MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, DECEMBER 30, 2024, 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 Deputy Director Clint Curtis, Public Works Assistant Theresa Welborn, Commissioner Elect Jeff Chugg, Surveyor Elect Ryan Allred, Sheriff Travis Tucker, Human Resource Director Judy Stevenson, Human Resource Payroll & Benefits Administrator Jamie Park, Economic Development Director Deborah Herron, Clerk-Auditor Chelise Stewart, Treasurer Stephen Potter, Duchesne County Resident Christiaan Flemming, 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.)

Public Works Update
(9:01 a.m.)

Public Works Director Mike Casper gave an update on existing projects and upcoming work. The department dealt with some snow and ice over the weekend. They will install a fence around the crusher property in Altamont. They have a plan for the Antelope Bridge. The project will start soon. The County Road 29 widening project is going well. A resident from the area called to express their appreciation for the progress. They need to produce road chips; the crusher crew will stay on the ten-hour shift, and the rest of the department will go on an eight-hour shift. The parties discussed the projects completed this year versus the average for other years. Director Casper expressed his appreciation to the Commission for the equipment purchased that has made the department more efficient and productive. The Commissioners thanked Director Casper and his team for their accomplishments. The parties discussed the progress of the new road shed building design and when it can go out for bid.

Consideration of Minutes of the Budget Hearing Meeting held December 9, 2024
(9:12 a.m.)

The Commission was informed that an error had occurred during the budget hearing, and the minutes needed to be amended to correct the mistake. The parties discussed the amendments. *Commissioner Miles made a motion to amend the minutes from approve to accept and add an Asterix stating the motion was made outside a regular session meeting. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

DRAFT

Discussion & Consideration of Board Appointments
(9:21 a.m.)

Commission Executive Assistant Melissa Hughes presented a list of County boards. The parties discussed the members that need to be reappointed and the new applicants for appointment.

Commissioner Miles made a motion to appoint Jeff Chugg to the Narcotic Strike Force Board. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Commissioner Miles made a motion to appoint Will Hicken to represent Recreation on the Duchesne County Land Use Committee and reappoint Ryan Lundstrom and Jeff Crozier to the committee. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Commissioner Miles made a motion to reappoint Kent Peatross and Roger Ames to the Special Service District #2 Board. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Commissioner Killian made a motion to reappoint Kelly Crozier and Don Richards to the Duchesne County Water Conservancy District. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.

Commissioner Miles made a motion to appoint Jordan Allred to represent Duchesne, reappoint Mike Hawley and Sharla Goff, appoint Nathan Hughes to represent Tabiona / Hanna, and reappoint Jared Thacker to the Trails Committee. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Discussion & Consideration of a TRT Committee
(9:36 a.m.)

Postponed by general consent.

Consideration of Minutes of the Combined Commission Meeting held December 23, 2024
(9:37 a.m.)

The parties reviewed the combined Commission meeting minutes for December 23, 2024. *Commissioner Killian made a motion to approve the minutes for December 23, 2024, as corrected. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Hansen voted aye. The motion passed.*

Auditors Office – Vouchers
(9:44 a.m.)

Clerk-Auditor Chelise Stewart presented the December 30, 2024, vouchers, check numbers 167759 through 167803, for $658,832.89. The parties reviewed the vouchers submitted. *Commissioner Miles made a motion to approve the vouchers for December 30, 2024, 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

(9:46 a.m.)

Clerk-Auditor Chelise Stewart presented seven items from the Building & Grounds Department for surplus. The parties discussed the items. *Commissioner Miles made a motion to approve the surplus from the Building & Grounds Department. 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 #24-12; Government Obligation Contract Between LensLock Inc. and Duchesne County, Utah

(9:48 a.m.)

Sheriff Travis Tucker presented the contract and explained it is for body and car camera footage. The footage would download automatically once the device is on WiFi. Each officer spends at least 5 hours per week downloading the footage. This program supplies the cameras and software. The parties discussed the increased productivity and proficiency. Deputy Attorney Allred has reviewed the contract and has no issues. *Commissioner Miles made a motion to approve Resolution #24-12; Government Obligation Contract Between LensLock Inc. and Duchesne County and authorizes the chair to sign on behalf of the County. Commissioner Killian seconded the motion. Commissioner Miles voted aye, Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Recess 9:56 a.m. to 10:07 a.m.

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

Commissioner Miles left the meeting at 9:56 a.m.

Treasurer's Office – Tax Abatements

(10:07 a.m.)

Treasurer Stephen Potter presented the completed 2024 Individual Abatement Report. The report has the total abatements for 2024. Residential Buildings – 201 for $100,900.26, Residential Land – 92 for $15,231.69. The breakdown is as follows: Blind – 8 for $1,054.56, Circuit Breaker – 189 for $116,131.95, Indigent – 50 for $27,476.38 20% Circuit Breaker – 120 for $55,382.41, Veterans – 149 for $241,714.36, Total – 516 for $441,759.66. The parties discussed the report. *Commissioner Killian made a motion to approve the 2024 Individual Abatement Report as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Assessor's Office – Tax Adjustments

(10:09 a.m.)

Treasurer Stephen Potter presented a tax adjustment 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 Killian made a motion to approve the tax adjustment for December 30, 2024, as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

DRAFT

Human Resource Office – Payroll
(10:12 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll ending December 21, 2024, with 217 employees paid. The parties reviewed the payroll. *Commissioner Killian made a motion to approve the payroll ending December 21, 2024, as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Discussion & Consideration of the Workers Compensation Fund Liability Insurance Policy
(10:14 a.m.)

Human Resource Director Judy Stevenson presented the Workers Compensation Fund Liability Insurance Policy and explained that it is a renewal and that the county's portion is $124,700. The parties discussed the policy. *Commissioner Killian made a motion to approve the Workers Compensation Fund Liability Insurance Policy renewal as presented. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Human Resource Update
(10:17 a.m.)

No update at this time

Discussion of Possible Subjects for the Next Meeting
(10:18 a.m.)

Calendaring & Weekly Update on Events
(10:20 a.m.)

Recess 10:23 a.m. to 11:05 a.m.

Commissioner Killian made a motion to recess until 11:00 a.m. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Discussion & Consideration of District Court Public Defender Contract
(11:05 a.m.)

Chief Deputy Attorney Grant Charles presented two Agreements for Legal Services for District Court and District Court Conflicts, both for Hendricks & Owens Attorneys at Law. Chief Deputy Charles explained the contracts and recommended approving both contracts. The parties discussed the contracts. *Commissioner Killian made a motion to approve the contract with Hendricks & Owens Attorneys at Law for District Court Conflicts. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.*

Commissioner Killian made a motion to approve the contract with Hendrick & Owens Attorneys at Law for one-third of all indigent defense. Commissioner Hansen seconded the motion. Commissioner Killian voted aye, and Commissioner Hansen voted aye. The motion passed.

Discussion of Establishing a Fee Schedule for Duchesne County
(11:14 a.m.)

Postponed by general consent.

DRAFT

Adjournment
(11:17 a.m.)

Commissioner Killian made a motion to adjourn the meeting at 11:17 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 6th day of January 2025.

Irene Hansen	*Chelise Stewart*
Commission Chair	*Clerk-Auditor*

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes

DRAFT