

**MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION
MEETING HELD MONDAY, AUGUST 10, 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, Emergency Management Director Josh Phillips, Economic Development Assistant Deborah Herron, Clerk-Auditor Chelise Curtis, Community Development Assistant Josh Felter, Human Resource Generalist Tommi Mascaro, Human Resource Payroll & Benefits Administrator Jamie Park, Von Johnson with the Uintah Basin Health Ambulance Service, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:02 a.m.)

Chairman Miles welcomed everyone to the meeting.

Von Johnson said the prayer.

Pledge of Allegiance

(9:03 a.m.)

Discussion & Consideration to Award Bid for the 2000 West Overlay Project

(9:04 a.m.)

Postponed by general consent.

Public Works Update

(9:05 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. Upper Red Creek (CR 1) should be completed this week. The fuel pads and containment concrete were poured last week. The fuel tanks were delivered; they are ready to be set. He is working on purchasing buildings in Roosevelt for the road realignment project. The parties discussed relocating them once purchased. The parties discussed a road that needs repair and what material to use. The Commissioners met with FourPoint Resources regarding a proposal to purchase material that the County will not use. The parties discussed the livestock sale, how well it went, and ways to improve it. The parties also discussed the repairs needed in the Admin Building parking lot.

Emergency Management Update

(9:17 a.m.)

Emergency Management Director Josh Phillips gave a weather and fire update. The Little Horse Fire is now 100% contained. It burned 119 acres. The Kings Peak fire is active, and crews are monitoring it closely. Engine 05 is still in Oregon for at least another week. The Altamont Engine 156 is scheduled to leave this week. An evacuation order was sent out; many residents received it, but it was not for our area. Notice was provided that it was a false alarm. They are finishing the mitigation work on Highway 208 and Tabby Mountain.

Discussion & Consideration of Selecting an Ambulance Provider

(9:23 a.m.)

Von Johnson, the Uintah Basin Health Ambulance Director, explained that the license is up for renewal this month and that the local government selects the ambulance service provider. The parties discussed the options and the need to advertise for RFP's.

Public Comments

(9:30 a.m.)

No public comments at this time.

Discussion & Consideration of Appointing Board Members to the Hanna Water & Sewer Improvement District

(9:31 a.m.)

Commission Executive Assistant Melissa Hughes presented four letters of interest from Dally Defa, Dustin Simpson, Shane Rhoades, and Daniel Roberts. She explained that Shane Rhoades did not submit the declaration of candidacy; it was requested twice. Commissioner Miles explained the background of the situation. The Commission appointed board members a couple of weeks prior, and two of the newly appointed board members resigned. The parties discussed the applicants. *Commissioner Chugg made a motion to appoint Daniel Roberts and Dustin Simpson to the Hanna Water & Sewer Improvement District to serve until the 2027 election. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Summation of the County Fair

(9:35 a.m.)

Commissioner Miles started the conversation by saying he felt it ran smoother this year than ever. He appreciated everyone's help and support. The fundraising went great and increased the value for the sponsors. He thanked Commissioner Killian and Commissioner Chugg for all of their hard work and dedication at the fair.

Commissioner Killian thanked everyone for a great fair. He described his experience watching a seller interact with the buyer of her steer.

Commissioner Chugg expressed his appreciation to the other Commissioners, staff, and volunteers for all the hard work at the fair.

The parties discussed the ambassador leadership and how well they did. Commissioner Miles said he was approached by someone outside the County, who said the Duchesne County Fair was the best rural county fair in the United States.

Clerk-Auditor Chelise Curtis said the fair ran very smoothly. She said it was great to see older people participate at the livestock sale year after year.

On Saturday before the horse pulls, the Commissioners dedicated the indoor arena. It is named the Kent R. Peatross Arena. His wife and family were there, and it was a great presentation. The rodeo won the Rodeo of the Year again for 2025.

Discussion & Consideration of a Temporary Beer Permit

(9:50 a.m.)

Clerk-Auditor Chelise Curtis explained that she had requested the additional information but had not received a response. Community Development Assistant Josh Felter said they may need to contact the Sheriff's Office regarding the noise ordinance. This item will be considered at a later meeting if the information is obtained.

Discussion & Consideration of Board of Equalizations (BOE)

(9:53 a.m.)

Clerk-Auditor Chelise Curtis presented five BOE adjustments for August 10, 2026, and explained the reasons. The Parcels needing adjustments are 00-0003-8137, 00-0035-1605, 00-0028-6579, 00-0000-3628, and 00-0006-5346. The parties discussed the BOE adjustments. *Commissioner Killian made a motion to accept the Board of Equalization changes 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 County Volunteers

(9:57 a.m.)

Human Resource Generalist Tommi Mascaro presented one volunteer for approval. The parties discussed the volunteer. *Commissioner Chugg made a motion to approve the volunteer 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 of the New IRS Mileage Rate

(9:58 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park explained that the IRS increased the mileage reimbursement rate from 0.725 to 0.76 on July 1st. The parties discussed the reimbursements submitted this year and noted that most have qualified for the 70% reimbursement rate. *Commissioner Killian made a motion to adopt the IRS mileage rate of 0.76. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

HR Office – Payroll

(10:02 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll for the period ending August 1, 2026, with 256 employees paid. The parties reviewed the payroll. *Commissioner Chugg made a motion to approve payroll for August 01, 2026, for \$648,692.57 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

(10:06 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for August 10, 2026, check numbers 173734 through 173817, totaling \$334,812.76. The parties reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for August 10, 2026, as presented. Commissioner Chugg seconded the motion. Commissioner*

Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

Consideration of Minutes of the Combined Commission Meeting held August 03, 2026

(10:12 a.m.)

The parties reviewed the combined minutes of the August 03, 2026, meeting. Commissioner Chugg made a motion to approve the minutes of the August 03, 2026, meeting, as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

Closed Session – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual and Pending or Reasonably Imminent Litigation

(10:20 a.m.)

Commissioner Chugg 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, and 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

(11:14 a.m.)

No action to be taken at this time.

Recess 11:14 a.m. to 2:01 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 1:00 pm – Ordinance 26-432; An Ordinance Amending the Appeal Authority, Appeal and Variance Hearing Requirements, and Amending the Appeal Standard of Review

Present –

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

(2:01 p.m.)

Commissioner Killian made a motion to enter the public hearing for Ordinance 26-432; An Ordinance Amending the Appeal Authority, Appeal and Variance Requirements, and Amending the Appeal Standard of Review. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.

Staff Update

(2:03 p.m.)

Community Development Administrator Mike Gottfredson read through the findings report for Ordinance #26-432, Amending Land Use in the Duchesne County Code, and explained the recommended changes to the ordinance.

Public Comments

(2:34 p.m.)

No public present to comment.

Regular Session

(2:35 p.m.)

The parties discussed the ordinance and the changes. They would like a clean copy with the suggested changes. The ordinance will be considered at next week's Commission Meeting.

Discussion of Possible Subjects for the Next Meeting

(2:35 p.m.)

Calendaring & Weekly Update on Events

(2:38 p.m.)

Adjournment

(2:53 p.m.)

Commissioner Killian made a motion to adjourn at 2:53 p.m. Commissioner Miles stated that the end of the agenda had been reached and that the motion is not contestable. The forum adjourned.

Read and approved this on the 17th day of August 2026.

Greg Miles

Commission Chairman

Chelise Curtis

Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes