MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, JULY 31, 2023, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present -

Commissioner Irene Hansen, Commissioner Greg Miles, Commissioner Tracy Killian, Deputy Attorney Tyler Allred, Public Works Director Mike Casper, Emergency Management Director Mike Lefler, Sheriff Travis Tucker, Recorder Shelley Brennon, Building & Grounds Director Shane Jenkins, Steven Summers with Green River Construction, Kristopher Blanchard with BH Inc, Kurtis Shawcroft with Sunrise Engineering, Deputy Clerk-Auditor Janet Jenkins, Human Resource Director Judy Stevenson, Human Resource Generalist Emily Peatross, Human Resource Payroll & Benefits Administrator Jamie Park, Community Development Assistant Director Mike Gottfredson, Gene Shawcroft, Gerard Yates, Brad Wells, and Kirk Christensen with CUWCD, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairperson Hansen welcomed everyone to the meeting.

Pledge of Allegiance

(9:01 a.m.)

Open & Award Bids for the Duchesne County South Building Remodel

(9:02 a.m.)

Commissioner Miles opens the two bids received for the Duchesne County South Building Remodel.

- Green River Construction - $4,831,953, with alternate items included $4,913,395
- BH Inc. - $3,834,341, with alternate items included $3,976,919

Parties allow Building & Grounds Director Shane Jenkins and Kurtis Shawcroft with Sunrise Engineering time to review the bids.

(9:59 a.m.)

Director Jenkins and Kurtis Shawcroft reviewed the two bids. They reported receiving all required documentation and recommended BH Inc. as the low bidder. *Commissioner Miles makes a motion to award the bid for the South Building Remodel to BH Inc. for $3,976,919. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

The parties discuss the project and how the cost is higher than anticipated. ARPA funds have been set aside to fund part of this project. The County will apply for Revitalization funds to cover the cost as well. This project will enhance the lives of the seniors in the County. The Commissioners thank the contractors for submitting their bids for the project.

Public Works Update

(9:10 a.m.)

Public Works Director Mike Casper gives an update on existing projects and upcoming work. They are utilizing the chip truck that was borrowed from UDOT. Tower Road is almost complete. There are three other roads they plan to chip this year. The parts for their chipping truck should be delivered by the end of August. They will be zipping Ben Crowley's Road (CR 56W). They will move to Ledge Lane (CR 287) and then Red Creek (CR 1). The patchwork is happening in Silver Meadow. A bridge on 41050 West in Hanna needs to be repaired. The plan is to replace the wood decking with steel.

Emergency Management Update

(9:16 a.m.)

Emergency Management Director Mike Lefler gives an update for the Emergency Management Department. The East Fork EWP Project is just about complete. Several wildland fires started that were caused by lightning. They were able to extinguish them before there were significant issues.

Discussion & Consideration of Support Letter for a 2023 OHVR Grant
(9:20 a.m.)

Community Development Assistant Director Mike Gottfredson presented the letter of support, a map showing where the trespass signs will be placed, and the grant budget. The letter supports an Off-highway Vehicle Recreation Grant for the Duchesne County OHV Trespassing Signage project. Duchesne County is committed to respecting sovereign landowners' wishes while ensuring our OHV Users enjoy our recreation resources safely and responsibly. We seek assistance in purchasing signage and equipment to inform all OHV users of any route where OHV restrictions are in effect. The parties discuss the project. *Commissioner Miles makes a motion to approve the Application and the Letter of Support for the 2023 OHVR Grant with the correction of Commissioner Miles's name. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Resolution No. 23-03; A Resolution Approving the Dissolution of the Gateway Recreation and Wellness Special Service District
(9:35 a.m.)

Deputy Attorney Tyler Allred presented the resolution. He explained that the district has been inactive, and there are no public plans to reactivate the board. The parties discuss the creation of the board. Commissioner Miles suggested postponing the item for one week to ensure no public objections.

Discussion & Consideration to Ratify the Support Letter for the US-40 Wildlife Safety Corridor Project
(9:45 a.m.)

Commissioner Miles explained the request. The letter of support is for the 2023 WCPP Grant application for the US-40 Wildlife Safety Corridor. The project is crucial to make a rural highway safer and improve habitat connectivity for mule deer and elk in Wasatch and Duchesne Counties. Highway mortality is a significant factor in reducing the population growth of the mule deer herd in these counties. Carcass collection, crash, and migration data indicate that mule deer and elk frequently traverse the entire US-40 corridor. The improvements include about 23 miles of wildlife fencing, escape ramps, and a new wildlife underpass from Fruitland to Starvation Reservoir. The wildlife fencing will use several existing underpasses that wildlife is actively using, resulting in a protected corridor for motorists that is permeable to wildlife as they travel between essential habitats. *Commissioner Miles makes a motion to ratify the letter of support that is being sent to the Department of Transportation for the Wildlife Safety Corridor Project. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 9:49 a.m. to 9:58 a.m.

HR Office – Payroll
(10:11 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll report ending July 22, 2023; there were 208 employees paid. *Commissioner Killian makes a motion to approve the payroll as presented for July 22, 2023. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditors Office – Vouchers
(10:14 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented the vouchers for July 31, 2023, check numbers 161966 through 162088, for $565,386.38. The parties review the vouchers submitted. *Commissioner Miles makes a motion to approve the vouchers for July 31, 2023, as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion of Possible Subjects for the Next Meeting
(10:20 a.m.)

Central Utah Water Conservancy District Truth in Taxation Presentation
(10:22 a.m.)

Gene Shawcroft with Central Utah Water Conservancy District (CUWCD) introduced himself, Chairman Shelley Brennon, Gerold Yates, Brad Wells, and Kirk Christensen. He presented Central Utah Water Truth in Taxation County Report for the fiscal year 2023-2024. In the packet, there is a map of the boundaries, information for the CUP Bonneville Unit, how the district benefits the public, the expenditures budget overview, the certified rate vs. an authorized rate tax revenue, what this will cost the average household, some of the unanticipated/emergency replacement projects, the projected capital replacement expenditures in the Duchesne area, water treatment plant reserve revenue vs. capital replacement expenditures, and CUP reserve revenue vs. capital replacement expenditures. There is a difference of $3.5 million between the certified tax rate of 0.000387 and the authorized tax rate of 0.0004. The report shows that the average household value in Duchesne County is $177,000. The certified rate estimated at 0.000387 would equal $37.67. The proposed rate of 0.0004 would equal $38.94, which is a $1.27 annual tax increase to maintain the rate at 0.0004. The Truth in Taxation Public Hearing is in Roosevelt, UT, on August 17th at 6:00 pm and in Orem, Utah, on August 21st at 6:00 pm. The Final Budget hearing will be on August 23rd at the board meeting at 1:00 pm.

Consideration of Minutes for Combined Commission Meeting held July 17, 2023
(10:49 a.m.)

Parties review the combined Commission meeting minutes held on July 17, 2023. *Commissioner Killian makes a motion to approve the minutes for July 17, 2023, as corrected. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Calendaring & Weekly Update on Events
(10:57 a.m.)

Discussion & Consideration of County Volunteers
(11:12 a.m.)

Human Resource Generalist Emily Peatross presented a list of five new volunteers for the County Fair. The individuals have been through a background check. *Commissioner Miles makes a motion to approve the county fair volunteers as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Human Resource Generalist Emily Peatross presented a list of six new volunteers for the 2023 Dedicated Hunter Applicants. The individuals have been through a background check. *Commissioner Miles makes a motion to approve the Dedicated Hunter applicants as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Human Resource Update
(11:15 a.m.)

Human Resource Director Judy Stevenson gave an update for the Human Resource Department. She has been working with the broker on the renewal rates for health insurance. She stated that the rate increase should be in the single digits. The claims for the County went down last year, and PEHP issued a refund to the county. She will know more in September.

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:20 a.m.)

Commissioner Killian makes a motion to go in and out of a closed meeting for a strategy session to discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(12:41 p.m.)

No action is to be taken.

Adjournment
(12:44 p.m.)

Commissioner Killian makes a motion to adjourn the meeting at 12:44 p.m. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 7th day of August 2023.

Irene Hansen
Commission Chair

Chelise Jessen
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes