

**MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION
MEETING HELD MONDAY, JUNE 08, 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, Human Resource Director Judy Stevenson, Code Enforcement Officer Chris Floyd, Building Inspector Jared Rogers, Building Inspection Assistant Glenna Mayhew, Building Inspection Ragen Nielson, Interim Building Official Adam Johnson, Community Development Assistant Josh Felter, Community Development Planner Duncan Kading, Treasurer Stephen Potter Economic Development Assistant Deborah Herron, Clerk-Auditor Chelise Curtis, Deputy Assessor Brandi Winterton, Community Development Assistant Director Mike Gottfredson, Duchesne County Residents Dusty Jensen, Cameron Schow, and Matt Short, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairman Miles welcomed everyone to the meeting.

Community Development Planner Duncan Kading said the prayer.

Pledge of Allegiance

(9:02 a.m.)

Department Recognition

(9:03 a.m.)

Human Resource Director Judy Stevenson presented the Department Recognition to the Building Inspections and Community Development Departments. She described the teamwork and how the two departments work together so well. Each Commissioner commented on the departments and thanked them for their hard work and dedication to the County.

Building Inspection Assistant Glenna Mayhew thanked everyone in her department for treating her with so much respect. She said Duchesne County is a great place to work. She is also grateful for the Commissioners' support. *Duchesne*

Community Development Planner Duncan Kading commented on his experience working at the County. He expressed his appreciation for his team.

Building Inspector Jared Rogers explained his experience working with his team and the Commissioners. He appreciates the assistants for keeping them organized.

Community Development Assistant Director Mike Gottfredson said it has been a pleasure working for the County for the last five years. He appreciates Duncan and Josh; they are great to work with. Adam has demonstrated consistent leadership and unified his department. Glenna is the foundation of the department with her extensive knowledge.

Public Works Update

(9:18 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. They helped Hanna Water complete paving on Tabby Swale Road by hauling material. The project turned out well. ^{They} The zipped Charlie Hansen's Road (CR 82) in Arcadia. They will start receiving their oil for the chipsealing projects tomorrow. They are working on some patching. The parties discussed cleaning chips and hauling them to Myton for storage. Commissioner Chugg ^{drove} the Arcadia project and said that it turned out well. They plan to chip the road by the Myton Rodeo grounds. Commissioner Miles asked when the contractor plans to start on East River Road (CR 79). Director Casper said it would be about three weeks. He called and let them know they can start earlier if needed. Commissioner Chugg received a complaint about the crack sealing. It was pulling up and sticking to the semi truck tires. The parties discussed the possible cause of the issue. Dusty Jensen thanked Director Casper and his crew for the quick response to the work completed on the Sand Wash Road (CR 35).

Discussion & Consideration of Approach Permits

(9:29 a.m.)

Public Works Deputy Director Clint Curtis presented two approach permits. A26-039, and A26-040. He explained the project and that both parcels are owned by the same person, who plans to subdivide the lots. The parties discussed approaches to subdivision and future safety planning. *Commissioner Killian made a motion to approve approach permits A26-039 and A26-0040 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 an Economic Advisory Board Member Appointment

(9:38 a.m.)

Economic Development Director Kori Wilde said there is a vacancy on the board for a workforce representative. She suggested appointing Judi Collins and explained her background and why she would be a good fit for the position. *Commissioner Chugg made a motion to appoint Judi Collins to the Economic Advisory Board. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Main Street Matching Grant Applications

(9:40 a.m.)

Economic Development Director Kori Wilde presented two applications for the Main Street Matching Grant. Vengeance Powersports for \$10,000 and Higher Healing Energetics for \$5,000. She described the project for Vengeance. They had previously leased buildings, but the location they are at now was purchased and is back in Duchesne County. The projects completed for the Matching Grant included dirt work, asphalt, fencing, lighting, HVAC, symmetric lift, and signage. The total cost of the upgrades was over \$20,000. Local contractors completed eighty percent of the work.

Higher Healing Energetics purchased equipment that promotes healing, including an XL bean bag chair, shelving units, paraffin wax, hammocks, yoga mats, an infrared sauna, red light therapy, a laser engraver, and a sound bed. The parties discussed the business and how they moved into a building that had been vacant for a while. *Commissioner Killian made a motion to approve the matching grant applications for Vengeance Powersports for \$10,000 and Higher Healing Energetics for \$5,000. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Ratification of the May Tax Sale

(9:49 a.m.)

Clerk-Auditor Chelise Curtis and Treasurer Stephen Potter presented the list of properties that were on the May tax sale—a total of forty-six parcels sold. The amount of back taxes collected was \$77,719.85. The parties discussed the auction process and the collection of funds from purchasers. *Commissioner Chugg made a motion to ratify the 2026 May tax sale. 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 four BOE adjustments. She explained the reasons for the adjustments. Parcel 00-0027-3833; no value change, acreage needs to be changed from 5 acres to 1 acre, old tax \$1,534.66, new tax \$1,534.66. Parcel 00-0026-6951; greenbelt market value \$79,499, acreage 23.GZ3 market value \$85,415 – old tax \$26.96, new tax \$71.59. Parcel 00-0026-4279; primary land and greenbelt values merged. Greenbelt value needs to be \$8,310, acreage should be .59. LR01 code market value needs to change to \$31,500 – old value \$0.00, new value \$8,310.00, old tax: \$1,644.91, new tax: \$1,584.89. Parcel 00-0034-0982; square footage was incorrect; 10 sq ft to 660 sq ft. BS05 needs to be changed to the current value: \$23,055 – old value: \$5,913.00, new value: \$23,055.00, old tax: \$588.10, new tax: \$771.83. *Commissioner Killian made a motion to approve the BOE valuation adjustments as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Emergency Management Update

(9:58 a.m.)

Emergency Management Director Josh Phillips was unable to attend the meeting but sent an email update for his department. Commissioner Miles read the email. There was a fire on Friday evening in the ~~Pin~~ Whillies area; about an acre was burnt, and it was human-caused, most likely from a dragging chain or sparks from a trailer. The fire traveled fairly fast and torched pinion and juniper off the side of Highway 87. County, state, Duchesne City, and Altamont resources were called to suppress the fire. The drought is showing how dry things get without soil moisture. Other than being in red flag conditions, the weekend went fairly well. Levi and his crew will be working on Highway 208 this week and next to try to complete the mitigation work.

Recess 10:00 a.m. to 10:20 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 Personal Property Tax for Stone Ridge Ventures II, LLC

(10:20 a.m.)

Deputy Assessor Brandi Winteron explained that both the leasee (NYDIG) and the lessor (Stoneridge) paid the property taxes on the equipment. They are requesting a refund of \$63,465.18. The refund should be given to NYDIG. The parties discussed the refund. *Commissioner Chugg made a motion to refund the double payment of \$63,465.18.*

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

(10:30 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for June 08, 2026, check numbers 173096 through 173191, totaling \$1,130,342.20. 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.*

Consideration of Minutes of the Combined Commission Meeting held June 01, 2026

(10:34 a.m.)

The parties reviewed the combined minutes of the June 01, 2026, meeting. *Commissioner Chugg made a motion to approve the minutes of the June 01, 2026, meeting, with corrections. 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

(10:40 a.m.)

Calendaring & Weekly Update on Events

(10:41 a.m.)

Human Resource Update

(11:03 a.m.)

Human Resource Director Judy Stevenson gave an update on her department. Two employees were hired for the Road Department. The Justice Court Receptionist position has been filled. The part-time I.T. was filled, and the full-time position was posted today. A receptionist was hired for Travel & Tourism, with the other position still open. The training went well with the jail Corporals and Sergeants. She will be training the Weed Department on incident reporting.

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

(11:07 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

(11:57 a.m.)

No action to be taken at this time.

Closed Session – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation

(11:58 a.m.)

Commissioner Chugg made a motion to go in and out of a closed session to discuss: Reasonably Imminent Litigation. 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

(11:57 a.m.)

No action to be taken at this time.

Recess 12:38 p.m. to 1:03 p.m.

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

Public Hearing – Ordinance # 26-432 Amending the Appeal and Variance Hearing Requirements, the Appeal Authority Definition and Prohibitions, and Establishes a Single Appeal Authority for Duchesne County, and other Minor Adjustments

(1:00 p.m.)

Present –

Commissioner Greg Miles, Commissioner Jeff Chugg, Commissioner Tracy Killian, Deputy Attorney Grant Charles, Community Development Assistant Director Mike Gottfredson, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Staff Update

(1:03 p.m.)

Community Development Assistant Director Mike Gottfredson explained that Ordinance No. 26-432 amends the Duchesne County Code in five ways:

1. Brings the Code into compliance with 2026 SB 284 and other State Code provisions changing County land use appeal authority definition and prohibitions, and the hearing requirements for both appeal and variance hearing;
2. Change in the standard of review for local appeals;
3. Establishes a single land use appeal authority;
4. Name consolidation of County Planning personnel and administrative body; and
5. Updates Utah Code references cited in County Code to the current Utah Code naming conventions.

He described each amendment change in detail, explained where the rules can be found in the Utah Code, and presented the draft Ordinance. On June 3, 2026, the Duchesne County Planning Commission opened a public hearing to consider Ordinance #26-432, and, upon recommendation of the Planning Division Assistant Director, voted to recess the public hearing until July 1, 2026. Allowing the Planning Division Assistant Director to complete a draft of the ordinance that the Duchesne County Attorney has reviewed. Assistant Director Gottfredson requested that the Commissioners recess the public hearing until after the July 1, 2026, Planning Commission meeting.

Commissioner Killian made a motion to recess the public hearing until July 13, 2026, at 1:00 pm. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

Adjournment

(1:30 p.m.)

Commissioner Chugg made a motion to adjourn the meeting at 1:30 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 22nd day of June 2026.

Greg Miles

Commission Chairman

Chelise Curtis

Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes

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