MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, MARCH 30, 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, Tabiona High School Girls Basketball 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, Human Resource Director Judy Stevenson, Assessor Traci Herrera, Sheriff Travis Tucker, Clerk-Auditor Chelise Curtis, Surveyor Ryan Allred, I.T. Director Taylor Warr, Human Resource Generalist Tommi Mascaro, Community Development Assistant Director Mike Gottfredson, Joe Pippy, Jeff Crozier, Leslie Pearson-Rich, Jacob Woodland, Scott Duncan, Jason Hill, Teisha Black, Hunter Tangle and Ryan Owens with Enterprise Fleet Management, via Zoom, 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 Chugg said the prayer.

Pledge of Allegiance

(9:01 a.m.)

Recognition of Tabiona High School Girls' Basketball for Winning the 1A State Championship

(9:02 a.m.)

Each Commissioner commended the Tabiona High School Girls Basketball Team on winning the state championship, and advised them to remember the lessons learned and apply them when they are adults. The coaches introduced themselves, and the team captains explained how their hard work truly paid off. Coach Fabrizio described the final game.

Public Works Update

(9:14 a.m.)

Public Works Director Mike Casper updated the public on the ongoing and upcoming work. The culverts on 6000 South have been installed, and they will pave it later this year. They are graveling some roads in the Tabiona Valley. They installed a culvert on State Street and Pole Line Road. The mastic machine was repaired and is now out working. Upper Red Creek (CR 1) has a lot of work that needs to be done. Several culverts are plugged due to a beaver in the area.

Discussion & Consideration of Purchasing a Fork Lift for the Road Department

(9:17 a.m.)

Public Works Director Mike Casper presented four quotes for a forklift.

- HOJ Forklift, LLC – Hyundai 5000lb Electric - $49,500.00
- HOJ Forklift, LLC – Unicarries 500lb Sit Down - $54,500.00

- Dillon Toyota Lift – Toyota Model - $59,399.00
- Wheeler Machinery Co. - $61,282.00

Director Casper recommended the Hyundai electric forklift model from HOJ Forklift, LLC. The parties discussed the forklifts and warranties. *Commissioner Killian made a motion to accept Director Caspers' proposal and purchase the Hyundai for $49,500.00 from Fund 41. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Purchasing a Mobile Truck Lift for the Road Department
(9:21 a.m.)

Public Works Director Mike Casper presented two quotes for a mobile truck lift.

- NAPA Auto Parts - $67,666.91
- Stertil-Koni USA, Inc. - $74,544.07

Director Casper recommended the NAPA Auto Parts quote and explained that they are local and could store it until the new building is ready. The parties discussed the quotes. *Commissioner Chugg made a motion to approve the purchase of mobile truck lifts from NAPA Auto Parts using Fund 41 for $67,666.91. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Purchasing a Loader for the Road Department
(9:25 a.m.)

Public Works Director Mike Casper presented a quote from Wheeler Machinery Co for a new 938 QC Wheel Loader for $255,750.00. Commissioner Miles explained that there was a thorough discussion before the loader was ordered; it just wasn't an official approval in a Commission meeting. *Commissioner Killian made a motion to ratify the purchase of the loader for $255,750.00 using Fund 41. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Emergency Management Update
(9:28 a.m.)

Emergency Management Director Josh Phillips gave a weather update for the upcoming week. The County is under red fire weather, and Uintah County is under Stage One Fire Restrictions. Engine 05 is back from Texas and plans to stay in the area. He described the Dry Fork Fire and how the pine trees scorched. This is normally seen in late summer, not in spring. They are seeing extreme lows, low moisture, low water, and low timber moisture. The Fire Warden is planning to start the Stage One Fire Restrictions for Duchesne County on April 1st. A resident can apply for a burn permit, which will be evaluated on a case-by-case basis by the Fire Warden. Dispatch will not be able to give permission. An online application must be submitted. The parties discussed the fire restriction and controlled burning. There needs to be more understanding so people know that if a controlled burn gets out of control, the cost is their responsibility.

Discussion of Possible Lay Flat Pipe Ordinance
(9:39 a.m.)

Deputy Attorney Grant Charles explained that the ordinance is a rough draft. He is in the process of creating a permit, and the approval process will be similar to an approach permit. He went through the contents of the ordinance. The parties discussed liability and the possibility of requiring proof of insurance. There needs to be daily inspections of the lay flat line to ensure malfunctions or issues are caught promptly. Jeff Crozier said that pressure is also monitored to detect issues sooner. The parties discussed turning off and deflating the pipe during heavy rainfall events, the definition of "clean water," and how the ordinance should mirror DOGM's definition. The parties also discussed using produced water, water conservation, and distributing the ordinance to the public before the public hearing on April 13th.

Recess 10:00 a.m. to 10:24 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.

Auditor's Office – Vouchers
(10:24 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for March 30, 2026, check numbers 172423 through 172461, totaling $332,606.00. The parties reviewed the submitted vouchers. *Commissioner Chugg made a motion to approve the vouchers for March 30, 2026, as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Auditor's Office – Surplus
(10:27 a.m.)

Clerk-Auditor Chelise Curtis presented three vehicles from the Sheriff's Office for surplus before the meeting. There are two Durangos and a Ford F150. They all have mechanical issues. The parties discussed the vehicles for surplus. *Commissioner Killian made a motion to approve the vehicles for surplus 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 Enterprise Fleet Management Proposal
(10:37 a.m.)

Enterprise Fleet Management presented options to the parties for managing the County's fleet vehicles at a previous Commission Meeting. The Commissioners voiced their concerns with changing the buying and maintaining capabilities if given to Enterprise. There have been years when the County didn't have the capital to purchase new vehicles. Hunter Tangle and Ryan Owens discussed the Commissioners' concerns. *Commissioner Chugg made a motion not to enter into an Enterprise Fleet Management Agreement. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

The parties discussed the benefits of controlling the fleet vehicles in-house.

Consideration of Minutes of the Combined Commission Meeting held March 23, 2026
(11:07 a.m.)

The parties reviewed the combined minutes of the March 23, 2026, Commission meeting. *Commissioner Killian made a motion to approve the minutes of the March 23, 2026, meeting, as presented. 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
(11:15 a.m.)

Calendaring & Weekly Update on Events
(11:19 a.m.)

Discussion & Consideration of County Volunteers
(11:29 a.m.)

Human Resource Generalist Tommi Mascaro presented a list of three volunteers who have passed the background check. The parties discussed the volunteers. *Commissioner Chugg made a motion to approve the volunteers as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Human Resource Update
(11:30 a.m.)

Human Resource Director Judy Stevenson gave an update on her department. There are firefighter positions open in Fruitland, Tabiona/Hanna, and Neola, as well as the seasonal Noxious Weed Control Technician position. They are starting the interviews for the Corrections Officers.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual
(11:32 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
(12:34 p.m.)

No action to be taken.

Closed Session – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation and The Purchase, Exchange, Sale, or Lease of Real Property
(12:35 p.m.)

Commissioner Chugg made a motion to go in and out of a closed session to discuss: Pending or Reasonably Imminent Litigation and The Purchase, Exchange, Sale, or Lease of Real Property. 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
(1:13 p.m.)

No action to be taken.

Adjournment
(1:13 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 1:13 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 6th day of April 2026.

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

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes