MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, MARCH 4, 2024, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Irene Hansen, Commissioner Tracy Killian, Deputy Attorney Tyler Allred, Public Works Deputy Director Clint Curtis, Public Works Director Mike Casper, Deputy Clerk-Auditor Janet Jenkins, Human Resource Director Judy Stevenson, Treasurer Stephen Potter, Clerk-Auditor Chelise Jessen, Assessor Traci Herrera, Surveyor Jerry Allred, Community Development Assistant Director Mike Gottfredson, Community Development Assistant Becky Broadhead, Library Director Daniel Mauchely, Deputy Assessor Michelle Lewis, Economic Development Director Deborah Herron, Theresa Welborn-Horrocks, Stacy Giles, Jeff Johnson, Thomas Casey, Brendon Curtis, Ken Betts, and Rodney Winch with the Road Department, Duchesne High School Girls Wrestling Team and Coaches, Duchesne County Residents Jeff Chug, Bryan Winterton, Jonathan Farnsworth, Megan Farnsworth and children, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Absent – Commissioner Greg Miles

Opening Comments
(9:00 a.m.)

Chairperson Hansen welcomed everyone to the meeting and excused Commissioner Miles.

Pledge of Allegiance
(9:01 a.m.)

Recognition for the Duchesne High School Girls Wrestling State Championship
(9:03 a.m.)

Commissioner Hansen briefly described the Centennial History Book and her experience meeting an elderly lady whose story was in the book. She explained how the Wrestling Team is making history with its achievement. Both Commissioners congratulated the team on the award. The team has three seniors. Alexie Weimer introduced herself and expressed gratitude for her team and coaches and the recognition from the Commissioners and community.

Presentation of Employee of the Month
(9:14 a.m.)

Human Resource Director Judy Stevenson introduced the Employee of the Month Committee, Daniel Mauchley, Becky Broadhead, and Michelle Lewis, and thanked them for their hard work. The March Employee of the Month was presented to Public Works Assistant Theresa Welborn-Horrocks. Commission Executive Assistant Melissa Hughes read the nomination letter she submitted. Both Commissioners appreciated Mrs.Welborn-Horrocks for her dedication and commitment to the County. Mrs. Welborn-Horrocks thanked everyone for the award.

Public Works Update
(9:27 a.m.)

Public Works Director Mike Casper gave an update on existing projects and upcoming work. Crews are cleaning up snow today and preparing for projects once the weather cooperates. Some complaints have been received about muddy roads, but most aren't county roads. The department is back to working four tens.

Discussion & Consideration of the Scout Energy Management LLC Application to the BLM for the Installation of a Buried Flex-Pipe Produced Water Pipeline
(9:33 a.m.)

Commissioner Hansen read the letter written by Community Development Director Mike Hyde to Mr. Jerry Kenczka, the Assistant Field Manager of Lands and Minerals for the Bureau of Land Management (BLM) Vernal Field Office. The parties discussed the letter and the possible impacts on the county's right-of-way. *Commissioner Killian made a motion to approve the letter as written. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of New Business Licenses
(9:38 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented one new business license:

- Merkbaar Shop LLC (DBA Uintah Basin Design), owned by Alysse Dastrup, Duchesne, Utah.

The parties reviewed and discussed the new business license. *Commissioner Killian made a motion to accept the business license issued by the Clerk-Auditors office as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Auditors Office – Vouchers
(9:40 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented the March 4, 2024, vouchers, check numbers 164323 through 164394, for $507,569.56. The parties reviewed the vouchers submitted. *Commissioner Killian made a motion to approve the vouchers for March 4, 2024, as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Treasurer's Office – Tax Adjustment
(9:43 a.m.)

Treasurer Stephen Potter presented the tax adjustments for the Treasurer's office. Parcel 5076: 45% adjustment due to changing from secondary to primary for 2023, 2020, and 2019. The credit amount is $3,929.20. The parties review the tax adjustments. *Commissioner Killian made a motion to approve the tax adjustments as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Consideration of Minutes for Combined Commission Meeting held February 26, 2024
(9:49 a.m.)

Parties review the combined Commission meeting minutes held on February 26, 2024. Commissioner Hansen noted in the State Legislative Update portion of the minutes that the new baseball field dominated the conversation; they were going to raise the TRT to pay for the project, but it was changed, and they will raise the sales tax instead. *Commissioner Killian made a motion to approve the minutes for February 26, 2024, as corrected. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, Commissioner Hansen voted aye. The motion passed.*

Discussion of Possible Subjects for the Next Meeting
(9:56 a.m.)

Calendaring & Weekly Update on Events
(9:57 a.m.)

Recess 10:03 a.m. to 10:08 a.m.

Commissioner Killian made a motion to recess. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Closed Meeting – Deployment of Security Personnel, Devices, or Systems;
(10:09 a.m.)

Commissioner Killian made a motion to go in and out of a closed meeting for a strategy session to discuss: Deployment of Security Personnel, Devices, or Systems. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Back in Session
(10:59 a.m.)

No action is to be taken.

Human Resource Update
(11:28 a.m.)

Human Resource Director Judy Stevenson gave an update for the Human Resource Department. On March 13th, there is blood-borne pathogen training. Employees can attend virtually. They have filled some of the positions but are still conducting interviews weekly.

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:01 a.m.)

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

Back in Session
(11:52 a.m.)

No action is to be taken.

Adjournment
(11:53 a.m.)

Commissioner Killian made a motion to adjourn the meeting at 11:53 a.m. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The forum adjourned.

Read and approved this on the 11th day of March 2024.

Irene Hansen
Irene Hansen
Commission Chair

Chelise Jessen
Chelise Jessen
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes