

**MINUTES** of the public meeting of the Uintah County Commission held **December 9, 2025** in the Commission Chambers of the Uintah County Building at 147 East Main, Vernal, Utah. The meeting commenced at 3:00 pm.

**PARTICIPANTS:** Commissioners John Laursen, Sonja Norton and Willis LeFevre.

**ATTENDANCE:** Mike Wilkins, Ron Richards, Karen England, Trinna Gardner, Erika Calder, Matt Cazier, Deanna Nyberg, Wendi Long, Mary Earl, Sharen Shaeffer, Angela Hawkins, Tonya Craven  
Minutes by Sheri Allen.

**WELCOME:** Commissioner Laursen, Chair, welcomed everyone to the meeting.

**PRAYER** by Deanna Nyberg.

**PLEDGE OF ALLEGIANCE** by Karen England.

**1. APPROVAL OF MINUTES:** December 2, 2025.

*Commissioner Norton moved to approve the minutes for December 2, 2025 as presented. Motion passed unanimously.*

**2. APPROVAL OF WARRANTS – Mike Wilkins, Clerk-Auditor**

Warrants dated December 4, 2025 in the amount of \$405,622.16. There are no payments of note, just regular bills.

*Commissioner LeFevre moved to approve the warrants as presented. Motion passed unanimously.*

**3. TAX MATTERS:** None

**4. AWARD IFB: ROAD DEPARTMENT BOOMMOWER WITH ATTACHMENTS – Trinna Gardner, Purchasing & Grants**

Trinna Gardner, Purchasing and Grants, requested approval to award the Boom Mower and its attachments purchase to ATMAX Equipment Company. This procurement, coordinated with the Road Department, is for essential equipment that will significantly improve the maintenance of canal roads and associated infrastructure. The Boom Mower will enhance the department's ability to clear vegetation, maintain rights-of-way, and safely access difficult-to-reach areas. In accordance with procurement procedures, an Invitation for Bid (IFB) was issued. ATMAX Equipment Company submitted the sole responsive bid, which, after a full review, was confirmed to meet all requirements of the IFB. These requirements included technical specifications, attachment compatibility, and operational capability. The unit proposed is a self-contained power system featuring a 30-foot boom arm. The bid includes the following attachments, which meet the IFB scope: a rotary cutting deck, a mulching attachment, a saw blade attachment, a grapple attachment, front hydraulic lift arms, and a wood chipper. The total amount of the ATMAX Equipment Company bid is \$385,909.54.

Commissioner Norton added that this equipment is primarily intended for maintaining and clearing our flood channels. We believe it is the most cost-effective machine for this purpose, and it can also be utilized by the road department for road work.

*Commissioner LeFevre moved to approve the Boom Mower with attachments purchase as presented. Motion passed unanimously.*

## 5. UTAH COUNTY HISTORIC PRESERVATION & MUSEUM ADVISORY BOARD 2025 ANNUAL REVIEW - Karen England

The Uintah County Historic Preservation and Museum Advisory Board had a transformative 2025. Key achievements include securing the \$20,000 CLG, Certified Local Governments, grant (with a \$40,000 total project value) to initiate the St. Paul's Episcopal Church restoration, rebranding the Uintah County Heritage Museum to the Museum of Uintah County, and strengthening governance with new bylaws. The St. Paul's project, one of the oldest religious structures in the Uintah Basin (built in 1901), involves structural stabilization, mortar repairs, and window restoration, with implementation starting Spring 2026. The board partnered with UBTech and USU Vernal for student involvement and launched public engagement initiatives like the "Name the Crack" campaign. The museum rebranding aims to reduce confusion with the Western Heritage Museum, modernize its identity, and broaden its audience, receiving positive community response. New bylaws established bi-monthly meetings for 2026 on the first Mondays at 4:30 pm.

Other accomplishments include: adopting a new copyright policy for digital content, enhanced staff training, streamlining collection management, increasing museum visitation through programming, and supporting the Buffalo Soldiers Heritage Trail signage. The State Historic Preservation Office (SHPO) funded a survey of Vernal Main Street, and Vernal City is applying for CLG status. Challenges include two board vacancies and the uncertainty of federal funding, which put a \$25,000 grant on hold. Looking to 2026, the board plans for officer elections, St. Paul's implementation, expanded subcommittees, research for future grants, and potential planning for a new facility. The board held seven meetings in 2025. In conclusion, 2025 demonstrated significant progress, launching the county's first major preservation grant project, strengthening museum operations, and positioning Uintah County as a leader in state historic preservation.

## 6. PUBLIC COMMENT:

Sharen Shaeffer is concerned about the declines at the Golden Age Center. Key concerns include reduced portion sizes and poor quality, frozen meals replacing homemade ones, and the cancellation of many popular activities due to a severe lack of staff supervision and driver shortages. Sharen stressed the critical need for the center's services for seniors. Commissioner Laursen explained that food service follows a new law and a dietitian's certification. He recognized the acting director's workload, noting the center is advertising for staff and addressing the loss of three part-time drivers. Since he is on the board he will relay concerns to Director Alison Hatch and will be investigating the issues and invited Sharen to his office for further discussion. Commissioner Norton advised contacting the Health Board who is over the Golden Age Center.

**ADJOURN:** The meeting adjourned at approximately 3:37pm.

  
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JOHN LAURSEN, CHAIR

  
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MICHAEL W. WILKINS, CLERK - AUDITOR

