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MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, MARCH 23, 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, Altamont High School Boys Wrestling Team and Coaches, Recorder Shelley Brennan, Treasurer Stephen Potter, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Economic Development Director Deborah Herron, Economic Development Assistant Kori Wilde, Emergency Management Director Josh Phillips, Event Center & Fair Assistant Jayden Sillert, Human Resource Director Judy Stevenson, Human Resource Payroll & Benefits Adminstrator Jamie Park, Assessor Traci Herrera, Sheriff Travis Tucker, Clerk-Auditor Chelise Curtis, Community Development Assistant Director Mike Gottfredson, Ron (Rocky) LaPerle, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairman Miles welcomed everyone to the meeting and said the prayer.

Pledge of Allegiance

(9:01 a.m.)

Recognition of the Altamont High School Boys Wrestling for Winning the 1A State Championship

(9:03 a.m.)

Commissioner Miles congratulated the Altamont High School Boys Wrestling Team on winning the state championship. The coaches introduced the seniors/team captains. There are 21 total boys on the team. They battled a lot of sickness during the season, but pushed through it and accomplished their goal. Commissioners Killian and Chugg commended them on winning and achieving their goal.

Public Works Update

(9:13 a.m.)

Public Works Director Mike Casper updated the public on the ongoing and upcoming work. Some roads in the Tabiona Valley have been graveled. They are continuing the work on 6000 South. A culvert was replaced on 15000 West. Minor repairs are being done on the mastic machine; it should be out later this week. Director Casper has received calls about the engine break signs that were installed. One was to thank them, and another was to request one near their home. The crusher should be back up tomorrow. A crew member helped out with the fire that happened over the weekend. Most of the graders are out working the gravel roads. The parties discussed a right-of-way/temporary easement they are trying to acquire.

Discussion & Consideration of Approach Permits

(9:43 a.m.)

Public Works Deputy Director Clint Curtis presented three approach permits: A26-014, A26-016, and A26-017. He explained the location and request. The parties discussed the approach requests. *Commissioner Chugg made a motion to approve the approach permits A26-014, A26-016, and A26-017 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 to Approve 4750 North 5000 West in Cedarview as a Class D Road

(9:47 a.m.)

Community Development Assistant Director Mike Gottfredson presented a request for action and explained that Shane at Top Notch Builders is requesting on behalf of the owners of Parcel 00-0004-2956 Manbear Pig Farm, LLC, and 00-0035-2515, Michael Rohrer, for the shared road running 2,000 feet at 4750 N 5000 W to be approved as a Class D road. He described what a Class D road is according to the state code. The parties discussed the request and agreed that the road should be built to WUI standards. The Commissioners want more time for consideration.

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Recess 10:01 a.m. to 10:21 a.m.

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

Discussion & Consideration of Resolution No. 26-02; A Resolution Clarifying the Scope of Authority and Process for Appointment of Board Members of the Fruitland Special Service District

(10:21 a.m.)

Deputy Attorney Grant Charles presented the Resolution and explained the updates and reasons. The creation resolution wasn't clear about who appointed members when a seat was vacant outside of elections. The parties discussed the resolution and the fact that the district still has to follow the election process. *Commissioner Chugg made a motion to approve Resolution No. 26-02; A Resolution Clarifying the Scope of Authority and Process for Appointment of Board Members of the Fruitland Special Service District. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Fire Restrictions

(10:25 a.m.)

Emergency Management Director Josh Phillips explained that the 6- to 10-day forecast will include higher temperatures and lower moisture levels. Currently, the County is in the moderate stage. He presented stage 1 fire restrictions and what they include. He would like to move the burn window up to start on March 25th and end on April 15th. The normal burn window is April 15th through May 15th. Everything is greening up now, so it is a good time to start the open burning. The parties discussed negligent fires and the associated suppression costs. When a resident calls in a controlled burn, it doesn't relieve them of the cost if it gets out of control. There have been a few fires already in the basin. The Ordinance will be updated at an upcoming public hearing.

Discussion & Consideration to Appoint Board Members to the Fruitland Special Service District

(10:45 a.m.)

John Crowley, Duane Moss, Neil Jones, and David Larson submitted a letter of interest for the Fruitland Special Service District Board. Currently, there are two vacant seats on the board. The parties discussed the candidates. *Commissioner Killian made a motion to appoint John Crowley and David Larson to the Fruitland Special Service District Board. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion of Possible Lay Flat Pipe Ordinance

(10:48 a.m.)

Deputy Attorney Grant Charles explained that he is continuing to work on the Ordinance. He has received some agreement templates from Crescent Energy that may be considered. The Ordinance will be considered at an upcoming public hearing.

Discussion & Consideration to Ratify the Interlocal Cooperative Agreement Providing for the Uintah Basin Narcotics Strike Force

(10:50 a.m.)

Commissioner Chugg explained that Daggett County would like to join the Strike Force. Deputy Attorney Grant Charles said that during the Strike Force meeting, it was voted on and passed unanimously to add Daggett County to the Uintah Basin Narcotics Strike Force. The parties discussed some of the jurisdictions of the Strike Force working under Vernal City.

Discussion & Consideration of Resolution No. 26-01; A Resolution of Duchesne County Approving an Amended Interlocal Agreement Establishing the Uintah Basin Narcotic Strike Force

(10:55 a.m.)

Commissioner Killian made a motion to approve Resolution No. 26-01, a Resolution of Duchesne County Approving an Amended Interlocal Agreement Establishing the Uintah Basin Narcotic Strike Force and Authorizing Commissioner Chugg to sign on behalf of the County. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

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HR Office – Payroll
(10:56 a.m.)

Human Resources Payroll & Benefits Administrator Jamie Park presented the payroll report for the period ending March 14, 2026. A total of 214 employees were paid. The parties reviewed the payroll. *Commissioner Chugg made a motion to approve the payroll for the period ending March 14, 2026. 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
(10:58 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for March 23, 2026, check numbers 172356 through 172422, totaling $730,828.07. The parties reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for March 23, 2026, as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditor's Office – Tax Deferrals
(11:00 a.m.)

Treasurer Stephen Potter presented a tax deferral request for Tyler Cox. He explained the situation and how Mr. Cox has requested an extra year to pay the back taxes. The parties discussed the tax deferral. *Commissioner Chugg made a motion to approve the tax deferral for Tyler Cox. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Treasurer Potter explained the situation for Lillian Rose Araujo Diniz. The parties discussed the situation. *Commissioner Chugg made a motion to approve the tax deferral for one year and authorize the Treasurer's office to make payment arrangements. 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 16, 2026
(11:14 a.m.)

The parties reviewed the combined minutes of the Commission's March 16, 2026, meeting. *Commissioner Killian made a motion to approve the minutes of March 16, 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
(11:19 a.m.)

Calendaring & Weekly Update on Events
(11:22 a.m.)

Human Resource Update
(11:32 a.m.)

Human Resource Director Judy Stevenson gave an update on her department. She thanked Commissioner Chugg for sending her the notice that Duchesne County received the 2025 Quality Library Award. She described the Wellness Challenges for March. The awards have been ordered for the Employee Appreciation Event in May. The DMV has hired two employees for the Roosevelt Office, and the seasonal flaggers have been hired as well. They will be posting the position for the seasonal weed control employees. A corrections officer position is still open.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual
(11:36 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
(12:41 p.m.)

No action to be taken.

Adjournment
(12:41 p.m.)

Commissioner Chugg made a motion to adjourn the meeting at 12:41 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 30th day of March 2026.

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

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes