

**MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION
MEETING HELD MONDAY, JUNE 22, 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, Treasurer Stephen Potter, Economic Development Assistant Deborah Herron, Clerk-Auditor Chelise Curtis, Assessor Traci Herrera, Emergency Management Director Josh Phillips, Centennial Event Center Director Mindi Crowley, Centennial Event Center & Fair Assistant Jayden Sillert, Surveyor Ryan Allred, Building & Grounds Director Shane Jenkins, Building & Grounds Assistant Emily Rowley, Building & Grounds Maintenance Technician Dean Powell, Building & Grounds Maintenance Technician Blaine Horrocks, Building & Grounds Maintenance Technician Jake Sorenson, Building & Grounds Landscaper Chandler Sweat, Building & Grounds Maintenance Technician / Landscaper Jesse Flores, Building & Grounds Custodian Corinn Bird, Building & Grounds Custodian Tyson Robb, UBAOG Director Laurie Brummond, Duchesne County Residents Wendi Roberts, Misty Roberts, Sara Simpson, Ginger Casper, Jana Clyde, Deb Evans, Megan Farnsworth, Cheryl Fabrizio, John W Roberts, Bonnie Roberts, Dally Defa, Rhondalee Paskins, Steve Paskins, Merlin Evans, Luke Defa, Daniel Bowman, and Daniel Roberts, 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 described what happened this day in history: In 1944, Franklin D Roosevelt signed the G.I. Bill, an unprecedented act of legislation designed to compensate returning members of the armed services for their efforts in World War II. In 1938, Joe Louis had a stunning first-round knockout of Max Schmeling at Yankee Stadium in New York City. In 1945, the Battle of Okinawa ended. In 1970, President Richard Nixon signed an extension of the 1965 Voting Rights Act, mandating that the voting age be lowered to 18 in all federal, state, and local elections.

Treasurer Stephen Potter said the prayer.

Pledge of Allegiance

(9:02 a.m.)

Public Works Update

(9:03 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. They chipped Charlie Hansen's Road (CR 82), Chuck's Meats (11500 W) in Arcadia, and a road in Myton. They are widening Charlie Hansen's Road (CR82) and have permission to remove some of the hill if needed. They are working on some patching.

Presentation of Department Recognition

(9:06 a.m.)

Human Resource Director Judy Stevenson presented the Department Recognition to the Building & Grounds Department. She recognized each member of the department and expressed her appreciation for their work. Each Commissioner commended them on their hard work and dedication, and the ability to manage so many buildings so well.

Discussion & Consideration of Electrical Work for the Wash Plant

(9:14 a.m.)

Public Works Director Mike Casper presented an invoice from SCI Automation, Inc., and explained that when they set up the new wash plant, power needed to be installed. The parties discussed the project and the payment of the invoice using Fund 41. *Commissioner Chugg made a motion to ratify the electrical work for the wash plant, funded by Fund 41, for \$68,329.89. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Approach Permits

(9:15 a.m.)

Public Works Deputy Director Clint Curtis presented two approach permits. A26-046, and A26-047. He explained the location of the residential approach permit (A26-046). Permit A26-047 is a commercial approach that has already been built. They will need to bring it up to standard. The parties discussed the permits and locations. *Commissioner Killian made a motion to approve approach permits A26-046 and A26-047 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

(9:18 a.m.)

Emergency Management Director Josh Phillips explained that the County is in critical fire weather. There were some call-outs over the weekend. They sent a truck and crew to Arizona; they may need to bring them back to help with the fires in Utah. The parties discussed the criteria for fire restrictions, which Duchesne County isn't under yet, but is very close to meeting. There are active fires all around the County and State. Public Works Director Mike Casper asked about mowing the road shoulder. It was agreed to continue with a fire suppressant following the mower.

Discussion of Hanna Water & Sewer Special Service District

(9:23 a.m.)

Daniel Bowman voiced some concerns from the community about the Hanna Water & Sewer Special Service District. He said that two board members are not eligible. One is not a permanent resident, and the other is not registered to vote in Duchesne County. There have not been any elections for several terms, and the Commission has not appointed the board members. Some community members are asking the board to be dissolved, while others are asking for the board to be expanded from five to seven members. The parties discussed how it could be harder to have a quorum if it were increased, and how the district governs itself; the County does not govern it. The Commission will appoint members to the district if a vacancy occurs between election cycles. Mr. Bowman asked that other members of the community be considered for appointment. The vacancies will be advertised for two weeks. The seats will be appointed on Monday, July 13, 2026, during

the Commission meeting. Interested parties must submit a letter of interest or resume to Commission Executive Assistant Melissa Hughes by Friday, July 10th, at 5:00 p.m. to be considered. Clerk-Auditor Chelise Curtis asked who the current clerk or secretary was because the district's tax rate needed to be certified. Treasurer Stephen Potter said the taxes are currently being held because the district's State reporting requirements are four months behind.

Discussion & Consideration of Main Street Matching Grant Applications

(9:46 a.m.)

Economic Development Director Kori Wilde presented an application for the Main Street Matching Grant submitted by Nourish for \$10,000. She described the upgrades and the increase in profits. The parties discussed the business and upgrades. *Commissioner Chugg made a motion to approve the Main Street Matching Grant application for Nourish for \$10,000. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Spectra Quote

(9:53 a.m.)

Commissioner Chugg explained that the original quote had expired and that the new quote was higher than expected. He would like to postpone the item so he can figure out why it has increased.

Discussion & Consideration of Resolution #26-04; A Resolution Amending the Number of Board Members from Seven to Five on the Cedarview-Montwell Special Service District

(9:58 a.m.)

Deputy Attorney Grant Charles presented Resolution #26-04; A Resolution Amending the Number of Board Members from Seven to Five on the Cedarview-Montwell Special Service District. He explained that the district had requested this because it cannot fill the vacant seats, and maintaining a quorum is difficult. *Commissioner Killian made a motion to adopt Resolution #26-04; A Resolution Amending the Number of Board Members from Seven to Five on the Cedarview-Montwell Special Service District. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Lobbying Contract

(10:02 a.m.)

Commissioner Miles explained that the lobbying contract is with Allen Freemyer for the rail project. The cost would be \$2,500 for the rest of June and \$5,000 per month through December 31, 2026. The parties discussed the lobbying and consulting agreement and the budget from which it would be paid. *Commissioner Killian made a motion to extend the contract with Allen Freemyer and authorize the chair to sign. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Recess 10:09 a.m. to 10:37 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 BOE Valuation Changes

(10:37 a.m.)

Clerk-Auditor Chelise Curtis presented a list of four BOE adjustments. She explained the reasons for the adjustments—Parcel 00-0027-7107; No market value transferred over for LS02. Market value will need to be added \$2,350. LR01 market value also didn't convey properly. Market value should be changed to \$29,000. Old Value: \$0.00; New Value: \$31,350.00. Old Taxes - \$436.30, New Taxes \$490.00. Parcel 00-0005-1643; 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. Old Tax: \$1,377.69; New Tax: \$919.15. Parcel 00-0017-3017; 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. Old Tax: \$1,766.69; New Tax: \$1,068.45. Parcel 00-0035-2495; 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. Old Tax: \$4,787.91; New Tax: \$2,633.89. Parcel 00-0001-8188; 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. Old Tax: \$2,625.60; New Tax: \$1,444.04. Parcel 00-0013-8663; 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. Old Tax: \$2,124.48; New Tax: \$1,445.73. Parcel 00-0000-0368; 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. Old Tax: \$4,477.99; New Tax: \$2,462.84. *Commissioner Chugg made a motion to approve the BOE valuation changes 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 – Vouchers

(10:45 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for June 22, 2026, check numbers 173192 through 173315, totaling \$773,077.36. The parties reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for June 22, 2026, 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

(10:54 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll report for the period ending June 06, 2026. A total of 246 employees were paid for \$624,943.98. The parties reviewed the payroll. *Commissioner Chugg made a motion to approve the payroll for the period ending June 06, 2026, for \$624,943.98. 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 08, 2026

(10:57 a.m.)

The parties reviewed the combined minutes of the June 08, 2026, meeting. *Commissioner Chugg made a motion to approve the minutes of the June 08, 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

(11:02 a.m.)

Calendaring & Weekly Update on Events

(11:04 a.m.)

Discussion & Consideration of County Volunteers

(11:26 a.m.)

Human Resource Generalist Tommi Mascaro presented a list of two volunteers. The parties discussed the volunteers. *Commissioner Killian made a motion to approve the volunteers 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 Updated Volunteer Applications

(11:28 a.m.)

Human Resource Director Judy Stevenson presented three volunteer application forms. She explained each application for general volunteers, reserve firefighters, and paid part-time firefighters. She is continuing work on the volunteer handbook discussed previously. The parties discussed the applications. *Commissioner Chugg made a motion to approve the updated volunteer applications as corrected. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Human Resource Update

(11:33 a.m.)

Human Resource Director Judy Stevenson gave an update on her department. The building inspector position will close, and interviews will be held tomorrow. A Deputy Recorder position and a part-time firefighter position were posted. An account has been set up with UBMC for the fit-for-duty exams. The Duchesne County America250 event is moving forward. They have ordered the items for the event. She has been training the departments on incident reporting.

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

(11:38 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

(12:17 p.m.)

No action to be taken at this time.

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

(12:18 p.m.)

Commissioner Chugg made a motion to go in and out of a closed session to discuss: Pending or 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

(12:30 p.m.)

No action to be taken at this time.

Adjournment

(12:30 p.m.)

Commissioner Killian made a motion to adjourn the meeting at 12:30 p.m. Commissioner Miles stated that the end of the agenda had been reached, and the forum adjourned.

Read and approved this on the 29th day of June 2026.

Greg Miles

Commission Chairman

Chelise Curtis

Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes