MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, AUGUST 24, 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, Road Department Mechanic Ken Betts, Deputy Clerk-Auditor Oaklee Larsen, Economic Development Director Kori Wilde, Human Resource Generalist Tommi Mascaro, Human Resource Payroll & Benefits Administrator Jamie Park, Von Johnson with the Uintah Basin Health Ambulance Service, Zane Lay with FourPoint Resources, and Clerk-Auditor Chelise Curtis is taking the meeting minutes.

Opening Comments
(9:01 a.m.)

Chairman Miles welcomed everyone to the meeting.

Chairman Miles said the prayer.

Pledge of Allegiance
(9:02 a.m.)

This Day in History
(9:03 a.m.)

Chairman Miles told what happened this day in history. The British Forces captured Washington DC and set fire to Federal Buildings in 1814. The U.S. Patent Office issued a highly influential patent to Cornelius Swartwout in 1869. The North Atlantic Treaty Organization officially went into effect in 1949.

Public Works Update
(9:09 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. They completed their paving project up Red Creek (CR 1) and also paved the Sawmill Road. They are continuing to work on 6000 West. They are hoping to get Pole Line Road patch work done this week. Sewer Lines are complete at the new Road Shed building. They are going to begin chipping on East River Road (CR 79). Eric is working with the Forest Service on the cattleguard up North Fork. Stacy Giles will be retiring at the end of the month, so they will be recognizing her on Wednesday with a luncheon.

Discussion & Consideration of Approach Permits
(9:09 a.m.)

Public Works Deputy Director Clint Curtis presented two approach permits. A26-060 and A26-061 are both commercial approach permits. The Commission discussed the requests. *Commissioner Chugg made a motion to approve approach permits A26-060 and A26-061 as presented. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed*

Discussion & Consideration of Paving the New Road Department Parking Lot
(9:16 a.m.)

Public Works Director Mike Casper presented a bid from Burdick Materials to pave the new Road Department Parking Lot. The bid is for $957,455.00. The Commission discussed if any other bids were submitted. Director Casper stated that he reached out to Geneva and BHI, but they were not interested in submitting a bid. *Commissioner Killian made a motion to approve and accept the bid from Burdick Materials to pave the New Road Department parking lot for $957,455.00, to be taken out of 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 a Fuel Pump System for the Road Department
(9:21 a.m.)

Public Works Director Mike Casper presented a bid from Advanced Flow in the amount of $43,962.00 for three fuel management systems to be located at the Road Department yards in Altamont, Roosevelt, and Duchesne. Director Casper explained that the systems will be used to track and account for fuel used in County equipment. The Commission discussed the bid, and Director Casper stated that he had contacted other vendors for bids but had not received any responses. *Commissioner Chugg made a motion to approve and accept the bid from Advanced Flow in the amount of $43,962.00, with the expense to be paid from the Road Department budget. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Purchasing a 5,000-gallon Fuel Tank
(9:28 a.m.)

Public Works Director Mike Casper presented a bid from Dave Wilson for the purchase of a 5,000-gallon fuel tank in the amount of $12,200.00. The Commission discussed the bid. *Commissioner Killian made a motion to approve and accept the bid from Dave Wilson for the purchase of a 5,000-gallon fuel tank in the amount of $12,200.00. 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 Western Star 49X
(9:31 a.m.)

Public Works Director Mike Casper presented a bid from Premier Truck Group for the purchase of a Western Star 49X in the amount of $185,146.00. The Commission discussed the bid, and Director Casper stated that there are no other vendors with a vehicle available that meets the same specifications. *Commissioner Chugg made a motion to approve and accept the bid from Premier Truck Group in the amount of $185,146.00, with the purchase to be paid from Fund 41 in 2027. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of purchasing a Power Washer for the Road Department
(9:35 a.m.)

Public Works Director Mike Casper presented a bid from Royce Industries in the amount of $15,954.00 for the purchase of a pressure washer for the Road Department. The Commission discussed the bid and requested that additional bids be obtained to ensure compliance with the County's procurement process. This item will be placed back on the agenda for Monday, August 31, 2026.

Emergency Management Update
(9:40 a.m.)

Commissioner Miles provided the Emergency Management Update, and stated that Duchesne County had moved back to a Stage 1 fire restrictions effective Friday, August 21, 2026. He explained that residents may have a fire in an approved fire ring if pressurized water is readily available.

Discussion & Consideration of the RFP for a Commercial Appraiser for the Assessor's Office
(9:46 a.m.)

Assessor Traci Herrera presented an RFP for a Commercial Appraiser for the Assessor's office. Assessor Herrera provided background of why the RFP is needed. The Commission discussed the RFP. *Commissioner Killian made a motion to approve the RFP for a Commercial Appraiser for the Assessor's Office 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 FY2027 Rural County Grant Budget
(9:53 a.m.)

Economic Development Director Kori Wilde presented the FY2027 Rural County Grant Budget totaling $200,000.00. The proposed Economic Development projects and activities include: Main Street Matching Grant, $90,000.00; Business Recruitment, Development, and Expansion, $84,500.00; Workforce Training and Development, $11,500.00; Business Retention and Expansion, $10,000.00; and Administrative, $4,000.00. The Commission discussed the proposed grant budget. *Commissioner Chugg made a motion to approve the FY2027 Rural County Grant Budget in the amount of $200,000.00 as presented. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed*

Discussion & Consideration of Appointing the Nominating Committee for the Justice Court Judge
(9:57 a.m.)

Deputy County Attorney Grant Charles explained the process for establishing a nominating committee for the Justice Court Judge position. He discussed the benefits of including both a defense attorney and a prosecuting attorney on the committee, as well as a former County Commissioner. The individuals recommended to serve on the committee were Irene Hansen, Michelle Hull, and Tyler Allred. The Commission discussed the recommended individuals. *Commissioner Killian made a motion to accept the names presented for the Nominating Committee for the Justice Court Judge. 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 Department of Agriculture and Food (UDAF) State of Utah Grant Agreement for Predation Management
(10:02 a.m.)

Duchesne County received the Utah Department of Agriculture and Food (UDAF) State of Utah Grant Agreement for Predation Management. The Commission discussed the grant agreement. *Commissioner Chugg made a motion to approve the Utah Department of*

Agriculture and Food (UDAF) State of Utah Grant Agreement for Predation Management as presented. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed

Discussion & Consideration of Extending Contract with Uintah Basin Health (UBH) for Ambulance Services
(10:10 a.m.)

Von Johnson, Uintah Basin Healthcare Ambulance Director, explained that the ambulance service license is due for renewal this month and that the local government is responsible for selecting the ambulance service provider for the County. The Commission discussed the upcoming license renewal and the need to maintain uninterrupted ambulance services throughout Duchesne County. The Commission also discussed extending the County's existing contract with Uintah Basin Healthcare (UBH) for ambulance services. *Commissioner Killian made a motion to approve the extension of the contract with Uintah Basin Healthcare (UBH) for ambulance services. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed*

Discussion & Consideration of RFP Approval for Ambulance Services
(10:14 a.m.)

Von Johnson, Uintah Basin Healthcare Ambulance Director, was present. Commissioner Miles explained that the County had not published the Request for Proposal (RFP) for Emergency Medical Services within the anticipated timeframe. The Commission discussed the RFP and requested that Item #11 under Expectations be revised to specify that the provider must provide EMS coverage throughout all of Duchesne County, including both populated and remote areas, specifically Roosevelt, Tabiona, Fruitland, Altamont, and Duchesne. *Commissioner Killian made a motion to approve the RFP for Emergency Medical Services with the proposed changes specifying the required areas of coverage. 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 Sale of a Duchesne County Parcel
(10:27 a.m.)

Commissioner Miles explained that FourPoint Resources submitted an offer to purchase Duchesne County property, Parcel No. 00-0007-5881. As part of the proposed agreement, FourPoint Resources would lease the property back to Duchesne County for three years to allow the County to continue crushing and stockpiling gravel on the property. At the end of the three-year lease period, FourPoint Resources would purchase the remaining gravel stockpile for $127,100.00. Duchesne County would also be responsible for removing any permanent structures from the property upon expiration of the lease. The Commission discussed the proposed sale and lease agreement. *Commissioner Killian made a motion to accept the offer from FourPoint Resources to purchase parcel #00-0007-5881 from Duchesne County pursuant to the terms of the written agreement. 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
(10:37 a.m.)

Human Resource Generalist Tommi Mascaro presented one volunteer for approval. The Commission 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.*

Recess 10:38 a.m. to 10:47 a.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.

Auditor's Office – Vouchers
(10:47 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for August 24, 2026, check numbers 173889 through 173953, totaling $385,712.42. The Commission reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for August 24, 2026, as presented. Commissioner Chugg seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of New Business Licenses
(10:51 a.m.)

Deputy Clerk-Auditor Mikelle Giles presented the business license applications before the meeting.

- Seasonal Décor and More, owned by Jennilee Thompson, Roosevelt, Utah.
- Lazy J Express, LLC, owned by Marion Brouwer, Roosevelt, Utah.
- Fort Tabby Campground, LLC, owned by Kerri Hamilton, Tabiona, Utah.

The Commission discussed the new businesses. *Commissioner Chugg made a motion to approve the business licenses as presented and approved by the Clerk-Auditor's Office. Commissioner Killian seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

HR Office – Payroll
(10:58 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll for the period ending August 15, 2026, with 227 employees paid. The parties reviewed the payroll. *Commissioner Killian made a motion to approve payroll for August 15, 2026, for $971,758.78 as presented. Commissioner Chugg 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 August 17, 2026
(11:02 a.m.)

The parties reviewed the combined minutes of the August 17, 2026, meeting. *Commissioner Chugg made a motion to approve the minutes of the August 17, 2026, meeting, as presented. Commissioner Killian 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
(11:06 a.m.)

Calendaring & Weekly Update on Events
(11:07 a.m.)

Adjournment
(11:21 a.m..)

Commissioner Killian made a motion to adjourn at 11:21 a.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 31st day of August 2026.

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

Minutes of the meeting prepared by Clerk-Auditor Chelise Curtis