

**MINUTES** of the public meeting of the Uintah County Commission held **December 16, 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, Heidi Lundberg, Travis Campbell, Corey Auger, Steve Labrum, Ron Richards, Robin O'Driscoll, Gennie Bird, Trinna Gardner, James Mayes, Craig Blunt, Scott Hardman, Wendi Long, Ryan Mattson, Brenda McDonald, Keith Despain, Matt Cazier, Jeremy Raymond, Deanna Nyberg, Bruce McKee, Raima Colledge, Matt Wilber, Tonya Craven, Loren Anderson, Angela Hawkins. Minutes by Sheri Allen.

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

**PRAYER** by Heidi Lundberg.

**PLEDGE OF ALLEGIANCE** by Trinna Gardner.

**1. APPROVAL OF MINUTES:** December 8, 2025, December 9, 2025, and December 10, 2025

*Commissioner Norton moved to approve the minutes for December 8, 9 & 10 as presented. Motion passed unanimously.*

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

Warrants dated December 11, 2025 in the amount of \$1,393,210.75. Payments of note are \$37,163.20 to Bonneville Equipment for the Uintah Conference Center, \$87,931.88 to Central Canal, and internal transfers for year end payments.

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

**3. TAX MATTERS:**

Wendi Long, Treasurer, requested a tax abatement for the 2025 tax year for Roosevelt City Corp. in the amount of \$1,253.52 on property serial number 17:045:0048. The reason for this abatement is Roosevelt City is tax exempt and the tax was added when the tax district changed from non-taxing to District 12 for the new owner Phase One Properties.

*Commissioner Norton moved to approve the abatement as presented. Motion passed unanimously.*

**4. RESOLUTION #12-16-2025 R1: 2026 Budget adoption - Mike Wilkins, Clerk-Auditor**

Resolution #12-16-2025 R1 officially adopts the Uintah County 2026 budget, totaling \$92,627,300.00, following a public hearing held on November 18, 2025. The resolution includes a 3% salary adjustment for all full-time county employees, effective January 4, 2026. Additionally, all POST-certified law enforcement officers (excluding those covered by Resolution #10-28-2025 R2) will receive an additional 2% adjustment, resulting in a 5% total overall adjustment. The Sheriff's Pay Plan is explicitly not funded in this adopted budget. The Resolution also confirms that salary adjustments for specific high-level employee classes and elected officials were previously addressed in Resolution #10-28-2025 R2, following a separate public hearing on September 16, 2025.

*Commissioner LeFevre moved to adopt Resolution #12-16-2025 R1 as presented. Motion passed unanimously.*

## 5. PUBLIC HEARING 2025 BUDGET AMENDMENT

The reviewed department budgets require adjustments to the following funds and departments:

### ***Fund 10 General***

Public Defender	\$16,000
GIS(Geographic Information Systems)	\$25,000
Facilities	\$75,000
PSC(Public Safety Complex) Facilities	\$40,000.
Road department	\$300,000
General Fund Transfers	\$66,400
B Road	(\$300,000.)
Recording Fees	(\$100,000.)
Daggett County IDC(Indigent Defense Counsel)	(\$5,200.)
Fund Balance	(\$117,200.)

### ***Fund 11 Municipal Services***

Termination benefits	\$50,000.
Federal PILT(Payment in Lieu of Taxes)	(\$50,000.)

### ***Fund 21 Tri-County Health***

Tri-County Health	\$5,000.
Tri-County Health	(\$5,000.)

### ***Fund 22 Transient Room Tax***

Travel & Tourism	\$16,000.
Travel & Tourism	(\$16,000.)

### ***Fund 27 B-Road***

B Road	\$300,000.
B road	(\$300,000.)

### ***Fund 28 Emergency Services***

Emergency 911 Services	\$347,000.
Emergency Services	(\$347,000.)

### ***Fund 30 Debt Service***

Debt Service	\$72,900.
Debt Service	(\$72,900.)

### ***Fund 55 Western Park***

Museum of Uintah County	\$500.
Museum of Uintah County	(\$500.)

### ***Fund 59 Landfill***

Landfill	\$40,000.
Landfill	(\$40,000.)

### ***Fund 86 Cemetery Association***

Cemetery	\$57,000.
Cemetery	(\$57,000.)

Commissioner Laursen opened the public hearing for any public comment. No public comments were made.

Commissioner Laursen closed the public hearing for public comment.

**6. RESOLUTION #12-16-2025 R2: 2025 Budget amendment - Mike Wilkins, Clerk-Auditor**

*Commissioner Norton moved to approve the Resolution #12-16-2025 R2 as presented. Motion passed unanimously.*

**7. MINERAL LEASE ALLOCATIONS**

The allocations for mineral leases will be unchanged for the upcoming year. These funds are derived from the natural resources that are extracted (mined or pumped) in this area. This information is provided so that recipients can incorporate it into their budget planning.

**8. ORDINANCE #12-16-2025 O1: 2026 Commission Meeting Schedule**

The County is required to establish, via ordinance, the meeting schedule for the Commission's work Sessions and Commission Meetings. The schedule for 2026 will remain the same as the 2025 schedule: Work Sessions will be held at 10 a.m. on Wednesdays, and Commission Meetings will be held at 3 p.m. on Tuesdays. This ordinance primarily serves to set this schedule that will be followed. If a scheduled meeting happens to fall on a holiday, it will be held the following week instead.

*Commissioner LeFevre moved to approve Ordinance #12-16-2025 O1 as presented. Motion passed unanimously.*

**9. FORESTRY, FIRE & STATE LANDS ANNUAL PARTICIPATION and COMMITMENT - Corey Auger, Fire Warden**

Corey Auger, Fire Warden for the Utah Division of Forestry, Fire and State Lands (FFSL), presented on the County's 2026 participation commitment for the Cooperative Wildfire System (CWS) and the cooperative agreement with FFSL regarding wildfire mitigation, preparedness, and prevention projects. The County's participation commitment has been reduced to \$94,398. This reduction is primarily due to the 10-year fire cycle, with the 2014 Taylor Mountain fire dropping off the calculation. A plan to meet this commitment was developed with Jeremy Raymond, Director of the Fire District, and his full-time Engine Captain, and the Fire District has included the necessary funds in their budget. The agreement includes \$75,000 for a new brush truck for the Fire District, which will serve the entire county. The total cost of the truck is \$300,000, and the commitment agreement allows the County to use 25% of that cost for the next four years. The Fire Special Service District will pay the commitment. Commissioner Norton noted that changes related to Wildland Urban Interface (WUI) House Bill 48 have been on their radar, particularly concerning property that interfaces with wildlands, due to changes in insurance and other factors. Property owners in or near these areas were encouraged to learn more about HB 48.

*Commissioner Norton moved to approve the Forestry, Fire & State Lands Participation and Commitment as presented. Motion passed unanimously.*

**10. REQUEST FOR PROPOSAL AWARD and APPROVE CONTRACT for Uintah County Library Office Remodel UC25-9 - Trinna Gardner, Purchasing & Grants**

Trinna Gardner, Purchasing & Grants, requested the Uintah County Library remodel be awarded and contract approved for the project scope of work. They received three bids: Green River Construction, Sinju Construction, and Woods Construction. Upon review, it was determined that Green River Construction did not meet the minimum mandatory requirements. The committee evaluated the remaining proposals, and Woods Construction received the highest score. She requested the project be awarded to Woods Construction in the amount of \$57,467.

*Commissioner Norton moved to approve the awarding and contract to Woods Construction as presented. Motion passed unanimously.*

**11. RATIFICATION OF HOLBROOK ASPHALT CONTRACT for Roadway Maintenance and Repair**  
- Gennie Bird, Purchasing & Grants

Gennie Bird, Purchasing & Grants, requested to formally ratify the contract between Uintah County and Holbrook Asphalt. The Commission awarded the RFP for the chip seal and painting project to Holbrook for \$2,626,000. on August 19, 2026. The project encompasses chip seal coating, asphalt, and pavement marking on six county roads. Although Commissioner Laursen previously signed the road maintenance and repair contract due to time constraints, the County has since been working with the vendor and Loren Anderson, Civil Attorney, to finalize the details.

*Commissioner LeFevre moved to approve the ratification of the Holbrook Asphalt Contract for \$2,620,00. as presented. Motion passed unanimously.*

**12. AXON ENTERPRISE INC. CONTRACT (TASER) RENEWAL - Sheriff Labrum, Uintah County Sheriff**

Steve Labrum, Uintah County Sheriff, requested renewal of the contract with Axon Enterprise Incorporated for taser equipment, as the current contract is expiring and the existing tasers are aging. Total cost is \$288,048 over 60 months (five years). \$57,609.60 is the annual amount and is included in the current budget. This will start on March 1, 2026. The contract was reviewed by Loren Anderson, Civil Attorney, and covers all the needs for the full five-year period, eliminating the need to revisit the issue during that time. The tasers are for both road deputies and jailers.

*Commissioner LeFevre moved to approve the Axon Enterprise Inc. contract as presented. Motion passed unanimously.*

Sheriff Labrum asked to have his wage plan updated on the website for hiring and promotional reference reflecting 5% and 3% increases. Tonya Craven, Human Resources, clarified that his wage chart can be updated showing the 5% for POST Certified Officers corresponding with the approved budget.

**13. ROAD MAINTENANCE AGREEMENTS WITH KW TRUCKING - Scott Hardman, Road Department**

Scott Hardman, Road Department, presented two standard road maintenance agreements with KW trucking in work session on December 10, 2025. The road maintenance agreement being requested for approval today is 500 South 4500 West, Lapoint, Hwy 121. The second agreement has been tabled.

*Commissioner Norton moved to approve the Road Maintenance Agreement for KW Trucking as presented. Motion passed unanimously.*

**14. CULVERT INSTALLATION AND MAINTENANCE AGREEMENT - Scott Hardman, Road Department**

Scott Hardman, Road Department, stated the purpose of this agreement is to regulate the installation of culverts within our flood channels and rights-of-way, a need that arose after we acquired control of these channels. We've observed attempts to install culverts, and this agreement establishes a procedure for residents to install them under our supervision, including inspection and sizing approval. The resident will receive all necessary sizing specifications and obtain approval. Residents will then install the culvert, working in coordination with the road department. The agreement will include pictures and descriptions of the work. The road department will approve the completed work.

*Commissioner LeFevre moved to approve the Culvert Installation and Maintenance Agreement as presented. Motion passed unanimously.*

**15. REQUEST BY VERNAL CITY FOR A WAIVER OF BUILDING PERMIT FEES FOR ELECTRICAL SERVICE IN ASHLEY GORGE-** Matt Cazier, Community Development

Matt Cazier, Community Development, this waiver for Vernal City was presented in the Work Session held on December 10, 2025. This is for the electrical permit for the installation of electricity at Ashley Gorge, intended for cameras and various security measures. Matt has reviewed the plan and confirmed that it aligns with our existing agreement regarding fencing and security camera placement. Therefore, there are no concerns. The request is to waive a \$200 application or building permit fee.

Commissioner Norton asked if this was standard practice between the County and Vernal City. Keith Despain, Vernal City Public Works Director, confirmed that this is standard practice and is reciprocated between the two entities.

*Commissioner LeFevre moved to approve the waiver for the building permit fees for the electrical service in Ashley Gorge as presented. Motion passed unanimously.*

**16. ORDINANCE #12-16-2025 O2: Reauthorization Of Zap Tax**

The ZAP (Zoo, Arts, and Parks) tax, which is renewed every 10 years, was first approved by voters in 1996. It was subsequently re-approved in 2005 and again in 2014. We are currently at the end of that most recent period. The legislature recently changed the law. For a fourth-class county like Uintah County, if the ZAP tax has been approved by voters on two prior occasions, it no longer requires a public vote for renewal. Instead, it can be approved by the legislative body, which is the County Commission. Since Uintah County has approved it three times, this new law applies to us. Therefore, the recommendation is to re-approve the ZAP tax through a vote by the County Commission. The ZAP tax provides funding for Western Park, the amphitheater at Western Park, the Museum of Uintah County, and the County Fair. This will come up for approval again in ten years, 2036.

*Commissioner Norton moved to approve the Ordinance #12-16-2025 O2 as presented. Motion passed unanimously.*

**17. TRIBUTE AGREEMENT CONSIDERATION FOR SIGNATURE - Mike Wilkins, Clerk-Auditor**  
Commissioner Laursen tabled this item.

**18. SERVICE FOR 24/7 MANAGED DETECTION AND RESPONSE - Ryan Mattson, IT Manager**  
The County is purchasing a one-year subscription to a 24/7 network monitoring service through Compunet. This service collects transactional network data and provides alerts and preventative actions in the event of anomalies or potential breaches. This is an essential security measure, especially given a recent ransomware incident in another Utah county, and is a type of service the County has not utilized previously. Due to the sensitive nature of network security, the specific name of the product is being withheld. This action is protected under GRAMA (Government Records Access and Management Act) Code, Title 63G-2-106, which shields "records of a governmental entity or public subdivision regarding security measures designed for the protections of persons or property, public or private." Therefore, the documentation related to this purchase will be classified as protected security records. The total cost for the one-year agreement is \$51,950.50. While an expensive product, the benefits in terms of security, early insight into network health (e.g., outdated products), and assistance during an emergency are considered highly valuable, essentially acting as an insurance policy. This purchase will proceed through the normal purchasing policy. It is covered under the State Contract Utah NASPO AR 2472, and the purchasing department has already confirmed its compliance and Loren will be reviewing the contract.

**19. DATA PRIVACY POLICY CHIEF ADMINISTRATIVE OFFICER APPOINTMENT in accordance with Ordinance #10-01-2025 O1**

Commissioner Laursen tabled this item.

## 20. BOARD APPOINTMENTS

Commissioner Laursen recommended that Brock Slauch be appointed to the Boundary Commission for a four year term starting the first Monday in January, January 5, 2026 and ending on the first Monday in January, January 7, 2030.

Commissioner Laursen recommended that Amber Koski, Stephanie Reed Tippet and Lee Buschkowsky be appointed to the Historic Preservation and Museum Advisory Board for a three year term starting January 1, 2026 and ending on December 31, 2028.

Commissioner Laursen recommended that Desiree Evans be appointed with Hannah Glass, and Meagan Phillips as the alternates, to the Uintah County Planning Commission for a three year term starting January 1, 2026 and ending on December 31, 2028.

Commissioner Laursen recommended that Bruce McKee be appointed to the Uintah Special Service District 1 (USSD1) Board for a four year term starting January 1, 2026 and ending on December 31, 2029 .

Commissioner Laursen recommended that Ryan Cook and Mark Raymond be appointed to the Uintah Transportation Special Service District (UTSSD) Board for a four year term starting January 1, 2026 and ending on December 31, 2029 .

Commissioner Laursen recommended that Shawn Labrum be appointed to the Uintah Water Conservancy District 3 Board for a four year term starting January 1, 2026 and ending on December 31, 2029.

Commissioner Laursen recommended that Keith Despain be appointed to the Uintah Water Conservancy District 5 Board for a four year term starting January 1, 2026 and ending on December 31, 2029.

Commissioner Laursen recommended that Richard Todd Thacker be appointed to the Uintah Water Conservancy District 6 Board for a four year term starting January 1, 2026 and ending on December 31, 2029.

Commissioner Laursen recommended that Ryan Clausse be appointed to the Uintah Water Conservancy District 7 Board for a four year term starting January 1, 2026 and ending on December 31, 2029.

*Commissioner Norton moved to approve the Board Appointments as presented. Motion passed unanimously.*

The Commissioners expressed their deep appreciation to all applicants for board positions noting that a few openings still need to be filled.

## 21. PUBLIC COMMENT-None

**ADJOURN:** The meeting adjourned at approximately 3:50pm.

  
JOHN LAURSEN, CHAIR

  
MICHAEL W. WILKINS, CLERK – AUDITOR

