

November 12, 2025 Council Chambers 05:00 PM

1. Call to Order

Chairman Jared Hamner called the Council Work Meeting to order at 05:00 PM. The time, place, and agenda of the meeting had been provided to the Tooele Transcript Bulletin and to each member of the governing body by posting the notice and agenda at least two days before on the Tooele County website and emailing them a link.

2. Roll Call

Council Member Roll call as follows:

Jared Hamner: Present Kendall Thomas: Present Scott Wardle: Present Tye Hoffmann: Present Erik Stromberg: Present

Also, present were Scott Broadhead- Attorney, Andy Welch- County Manager, Brittany Lopez- Assistant County Manager, and Tracy Shaw- Clerk.

Staff in attendance were Nathan Harris- Deputy Attorney, Alison McCoy- Auditor, Brian White- Deputy Sheriff, Rachelle Custer- Community Development Director, Stephanie Eastburn- Community Development, Joy Peters- Assessor, Carrie Gilley- Assessor's Office, Mike Jensen- Treasurer, Jamie Zwerin- Health Department, Tracy Beckett- Health Department, Paul Wimmer- Sheriff, Jed Bell- Roads Director, Rachael Cowan- CJC (Childrens Justice Center) Director, Aspen Wimmer- Auditor's office, Grant Sundana- Health Director, Jerry Houghton- Recorder/Surveyor, and Jason Sparks- Facilities Director

3. Presentations

A. Department Head 2026 Budget Presentations

The purpose of this work meeting is to review and discuss departmental budget requests and proposed capital projects for the upcoming fiscal year. Each department will have an opportunity to explain its specific budget needs and priorities directly to the Council.

Presentations will be in the following order:

- 1. Assessor
- 2. Attorney
- 3. Auditor
- 4. Clerk
- 5. Treasurer
- 6. Airport
- 7. Community Development

- 8. Health Department
- 9. Public Buildings
- 10. Roads
- 11. Emergency Services
- 12. County Manager

Budget presentations were made as outlined above.

Joy Peters presented the Assessor's Office budget. She thanked the Council for training opportunities and technology purchases. She stated that she advised the Manager's Office and HR that there are staffing gaps in the office. She stated the key positions in her office are the Personal Property Assessor and the Chief Deputy Assessor; these positions are absolutely critical. She stated the Chief Deputy Assessor fills 3 full time roles: a Data Manager, a Real Property Administrator, and a Supervisor. When online personal properties failed, the Personal Property Assessor had to manually manage over 2,000 accounts single-handed. Assessor Peters stated she would like to hire a Data Manager to cross train in some of the Chief Deputy Assessor's duties, an Appraiser Assistant to assist with Personal Properties, and two Appraiser 1 positions, one being a Greenbelt Specialist. These positions are vital in order to keep up with the coming growth. Assessor Peters stated the Utah State Tax Commission (USTC) has recommended additional staff be hired. Competing counties are approaching existing staff for recruitment, and the office is at risk. She outlined a breakdown of collected taxes. The four offices handling tax administration work well together and support a small tax increase to address these concerns.

Council Member Kendall Thomas asked when the office had time to train. Assessor Peters replied that USTC helps train new appraisers; classes and support are offered, and new trainees will work with all the appraisers in the office. Council Member Kendall Thomas asked why the staff are not using their vacation time. Assessor Peters stated that when they take time off they get so far behind that they end up working from home so they don't let the team down. Council Member Kendall Thomas asked her to explain the assessing and collecting tax that hadn't been raised in ten years. Assessor Peters stated the assessing and collecting tax is meant to fund the Assessor's, Treasurer's, Recorder's and part of the Auditor's Offices. If the tax is not enough, the general fund picks up any shortfall. She recommended that any raise should be done in June. Assessor Peters volunteered to be the face of the public effort. Council Member Scott Wardle asked if hiring the 4 positions were scaled, would that address the concerns the USTC raised. Assessor Peters stated that Tooele County has been encouraged to increase their staff for 10 years, so scaling the new hires would not address the concerns. Council Member Scott Wardle stated that when Jake Parkinson was Assessor he did a staff reduction. He asked if all four positions being asked for are truly needed. Assessor Peters replied yes. Council Member Scott Wardle asked if UTSC is sending the same emails to other counties. She replied that it depends on the circumstance. Council Member Scott Wardle asked Assessor Peters to come up with a plan if the new positions were hired over a 2-3 year period. There needs to be options. Assessor Peters replied that it is difficult to standardize what the appropriate number of staff vs. parcel count is.

Scott Broadhead presented the Attorney's Office budget, which also includes the Childrens Justice Center (CJC) and Public Defenders. He stated the Attorney's budget is very basic. He stated as long as the Council approves the increased request for Books, Publication & Subscriptions, he will be fine. The District Court budget increased because of the memorandum of understanding with the Attorney General's Office for the prosecution of two homicide cases.

Rachael Cowan presented the CJC budget. She advised there is a potential to receive \$35,000 from the State, but she will not know until the beginning of 2026. She outlined the funding sources and is requesting to move a part-time employee to 3/4 time. The case load has been increasing. She reduced the travel and training budget, increased utilities and decreased mental health funds.

Cory Caldwell presented the Public Defense budget. She advised Tooele has the lowest spending per capita in the entire State. There is a need to keep increasing their budget as they are losing staff to other jurisdictions.

Alison McCoy presented the Auditor's Office budget. She outlined the duties of the office and explained the current staff positions and each position's duties. She stated she is proud of their work and their efforts in serving other county departments, helping them to run efficiently and accurately. Auditor McCoy outlined the current debts, stating there are three loan/bond payments, including the Airport, Jail and the Peak. She explained the impact fee structure and advised that allocations are long-standing numbers backed by a study but might need revisiting in the future.

Tracy Shaw presented the Clerk's Office budget. She stated that with a newly adopted bill, each polling location can not have lines longer than a thirty-minute wait. She feels that can be mitigated with additional equipment. She has also received a quote for some Al digitization of marriage licenses, which is an additional \$8,000.

Mike Jensen presented the Treasurer's Office budget. He stated there is minimal change, but there is a small increase in the line item for tax notices.

Andy Welch presented the Airport's budget. The airport is not requesting any new positions. They are projecting a financial loss. He outlined grant funding and stated that airports are well-supported by the Federal agencies.

Rachelle Custer and Stephanie Eastburn presented the Community Development, Economic Development and the GIS Office's budget. Stephanie stated they are requesting a promotion to GIS Manager from GIS Administrator and a reevaluation of the Public Works Inspector position to add floodplain manager duties. She outlined the Capital Project plans, which include 33rd Parkway, a Transportation Plan, and a new pickup for the inspector. She advised that overall expenses in Community Development will decrease \$130,000. She requested more budget in the training line to allow employees to pursue additional certifications. She also requested an increase in the professional and technical services line to fund an engineering contract and the addition of LSI grant writing services. Expenses in the GIS Department will increase by \$20,000 to fund ESRI software and the GIS Manager promotion. The Economic Development Department's expenses will decrease due to grant funding.

Grant Sunada presented the Health Departments Budget, which includes Aging Services and Transportation. For clarification purposes, the Health Department has its own funding, and Aging Services and Transportation are subsidized by the General Fund. Personnel requests include a grade increase for a Health Educator and an Emergency Planner, and moving three part-time positions to 1/2 time. Project requests include running fiber-optic to the Transportation garage, six bay carports for the Meals on Wheels vehicles, asphalt in the parking lot, and HVAC is needed for the Tooele Senior Center. Equipment requests include a sound system and touch screens for the Tooele Senior Center and a generator for the Wendover Senior Center.

Jason Sparks presented the Public Buildings budget. He stated the operations and maintenance budget has decreased this year due to new equipment recently being installed. Preventative maintenance instead of reactive maintenance has been effective. Over-time hours have been reduced. Capital project requests for 2026 include replacing the remaining Jail roof liner, update and remodel the Archive Building, replace the Administration Building roof liner, remodel the Administration Building breakroom, and replace carpet in the Recorder's, Treasurer's, and Community Development Offices. He stated that 5 of his employees will be eligible for retirement within the next 3 years. He advised that he would like to plan to hire an electrician apprentice and 2 maintenance specialists in 2027.

Jed Bell presented the Roads Department budget, which includes the Weeds Department. He stated the Roads Department has a big year ahead, thus he is requesting an Office Manager position to assist with department safety, grant support, asset management and budgeting. Andy Welch, County Manager, clarified that since the Weeds Department has been pulled into the Roads Department, this Office Manager position would help support both departments. Director Bell outlined the capital project requests which include 2" overlay on 10 miles of road, chip seal projects, pavement preservation projects, Ibapah Road reconstruction, invasive

species mitigation maintenance and county-wide weed spraying and mowing. Equipment requests include a new forklift, three trucks and a loader.

Bucky Whitehouse presented the Emergency Management Department budget, which includes the Fire Department. There are no personnel requests for Emergency Management. Capital Improvement requests for Emergency Management include thin books for operations room, security door card readers, microwave dishes, radio upgrades/replacements, battery chargers and sandblasting recertification. Personnel requests for the Fire Department include three seasonal employees for fire mitigation. State grant match funding could help offset these costs. Capital Improvement requests for the Fire Department include SCBA's, turnouts, special operations supplies, West Tooele County Fire Feasibility study and a UTV for fire mitigation and response program.

Andy Welch presented the Manager's Office budget. He is not requesting new personnel, just in the process of transitioning the purchasing manager position. He stated that the professional consulting service increased, which was money well spent.

Brittney Lopez presented the Tourism budget. The county is collaborating with other jurisdictions for the America 250 project and the Adventure App is launching in January. Manager Welch also reviewed the Council of Governments (COG) budget and the Natural Resources budget. Capital Projects requests for the County Manager's Office include helping with the 33rd Parkway, facilities projects, a study for a training facility for the Sheriff's Department, water tanks for the Shambip Conservation District, projects in Ibapah, and projects at the Peak. He discussed a master plan for Middle Canyon and a trail system there. Lastly, Manager Welch stated the Council's budget is down 10%.

Manager Welch stated that he will need a list of topics for questions the Council would like to discuss at the next meeting. He advised the Council to plan on approving the budget the first week in December.

4. Discussion Items

5. Adjournment- Closed Session if needed

Council Chairman

Council Member Kendall Thomas motioned to adjourn at 6:48 pm. Second by Council Member Tye Hoffmann. All in favor. All in favor. The motion passed.

THE FOREGOING MINUTES ARE APPROVED:

Tracy Shaw, County Clerk