MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, OCTOBER 16, 2023, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present -

Commissioner Irene Hansen, Commissioner Tracy Killian, Commissioner Greg Miles, Deputy Attorney Tyler Allred, Public Works Director Mike Casper, Public Works Crusher Foreman Drew Giles, Public Works Operator Robert Eaton, Human Resource Director Judy Stevenson, Human Resource Payroll & Benefits Administrator Jamie Park, Ashley Shiner, Tyler Rasmussen, Andy Adamson, and Beau Hancock with Strata Networks, Yankton Johnson and Collin Peterson with Moon Lake Electric Association Inc., Emergency Management Director Mike Lefler, Event Center Director Jerry Lisonbee, Terry Stringham with Stringham Enterprise Inc., Deputy Attorney Grant Charles, Deputy Attorney Riley Williams, Deputy Treasurer Connie Sweat, Miles Hanberg, and Randall Thacker with the UDWR, Community Development Director Mike Hyde, Community Development Deputy Director Mike Gottfredson, Clerk-Auditor Chelise Jessen, Wetland Ecologist Pete Goodwin via Zoom, County Resident Nathan Robinson, and Michael Hawley, Shawn Barstow, Lynn Sorensen, and Shalyn Drake with the Duchesne County School District, 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.)

Discussion & Consideration of Resolution 23-07; A Resolution Congratulating and Recognizing Moon Lake Electric Association Inc. During National Cooperative Month

(9:02 a.m.)

Commissioner Hansen remembered a time when she first started with the County. She was told how lucky she was to have two Co-ops in the County. At the time, she didn't understand what that meant. She now knows what an unbelievable legacy it is that was put in place by those who wanted their community to have the best.

Community Development Director Mike Hyde read the resolution.

RESOLUTION NO. 23-07

A RESOLUTION CONGRATULATING AND RECOGNIZING THE MOON LAKE ELECTRIC ASSOCIATION, INC. DURING NATIONAL COOPERATIVE MONTH

WHEREAS, the U.S. Department of Agriculture has issued a proclamation recognizing October 2023 as National Cooperative Month to celebrate the vital role cooperatives play in improving economic opportunities and the quality of life in America; and

WHEREAS, Duchesne County, Utah, receives 100% of its electrical power supply from the Moon Lake Electric Association, Inc. ("Moon Lake Electric"); a non-profit rural electric cooperative established in 1938; and

WHEREAS, Moon Lake Electric operates and maintains a total of 24,121 electric meters; 70,903 power poles; 287 miles of underground distribution line; 3,524 miles of overhead distribution line; and 367 miles of transmission line as of year-end 2022 and continues to expand this infrastructure to serve the needs of our growing community; and

WHEREAS, Moon Lake Electric serves a diverse group of members, including residential property owners, farmers, ranchers, commercial, medical, governmental, school, and industrial stakeholders, the Ute Indian Tribe, and many others; and

WHEREAS, Moon Lake Electric's Mission Statement focuses on Reliability, Accountability, Transparency, and Safety. Each tenet is patently manifested daily through the actions of Moon Lake Electric's board of directors, management team, and employees; and

WHEREAS, in addition to its mission statement, Moon Lake Electric takes great pride in the affordability of its power rates for the membership – residential customers pay approximately five ($0.05) cents per kilowatt hour, which contributes to a higher standard of living for many low-to-moderate income and underserved communities within Duchesne County; and

WHEREAS, Moon Lake Electric is a major employer, taxpayer, and sponsor of many events and projects that benefit our community and contribute to our unsurpassed quality of life;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The Duchesne County Commissioners congratulate the Moon Lake Electric Association, Inc. for 85 years of doing business in Duchesne County, serving the electrical power needs of our citizens, businesses, and institutions.

SECTION 2. The Duchesne County Commissioners express appreciation for the Moon Lake Electric Association, Inc. being an exemplary corporate citizen and contributing heavily to the economic health and quality of life enjoyed by the citizens of Duchesne County.

Each Commissioner congratulated and thanked the cooperatives for their participation, partnership, leadership, and passion to serve the community. Yankton Johnson Moon Lake Electric CEO and General Manager thanked the Commission for their dedication to the County and support. *Commissioner Miles made a motion to adopt Resolution 23-07; A Resolution Congratulating and Recognizing the Moon Lake Electric Association Inc. during National Cooperative Month. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of Resolution 23-08; A Resolution Congratulating and Recognizing Strata Networks During National Cooperative Month
(9:19 a.m.)

Community Development Director Mike Hyde read the resolution.

RESOLUTION NO. 23-08

A RESOLUTION CONGRATULATING AND RECOGNIZING STRATA NETWORKS DURING NATIONAL COOPERATIVE MONTH

WHEREAS, the U.S. Department of Agriculture has issued a proclamation recognizing October 2023 as National Cooperative Month to celebrate the vital role cooperatives play in improving economic opportunities and the quality of life in America; and

WHEREAS, Strata Networks was founded in 1948 when a group of residents living in the remote areas of the Uintah Basin came together to bring phone service to their homes. The existing telephone company refused to serve these regions at the time due to low population density, challenging terrain, and high infrastructure costs. Undeterred by these challenges, the residents acted and formed a Board and established a cooperative to provide essential services unavailable to rural customers; and

WHEREAS, Strata Networks has experienced significant growth and employs over 300 people. The company offers a wide range of technologically advanced services that have revitalized the local economy and revolutionized industries for residents of the Uintah Basin. Strata continues to expand its reach and provides cutting-edge services such as nationwide wireless coverage, the fastest broadband internet in the area, advanced TV options, and its flagship home telephone service; and

WHEREAS, Strata Networks is at the forefront of deploying fiber networks for multiple municipalities across Utah. Recognizing the growing demand for high-speed connectivity, the company is actively working to establish robust fiber infrastructure, providing reliable and lightning-fast internet access to both urban and rural communities. This forward-thinking approach positions Strata Networks as a pioneer in bridging the digital divide and enabling Utah residents to thrive in the digital age; and

WHEREAS, Strata Networks serves a diverse group of members, including residential property owners, farmers, ranchers, commercial, medical, governmental, school, and industrial stakeholders, the Ute Indian Tribe, and many others; and

WHEREAS, Strata Network's Mission Statement focuses on continuing to invest in the community by continually expanding infrastructure projects, building next-generation networks, and providing the latest technological advances. These advances maintain the original goal of Strata Network's founders; connecting the community and improving the quality of life for members of the Cooperative and residents of the Uintah Basin and surrounding areas; and

WHEREAS, Strata Networks is a major employer, taxpayer, and sponsor of many events and projects that benefit our community and contribute to our unsurpassed quality of life;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The Duchesne County Commissioners congratulate Strata Networks for 75 years of doing business in Duchesne County, serving the telecommunications needs of our citizens, businesses, and institutions.

SECTION 2. The Duchesne County Commissioners express appreciation for Strata Networks being an exemplary

corporate citizen and contributing heavily to the economic health and quality of life enjoyed by the citizens of Duchesne County.

Tyler Rasmussen expressed his gratitude for the recognition and support from the County. *Commissioner Killian made a motion to adopt Resolution 23-08; A Resolution Congratulating and Recognizing Strata Networks During National Cooperative Month. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Public Works Update
(9:11 a.m.)

Public Works Director Mike Casper gave an update on existing projects and upcoming work. He introduced the new employee, Robert Eaton. Director Casper and Crusher Forman Drew Giles discussed the plan to purchase a screening plant to produce chips for county projects instead of buying and hauling them in. They have finished and are moving the equipment out of Rock Creek. Midwest has donated dust suppressants to be applied on Old Highway 40. They will be paving the Weed Control Building parking lot this week. There are culverts in Altamont they will be installing. The cattle guard in Gate Canyon was repaired last week. The salt sheds in Altamont and Duchesne are full. Roosevelt is the next to be filled. The parties discussed permits for new approaches onto county roads in Roosevelt City.

Open and Award the Duchesne County Fair Rodeo Contract
(9:51 a.m.)

Commissioner Miles opened the two bids received for the Duchesne County Fair Rodeo for 2024, 2025, and 2026 rodeo performances.

- Circle J Rodeo - $22,000, plus $500 if fuel prices exceed $5.00 per gallon
- Broken Heart Rodeo - $18,500

Commissioner Miles asked Event Center Director Jerry Lisonbee about his experience working with Broken Heart Rodeo. Broken Heart Rodeo has been the contractor in the past and has done a great job. *Commissioner Miles made a motion to accept the bid from Broken Heart Rodeo for $18,500 for the Duchesne County Fair Rodeo. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of the Support Letter for the Utah Geological Survey (UGS) National Wetlands Inventory (NWI) Grant Application
(9:57 a.m.)

Community Development Director Mike Hyde presented the support letter for the Utah Geological Survey Office, which is applying to fund a project to generate updated wetlands mapping for Duchesne County. This project is undoubtedly needed as the existing wetlands mapping data dates to the mid-1980s and has been proven inaccurate and outdated. The data will be available in several GIS-ready formats to be accessible and usable by citizens, property owners, and developers. *Commissioner Killian made a motion to approve the UGS support letter for the NWI grant application. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration for the Adoption of the Preliminary Flood Map
(10:00 a.m.)

Community Development Deputy Director Mike Gottfredson stated the base-level engineering (BLE) floodplain maps of Duchesne County have been produced through a RiskMAP floodplain mapping project undertaken by the Utah Division of Emergency Management (UDEM) and the Federal Emergency Management Agency (FEMA). These maps can now serve as the data required (100-year floodplain areas) to administer the County's Flood Damage Protection ordinance. The language in the current ordinance relies on the best available data. Still, before these BLE floodplain maps, no floodplain mapping was available to reference since there has been no floodplain mapping in Duchesne County outside of Duchesne City and Myton City. *Commissioner Miles made a motion to approve the 2023 base-level engineering floodplain maps and data developed by FEMA. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion of the Strawbery River Stream Alteration Application
(10:10 a.m.)

Emergency Management Director Mike Lefler presented the Order of the State Engineer for stream alteration application number 23-43-13SA in the name of Duchesne County for alteration to the Strawberry River. The application to stabilize the bank with rock in two locations associated with Strawberry River is approved as a State only permit. The Corps has indicated that this project does not qualify under PGP10. Separate permitting from the Corps is required. The parties discuss the permit and other required permits before starting work to stabilize the bank of the river.

Discussion & Consideration of the Television Maintenance Agreement
(10:16 a.m.)

Terry Stringham with Stringham Enterprise Inc. presented the Duchesne County Television Maintenance Agreement. He gave an update on the completed maintenance and the upcoming work. The parties discuss the agreement. *Commissioner Miles made a motion to approve the updated Duchesne County Television Agreement and authorize the chair to sign. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Recess 10:31 a.m. to 10:47 a.m.

Discussion & Consideration of Adding a Public Defender Position
(10:47 a.m.)

Deputy Attorney Grant Charles introduced the new County Deputy Attorney Riley Williams. Deputy Attorney Charles stated the in-house position would need to be budgeted at about thirty percent higher than the public defender contract. The parties discussed the in-house position, contract, or combination of both options. He has been negotiating with the current public defender, and the rate is higher than anticipated. The Commissioners want to create an in-house office for a public defender.

Presentation by the Utah Division of Wildlife Resources (UDWR) for the Proposed Land Acquisition
(11:06 a.m.)

Miles Hanberg with UDWR presented the proposed land acquisition of the Goss property in Duchesne County, Utah. This acquisition by the UDWR aims to protect a 160.60-acre parcel inholding in the Tabby Mountain Wildlife Management Area (WMA) to provide continued big game winter habitat values and secure an important migration corridor. The Goss property is located west of Highway 208 in Duchesne County, which has experienced significant recreational or commercial development. The WMA surrounds the parcel on the north, west, and south sides and tribal land on the east side. The property has been in the Goss family since 1924 but has no developed improvements or fences. The Tabby Mountain WMA is the largest WMA in Utah, encompassing approximately 50,000 acres of crucial mule deer and elk winter range, often wintering over 2,000 elk and more than 8,000 mule deer annually. Thousands of big game animals, predators, and greater sagegrouse use this landscape at various times during the year, as do most other wildlife species inhabiting the broader area.

This acquisition will prevent the incursion of commercial or private development of this land, which, if developed, would increase disturbance to important wildlife areas in the middle of the WMA. The acquisition will protect this habitat as a lower-elevation large-ungulated winter range and maintain the potential for access for the public for fishing, hunting, and recreation. This parcel will continue to be grazed as part of the DWR grazing lease for the WMA.

Discussion & Consideration of the Support Letter to UDWR for the Proposed Land Acquisition
(11:19 a.m.)

Miles Hanberg, with the UDWR, presented the letter of support addressed to Governor Spencer Cox. The parties discussed the land acquisition. *Commissioner Killian made a motion to approve the support letter to the UDWR for the proposed land acquisition as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of the Duchesne County Fraud Risk Assessment
(11:21 a.m.)

Clerk-Auditor Chelise Jessen presented the Duchesne County Fraud Risk Assessment. The total points earned is 375 out of 395 possible points. Question 9. Does the entity have a formal audit committee? This is the only question: no points were awarded. The parties discuss the processes of the County and agree that there is no need for a formal audit committee. The Commission views and approves the vouchers weekly, and the Clerk-Auditor completes extensive audits. *Commissioner Miles made a motion to accept the Fraud Risk Assessment as presented. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Auditors Office – Surplus
(11:25 a.m.)

Clerk-Auditor Chelise Jessen presented the surplus items from the Building & Grounds department. There are seven office chairs, a tire 265/55 R20, seven lots of light ballasts, a lockbox, two floor buffers, a Ford pick-up truck, a tall mirror, a snow plow, two desks, a utility truck bed, a truck bed shell, two lots of sink faucets, and a bookshelf. *Commissioner Miles made a motion to approve the surplus items as presented. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Auditors Office – Vouchers
(11:30 a.m.)

Clerk-Auditor Chelise Jessen presented the October 16, 2023 vouchers, check numbers 162843 through 163094, for $1,645,705.11. The parties review the vouchers submitted. *Commissioner Killian made a motion to approve the vouchers for October 16, 2023, as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Tax Adjustment - Abatement Approval
(11:41 a.m.)

Deputy Treasurer Connie Sweat presented the Auditor's Individual Abatement Report. Totals for the Abatement report are as follows: Residential Buildings - 183 for $91,076.81, Residential Land – 77 for $10,738.54, total - 260 for $101,815.35. The breakdown totals are as follows: Circuit Breaker - $101,815.35, Indigent - $23,255.23, 20% Circuit Breaker - $55,046.71, Veterans - $217,815.06, Military - $3,299.55, for a total of $402,585.76. *Commissioner Miles made a motion to approve the 2023 Individual Tax Abatement as presented. Commissioner Kilian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Assessor's Office – Tax Adjustments
(11:49 a.m.)

Assessor Traci Herrera presented a tax adjustment for the Assessor's office. The tax adjustments are for one parcel adjusted for a BOE Stipulation, a refund from fund UPP, an overpayment on a large truck, and a parcel that should have been a primary structure. *Commissioner Miles made a motion to approve the tax adjustments from the Assessor's Office as presented. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

HR Office – Payroll
(11:53 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll report ending September 30, 2023; there were 230 employees paid. *Commissioner Miles made a motion to approve the payroll as presented for September 30, 2023. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Review County Board Appointments
(11:56 a.m.)

Commission Executive Assistant Melissa Hughes presented a list of the County Boards. The seats that are expiring are highlighted in pink. The Uintah Basin Medical Center Board, the Planning and Zoning Commission, the TriCounty Health Department Board of

Health, and the Mosquito Abatement District Board of Trustees have seats available that will be advertised.

Discussion of Possible Subjects for the Next Meeting
(12:14 p.m.)

Calendaring & Weekly Update on Events
(12:15 p.m.)

Consideration of Minutes for Combined Commission Meeting held October 02, 2023
(12:20 p.m.)

Parties review the combined Commission meeting minutes held on October 02, 2023. *Commissioner Killian made a motion to approve the minutes for October 02, 2023, as corrected. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Human Resource Update
(12:28 p.m.)

Human Resource Director Judy Stevenson gave an update on the past and upcoming events. An accident prevention webinar is tomorrow, October 17, 2023, at 10:00 a.m. The employee appreciation event is on Wednesday, October 18, 2023.

Discussion & Consideration of Updates to County Policy 613.5 and 614.3
(12:30 p.m.)

Human Resource Director Judy Stevenson presented policy 613.5 Donation of Leave and 614.3 Long Term Disability Leave. The proposed update to policy 613.5 is to remove this from the policy. The proposed update to policy 614.3 reads: Employees determined to be eligible for the long-term disability program (LTD) will be allowed to continue receiving insurance benefits through the Duchesne County group plan for up to an additional 120 days. The parties discuss the updates. *Commissioner Miles made a motion to approve the changes proposed to policy 613.5 Donation of Leave and 614.3 Long Term Disability Leave. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(12:37 p.m.)

Commissioner Miles made 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 Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Back in Session
(1:34 p.m.)

No action is to be taken.

Adjournment
(1:35 p.m.)

Commissioner Miles made a motion to adjourn the meeting at 1:35 p.m. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The forum adjourned.

Read and approved this on the 23rd day of October, 2023.

Irene Hansen — *Irene Hansen, Commission Chair*

Chelise Jessen — *Chelise Jessen, Clerk-Auditor*

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes