

MINUTES of the work session of the Uintah County Commission held **March 4, 2026** in the large Commission conference room of the Uintah County Building at 152 E 100 N, Vernal, Utah. The meeting commenced at 10:01 am.

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

ATTENDANCE: JC Brewer, Mike Wilkins, Jenny Garcia, Colt Atwood, Devin Cobb, Angela Hawkins, Dan Dilsaver, Brian Fletcher, Karen England, Danette Brooks, Loren Anderson, Wendi Long, Deanna Nyberg, and Travis Campbell.
Minutes by Tai Duncan.

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

1. ORDINANCE #03-04-2026 01: Amendments to Title 6 - Devin Cobb, Uintah Animal Control & Shelter

Devin noted they have been working with Loren Anderson, Civil Attorney, to make amendments to the cruelty to animals section of the code to make it stronger and more defined. The Commissioners received the changes previously so this can be addressed in next week's meeting. Loren noted there will be another Ordinance on next week's work session to address the portion of the code referring to the tethering of animals. Commissioner Laursen also noted we will want to review State Code coming out of this legislative session as more changes may come out by the end of the week.

2. POLICY 460, Employee Benefits, update - Jen Garcia, Human Resources

Jen has reviewed the policy updates with Loren's office as well as the Clerk-Auditor's office. These changes in policy are being done to mirror the decisions made for employee benefits. The front-loading of the HSA (Health Savings Account) needs to be put into the policy as it adjusts the pay period contribution rates. Mike Wilkins, Clerk-Auditor, and Jen explained new employees are automatically enrolled in the Roth 457B plan. The County match of the employee's retirement contribution, up to 2.5%, will go into the 401k. The agreement with URS has been completed but the policy needs to be updated. Mike also explained the State is implementing a new program; employees will be locked out of the system between March 16th and 30th. Employees need to log-in before the 16th to obtain their new number for the new system to ensure they can log-in in the future.

3. OPENING REQUEST FOR INFORMATION UC26-02: St. Paul's Episcopal Church and Lodge Rehabilitation Project - Mike Wilkins, Clerk-Auditor

Mike opened the four bids that were received: Mordoor of Ogden, Utah; Brody Woods Construction of Vernal, Utah; Coppertop Construction, LLC; and Kevin Hadfield of Abstract Masonry Restoration in Salt Lake City, Utah. The committee will review the bids and award at a later date.

4. RECESS FOR MUNICIPAL BUILDING AUTHORITY

Commissioner Laursen recessed the Commission Meeting for the Municipal Building Authority.

5. OPENING REQUEST FOR PROPOSAL UMBA26-1: Uintah County MBA Master Plans Buckskin Hills Recreation Complex and Western Park - Mike Wilkins, Clerk-Auditor

Mike opened the seven bids received: Arcadis of Salt Lake City, Utah; Alpen Associates of Cottonwood Heights, Utah; Sunrise Engineering and SE Group of Vernal, Utah; Terracon of Salt Lake City, Utah; Jones and Demille of Vernal, Utah; Design Workshop of Basalt, Colorado; and BHI - Blu Line Designs of Vernal, Utah. These will be reviewed by the committee and awarded at a later date.

6. ADJOURN MBA AND RECONVENE COMMISSION MEETING

Commissioner Laursen adjourned MBA and reconvened the Commission Meeting.

Dan Dilsaver took a moment to ask the Commission to add to the next meeting an agenda item to change the county form of government. Commissioner Laursen noted this item has been discussed in

a previous work session. It was determined then that a survey must be conducted as the first step. The County is not willing to go to that expense; he understands such a survey could cost \$50,000.

The Commissioners agreed the intent of the Commissioners was to formally move to recess into MBA to conduct MBA business.

7. **CLOSED SESSION** to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms in accordance with Utah Code 52-4-205 (1)(c)

At 10:18 am, Commissioner LeFevre moved to go into closed session to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms in the small conference room. Motion passed unanimously.

Closed Session Attendance: Commissioner Laursen, Commissioner Norton, Commissioner LeFevre, Mike Wilkins, Danette Brooks, and Loren Anderson.

Closed Session adjourned at 11 am.

ADJOURN: The meeting adjourned at approximately 11:00 am.


JOHN LAURSEN, CHAIR


MICHAEL W. WILKINS, CLERK – AUDITOR

