MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, DECEMBER 02, 2024, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Irene Hansen, Commissioner Tracy Killian, Commissioner Greg Miles, Attorney Stephen Foote, Deputy Attorney Tyler Allred, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Surveyor Elect Ryan Allred, Commissioner Elect Jeff Chugg, I.T. Technician Mihai Cernatescu, Recorder Shelley Brennan, Deputy Clerk-Auditor Lexie Young, Deputy Clerk-Auditor Janet Jenkins, Treasurer Stephen Potter, Assessor Traci Herrera, Community Development Director Mike Hyde, Human Resource Director Judy Stevenson, Human Resource Payroll & Benefits Administrator Jamie Park, Human Resource Generalist Tommi Mascaro, Community Development Assistant Director Mike Gottfredson, Electronic Records Director Cristina Nielson, 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.)

Presentation of Employee of the Month

(9:03 a.m.)

Human Resource Director Judy Stevenson presented the November Employee of the Month award to I.T. Technician Mihai Cernatescu. Human Resource Generalist Tommi Mascaro read the nomination letter, which was submitted anonymously. Technician Cernatescu thanked everyone for the award and said he feels very appreciated working here. Each Commissioner thanked him for his hard work and dedication to the County. Attorney Stephen Foote said that Technician Cernatescu does an ordinary job in an extraordinary way.

Commissioner Miles read a letter from I.T. Director Matt Yergensen commending Technician Cernatescu for being named the November Employee of the Month.

Public Works Update

(9:11 a.m.)

Public Works Director Mike Casper gave an update on existing projects and upcoming work. The department had a nice holiday weekend; there was no snow to plow. The Boys Ranch project is almost complete. They are graveling some dirt roads. County Road 29 needs to be repaired. They will patch the area of concern this week. The mechanics have the equipment ready for the winter season. Surveyor Elect Ryan Allred expressed his gratitude for the repair on the dirt road by his office.

Discussion of the 2025 County Fee Schedule

(9:18 a.m.)

Community Development Director Mike Hyde explained the conditional use fee, plat amendment fee, and subdivision fee. Although appealing staff decisions to the Planning Commission requires staff time, there is no fee. The parties discuss the fees for the Community Development and other departments. This discussion will continue at a later meeting.

Discussion & Consideration of New Business Licenses

(9:33 a.m.)

Deputy Clerk-Auditor Lexie Young presented four new business licenses:

- Upper Country Oilfield Services, LLC, owned by Brandon Murdock, Roosevelt, Utah.
- Bart Morrill CPA, PC, owned by Bartley B. Morrill, Fruitland, Utah.
- DJA Safety Consulting, LLC, owned by David J Abegglen, Bluebell, Utah.
- Basi Spraying Services, LLC, owned by Spencer Ross – Brielle Ross, Roosevelt, Utah.

The parties discussed the new businesses. *Commissioner Miles made a motion to accept the business licenses that have been approved by the Clerk-Auditor office. 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 Board of Equalization (BOE) Adjustments
(9:35 a.m.)

None at this time.

Auditors Office – Vouchers
(9:36 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented the December 02, 2024, vouchers, check numbers 167487 through 167529, for $820,336.03. The parties reviewed the vouchers submitted. *Commissioner Miles made a motion to approve the vouchers as presented for December 02, 2024. 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 Consent to Assign Agreement
(9:40 a.m.)

Ovintiv has entered into a definitive Purchase and Sale Agreement with Fourpoint Resources, LLC, in which Ovintiv agrees to assign all of its right, title, and interest in and to the Assets, including the agreement, to Fourpoint Resources, LLC, at the closing of the transactions contemplated by the purchase agreement. Ovintiv requests the County's consent to assign all or a portion of the agreement. The parties discussed the request. *Commissioner Killian made a motion to approve the consent to assign from Ovintiv and allow the chair to sign on behalf of the county. Commissioner Miles seconded the motion. Commissioner Kilian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

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

Treasurer Stephen Potter presented the 2024 Individual Abatement Report. Residential Buildings – 3 for $637.29, Residential Land – 2 for $293.86. The breakdown is as follows: Blind – 1 for $131.14, Circuit Breaker – 3 for $931.15, 20% Circuit Breaker – 1 for $914.26, Veterans – 8 for $11,495.88, Total – 13 for $13,472.43. The parties discussed the report. *Commissioner Killian made a motion to approve the abatement report as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Assessor's Office – Tax Adjustments
(9:45 a.m.)

Treasurer Stephen Potter presented a list of seven tax adjustments for the Assessor's office. The list will be kept in the Clerk-Auditor's office with the minutes. The parties discussed the adjustments. *Commissioner Miles made a motion to approve the tax adjustments as presented. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Treasurer Stephen Potter explained that last week's network issues prevented them from processing all of the tax payments. Today is the last day to pay without a penalty. He asked if the Commission would extend the deadline for the taxpayers for a day or two. The parties discussed the extension. *Commissioner Miles made a motion to extend the deadline until the close of business on Tuesday, December 03, 2024. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Human Resource Office – Payroll
(9:56 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll ending November 23, 2024, with 216 employees paid. The parties reviewed the payroll. *Commissioner Killian made a motion to approve the November 23, 2024 payroll as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Recess 9:59 a.m. to 10:15 a.m.

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

Consideration of Minutes of the Combined Commission Meeting held November 18, 2024
(10:15 a.m.)

The parties reviewed the combined Commission meeting minutes for November 18, 2024. *Commissioner Miles made a motion to approve the minutes for November 18, 2024, as corrected. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Consideration of Minutes of the Combined Commission Meeting held November 25, 2024
(10:26 a.m.)

The parties reviewed the combined Commission meeting minutes for November 25, 2024. *Commissioner Killian made a motion to approve the minutes for November 25, 2024, as corrected. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion of Possible Subjects for the Next Meeting
(10:29 a.m.)

Calendaring & Weekly Update on Events
(10:35 a.m.)

Discussion & Consideration of County Volunteers
(10:46 a.m.)

Human Resource Generalist Tommi Mascaro presented two new volunteers who have passed the background check and now need Commission approval. The parties discussed the volunteers. *Commissioner Miles made a motion to approve the volunteers for the rest of 2024 and 2025. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of Update to Policy 613: Paid Time Off
(10:48 a.m.)

Human Resource Director Judy Stevenson presented Policy 613: Paid Time Off, with the updates highlighted in yellow. She explained that the changes are for the PTO sell-back. Employees can sell back up to 40 hours one time per year. The parties discussed the changes. *Commissioner Killian made a motion to accept the changes to Policy 613 as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Human Resource Update
(10:51 a.m.)

Human Resource Director Judy Stevenson gave an update for her department. They are setting up for the Employee Appreciation Banquet and conducting interviews for the Weed Department, Public Works, and Assessor's Office this week.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual
(10:56 a.m.)

Commissioner Miles made a motion to go in and out of a Closed 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.

Consideration to take action during the closed session
(11:28 a.m.)

No Action

Recess 11:29 a.m. to 1:15 p.m.

Commissioner Killian made a motion to recess until the 1:15 p.m. Working Session. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.

Working Session 1:15 p.m. – Discussion of County Fee
(1:15 p.m.)

Present –

Commissioner Irene Hansen, Commissioner Tracy Killian, Commissioner Greg Miles, Deputy Attorney Tyler Allred, Community Development Director Mike Hyde, Community Development Assistant Director Mike Gottfredson, Community Development Zoning

Specialist Shon McKinnon, Commissioner Elect Jeff Chugg, Building Inspector Cody Fisher, Mike Hawley with Jones & DeMille Engineering, Duchesne County residents Zane Lay, Kelsey Carter, Jacob Woodland, Brad Wells, Yvonne Spaeth, Lionel H. Evans, and Gary Zobell, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Present via Zoom –

Christina Galloway, Spencer Turnbow with Humbolt, Brad Gunnell, Joseph, Cheryl Pietz, William Science, Andi Gurr with Berry Petroleum, Rikki Hrenko Browning with UPA, JD Kesler with Parsons Behle & Latimer representing UPA, Seraphim Kupec, Sandee Pummell, Teisha Black, Raymond Rodriguez, Cody Deeter president of EFG Consulting, Frank Jimenez, John Stockinger, Scott Pitzer, Don Bromley, Cameron Cutch, Marci Crowther with the Utah Mini Ranches, 435-823-4999, Jason Binder, and Brock Harrison.

Commissioner Hansen explained the working session's process, expectations, and purpose.

Mike Hawley, with Jones & DeMille Engineering, presented the draft of the Transportation Master Plan Update. He explained the proposed adjustments for the transportation mitigation fee of $14,250 per well per mile for paved roads and $3,500 for gravel roads. The fee for paved roads matches the proposed amount that UPA submitted.

Public Comments
(1:20 p.m.)

Several members and residents of the Utah Mini Ranches, including the HOA President Jason Binder, expressed their concerns about the oil industry truck traffic. It is a safety concern on County Road 29. The road is narrow, with sharp corners and damage. Some residents have been forced off the road to prevent colliding with the semis. The trucks also use their engine breaks all hours, making it difficult for them to sleep.

Mike Hawley, with Jones & DeMille Engineering, spoke to the concerns about the road.

Cody Deeter, president of EFG Consulting, explained his portion of the mitigation fee study. The proposed fee is lower than what it could be and is fair.

JD Kesler, with Parsons Behle & Latimer representing UPA, commented about the mitigation fee study conducted by Cody Deeter. He would like to address the concern of only receiving the proposed amount a few hours ago and the fee for all wells instead of different rates for the various pad sizes, compressor stations, and water facilities.

Brad Wells disagrees with the one-size-fits-all fee when it doesn't fit all. He is part of the oil industry, which UPA does not represent. He is concerned that the fee will not be designated for road repairs. He talked about the differences between vertical and horizontal wells and the fact that traffic is not inclusive of the oil industry.

Jim Readhead of Roosevelt explained the company he had started. They are developing materials to make a 3" road as durable as a 6".

Zane Lay has some concerns with the proposed fee. The paved roads align with UPA's proposal, but he disagrees with including gravel roads. The gravel roads are maintained once a year by the county and the rest of the year by the industry. The compressor stations and water handling facilities differ from well sites and shouldn't be included.

Frank Jimenez echoed Zane Lay's comments.

Community Development Assistant Director Mike Gottfredson discussed Resolution #24-05, which establishes a fee for processing conditional use permits for oil gas drilling and production sites, adds a fee for appealing a staff decision to the planning commission, and adjusts existing land use application fees.

The parties discussed the conditional use permits and fees.

Adjournment
(3:19 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 3:19 p.m. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The forum adjourned.

Read and approved this on the 9th day of December 2024.

Irene Hansen
Commission Chair

Chelise Jessen
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes