MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, SEPTEMBER 14, 2026, BEGINNING AT 9:02 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, Emergency Management Director Josh Phillips, Community Development Assistant Josh Felter, Deputy Clerk-Auditor Mikele Giles, Duchesne City Mayor Deborah Herron, Von Johnson with Uintah Basin Healthcare, CJC Director Cheryl Boren, and Clerk-Auditor Chelise Curtis, who is taking the meeting minutes.

Opening Comments
(9:02 a.m.)

Chairman Miles welcomed everyone to the meeting.

Clerk-Auditor Chelise Curtis said the prayer.

Pledge of Allegiance
(9:03 a.m.)

September 11th Tribute
(9:04 a.m.)

Chairman Miles read a tribute to the first responders and veterans in remembrance of September 11, 2001. It was the 212th Birthday of the Star-Spangled Banner on Sunday. Commissioner Chugg expressed his gratitude for the blessings he has.

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

Public Works Director Mike Casper provided an update of ongoing and upcoming work. More road damage occurred from last week's rain; they are catching up on the washouts. County Road 25, some culverts were cleaned out in Indian Canyon. Director Casper will inspect other roads in the County that have been damaged previously. They are working on the road to the new yard. The project is going well. Moon Lake should be there this week to move power poles; then they should be able to pave. He has received quotes for fencing around the area. The River Road, 6000, and Upper Red Creek were striped last week. They are starting to move items to the new yard. He met with the Special Service District about paving projects in the County. The parties discussed other roads that will need repair in the County.

Discussion & Consideration of Quotes to Move Two Steel Buildings in Roosevelt
(9:19 a.m.)

Public Works Director Mike Casper presented two bids: Voy Steel Works ($710,281.00) and Woods Construction ($744,876.00). He explained the differences and recommended Woods Construction. The parties discussed the quotes, the differences, and the time frames. *Commissioner Killian made a motion to approve the Woods Construction quote for $744,876.00 to move the two buildings and reconstruct. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Replacing a Tilt Trailer for the Road Department
(9:30 a.m.)

Public Works Director Mike Casper presented a quote from Wheeler Cat for a TKT60LP tilt trailer with a 60,000lb capacity for $56,330.00. He explained that it would replace a wrecked trailer. He is waiting for the insurance adjuster to determine the outcome. The parties discussed trailer availability and prices in the area. *Commissioner Killian made a motion to approve the purchase of a tilt trailer for $56,330.00. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, Commissioner Chugg voted aye, and Commissioner Miles voted aye. The motion passed.*

Discussion & Consideration of Approach Permits
(9:38 a.m.)

Public Works Deputy Director Clint Curtis presented three approach permits. A26-065, A26-066, and A26-067. Deputy Director Curtis explained the locations and asked that the Commission hold A26-067 until the landowner decides the approach location. The parties

discussed the commercial approach and the expectation that it would be paved. *Commissioner Chugg made a motion to approve approach permits A26-065 and A26-066 as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Emergency Management Update
(9:42 a.m.)

Emergency Management Director Josh Phillips gave an update. The weather is cooling down, with rain on Thursday, Friday, and Saturday. Smoke checks have been conducted throughout the County. The Type 6 engine in Texas has been extended; it should be back later this week. Engine 165 is available to be called out. He would like to station a water trailer on a parcel the County owns in the Pinon Forest area. The parties discussed the issues of having it there. He described the ongoing mitigation work. The burn window will open on September 15th and close on October 31st. Commissioner Miles asked about a timber sale of some pinion trees.

Discussion & Consideration of Purchasing a Side-by-Side & Trailer for Emergency Management
(9:47 a.m.)

Emergency Management Director Josh Phillips presented two quotes for a side-by-side.

- Wheller Recreation, LLC - $21,919.19
- Karl Malone Polaris - $20,500.00

He explained that the current machine is undergoing service due to damage from the Little Horse fire. He would like a shorter, smaller machine. Deputy Attorney Grant Charles explained that three bids are needed. This item will be considered at a later meeting.

Discussion & Consideration of Meraki Equipment Replacements and License Renewal
(9:56 a.m.)

I.T. Director Taylor Warr presented a quote from Meraki for a three-year license renewal and replacement of some end-of-life equipment for $102,286.55. This could be paid in 3 yearly payments of $34,095.52. The parties discussed the program and payment options. *Commissioner Chugg made a motion to approve the Meraki Equipment Replacement and License Renewal of $102,286.55 paid out of Fund 41 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 RFP for Commercial Appraiser Services
(10:02 a.m.)

The Commission received two RFPs from Salmon Appraisals and Commercial Appraisal Services. Assessor Traci Herrera explained that Commercial Appraisal Services is working with several counties, and she worries that they couldn't provide the services that we need. The parties discussed the RFPs and the costs. Salmon Appraisals is the most affordable option. Assessor Herrera recommended Salmon Appraisals; she has worked well with them in the past. *Commissioner Killian made a motion to accept the RFP from Salmon Appraisals for Commercial Appraiser 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 the Agreement for a Hearing Officer
(10:18 a.m.)

Commissioner Miles explained that the County has been working with Jeremy Manning as a BOE Hearing Officer for many years and has done a great job. He has been in contact with him and would like to increase the hourly rate. It has been changed from $45 to $50 per hour. *Commissioner Chugg made a motion to approve the agreement with Jeremy Manning as the Hearing Officer for the BOE Hearing Appeals 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 RFP for Ambulance Services
(10:21 a.m.)

The Commission received one RFP for ambulance services. Commissioner Miles read the letter from Von Johnson with Uintah Basin Healthcare for ambulance services. The parties discussed Uintah Basin Healthcare's commitment and work for Emergency Medical Services. *Commissioner Chugg made a motion to award the RFP for Ambulance Services to Uintah Basin Healthcare. 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 CJC Succession and Strategic Plan and a Forensic Interviewer

(10:29 a.m.)

Children's Justice Center (CJC) Director Cheryl Boren presented the Succession and Strategic Plan. She explained that she must present it to the governing board this year and have it signed. She covered CJC's goals and backup plan if funding wasn't available. She also explained how they have been trying to find a way to get a part-time Forensic Interviewer at the CJC. There currently isn't funding to make it possible. They have been using officers on duty to conduct the interviews. The parties discussed the compensation for the service and the ability to have as many interviewers as desired. *Commissioner Killian made a motion to accept the CJC Succession and Strategic Plan, authorize them to advertise for a Forensic Interviewer, 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.*

Discussion & Consideration of Resolution No. 26-07; A Resolution Supporting the Drafting of an Amended Project Area to Add Property in the Black Gold, Utah Inland Port Authority Project Area

(10:48 a.m.)

The Commission has requested that any changes to the Inland Port Authority Project Area be discussed with the Commission. The parties discussed the parcels that Roosevelt City wants added to the project area. Deputy Attorney Grant Charles said the resolution needs changes, and he recommended postponing it until a later meeting.

HR Office – Payroll

(10:58 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll for the period ending August 29, 2026, with 248 employees paid. The parties reviewed the payroll. *Commissioner Chugg made a motion to approve payroll for August 29, 2026, as presented. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.*

Recess 11:01 a.m. to 11:25 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 Junk Vehicle Contest Winners

(11:25 a.m.)

Commissioner Miles explained the program and whether to continue it. Community Development Assistant Josh Felter explained the program and recommended changing it. *Commissioner Killian made a motion to approve the Junk Vehicle Contest Winners. 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 Easement Agreement

(11:41 a.m.)

Commissioner Miles explained that they have been working on the Easement Agreement with the State of Utah, through the School and Institutional Trust Lands Administration (SITLA) for a while. The project is an SSD project, but it has to be in the County's name. *Commissioner Chugg made a motion to approve the Easement Agreement 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.*

Auditor's Office – Vouchers

(11:45 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for September 14, 2026, check numbers 174001 through 174159, totaling $1,458,678.54. The Commission reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for September 14, 2026, 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 New Business License
(11:53 a.m.)

Deputy Clerk-Auditor Mikele Giles presented a business license application:

- Uintah Basin Prints, owned by Mary Alyse Farnsworth, Duchesne, Utah.

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

Human Resources Update
(11:54 a.m.)

Human Resources Director Joe Pulica provided an update on his department, including personnel terminations and movements. He is working on updating the website.

Consideration of Minutes of the Combined Commission Meeting held August 31, 2026
(11:57 a.m.)

The parties reviewed the combined minutes of the August 31, 2026, meeting. *Commissioner Killian made a motion to approve the minutes of the August 31, 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.*

Discussion of Possible Subjects for the Next Meeting
(12:00 p.m.)

Calendaring & Weekly Update on Events
(12:02 p.m.)

Recess 12:15 p.m. to 1:04 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.

BOE Hearing – Tax Adjustments 1:00 pm

Present: Commissioner Greg Miles, Commissioner Tracy Killian, Commissioner Jeff Chugg, Deputy Attorney Grant Charles, Chief Deputy Assessor Ginger Johnson, and Clerk-Auditor Chelise Curtis, who is taking the meeting minutes.

Commissioner Chugg made a motion to go into the Board of Equalization Hearing. Commissioner Killian seconded the motion. Commissioner Chugg voted aye, Commissioner Killian voted aye, and Commissioner Miles voted aye. The motion passed.

BOE Adjustments
(1:05 p.m.)

Chief Deputy Assessor Ginger Johnson presented Stipulation of Agreement for Real Property Valuation for the following parcels: 00-0028-6579, 00-0003-7725, 00-0003-7865, 00-0003-9226, 00-0006-0743, 00-0030-4034, 00-0008-5252, 00-0009-2035, 00-0034-9500, 00-0010-0176, 00-0035-0589, 00-0035-2276, 00-0012-0331, 00-0028-2834, 00-0014-1873, 00-0000-2828, 00-0000-3628, 00-0011-6529, 00-0008-9080, 00-0035-1605, 00-0003-0803, 00-0003-9473, 00-0035-0166, 00-0002-2396, 00-0027-0938, 00-0034-8576, 00-0034-8674, 00-0030-1790, 00-0033-5923, 00-0028-9912, 00-0027-4799, 00-0035-2276, 00-0032-3770, 00-0034-8674, 00-0033-5923, 00-0006-0743, 00-0008-9080, 00-0027-0938, 00-0028-9912, 00-0009-2035, 00-0014-2657, 00-0003-7725, 00-0002-2396, 00-0035-0166, 00-0034-9500, 00-0010-0176, 00-0008-5252, 00-0003-0803, 00-0011-6529, 00-0003-9226, 00-0035-0589, and 00-0032-9820. She explained the adjustments.

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

Regular Session
(1:12 p.m.)

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.

Adjournment
(1:14 p.m.)

Commissioner Killian made a motion to adjourn at 1:14 p.m. Commissioner Miles stated that the end of the agenda had been reached and that the motion was not contestable. The forum adjourned.

Read and approved this on the 5th day of October 2026.

Jeff Chugg
Interim Commission Chairman

Chelise Curtis
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes