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MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, JUNE 01, 2026, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Greg Miles, Commissioner Tracy Killian, Commissioner Jeff Chugg, Deputy Attorney Grant Charles, Public Works Director Mike Casper, Public Works Deputy Director Clint Curtis, Deputy Clerk-Auditor Oaklee Larsen, Economic Development Director Kori Wilde, Human Resource Generalist Tommi Mascaro, Economic Development Assistant Deborah Herron, Recorder Shelley Brennan, Clerk-Auditor Chelise Curtis, Emergency Management Director Josh Phillips, Fire Marshall Brandon Peck, Human Resource Payroll & Benefits Administrator Jamie Park, Chief Deputy Assessor Ginger Johnson, Deputy Assessor Cheryl Fabrizio, Chief Deputy Clerk-Auditor Lexie Clayburn, Community Development Assistant Director Mike Gottfredson, Duchesne County Residents Dusty Jensen, Ray Snyder, Ryan Ross, Mike Ross, Travis Ross, Terry Nelson, Willis Hansen, and Crystal Hansen, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:01 a.m.)

Chairman Miles welcomed everyone to the meeting and described what happened on this day in 1990: President George H. Bush and Soviet leader Mikhail Gorbachev signed the Agreement on the Destruction and Non-Production of Chemical Weapons and on Measures to Facilitate the Multilateral Convention on the Prohibition of Chemical Weapons.

Public Works Deputy Director Clint Curtis said the prayer.

Pledge of Allegiance

(9:04 a.m.)

Public Works Update

(9:05 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. We were blessed with some rain last week, which caused some issues in the Roosevelt area. Paving has continued in Pleasant Valley and should be completed this week. They will assist with paving on Tabby Swale Road by hauling material. The MSHA training was postponed until Thursday this week. The crusher and washplant are running well. The screens were changed out to produce smaller material. Some culverts need to be replaced. They will create a schedule to replace them. The parties discussed the Hell's Canyon Road and the timber sale in the area. The Forest Service has offered schedule A on the road, but there are pros and cons for doing that.

(9:11 a.m.)

Ray Snyder is wondering what can be done to fix the Uintah Canyon Highway. The parties discussed the damaged road and who has jurisdiction over it. It was decided to arrange an in-person visit with the acting superintendent of the BIA.

(9:14 a.m.)

Dusty Jensen is concerned with the condition of the Sand Wash Boat Ramp, Gate Canyon Road, and Wrinkles Road. He and the drivers for his company drive the roads several times per day. The dust gets so bad that visibility is almost nothing, even after it is graded. The condition of the graveled roads is a safety concern, and he would like to see improvements. He presented pictures of the road conditions in several areas. The parties discussed the roads and suggested that he write a support letter to the BLM to allow the County to make road improvements. The Commissioners will continue to look at options.

Discussion of Neola Water Line Project

(9:30 a.m.)

Public Works Director Mike Casper and Public Works Deputy Director Clint Curtis explained that they met with Neola about the new water line they are installing. The roadways in the area were just replaced, and will be cut for the new water line. The parties discussed the needed repairs and working with them after they have advertised the project.

Discussion & Consideration of Approach Permits

(9:35 a.m.)

Public Works Deputy Director Clint Curtis presented three approach permits. A26-033, A26-036, and A26-037. He explained that A26-033 was postponed at the last meeting. He

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met with the applicant, and the permit is ready for approval. A26-036 is in Cedarview, and the road in question has been a concern previously. The Sheriff's Office has been involved with the situation. One of the landowners in the area has a locked gate across the road. This is a commercial approach permit. A26-037 is not ready for approval. Deputy Director Curtis suggested postponing it. *Commissioner Chugg made a motion to approve approach permits A26-033 and A26-036 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 Right-of-Way Request off of 4000 West

(9:38 a.m.)

Ryan Ross explained that he purchased the remaining lots of the subdivision in 2017. He thought Duchesne County owned the right-of-way (ROW). He said that he has a letter from Mike Hyde stating that Duchesne County would take ownership of the road and extend it. The process of the County taking ownership wasn't completed. Roosevelt City is now interested in annexing the properties into the City. Deputy Attorney Grant Charles gave a background on the situation. Mr. Ross presented a petition on behalf of the property owners and residents of County Road 4000 West. It states: We, the undersigned property owners and residents on County Road 4000 West, located in Duchesne County, do not support Roosevelt City's intent to annex the existing 66' access and utility easement located in the Uintah Mountain Vista subdivision, located between lots 5 & 8 and lots 6 & 7.

We do, however, support Duchesne County taking ownership of the 66' access and utility easement located in the Uintah Mountain Vista subdivision, located between lots 5 & 8 and lots 6 & 7.

The petition has 17 (seventeen) names, addresses, and signatures.

(9:49 a.m.)

Terry Nelson said that he approves of the County taking ownership of the road, but opposes the traffic that 180 more homes would bring.

(9:50 a.m.)

Mike Ross said that this has been an interesting process of buying the property from Ryan and trying to obtain a building permit for a home. He wanted to comment on the work with Mike Casper and Clint Curtis, who have been very helpful whenever he has had issues with bus stops or roads with the school district.

(9:52 a.m.)

Travis Ross said it is the best option for the County to own the road.

(9:53 a.m.)

Commission Discussion – Commissioner Killian said he thinks the best thing is for the County to own it.

Community Development Assistant Director Mike Gottfredson said it has been thoroughly reviewed.

Commissioner Killian made a motion to accept the Right-of-way request for the Uintah Mountain Vista Subdivision, phase one. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

Recess 9:57 a.m. to 10:21 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.

Discussion & Consideration of the State of Utah Contract for Court Security

(10:21 a.m.)

Deputy Attorney Grant Charles explained that the contract is an update to the previous contract. The dates have been changed from July 1, 2026, to June 30, 2027. The parties discussed the contract, the pay, and the need for court security. *Commissioner Chugg made a motion to approve the State of Utah Contract for Court Security 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 Interlocal Cooperative Agreement Providing for the Uintah Basin Narcotics Strike Force

(10:24 a.m.)

Commissioner Chugg explained the contract changes required due to Daggett County joining the Strike Force. The parties discussed the great work they do in the basin. *Commissioner Killian made a motion to renew the Interlocal Cooperative Agreement Providing for the Uintah Basin Narcotics Strike Force and authorize 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.

Discussion & Consideration of the Utah Wildfire Resource Memorandum of Understanding
(10:27 a.m.)

Duchesne County Fire Warden Brandon Peck explained the changes to the Memorandum of Understanding (MOU). The MOU provides a mechanism for procurement, use, and compensation for wildfire services provided to the State of Utah and its cooperators by the Department or District outside its jurisdictional area, or for other declared All-Hazard emergencies covered under the Stafford Act. The parties discussed the MOU and the needed documents. *Commissioner Chugg made a motion to approve the Utah Wildfire Resource MOU 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.*

Emergency Management Update
(10:33 a.m.)

Emergency Management Director Josh Phillips gave an update on his department. There is a training this week in Vernal, and some of his team are attending. He will attend a training in Salt Lake City next week. Arizona is looking for a six-man crew. Engine 01 is available if needed in other areas of the country. The mitigation project on Highway 208 is progressing. They are in the cliff and tough terrain area, so the progress has slowed. His crew has been working with the State crew, and he appreciates the training it is providing. They are trying to work with the landowners at Bandana Ranch in Fruitland on mitigation work. Director Phillips received a call from the hospital during the heavy rain event for sandbags. The storm was over by the time they were ready to deploy. The parties discussed the restoration progress of the old fire truck and whether it would be ready for the parades. The fire tender is about done as well. They are waiting on the spray bar piping.

Discussion & Consideration of Main Street Matching Grant Applications
(10:42 a.m.)

Economic Development Director Kori Wilde presented an application for the Main Street Matching Grant. She described the improvement project for Southern Jewel Salon. The concrete flooring was patched and resurfaced, new flooring was installed, and light fixtures were upgraded. She explained that they used local contractors to complete the work. The parties discussed the business and the $10,000 matching grant application. *Commissioner Killian made a motion to accept the application from Southern Jewel Salon for $10,000 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 LexisNexis Contract for the Attorney's Office
(10:48 a.m.)

Deputy Attorney Grant Charles explained the subscription and its importance. It is an essential tool that the Attorney's office often uses; without it, they would have to travel to complete their research. *Commissioner Chugg made a motion to approve the LexisNexis contract and authorize the Attorney's office to sign it. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion of Subdivision and Plat Changes
(10:51 a.m.)

Chief Deputy Assessor Ginger Johnson and Deputy Assessor Cheryl Fabrizio said they are seeing parcels split and assigned the same parcel number, even though they are not adjoining. They showed examples. The situation started about a year ago. Recorder Shelley Brennan explained the recording process and what they review. The parties discussed the situation and how to address it during the subdivision review process to prevent separate lots from having the same parcel number. A new parcel number should be assigned. Community Development Assistant Director Mike Gottfredson said there is nothing in the subdivision ordinance that prohibits it. The parties discussed the process and ensured the land remained contiguous.

Discussion & Consideration of New Business Licenses
(11:15 a.m.)

Chief Deputy Clerk-Auditor Lexie Clayburn presented three new business licenses:

- Big Tine Equipment Rentals, LLC, owned by Kade Harris, Duchesne, Utah.
- Mountain Home Store, run by Trista Farnsworth, Mountain Home, Utah.

- Deadflesh Productions, LLC, owned by Jacob Proctor, Roosevelt, Utah.

The parties discussed the new businesses. *Commissioner Killian made a motion to accept the business licenses that the Clerk-Auditor's office has approved. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Beer License
(11:18 a.m.)

Chief Deputy Clerk-Auditor Lexie Clayburn presented a beer license for Mountain Home Store. She explained that Yvonne Gardner owns the store, but Trista Farnsworth is running it, so the beer license must be in Ms. Farnsworth's name. *Commissioner Chugg made a motion to approve the beer license 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 BOE Valuation Changes
(11:20 a.m.)

Clerk-Auditor Chelise Curtis presented a list of BOE adjustments. She explained the reasons for the adjustments. Parcel 00-0008-2259; primary land value rolled over to greenbelt – old value $1.00, new value $20,667, old tax $0.05, new tax $119.66. Parcel 00-0005-8127; primary land value rolled over to greenbelt – old value $1.00, new value $20,570, old tax $0.05, new tax $119.14. Parcel 00-0018-2794; This is a primary residence, and the signed declaration was received after the final 2026 values were set. There is no change in value; just a shift from secondary to primary – old tax: $1,211.68; new tax: $833.11. Parcel 00-0035-3110; This is a primary residence, and the signed declaration was received after the final 2026 values were set. There is no change in value; just a shift from secondary to primary – old tax: $0.00; new tax: $805.11. Parcel 00-0029-2890; This is a primary residence, and the signed declaration was received after the final 2026 values were set. There is no change in value, just a change from secondary to primary (This area was currently reassessed, so that is the reason for the increase in taxes.) – old tax $994.69, new tax $1,382.61. The parties discussed the valuations. *Commissioner Killian made a motion to approve the BOE adjustments as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

HR Office – Payroll
(11:25 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll report for the period ending May 23, 2026. A total of 227 employees were paid for $962,270.59. The parties reviewed the payroll. *Commissioner Chugg made a motion to approve the payroll for the period ending May 23, 2026, for $962,270.59. 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 May 18, 2026
(11:26 a.m.)

The parties reviewed the combined minutes of the May 18, 2026, meeting. *Commissioner Killian made a motion to approve the minutes of the May 18, 2026, meeting, as amended. 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
(11:34 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for June 01, 2026, check numbers 173004 through 173095, totaling $403,848.89. The parties reviewed the submitted vouchers. *Commissioner Chugg made a motion to approve the vouchers for June 01, 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
(11:41 a.m.)

Discussion & Consideration of County Volunteers
(11:42 a.m.)

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Human Resource Generalist Tommi Mascaro presented a volunteer for approval. The parties discussed the volunteer. *Commissioner Killian made a motion to approve the volunteer as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Calendaring & Weekly Update on Events
(11:45 a.m.)

Human Resource Update
(11:58 a.m.)

Postponed by general consent.

Adjournment
(11:59 a.m.)

Commissioner Killian made a motion to adjourn the meeting at 11:59 a.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 8th day of June 2026.

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

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes