MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, OCTOBER 05, 2026, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present –

Commissioner Jeff Chugg, Commissioner Tracy Killian, Deputy Attorney Grant Charles, Public Works Director Mike Casper, Clint Curtis with the Road Department, Emergency Management Director Josh Phillips, Economic Development Director Kori Wilde, Treasurer Stephen Potter, Clerk-Auditor Chelise Curtis, Deputy Clerk-Auditor Oaklee Larsen, Duchesne City Mayor Deborah Herron, Human Resources Director Joe Pulica, Sheriff Travis Tucker, Noxious Weed Department Director Braxton Spencer, Human Resources Generalist Tommi Mascaro, Victims Avocate Director Lindsey Garlick, Victims Advocate Assistant Kristen Jones, Deputy Treasurer Connie Sweat, Code Enforcement Officer Chris Floyd, Community Development Assistant Josh Felter, Building Inspector Adam Johnson, Community Development Planner Mike Gottfredson, and Commission Executive Assistant Melissa Hughes, who is taking the meeting minutes.

Excused – Commissioner Greg Miles

Opening Comments
(9:00 a.m.)

Interim Chairman Chugg welcomed everyone to the meeting and said the prayer.

Pledge of Allegiance
(9:01 a.m.)

This Day in History
(9:02 a.m.)

Commissioner Chugg told what happened on this day in history. In 1775, General George Washington informed Continental Congress President John Hancock that a letter from Dr. Benjamin Church to British General Thomas Gage had been intercepted, exposing espionage within the Continental Army. In 1947, President Harry S. Truman delivered the first-ever televised address from the White House. In 1962, the Beatles released their first record, "Love Me Do," in the UK. In 2011, Steve Jobs, the co-founder of Apple Inc., passed away at the age of 56 due to respiratory arrest related to cancer, marking a major moment in technology and business history.

Presentation of Employee of the Month
(9:03 a.m.)

Human Resources Generalist Tommi Mascaro presented the October Employee of the Month award to Victims Advocate Director Lindsey Garlick. Victims Advocate Assistant Kristen Jones read the nomination letter she submitted. Sheriff Travis Tucker described the history of the revision of the domestic violence system 5 to 6 years ago and how Director Garlick has made it the vital program it is today. Director Garlick thanked everyone for the recognition and explained the position and some of what she does for victims of crime. The Commissioners congratulated her and thanked her for all she does.

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Public Works Update
(9:11 a.m.)

Public Works Director Mike Casper provided an update of ongoing and upcoming work. They are almost done with the Roosevelt yard and are waiting for it to be paved. The parties discussed the road and the new traffic pattern, and when the road will close for the Highway 40 realignment in Roosevelt. They will repair a sinkhole on Wells Draw Road today. Five culverts are plugged; a contractor will clean them this week. The footers for the building will be poured this week. The graveled roads are still being repaired. Most of the paving projects are wrapping up now.

Discussion & Consideration of Approach Permits
(9:16 a.m.)

Clint Curtis with the Road Department presented approach permit A26-072 and explained the location for the residential permit request. The parties discussed the approach permit. *Commissioner Killian made a motion to approve approach permit A26-072 as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Emergency Management Update
(9:18 a.m.)

Emergency Management Director Josh Phillips gave an update. There were several calls for smoke. They have renamed the fire trucks by type; this will help dispatch when calling them out. They have started the mitigation work and training. The new equipment should be available for pickup this week. The parties discussed the mitigation work on Highway 208 and how it could cause future issues given the recent rainfall.

Discussion of the Russian Olive Tree / Water Study
(9:23 a.m.)

Noxious Weed Department Director Braxton Spencer explained the project proposal. It is a three-year Russian olive tree management project on 10 acres of property owned by Duchesne City. The project will measure water use before removal, remove all Russian olive trees from the designated property, and measure water use after removal. The collected information will help document the project's water-conservation benefits and guide future Russian olive tree management. The parties discussed the project and how knowing the numbers will help with other projects.

Discussion & Consideration of the Governor's Office of Economic Development Rural County Grant
(9:38 a.m.)

Economic Development Director Kori Wilde presented the Governor's Office of Economic Development Rural County Grant and explained the contract and the proposal scope. The parties discussed the grant and contract. Deputy Attorney Grant Charles said he doesn't see any issues with the contract. *Commissioner Killian made a motion to approve the Governor's Office of Economic Development Rural County Grant and authorize the chair to sign. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Discussion & Consideration of Continuing the Junk Vehicle Removal Program
(9:42 a.m.)

Community Development Assistant Josh Felter presented a junk vehicle/cleanup voucher idea. He explained what is not working with the current program, junk property

enforcement, and junk vehicle removal incentive ideas. The code enforcement officer could issue a voucher at their discretion when beginning the junk-enforcement process. Each voucher would cover one landfill load of up to 1 ton and would expire after 3 months. The purpose is to incentivize cleanup and voluntary compliance, not to pay for property cleanup. If disposal cost becomes a genuine financial barrier, the code enforcement officer may issue one additional voucher at their discretion. A person who sends an old/junk vehicle to a wrecker and provides a receipt/proof of removal may receive one landfill voucher; limit one vehicle-removal voucher per person/property per year. The parties discussed the program process and how it would help incentivize yard cleanup. *Commissioner Killian made a motion to approve the Junk Vehicle Removal Program for one year, as presented by Community Development. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Discussion & Consideration of Appointing a Centrally Assessed Advocate
(9:58 a.m.)

Postponed by general consent.

Discussion & Consideration of Appointing Board Members to the Upper Country Water District
(9:59 a.m.)

Deputy Attorney Grant Charles explained that it is a similar situation to Hanna Water and the board members need to be appointed. The parties discussed the letters of interest received. *Commissioner Killian made a motion to postpone appointing the board members. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Discussion & Consideration to Ratify the Letter of Support for FAST Systems, LLC
(10:03 a.m.)

The parties discussed the support letter for FAST Systems, LLC, that had to be sent on September 28th. *Commissioner Killian made a motion to ratify the support letter for FAST Systems, LLC. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Discussion & Consideration of Tax Abatements
(10:05 a.m.)

Deputy Treasurer Connie Sweat presented the 2026 Individual Abatement Reports for the weeks ending September 25, 2026, and October 2, 2026. The totals for the week ending September 25, 2026, are as follows: Blind – 4 for $547.31, Circuit Breaker – 153 for $107,421.15, Indigent – 30 for $16,517.81, 20% Circuit Breaker – 95 for $46,875.41, Veterans – 135 for $238,341.59, Military – 1 for $1,248.72, for a total of 418 for $410,951.99. The totals for the week ending October 2, 2026 are as follows: Circuit Breaker – 3 for $2,450.67, Indigent – 1 for $1,186.00, 20% Circuit Breaker – 1 for $559.35, Veterans – 2 for $2,716.01, for a total of 7 for $6,912.03. The parties discussed the abatement reports. *Commissioner Killian made a motion to approve the tax abatements as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Auditor's Office – Tax Adjustments
(10:08 a.m.)

Treasurer Stephen Potter presented the tax adjustments and explained the reasons. Parcel 00-0002-8336 was exempt, and the taxes were prorated, resulting in a $178.47 credit. Parcel 00-0000-2729 and 00-0035-1865 are waiting on documents from the property owner to fulfill the obligation. *Commissioner Killian made a motion to approve the tax adjustment for Carinne White and hold the others until the obligation is fulfilled. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Auditor's Office – Surplus
(10:12 a.m.)

Clerk-Auditor Chelise Curtis presented a surplus item before the meeting. The item was a desk from the Community Development Department. The parties discussed the surplus item. *Commissioner Killian made a motion to approve the surplus item as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Auditor's Office – Vouchers
(10:14 a.m.)

Deputy Clerk-Auditor Oaklee Larsen presented the vouchers for October 05, 2026, check numbers 174221 through 174346, totaling $822,202.50. The Commission reviewed the submitted vouchers. *Commissioner Killian made a motion to approve the vouchers for October 05, 2026, as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Consideration of Minutes of the Combined Commission Meeting held September 14, 2026
(10:19 a.m.)

The parties reviewed the combined minutes of the September 14, 2026, meeting. *Commissioner Killian made a motion to approve the minutes of the September 14, 2026, meeting as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Consideration of Minutes of the Combined Commission Meeting held September 21, 2026
(10:23 a.m.)

The parties reviewed the combined minutes of the September 21, 2026, meeting. *Commissioner Killian made a motion to approve the minutes of the September 21, 2026, meeting as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Discussion of Possible Subjects for the Next Meeting
(10:28 a.m.)

Calendaring & Weekly Update on Events
(10:30 a.m.)

Discussion & Consideration of County Volunteers
(10:37 a.m.)

Human Resources Generalist Tommi Mascaro presented two volunteers for the Library. 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, and Commissioner Chugg voted aye. The motion passed.

HR Office – Payroll
(10:37 a.m.)

Human Resource Generalist Tommi Mascaro presented the payroll for the period ending September 28, 2026, with 219 employees paid for $908,182.95. The parties reviewed the payroll. *Commissioner Killian made a motion to approve payroll ending September 28, 2026, for $908,182.95, as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.*

Human Resources Update
(10:40 a.m.)

Human Resources Director Joe Pulica provided a department update. There have been two resignations: one from I.T., and the other was a Correction Officer. They will start the Planner interviews soon. The Employee of the Month Award has been revamped. The health insurance quotes are in: PEHP increased by 9.8%, Sunlife Dental by 10.7%, and Vision by 2.4%. He said they are still negotiating. Open enrollment will be November 10th through November 19th. He has been working on a new raise request form and training for the department heads on discipline procedures.

Closed Session – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation
(10:44 a.m.)

Commissioner Killian made a motion to go in and out of a closed session to discuss: Pending or Reasonably Imminent Litigation. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.

Consideration to take action during the closed session
(11:34 a.m.)

No action to be taken at this time.

Recess 11:35 a.m. to 1:02 p.m.

Commissioner Killian made a motion to recess until 1:00 pm. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.

BOE Hearing – Tax Adjustments 1:02 pm

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

Excused – Commissioner Greg Miles

Commissioner Chugg entered into the public hearing for the Board of Equalization (BOE) Adjustments.

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BOE Adjustments
(1:03 p.m.)

Clerk-Auditor Chelise Curtis presented the ajustments for parcels 00-0011-9820, 00-0003-7915, 00-0002-3394, 00-0008-0949, 00-0027-0342, 00-0031-4736, 00-0031-9570, 00-0030-1592, and 00-0033-5823 and explained the adjustments. The parties discussed the adjustments.

Public Comments
(1:07 p.m.)

No public comments at this time.

Commissioner Chugg moved out of the BOE Hearing and back into regular session.

Regular Session
(1:07 p.m.)

Commissioner Killian made a motion to accept the BOE Adjustments as presented. Commissioner Chugg seconded the motion. Commissioner Killian voted aye, and Commissioner Chugg voted aye. The motion passed.

Adjournment
(1:09 p.m.)

Commissioner Killian made a motion to adjourn at 1:09 p.m. Commissioner Chugg 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 19th day of October 2026.

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

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes

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