MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, FEBRUARY 24, 2025, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Greg Miles, Commissioner Tracy Killian, Chief Deputy Attorney Grant Charles, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Economic Development Director Deborah Herron, Deputy Clerk-Auditor Lexie Young, Treasurer Stephen Potter, Sheriff Travis Tucker, Human Resource Director Judy Stevenson, Clerk-Auditor Chelise Stewart, Recorder Shelley Brennan, Assessor Traci Herrera, Centennial Event Center Coordinator & Fair Assistant Jayden Sillert, Centennial Event Center Assistant Codi Jenkins, Matt Foley with V6 Media, Deputy Treasurer Connie Sweat, Human Resource Payroll & Benefits Administrator Jamie Park, Building & Grounds Director Shane Jenkins, Community Development Assistant Director Mike Gottfredson, UBOG Director Laurie Brummond, Duchesne High School Girls Wrestling Team and Coaches – Kurt Skews and Clint Larson, Liz Ivie, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Excused – Commissioner Jeff Chugg

Opening Comments
(9:00 a.m.)

Chairman Miles welcomed everyone to the meeting.

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

Open & Award the Duchesne County Fair Video Production Bids
(9:02 a.m.)

Commissioner Miles opened the bid received from V6 Media. The bid amounts for 2025 are $32,500, 2026 are $33,500, and 2027 are $34,500. The parties reviewed and discussed the bid. *Commissioner Killian made a motion to award the contract for the Duchesne County Fair Video Production to V6 Media for 2025, 2026, and 2027. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Public Works Update
(9:06 a.m.)

Public Works Director Mike Casper updated the public on existing projects and upcoming work. The North Crescent project is complete. A crew is trimming trees, grading roads, and preparing the equipment for chipping. Some of the employees and supervisors attended the UAPA conference last week, where Duchesne County received the 2024 Quality in Pavement Preservation Award. Public Works Assistant Director Clint Curtis explained the award. The parties discussed the progress of the Road Department and how much they have improved.

Assistant Director Curtis updated the public on the new building and soil tests. They are determining the type of foundation for the area. The Forest Service wants to partner with the County to replace some guardrails.

Recognition of the Duchesne High School Girls Wrestling 2A State Championship
(9:14 a.m.)

The Duchesne High School Girl's Wrestling team won the 2A State Championship. Coach Kurt Skews explained that this is the 4th year the school has had a girl's wrestling team and the second year in a row winning the state championship. He spoke about the girl's work ethic and how they represented the school and community well. Five individuals won state championships. There are two seniors on the team. Both Commissioners commended the team for the accomplishment. Daniella Spencer, one of the team captains, expressed her appreciation to her team. The other team captain, Breann Ivie, said she was thankful to the coaches and her team.

Discussion & Consideration of Purchasing an Asphalt Paver Machine
(9:25 a.m.)

Public Works Director Mike Casper presented a quote from Wheeler Machinery for a P385C-002 Paver at $243,000. This includes discounts of $47,932.00 and training on the machine, which comes with a two-year warranty. The parties discussed the purchase. *Commissioner Killian made a motion to purchase the asphalt paver machine for $243,000 using fund 41. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Purchasing a Paving Compaction Machine
(9:28 a.m.)

Public Works Director Mike Casper presented a quote from Wheeler Machinery for a CB4.0 Paving Compaction at $79,050, which includes a 12-month warranty and discounts of $22,279. The parties discussed the purchase and the need for a dependable roller. *Commissioner Killian made a motion to approve the purchase of a paving compaction machine for $79,050. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of the Master Services Agreement with Rodeo Logistics, LLC
(9:35 a.m.)

Centennial Event Center Coordinator & Fair Assistant Jayden Sillert presented the agreement for the software Open Stalls. She explained the issues they have had with the existing software. The parties discussed the payment and refund process with Open Stalls. Chief Deputy Attorney Grant Charles recommended waiting for approval until they can send redline edits to the company.

Discussion & Consideration of Purchasing a Water Truck for the Centennial Event Center
(9:41 a.m.)

Centennial Event Center Coordinator & Fair Assistant Jayden Sillert presented three options for a water truck chassis from Truxas: Option 1 - $88,100, with 360,000 miles; Option 2 - $92,000, with 256,000 miles; and Option 3 - $101,100, with 289,000 miles. The cost includes installing a new 4,000-gallon 14' water tank with dual front, side, and rear nozzles. She recommended option 1 for $88,100. The purchase of a water truck was previously approved for the 2024 budget. The parties discussed the trucks. *Commissioner Killian made a motion to approve the purchase of a water truck for $88,100. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Purchasing a Floor Scrubber for the Centennial Event Center
(9:47 a.m.)

Centennial Event Center Coordinator & Fair Assistant Jayden Sillert presented a quote from Global Industrial for an Auto Ride-On Floor Scrubber with a 22" Cleaning Path for $8,521.39. She explained that the current scrubber needs the batteries replaced, and it doesn't fit through the storage room doors. It would be beneficial to have a new scrubber that can be used on the conference side of the building and the existing one on the arena side. This would prevent extra wear on the machine due to the arena climate. The parties discussed the purchase and battery replacement of the existing scrubber. *Commissioner Killian made a motion to purchase the floor scrubber machine for $8,521.39. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Installing Smart Screens in the Indoor Arena & Conference Room
(9:50 a.m.)

Centennial Event Center Coordinator & Fair Assistant Jayden Sillert presented a quote from TLS Creative Design for smart screens for the indoor arena and conference rooms. Two smart screens in the arena would cost $108,174.94, and for the conference rooms, $41,916.00. The parties discussed the current equipment and the events that would benefit from the smart screens. It was decided not to move forward with this purchase at this time.

Building & Grounds Update
(9:57 a.m.)

Building & Grounds Director Shane Jenkins described the work orders his department has completed this year. A total of 417 have been submitted: one-third were janitorial, one-third were PM, and employees submitted the other third. They are repairing the employee entry door at the jail and finishing the Irene Hansen Building. The grants they applied for at the Crossroads Senior Center have been held, and they don't know when they will be released. The parties discussed the remodeling of the Fruitland Fire Station, the Mickelson Building, and the Administration Building. Director Jenkins is looking into a new key system; there is about a three-month waiting period once they are ordered.

The Commissioners appreciated Director Jenkins for everything he does for the County. Director Jenkins thanked his department for their hard work and dedication.

Discussion & Consideration of the Application from a Local Business for the Utah Rural Matching Grant
(10:10 a.m.)

Economic Development Director Deborah Herron presented an application from Gift Shop Town. She explained the equipment they purchased to customize souvenirs like t-shirts, cups, hats, and other items. They are requesting $9,750. The parties discussed the business and application. *Commissioner Killian made a motion to approve the matching grant application from Gift Shop Town for $9,750. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of a Utah Outdoor Recreation Grant
(10:14 a.m.)

Economic Development Director Deborah Herron explained that the Forest Service requests Duchesne County to be the lead on the grant. The Forest Service will provide the funding that is needed. The project will improve the Ranger Station with furnishing, create

a group site, and install a vault toilet for public use. Community Development Assistant Director Mike Gottfredson said that Aaron Selig is the new representative for our area. He has worked with him on other projects. The parties discussed the project. *Commissioner Killian made a motion to apply as the lead on the grant. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Recess 10:19 a.m. to 10:47 a.m.

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

Human Resource Office – Payroll

(10:47 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll ending February 15, 2025, with 213 employees paid. The parties reviewed the payroll. *Commissioner Killian made a motion to approve the payroll ending February 15, 2025, as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Appointment to the Uinta Basin Medical Board

(10:49 a.m.)

Commissioner Miles stated that a board member has resigned and needs to be replaced. Irene Hansen had previously served on that board, and he recommended her for the position. *Commissioner Killian made a motion to appoint Irene Hansen to the Uinta Basin Medical Board. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditors Office – Surplus

(10:51 a.m.)

Sheriff Travis Tucker presented a list of twelve vehicles and two snowmobiles to be approved for surplus. The parties discussed the items' ages and issues. *Commissioner Killian made a motion to approve the surplus as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditors Office – Vouchers

(10:56 a.m.)

Deputy Clerk-Auditor Lexie Young presented the February 24, 2025, vouchers, check numbers 168237 through 168337, for $535,268.01. The parties reviewed the vouchers submitted. *Commissioner Killian made a motion to approve the vouchers for February 24, 2025, as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Recess 11:00 a.m. to 11:43 a.m.

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

Consideration of Minutes of the Combined Commission Meeting held February 10, 2025
(11:43 a.m.)

The parties reviewed the combined Commission meeting minutes for February 10, 2025. *Commissioner Killian made a motion to approve the minutes for February 10, 2025, as presented. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Closed Session – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation
(11:45 a.m.)

Commissioner Killian made a motion to go in and out of a Closed Session to discuss: Pending or Reasonably Imminent Litigation. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Consideration to take action during the closed session
(11:58 a.m.)

No action is to be taken.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual
(11:59 a.m.)

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

Consideration to take action during the closed session
(12:35 p.m.)

No action is to be taken.

Human Resource Update
(12:35 p.m.)

No update at this time.

Discussion of Possible Subjects for the Next Meeting
(12:36 p.m.)

Calendaring & Weekly Update on Events
(12:40 p.m.)

Recess 12:45 p.m. to 1:00 p.m.

Commissioner Killian made a motion to recess until the 1:00 p.m. Public Hearing. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Public Hearing 1:00 pm
Present:

Commissioner Greg Miles, Commissioner Tracy Killian, Chief Deputy Attorney Grant Charles, Community Development Assistant Director Mike Gottfredson, Drew Eschler, Mark Von, Treaven Grant, Keith Goodspeed, Andrew Dutson, Clinton S. Peatross, Gary Long, Heather Long, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Present via Zoom:

Joe Hadlock

Ordinance #25-418; An Ordinance Amending the Duchesne County Subdivision Ordinance Sections Associated with Minor Subdivisions and Water Requirements

(1:01 p.m.)

Community Development Assistant Director Mike Gottfredson explained the ordinance's purpose and that the Planning Commission recessed to allow time to review the public's concerns raised during the public hearing. He described the changes to the ordinance after the February 5th Planning Commission meeting and the history of events during the meeting. The six criteria that must be met were explained, and all have been met.

Public Comments

(1:13 p.m.)

Drew Eschler spoke in favor of the ordinance and commended the Commissioner for taking action regarding the water issues.

Treaven Grant with Mountains West Ranches reviewed the ordinance and said that several of its sections would affect his business. The public has expressed concern about water hauling. He asked if the County favors stopping water hauling and recommended continuing this viable water option. He also asked about the Class D Roads mapping and how to clarify a county road. He is against not using the subdivision lots for recreational use. He asked if the County is liable to provide a water connection to residents. Community Development Assistant Director Mike Gottfredson said no.

Keith Goodspeed told a story of his ancestors moving to the Uintah Basin. He proposed installing water infrastructure in the Fruitland area and is against anything restricting the public from hauling their water.

Clint Peatross, a former Commissioner, asked for clarification on Greenbelt. How much space must be preserved to qualify?

Commission Discussion

(1:35 p.m.)

Commissioner Killian thanked staff and said they would allow the Planning Commission time to complete the process of addressing public concerns.

Commissioner Miles spoke about water hauling, updating the road map, and Vialytics. He believes in public access to land and will fight vigorously to keep it open. Their obligation is to all residents of the County.

Commissioner Killian made a motion to recess the public hearing until March 10, 2025, at 1:00 p.m. to allow time for the Planning Commission to finalize their recommendations. Commissioner Miles seconded the motion. Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Adjournment

(1:44 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 1:44 p.m. Commissioner Miles stated that the motion was not contestable. The forum adjourned.

Read and approved this on the 10th day of March 2025.

Greg Miles	*Chelise Stewart*
Commission Chairman	*Clerk-Auditor*

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes

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