

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, May 20, 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 Mrs. Perry, Board Chair.

Also present were: Brian Raymond-Economic Development Director, Keri Pallesen-County Auditor/Recorder, Niel Lund-County Attorney, Jack Lytle, Travis Pearce, Cindy Keller, Carrie Poulson, Kym Slagowski and Ray Hussey-Gallagher Benefits.

With regards to old business, Mr. Steglich reported that the Commission had received an email from Cody Christensen, Uintah Basin Association of Governments, and questioned if the county wanted a project submitted this trimester for the Community Impact Board for the One Year Plan. The matter was reviewed and discussed. Mrs. Perry reported that there is a Public Hearing scheduled in Roosevelt for the Eastern Utah Request for Planning Projects tomorrow and she will be attending. Mr. Steglich will review the one year plan as submitted and he also addressed the matter of the request from GOED for the county's priority which was determined as being mountain biking. The issue of marketing that is focusing on fishing was reviewed and discussed versus mountain biking.

There was no one present with citizen's comments.

There were no minutes provided by the County Clerk's office for the meeting.

The Open Invoice Report was provided by the County Auditor's office in the amount of \$33,795.44. Mr. Steglich questioned the invoice from Verizon Wireless and Mrs. Pallesen stated that it was a credit and would stay on the report until there are charges to offset the amount. He also addressed the matter of the billings from Union Telephone for the camera and stated that upon checking with them was told that the county would receive a credit for five months of billing. Mrs. Perry addressed the invoice from Basin Propane in the amount of \$12,529.46 for propane and questioned how many months that were reflecting. Mrs. Pallesen researched the matter and stated that the last time it was filled was in December 2013. Mr. Raymond stated there are no funds in the Economic Development Fund-Supplies line item for the invoice from the Flaming Gorge Market in the amount of \$9.49 for holding tank chemicals. He questioned if it should be coded elsewhere. The chemical had been used in the port a potty for the Burbot Bash. There was discussion regarding the invoice from Bruce Erickson for Mountain Biking and if that expense could be transferred to the new fund once it was set up and Mrs. Pallesen stated that it could be transferred. With regards to the invoice from Utah Association of Counties Unemployment, Mr. Blanchard questioned if the county was to notify them that the employee in question has gone back to work and what the law provided. Mrs. Pallesen stated that the employee is required to turn in what she is earning now and they will pay her the difference of what the county had been paying her but she will check into the matter. Motion by Mr. Blanchard to approve the Open Invoice Report in the amount of \$33,795.44. Seconded by Mr. Steglich, all in favor.

With regards to correspondence, there was a letter from the Rural Water Association of Utah thanking the county for renewing its membership and a copy of a letter from Jerry Kenscka, Bureau of Land Management, to the pipeline companies regarding an application submitted by the county to realign two curves on the Browns Park Road. Mr. Steglich reported that originally there had been extensive work required

by the pipeline companies but it had been agreed upon that the county would only cross their lines in one spot and avoid the others and after a lengthy discussion, the county was allowed to continue without that extra cost. Mr. Raymond reported that he had received an email from the Forest Service expressing their concern with volunteers working on projects such as the Tower Rock Run and that the volunteers would be required to have background checks for protection of the kids involved. There is a meeting with Rowdy Muir, Forest Ranger, at 6:30 A.M. at the Villa on Friday for the public.

The following business license applications were provided by the County Clerk's office for review and approval: Directv LLC., DJ Glass Plus, Inc., Maurice Kirwan, Modular Space Corp., Pipeline Catering LLC, RDT, Inc., Rock Point Trucking and SF Pipeline. With no questions or concerns noted, motion by Mr. Steglich to approve the business license applications as presented and listed "a" through "h". Seconded by Mr. Blanchard, all in favor.

The matter of the plans for an outdoor display area and request for assistance by the Museum Board from the county had been discussed prior to the meeting and Mr. Steglich had suggested that there was fencing material at the jail and the Museum Board should check with Sheriff Jorgensen.

Mrs. McKee addressed some concerns that had recently come up regarding the size of the hole dug for a cremation burial. After a recent grave opening had been completed based on the size that Burl Twitchell, Cemetery Board, had recommended (18" x 18" x 2' deep), the mortuary had contacted the county stating that the hole needed to be larger (4' x 4' x 3' deep). The size that had been requested to be dug was too large and upon checking with the mortician, he did not give a reason for his request. Mrs. McKee requested that the Commission determine the depth that the county cemetery would require which could be added to the rules and regulations and the issue was discussed. Mrs. Perry requested that, upon another recent incident, the rules were more explicit for flower removal which was also discussed. Mr. Steglich recommended that #2 have the wording "placed" be removed. Motion by Mr. Steglich to add to the rules and regulations for cemeteries for the cremation burial depth to be 18" x 18" x 3' deep and to remove the word "placed" on #2. Seconded by Mr. Blanchard, all in favor.

The matter of approval of the financial plan and Resolution #14-12 for the Cow Country Junior Rodeo will be continued as it still needs to be approved by members of the board.

The matter of the revised Ordinance #14-10, Revised Ordinance Establishing 2014 Salaries was on the agenda for consideration. The wording of the ordinance as submitted was discussed and Mrs. Pallesen expressed her concerns. Mr. Lund recommended adding a sentence explaining the change in the amount of salary paid to the commission from January 1st through May 24, 2014 and June 25, 2014 through December 31st. Mr. Blanchard questioned the matter of the salaries of the other existing officials. Upon giving raises to the employees, there will be a possibility of some employees making more than their department head (elected officials) in certain offices which could mean that the elected official's salaries need to be revised. Mr. Steglich stated that his understanding was that this could be dealt with during the Annual Budget meetings in September. The matter was reviewed and discussed as well as the effective date for the revised ordinance. Motion by Mr. Steglich to approve the Ordinance #14-10 with the date change. Seconded by Mr. Blanchard, all in favor.

The matter before the board is the 2014 Budget Opening and the Budget Adjustment Worksheets had been provided by the County Auditor's office for review. Mr. Steglich questioned the amount of the Water Lease Contract revenues under Licenses & Permits in Fund 10-3225 in the amount of \$100,000.00 and stated that there has not been a contract approved for the lease and he has not even heard back from them if they had approved the county's proposal. Mr. Steglich's concern with the lease revenues being placed in License and Permits was discussed and Mrs. Perry stated that the location would show that it is county money. He also questioned the \$70,000.00 for Capital Lease financing and Mrs. Pallesen stated that had not been included in the 2014 budget. She explained that the county has to budget for the total amount of lease and the revenue is for the financing amount that the county would receive and it was determined that she will leave the \$70,000.00 revenue and fix the expenditure. Mrs. Pallesen explained that the Commission Budget line item for wages was increased even with the decrease of the Commission wages as Brian's wages are now included in the Commission budget. Mr. Raymond questioned the matter of the Economic Development Fund and the reason for the benefits not being revised. The Economic Development Budget was discussed and the programs and grants that Mr. Raymond will be involved with. It was determined that Mr. Raymond's change will start upon approval of the budget today and with the new pay period.

Travis Pearce was present for the Public Hearing and stated that he had talked to Mike Wayman, Fire Marshall, and he had provided a letter on-line regarding fire protection. The letter was printed and provided for the Public Hearing.

Motion by Mr. Steglich to go into the Public Hearing scheduled for 10:00 A.M. to obtain public comments regarding a petition to amend Flaming Gorge Lake Meadows Subdivision. Seconded by Mr. Blanchard, all in favor. Mr. Pearce provided a map of the proposed amendment for the Commissioner's consideration. He stated that the reason for the consolidation is that Tri-County Health will not allow a septic tank to be installed without necessary land so at least four lots would need to be combined. Mr. Pearce's proposal is to combine lots #168 through #172 and Lots #162 through #167. The power company has ran their lines and the perk test for the septic tank has been completed and approved. The Planning & Zoning Board has reviewed the matter and did a poll which resulted in a unanimous vote of approval. Mrs. McKee reported that notices had been posted and that the Commission has received one written response from Dave McDonald which was in favor of the lot combination. With no further public comments, motion by Mr. Blanchard to go back into the regular session at 10:07 A.M. Seconded by Mr. Steglich, all in favor.

Motion by Mr. Steglich to approve the Petition filed by Travis Pearce to amend Flaming Gorge Lake Meadows Subdivision, Unit 6 by combining lots #162 through #167 and lots #168 through #172 into two lots each containing .55 acres. Seconded by Mr. Blanchard, all in favor. The matter of the signatures on the map was reviewed and discussed and it was determined that the map needed to have been submitted to GIS and Planning & Zoning for review of the map prior to going before the Planning & Zoning or the Commission. Mr. Blanchard questioned if Mr. Pearce would be willing to serve on the Planning & Zoning Board as there are currently two openings on the board and Mr. Pearce stated that he will get back with Mr. Blanchard.

Ray Hussey, Gallagher Benefits, was present to provide information regarding options for 2015 and provided handouts to the Commission. Mr. Hussey provided his presentation on Healthcare reform and reviewed all the possible options available to the Commission for next year's health care for the employees. Mr. Hussey proposed to come back in August upon seeing what the health insurance options are by then.

Carrie Poulsen and Travis Pearce returned to the meeting and reported that based on the information in the petition there had been an error in the lot numbers listed on the Public Hearing notice. Upon recommendation from the County Attorney, motion by Mr. Steglich that since the error in the notice has been recognized there was no action taken on lot #162. Seconded by Mr. Blanchard, all in favor.

Motion by Mr. Steglich to recess the meeting at 11:30 A.M. until 1:00 P.M. Seconded by Mr. Blanchard, all in favor. The regular session reconvened at 1:00 P.M. with Mrs. Pallesen, Mr. Lytle, Commissioners Blanchard, Steglich and Perry, Attorney Lund and Clerk McKee present.

Motion by Mr. Blanchard to go into Closed Session for the purpose of pending litigation at 1:05 A.M. Seconded by Mr. Steglich, all in favor with Attorney Lund, Commissioners Blanchard, Steglich and Perry, Auditor Pallesen and Clerk McKee present. The regular session reconvened at 1:10 P.M.

The portion of the meeting for the Opening of the 2014 Budget continued from before lunch was back on for discussion. Mr. Steglich stated that the matter of the pay increase for the county employees should be done on a departmental basis as he feels that the commission should not be dictating what the employees are to receive. Each department head should provide what they are requesting and that would be reviewed by the County Commission. Mrs. Perry stated that she has a problem providing money to the Sheriff's Department as their wages are more in line and she does not feel that the commission has any control there. Mrs. Pallesen stated that once the funds are put into the budget the Commission does not have that control. The matter of the issue of a wage increase or department budget increase was reviewed and discussed. Mr. Steglich stated that the Commission does not have the background or the knowledge to know which employee needs to have their wages increased. Mr. Lund stated that legally if the Commission is looking at a merit based wage increase they need to make sure it is done fairly where a COLA would not be a problem. Mrs. Pallesen addressed her concerns with the matter of the \$100,000.00 coming into the county being questionable and the affect it would have on the proposed changes if it does not come. Mrs. Perry suggests leaving the matter as is and readdress this by the end of June at least after holding an Elected Officials meeting. Fund 21-RDA Fund will be closed and all the funds will be transferred to Fund 25. The earlier discussion on Fund 22-Economic Development- for projects was continued to allow Mr. Raymond to provide information. Mr. Raymond stated that there had been comments that one of the proposed programs could cause a liability to the county. The program consists of a Daggett County Membership card which could be provided to property owners to show at local business to obtain a benefit off of a purchase at that business. Mr. Lund will review any potential liability to the county but he felt that if the resident was a member of a class with an opportunity to sign up for the card there would not be a liability. Options for the programs and grant revenues were discussed and reviewed (BEAR Interviews, FAM Tours, Tourism Conference, Customer Service Training). Mrs. Perry stated that it was determined that

there is \$21,450.00 in revenues but around \$30,000.00 in expenses for programs and upon review it was decided to take that amount out of the fund balance. Mr. Raymond addressed the matter of the BEAR Grant and the benefits provided and Mrs. Perry offered her assistance in approaching the businesses. Mr. Steglich questioned why the camera expense was deleted in Fund 23 which was reviewed and discussed. It was determined to leave the \$2,000.00 in Fund 23 for the camera. The Museum Board has been allotted \$2,000.00 each year which had been stopped three years ago and the Commission has determined to provide the \$2,000.00 again this year as part of the budget revision. There was discussion of Fund 28 for the Dutch John utilities and the need to transfer the revenues from the rental of Dutch John homes and RV sites to Fund 29. The RDA accounts were discussed and since they have all been combined into one account Mrs. McKee will work with Mrs. Pallesen in determining the proper PTIF account to consolidate the RDA-Public Treasurers Investments Funds into. Upon review of each of the line items, the matter of the budget resolution will be continued until the next meeting. Mr. Blanchard questioned the Burbot Bash Fund and was informed that the Burbot Bash broke even and paid out \$50,000.00 worth of cash and prizes.

With no further business the meeting adjourned at 3:00 P.M.

/s/ Vicky McKee

/s/ Karen Perry

/s/ Warren Blanchard