

**MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION
MEETING HELD MONDAY, MARCH 09, 2026, BEGINNING AT 9:00 A.M. IN
DUCHESNE, UTAH**

Present –

Commissioner Greg Miles, Commissioner Tracy Killian, Commissioner Jeff Chugg, Deputy Attorney Grant Charles, Deputy Clerk-Auditor Oaklee Larsen, Treasurer Stephen Potter, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Economic Development Director Deborah Herron, Kirk Bengé, Sydnie Lyons, and Darrin Brown with TriCounty Health, Jeff Crozier with Javelin/EP Energy, Ryan Owens, and Hunter Tangle with Enterprise Fleet Management, Human Resource Director Judy Stevenson, Human Resource Generalist Tommi Mascaro, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:05 a.m.)

Chairman Miles welcomed everyone to the meeting.
Commissioner Killian said the prayer.

Pledge of Allegiance

(9:06 a.m.)

Public Works Update

(9:07 a.m.)

Public Works Director Mike Casper updated the public on the ongoing and upcoming work. Culverts were installed on 6000 North, and Commissioner Miles commented on the well-done shoulder project in the area. They completed the graveling on the Weed Control Department yard. They will continue hauling gravel and repairing roads in the Koch Fields and then move to the Tabiona area. The intersection of Pole Line Road and State Street will be closed starting today. They hauled some road base from CKC last week. The material looks good.

Discussion & Consideration of Acquiring Property for a Road Easement

(9:10 a.m.)

Public Works Director Mike Casper explained that he had a verbal agreement with Jay Bolton for an easement by the Roosevelt Road Shed for the assessed value of \$15,000.00. The parties discussed the property. *Commissioner Killian made a motion to buy the property from Jay Bolton for \$15,000. 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 TriCounty Health Department 2025 Annual Report

(9:14 a.m.)

TriCounty Health Department Health Officer Kirk Bengé presented the 2025 Annual Report, which included revenues, expenditures, population health overviews, top 3 causes of death by age group, emergency preparedness, health promotion, environmental health, and immunizations. The parties discussed the measles outbreak and the number of cases in the TriCounty area.

Discussion & Consideration of a Local Business' Application for the Main Street Matching Grant

(9:35 a.m.)

Economic Development Director Deborah Herron presented an application and pictures for the Main Street Matching Grant from Forever and Always LLC. She described the business and the repairs that were completed. The parties discussed the application and improvements completed. *Commissioner Chugg made a motion to approve the application for the Main Street Matching Grant for Forever and Always LLC in the amount of \$7,500. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Apportionment of Past Due Taxes on Parcel Undergoing a Lot Split

(9:43 a.m.)

Treasurer Stephen Potter explained that Brett Kettle requested a plat to be signed. He purchased a parcel with two years of back taxes. Mr. Kettle is asking the Commission to approve splitting the taxes so he can pay the back taxes on the purchased parcel. The parties discussed the situation. *Commissioner Killian made a motion to approve the apportionment of past-due taxes on the parcel undergoing a lot split and to authorize the Treasurer to sign the plat. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Recess 9:51 a.m. to 10:18 a.m.

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

HR Office – Payroll

(10:18 a.m.)

Human Resources Generalist Tommi Mascaro presented the payroll report for the period ending February 28, 2026. A total of 239 employees were paid. The parties reviewed the payroll. *Commissioner Killian made a motion to accept and approve the payroll for the period ending February 28, 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 – Vouchers

(10:21 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for March 09, 2026, check numbers 172198 through 172288, totaling \$1,400,116.65. The parties reviewed the submitted vouchers. *Commissioner Chugg made a motion to approve the vouchers for March 09, 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 & Consideration of Fleet Analysis

(10:26 a.m.)

Hunter Tangle and Ryan Owens with Enterprise Fleet Management presented a proposal for the County's fleet vehicles. They explained how it could be customized to fit the County's needs best, the effective vehicle lifecycle, and their open-ended leasing model.

The parties discussed the County's fleet profile, safety review of the older vehicles, and a potential replacement schedule. The parties would like more time to consider the proposal.

Human Resource Update

(11:26 a.m.)

Human Resource Director Judy Stevenson explained the interviews that have been conducted, and the current open positions: Custodian/Part-Time, Part-Time Economic Development Assistant, Justice Court Clerk/Part-Time, and a Flagger-Seasonal.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual

(11:29 a.m.)

Commissioner Chugg 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 Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Consideration to take action during the closed session

(12:28 p.m.)

No action to be taken.

Closed Session – Strategy Session to Discuss: The Purchase, Exchange, Sale, or Lease of Real Property and Pending or Reasonably Imminent Litigation

(12:28 p.m.)

Commissioner Killian made a motion to go in and out of a closed session to discuss: The Purchase, Exchange, Sale, or Lease of Real Property and Pending or Reasonably Imminent Litigation. 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

(1:05 p.m.)

Commissioner Chugg made a motion to approve the purchase of property to widen Pole Line Road in the amount of \$30,000. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Consideration of Minutes of the Combined Commission Meeting held March 02, 2026

(1:07 p.m.)

The parties reviewed the combined minutes of the Commission meeting held on March 02, 2026. *Commissioner Killian made a motion to approve the minutes of March 02, 2026, as corrected. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion of Possible Subjects for the Next Meeting

(1:20 p.m.)

Calendaring & Weekly Update on Events

(1:24 p.m.)

Adjournment

(1:36 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 1:36 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 16th day of March 2026.

Greg Miles

Commission Chairman

Chelise Curtis

Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes

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