

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board, Tuesday, November 6, 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: Bret Reynolds-Civco Engineering, Tammy Twitchell-CEM, Brian Raymond, Clyde Slaugh-County Commissioner Elect and Charles Card.

With regards to old business, Mr. Blanchard reported that he had been talking to the Matt Lucas family about purchasing the five acres near the Dutch John Airport. He had contacted Wardell Company to obtain a price for the construction cost of installing the water line to their property. They drilled three test holes and provided a bid in the amount of \$73,125.00 for the construction for that water line. Mr. Lucas has \$25,000.00 for the line with the question being what direction the Commission wants to go with this as the water system does not have the funds to complete the project. Mr. Steglich questioned how much of the property along the extended line is developable and Mr. Blanchard responded that most all of the property is developable. Mr. Steglich recommended that there was a need for further discussion about this but also they need to discuss the information from Brian Raymond on the airport extension as his concern is that upon the airport expansion the Lucas property could be a detriment to that expansion. Mr. Reynolds stated that the water line to the Lucas property would open up a lot of other areas that would be developable.

Tammy Twitchell, CEM, was present and stated that the county had received the SHSP Grant in the amount of \$55,700.00 and she provided the FY2014 Homeland Security Grant Program, Articles of Agreement for signing. She stated that there is a larger pot of money designated for the region to be used for an exercise on mass fatalities.

Mrs. Twitchell also questioned the issue of the Commission's opinion on whether to print the December newsletter the week before or the week after Thanksgiving as she will be gone the week of Thanksgiving. Last year she had tried to get the businesses to put ads in for the Christmas holidays but they did not do that. Upon review and discussion, the Commission determined to do the newsletter after Thanksgiving.

Mr. Reynolds, Civco Engineering, was present to provide an update on the grant application with DEQ for the Dutch John water tanks. Commissioner Blanchard and Mr. Reynolds are going to Salt Lake tomorrow to present the application to the DEQ board. The recommendation as received from the DEQ Board staff is for a \$78,000.00 grant and a \$288,000.00 loan at 1 ¾% interest. He would like permission to start to make application to Community Impact Board upon this going forward as well questioning what they need to tell the DEQ Board tomorrow. Mr. Blanchard stated that they were on the agenda, the tanks need repaired and Daggett County is still the responsible agency. Mr. Reynolds stated that the \$30,000.000 as a planned contribution from the county was taken off the table so that money could be used to pay the first few years' payment on the loan. A disadvantage is that in 15 years the tanks need to be replaced. The hope is that the CIB Board would approve a 50% loan and a 50% grant CIB. Mr. Steglich questioned that upon Dutch John incorporating, would they assume the debt. Mr. Blanchard stated that the debt would stay with the utility company regardless who has that and any notes paid through the contingency fund. Mr. Reynolds stated that there had been another analysis and that the water rates would need to be raised.

Mr. Reynolds also stated that the properties in Taylor Flat are being staked this week and he would like to set up a time the following week to go and look at the property and the survey to determine the actual situation. He appreciates the county requesting the survey and being willing to listen to their concerns as the family has decided to sell some lots as they have been approached by some with interest in their properties.

Mr. Lund stated that he has not finalized the contract with Civco Engineering for the surveyor/engineer as he is waiting for guidance from the Commission on how to proceed with this. The Commission had selected Civco for county surveyor but Civco has been doing quite a little engineering as well. Mr. Blanchard stated that he thought that Civco Engineering was to do all the duties of a county surveyor as per the Utah Code but anything else was open to all engineers including Civco Engineering. It was determined that the contract include all the duties of the County Surveyor as per Utah Code and billed at the agreed upon hourly rate. Other duties as provided will be billed separately and Mr. Reynolds stated that he will start separating out the two types of jobs. The county has the option to use them but can obtain bids for projects from other engineers. Mr. Blanchard stated that Professional Services can be obtained without a bidding process up to \$5,000.00. Mr. Lund stated that he would check into the matter of ability of having a county engineer contract. Mr. Raymond stated that he had concerns with the upcoming airport projects and sometimes it is good to have more help than less.

The minutes of the October 28, 2014 meeting were provided by the County Clerk's office for review and approval. Mr. Steglich requested that the third sentence on page 2, Paragraph 2 be deleted. Mrs. Perry questioned the information on the first paragraph of the same page as it should read 8,000 acre feet of water and the county is trying to lease the water not sell it. Page 3, in the second and third sentence needs to read "were" rather than "was". Mr. Blanchard suggested that on page one, last paragraph should read State Representative Brown and that with regards to the offer by Charlie Card (Page 4, Paragraph 5, Last sentence should read "completed no later than two years after purchase of property". Motion by Mr. Steglich to approve the minutes as revised. Seconded by Mr. Blanchard, all in favor.

The Open Invoice Report was provided by the County Auditor's office in the amount of \$148,581.98. Mr. Steglich questioned the invoice from Union Telephone Co. in the amount of \$100.00 for the camera broadband and maintenance and if this was a regular monthly billing. Mr. Blanchard questioned the issue of Union Telephone billing different rates at different locations in the county for the same service. Since there was no one present to provide clarification for these, motion by Mr. Blanchard to approve the Open Invoice Report upon the Auditor's Office checking with Union Telephone Co. Seconded by Mr. Steglich, all in favor.

With regards to correspondence, Mr. Raymond had emailed the Commissioners stating that Uintah County would be contributing \$6,000.00 to the Red Canyon Visitor Center renovation.

Mrs. McKee provided an update on the business license application submitted by Jed Olson. The Tax Commission had responded that the use of cabins on Mr. Olson's property as part of a hunting trip package would require Transient Room Taxes to be collected and remitted. The Commission requested that Mrs. McKee advise Mr. Olson of the need for collecting TRT tax, the payment for \$3.00 per room and to address the question of employees.

Since Mrs. Pallesen was not present, Mrs. Perry addressed the matter of the agenda item, Personnel Policy Manual Revision-Section 5 which deals with Employment Categories. Mrs. Perry stated that the proposed revision is for Temporary Employees which is currently listed for 90 days and had been adopted from the Duchesne County Policy Manual as recommended by the prior County Attorney. Section 5.5 deals with the type of employee which is for emergency situations, accidents, or for specific short-term departmental needs. In most businesses that amount of time is for six months which is seen as a short term employment. Motion by Mr. Steglich to revise 5.5 in the Personnel Policy to state six months rather than 90 days. Seconded by Mr. Blanchard with discussion. Mr. Blanchard questioned wording in 5.5.1 and Mrs. Perry stated that means someone can be hired and that allows one month time to bring it before the Commission. He also questioned the matter of exempt positions as listed on 5.3 and it was determined that all were in agreement with the wording as is. With no further questions or comments, all in favor.

Mr. Raymond stated that while working on the contract for the property that Mr. Card was purchasing, he realized that the remaining lots on Block 6 had not been turned over to the Redevelopment Agency and since they were giving a discount on the property it would be cleaner to do it through the RDA. He is therefore, requesting that the Commission consider transferring Lots 3,4,5,6, 7, 8, 9, Block 6 to the Redevelopment Agency. Mr. Lund, County Attorney, stated that since the Commission is wanting to use an incentive for the property and the Incentive Program has been set up under the RDA it would be easier to go that way. Upon review and discussion, motion by Mr. Steglich to transfer lots 3, 4, 5, 6, 7, 8 and 9, Block 6, Dutch John into the RDA. Seconded by Mr. Blanchard, all in favor. Mrs. McKee requested information on that process and Mr. Lund replied that there was a 14 day required public notice. Mr. Blanchard stated that the motion needs to be amended to start the process of transferring the properties to the RDA. Seconded by Mr. Steglich, all in favor. The hearing will be scheduled for the first meeting in December with proper noticing for a Public Hearing and Mr. Lund will verify if the hearing is to be considered a Public Hearing prior to posting and publishing and let Mrs. McKee know. Mr. Blanchard questioned that since the matter was dealing with properties located in Dutch John should they hold the Public Hearing in Dutch John and it was determined to hold the Public Hearing in Manila since there would not be public outcry regarding this.

The county has received a proposal for the sale of the unusable property, Block 7, Dutch John from Tracy Henline in the amount of \$50.00. Mr. Blanchard stated that with this being the only bid received that made it the highest bid and it also provided a value of the property. Motion by Mr. Blanchard to accept the proposal submitted by Tracy Henline in the amount of \$50.00 for the unusable property, Block 7, Dutch John. Seconded by Mr. Steglich, all in favor.

Mr. Raymond stated that based on the information provided by the Utah State Division of Aeronautics, about the expansion of the Dutch John Airport, the county needed to consider if they wanted to do a study so they would know what property they could sell and what they cannot. He voiced his concern that upon the county or town wanting to expand the airport and to allow heavier planes to land and also to sell property for building, there might be conflicts. The county has approved the sale of the property but not the building permit so they still might be able to allow for additional setbacks or

height restrictions. Mr. Steglich recommended for the county to do some research as to where the expansion would put the county. Mr. Reynolds stated that they could provide the service of doing a study on the Dutch John Airport in the amount of \$15,000.00 to \$20,000.00. The matter was reviewed and discussed. Mr. Reynolds stated that he would provide the service of completing a study of the Dutch John Airport for a maximum amount of \$20,000.00 and it was determined for him to go ahead with the project.

Mr. Lund stated that he had researched the matter of a county engineer and he felt that there could be a contract for the position. The matter will be continued to allow for more discussion.

Ned Brady, Weed Supervisor, had provided an Application Request for Payment from Daggett County to the State of Utah, Utah Invasive Species Mitigation Fund in the amount of \$20,406.00 for the Daggett County Airport Project. Motion by Mr. Blanchard to approve the request as presented. Seconded by Mr. Steglich, all in favor.

Motion by Mr. Steglich to go into the RDA portion of the meeting at 10:00 A.M. and into Closed Session for discussion of real property. Seconded by Mr. Blanchard, all in favor.

Mr. Raymond stated that with regards to the sale of property to Mr. Card, the Commission has approved the sale of the property but cannot go into contract because the county owns the property rather than Redevelopment Agency Board. That matter will need to be continued until after the Public Hearing scheduled for December 2, 2014.

Those present for the Closed Session were Charles Card, Clyde Slaugh, Brian Raymond, Attorney Lund, Commissioners Blanchard, Steglich and Perry and Clerk McKee.

With nothing further, the meeting adjourned at 10:35 A.M.

/s/ Vicky McKee

/s/ Karen Perry

/s/ Jerry Steglich

/s/ Warren Blanchard