

## **COMMISSION MEETING MINUTES**

**NOVEMBER 17, 2025**

The regular meeting of the Juab County Commission was held November 17, 2025, 10:00 a.m. in the Juab County Commission Chambers, 160 North Main, Nephi, Utah.

Marty Palmer ----- Commissioner

Marvin Kenison ----- Commissioner

Clinton Painter ----- Commissioner

Perry Davis ----- Attorney

Tanielle Callaway-----Chief Deputy Clerk/Auditor

Others present: Myrna Trauntvein, Koen Mattinson, Wyatt Downard, Drake Nuccitelli, Morgan Palmer, Melaina Bork, Kevin Paulson, Dale Hitchcock, Melanie Cowan, Jamie Garrett, Jilean Ercanbrack, Jake Hadfield, Jeff Raiser, Macee Ercanbrack, Shauna Memmott

Chairman Kenison welcomed all in attendance. Chairman Marv Kenison offered a word of prayer. The Juab High School Sterling Scholars led us in the Pledge of Allegiance.

Commissioner Painter made a motion to accept the minutes from November 3, 2025.

Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Kevin Paulson addressed the commission regarding a sharp increase in his property tax assessment, despite his land being consistently used for agricultural purposes. He explained that he's working with the Assessor to put his land in Green Belt status and asked if there are any county protections against abrupt year-over-year tax hikes. Mr. Paulson expressed concern about the significant financial burden, uncertainty on payment, and sought clarification and assistance from the commission to resolve the issue.

Morgan Palmer introduced herself and several Sterling Scholars, presenting their plan to host a community pasta night aimed at collecting food donations for the local pantry. She emphasized the challenging times facing residents, the importance of community support, and how the event is meant to bring hope and unity. Ms. Palmer explained that they are supplying the food, the event is free, and requested that the commission waive the venue fees to support their charitable effort. Commissioner Painter stated they could waive all, but the cleaning fee of \$50. Ms. Palmer stated that would be appreciated. Commissioner Painter made a motion to waive the rental fees for the JHS event. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Jamie Garrett and a group of high school capstone students presented a customizable event scheduling software designed for Juab County facilities. They demonstrated its features, which include online booking, notifications via email and text, multiple payment and refund options, and the ability to address county-specific needs like including ambulance and law enforcement services. The group addressed questions about privacy, data collection, and integration of

county policies, and outlined the software's affordable pricing. The commission discussed logistics and trial terms, ultimately expressing support for piloting the system to improve booking efficiency and coordination for county events. Commissioner Painter made a motion to proceed with the event scheduling software. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Dale Hitchcock addressed the commission regarding his denied property tax abatement application, explaining that he has qualified for several years due to disability and limited income but was disqualified this year for not submitting a hardship letter. He described his significant financial struggles and health issues, frustration with unclear communication from county staff about documentation requirements, and difficulty in providing the needed paperwork. Mr. Hitchcock expressed his lack of computer and printer in order to print a letter of hardship and stated he would have difficulty writing a letter. The Commission inquired if the meeting minutes could be attached to the application where Mr. Hitchcock has verbally expressed his hardship. Commissioner Painter made a motion to attach the Commission meeting minutes to Mr. Hitchcock's tax relief application and approve him for the County Abatement. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Colby Park presented required legislative updates to the commission in the Subdivision Ordinance, outlining changes to subdivision and boundary adjustment regulations. He emphasized the reduction of minimum acreage for agricultural subdivisions from 100 to 50 acres, modifications to housing distance requirements, and clarified new definitions related to boundary adjustments. Colby also reviewed updates to relevant forms and procedures, highlighting the need for these changes to be in place by the end of the year to maintain compliance with state law. Commissioner Palmer made a motion to approve the recommended changes. Commissioner Painter seconds the motion, no opposition, motion carries. All voted in favor.

Jake Hadfield informed the commission about an updated office flooring replacement quote, explaining that after seeking multiple bids, the project required a specific type of flooring (LVP) to match the existing office, leading to a cost about \$100 higher than originally expected. He emphasized the importance of transparency and requested formal approval for the additional expense so the work could proceed promptly. Commissioner Painter made a motion to approve the floor replacement and the additional cost. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Jeff Raiser, representing Senator John Curtis's office, updated the commission on the end of the recent federal shutdown and introduced newly formed local task forces designed to improve communication between community leaders and the senator. He explained that these groups will help identify and address local priorities, welcomed suggestions for participants, and highlighted resources the senator's office offers, such as assistance with business, veterans' affairs, and public benefits. Jeff also mentioned legislative efforts to address wildfire risks through the Fix Our Forests Act and encouraged officials to share any needs where the

senator's office could help. The Commissioners thanked Mr. Riser for being present at the meeting.

**Other Business:**

Commissioner Painter made a motion to approve the Juab County bills as presented. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Tanielle Callaway had two personnel action forms for approval. The first is for a correction from the last meeting for Carla Whiting. She should have received a two-step increase and only received one. Commissioner Painter made a motion to approve the personnel action form for the Clerk's Office. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor. The second form is for a part time employee in Senior Nutrition. The position is helping out while Jamie has been out sick. Commissioner Painter stated he was aware of the position and the need. Commissioner Palmer made a motion to approve the personnel action form for Senior Nutrition. Commissioner Painter seconds the motion, no opposition, motion carries. All voted in favor.

Shanna Memmott discussed the need to resurvey the area surrounding a billboard near the freeway to accurately establish its proximity to boundary lines and secure a recorded easement. She reviewed several bids for the job, noting the most affordable and logical option was from Ludlow's, who handled the original survey. Shanna emphasized that completing the survey was essential before upgrading, moving the billboard, or finalizing agreements with neighboring landowners. Commissioner Painter made a motion to approve the bid from Ludlow's. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Ms. Memmott proposed the purchase of patriotic "Juab is Freedom" socks as part of the Celebrate America 250 campaign, aiming to use them as annual event swag to foster community pride and participation. She described the socks' red, white, and blue design, confirmed their inclusion in the year's budget, and shared plans to distribute them widely at county events so residents could proudly display their commitment to local celebrations and freedom. Commissioner Painter made a motion to approve the purchase of the socks. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Heather Williams-Young with the CJC came before the commission to discuss a property tax notice issued to the Friends of the CJC following the county's transfer of ownership earlier in the year. Melanie Cowan, the Treasurer, clarified the timeline of the transfer and debated responsibility for the taxes, considering both statutory rules and prior understandings. They reviewed the authority and process for waiving county taxes, acknowledged confusion about pro-ration between owners. Commissioner Painter made a motion to approve waiving the taxes for the CJC. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Attorney Davis presented an updated SITLA easement map and an updated easement agreement for Bird Farm Road, explaining that the state would be granting the county a

perpetual easement and that unfavorable indemnification language had been successfully removed. He confirmed the document had been reviewed by legal counsel and requested commission approval and signature to finalize the agreement. Commissioner Painter made a motion to approve the easement with SITLA and approve the Commission Chair to sign. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.


Attorney Davis next presented a quote to redo the human resource policy and update it. John Crippen had spoken to someone about doing it, but she indicated she is too busy. She did ask another individual in her office and they have sent a quote for \$7,500. Commissioner Painter made a motion to approve the retainer for the human resource policies for \$7,500. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Attorney Davis next presented updates to the Juab EMS billing agreement with Gold Cross, emphasizing new state data privacy requirements and the inclusion of Schedule B to ensure compliance. He explained that legal concerns about indemnification had been resolved and the commission approved the revised agreement. The discussion broadened to the county's increasing need to ensure all third-party vendors handling resident data comply with privacy regulations, with Attorney Davis noting that staff training would be conducted to meet these new obligations at the open enrollment meeting. Commissioner Painter made a motion to approve the EMS billing agreement. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Tanielle Callaway presented a quote to upgrade the Caselle software to a cloud-based platform. She outlined the advantages, including cost savings, improved accessibility for staff working remotely, reduced IT burdens and increased speed and reliability. Caselle has offered a 15% discount on the upgrade if the County commits before December 31<sup>st</sup>. The increased annual cost would be \$5,712. Commissioner Palmer made a motion to approve the upgrade to the cloud. Commissioner Painter seconds the motion, no opposition, motion carries. All voted in favor.

The commission discussed the need to appoint a representative and alternate for the upcoming Utah County Indemnity Pool annual membership meeting. Denise Peterson was selected as the primary representative, with Tanielle Callaway named as the alternate. Commissioner Painter approved Resolution 2025-12 appointing the UCIP representative and the alternate. Commissioner Palmer seconds the motion, no opposition, motion carries. All voted in favor.

Commissioner Painter made a motion to adjourn. Meeting adjourned.

ATTEST:   
Tanielle Callaway  
Juab County Clerk/Auditor

APPROVED:   
Marvin Kenison  
Commission Chair