MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, JANUARY 26, 2026, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Greg Miles, Commissioner Jeff Chugg, Commissioner Tracy Killian, Deputy Attorney Grant Charles, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Human Resource Director Judy Stevenson, Economic Development Director Deborah Herron, Clerk-Auditor Chelise Curtis, Human Resource Payroll & Benefits Administrator Jamie Park, Human Resource Generalist Tommi Mascaro, Sheriff Travis Tucker, Treasurer Stephen Potter, Assessor Traci Herrera, Community Development Assistant Director Mike Gottfredson, Event Center Coordinator and Fair Assistant Jayden Sillert, Bonnie Roberts, Spencer Turnbow, Jake Gines, and Tracina Wilson with the Tabby Valley Parks & Recreation SSD, Kelsey Carter, Charlie Jackson, and Scott Duncan with SM Energy, Jim Hogan with Staker Parsons, Duchesne County Residents – Dave Wilson, Rusty Casper, John Roberts, and John Ashby, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairman Miles welcomed everyone to the meeting.

Commissioner Greg Miles said the prayer.

Pledge of Allegiance

(9:01 a.m.)

Presentation of the Department Recognition

(9:03 a.m.)

Human Resource Director Judy Stevenson presented a certificate of recognition to the Sheriff's Office. She appreciated them for their dedication and the thankless work they do every day. Sheriff Tucker explained the number of certified deputies. Each Commissioner commended the Sheriff and his Office for the outstanding way they manage their budget and ensure public safety.

Public Works Update

(9:11 a.m.)

Public Works Director Mike Casper gave an update on upcoming and existing projects. His crew is working on 3000 South (CR 154). The new Public Works Building was delivered today at the new site. They are starting to dig the building's footings today. They are working on road repairs while they wait for snowfall.

Discussion & Consideration of Routes for Two Proposed Well Pads North of Roosevelt

(9:12 a.m.)

Kelsey Carter with SM Energy presented three options, each with pictures, to the Commission for a truck route to the proposed well sites. Option 1: Would cost about 1.55 million. There are bottleneck concerns; the approach would be off SR121 Neola Highway. There is limited right-of-way; additional rights-of-way would need to be acquired to support improvements and upgrades. There is a steep dugway, and two homes will be affected. Option 2: Would cost about 1.2 million. The current right-of-way for Bar F 2-

5B1, and one home will be affected. Option 3: Would cost 1.55 million. A longer right-of-way will need to be acquired. 1900 North would be shared with Crescent Energy, which could cause bottlenecks. The current right-of-way for Red Mountain 3-5B1 is north-facing. The parties discussed the options, costs, timing for well drilling, and working with UDOT to improve the existing approach. They will continue to work together to determine the best outcome.

Discussion & Consideration of Road Improvements in the Tabiona and Hanna Area

(9:43 a.m.)

John Ashby, a cabin owner on Tabby Mountain, presented a petition dated August 31, 2024. He explained that County Road 6 is very narrow and has two significant drop-offs. He is here today on behalf of the cabin owners, who would like it addressed. He is concerned about the cattle trucks that haul cattle to the mountain each spring and fall. The parties discussed the road, and the Commissioners and the Road Department will assess potential repairs.

Tracina Wilson, who lives off 40250 West in Hanna, explained that there are now 12 permanent residents on the road. She would like it paved or rottomilled. Dave Wilson said that DT Trucking and Leon & Sons Excavating would be willing to help with hauling the material if needed. The parties discussed improving the base and using a dust suppressant before paving or roto-milling the road.

Jake Gines, a Tabiona resident, requested that 36750 West receive gravel on the road. He said that he would be willing to spread the material if needed.

Discussion & Consideration of the Tabby Valley Parks & Recreation SSD Road Improvement Request

(9:59 a.m.)

Jake Gines, the Tabby Valley Parks & Recreation Vice-Chair, thanked the Commissioners for the collaboration and support with the park. He explained the road through the park and the damage. He requested help from the County Public Works Department to chip-seal the road when they are in the area. Public Works will look at the project when they are in the area.

Discussion & Consideration of the Tabby Valley Parks & Recreation SSD Sidewalk Request

(10:04 a.m.)

Jake Gines, the Tabby Valley Parks & Recreation Vice-Chair, explained that the town will begin phase two of its sidewalk project and would like to partner with the park to connect the sidewalk to the park's walking trail. He is requesting that the sidewalk be located in the right-of-way along Carter Lane. The parties discussed the culvert and the need to extend or replace it. The right-of-way will need to be researched.

Discussion & Consideration of the Tabby Valley Parks & Recreation SSD Board Member Appointment

(10:17 a.m.)

The Tabby Valley Parks & Recreation SSD currently has a board vacancy and requests that the Duchesne County Commission appoint a board member. The vacant seat was advertised on Wednesday, January 7, 2026, until Wednesday, January 21, 2026. They received four letters of interest. The board ranked them from 1 to 4, 1 being their top pick. 1. Melissa Hughes 2.Wacey Giles 3. Halee Ficklin 4. Lee Gines. Commissioner Chugg stated that he is related to two of the interested parties and will recuse himself. The parties reviewed the letters of interest. *Commissioner Killian made a motion to appoint Melissa Hughes to the Tabby Valley Parks & Recreation SSD Board. Commissioner Miles seconded the motion. Commissioner Killian voted aye, Commissioner Miles voted aye, and Commissioner Chugg abstained. The motion passed.*

Recess 10:22 a.m. to 10:36 a.m.

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

Discussion & Consideration of Local Businesses' Applications for the Main Street Matching Grant

(10:36 a.m.)

Economic Development Director Deborah Herron presented two applications for the Main Street Matching Grant.

- Marsen Furniture Outlet, LLC, for $10,000. She explained that they purchased a location on Main Street and showed pictures of the windows and doors that were replaced.
- Driven Performance for $7,098.91. She explained the signage upgrade and showed before-and-after pictures.

The parties discussed the applications. *Commissioner Killian made a motion to approve the Main Street Matching Grant applications for Marsen Furniture for $10,000 and Driven Performance for $7,098.91. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of the 2026 Cooperative Agreement for Utah State University Extension Services

(10:46 a.m.)

The parties discussed the agreement and the extension services. *Commissioner Chugg made a motion to approve the 2026 Cooperative Agreement for the Utah State University Extension Services and authorize the chair to sign. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of the Utah Department of Health & Human Services Contract Amendment

(10:48 a.m.)

The purpose of the amendment is to change the termination date, increase the contract amount, update the language in Attachment B, and replace Attachment C. The parties discuss the contract amendment. *Commissioner Killian made a motion to approve the Utah Department of Health & Human Services Contract Amendment and authorize the chair to sign. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of the ProudCity Service Level Agreement

(10:53 a.m.)

Commissioner Chugg explained that ProudCity works with small Counties on their websites and was referred to them by Polimorphic (the chatbot). The County had received bids previously for a new website. This is an additional bid. The initial cost is $5,500, then $3,500 per year. The bids previously received were extremely high, so the County didn't move forward with them. The parties discussed the need for a new website and the use of chatbot questions to inform the new design. *Commissioner Chugg made a motion to approve the contract with ProudCity and authorize the chair to sign. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditor's Office – Vouchers
(11:03 a.m.)

Clerk-Auditor Chelise Curtis presented the vouchers for 2025 and 2026 check numbers 171797 through 171906, dated January 26, 2026, totaling $2,202,867.92. The parties reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for January 26, 2026. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditor's Office – Surplus
(11:08 a.m.)

Clerk-Auditor Chelise Curtis presented items for surplus from the Library. There is a sound bar, a subwoofer, and a cotton candy machine. The parties discussed the items. *Commissioner Chugg made a motion to approve the surplus items as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

HR Office – Payroll
(11:09 a.m.)

Human Resources Payroll & Benefits Administrator Jamie Park presented the payroll report for the period ending January 17, 2026. A total of 215 employees were paid. The parties reviewed the payroll. *Commissioner Killian made a motion to approve the payroll for the period ending January 17, 2026, as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of the VEST Renewal
(11:11 a.m.)

Human Resources Payroll & Benefits Administrator Jamie Park presented the VEST renewal proposal. She explained that the Sheriff's Office received a one-time grant that covered the officers' subscription fees for 2025. She would like to cover all employees, including firefighters and reserve officers, for a total of 265 going forward. The parties discussed the use and potential benefits for employees and their families. The proposal lists a higher headcount; the parties would like an accurate cost estimate before approval.

Consideration of Minutes of the Combined Commission Meeting held January 12, 2026
(11:22 a.m.)

The parties reviewed the combined minutes of the Commission meeting held on January 12, 2026. *Commissioner Chugg made a motion to approve the minutes of January 12, 2026, as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion of Possible Subjects for the Next Meeting
(11:27 a.m.)

Calendaring & Weekly Update on Events
(11:29 a.m.)

Human Resource Update
(11:40 a.m.)

Human Resource Director Judy Stevenson gave an update on her department. They did the department recognition this morning. They are starting a mandatory URS training for new employees. They have transitioned to the new policy software.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual
(11:43 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 Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

Consideration to take action during the closed session
(12:19 p.m.)

No action to be taken.

Adjournment
(12:19 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 12:19 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 2nd day of February 2026.

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

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes