blanchard stated that he was in favor of providing \$300.00 for cash prizes but the promotion of the activity should come from the

School. Mr. Raymond stated that he has put the notice on the county website and in the newsletter for the match.

Motion by Mr. Blanchard to approve the sponsorship of \$300.00 to be given for prizes for the students. Seconded by Mrs. Perry, all in favor.

With no further business, the meeting adjourned at 10:45 A.M.

/s/ Vicky McKee

/s/ Jerry Steglich

/s/ Karen Perry

/s/ Warren Blanchard