MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD APRIL 11, 2022, BEGINNING AT 9:00 A.M. IN DUCHESNE UTAH,

Present-

Commission Chairman Greg Todd, Commissioner Greg Miles, Commissioner Irene Hansen, County Attorney Deputy Tyler Allred, Public Works Director Ben Henderson, Clerk-Auditor Deputy Judy Stevenson, Human Resource Director Melissa Yergensen, Human Resource Deputy Marcee Johnson, Human Resource Deputy Jamie Park, Library Director Daniel Mauchley, Emergency Management Director Mike Lefler, Planning and Zoning Director Mike Hyde, Planning and Zoning Assistant Director Mike Gottfredson, Chuck Richens with Horrocks Engineers, and Commission Executive Assistant Melissa Hughes is taking minutes.

Opening Comments

(9:00 a.m.)

Chairman Todd welcomes everyone to the meeting.

Pledge of Allegiance

(9:01 a.m.)

Open & Award Closed Bids for the 2022 County Road Department Crack Sealing Project

(9:02 a.m.)

Commission Executive Assistant Melissa Hughes presents two sealed bids for the 2022 County Road Department Crack Sealing Project from Superior Asphalt, LLC and CKC Operations, LLC. Parties open the bids received.

- CKC Operations, LLC - $297,292.00
- Superior Asphalt, LLC - $723,200.00

Parties allow Public Works Director Ben Henderson and Chuck Richens with Horrocks Engineers time to review the bids.

(9:45 a.m.)

Director Henderson and Mr. Richens reviewed the two bids received and recommends CKC for the 2022 County Road Department crack sealing project. Parties review and discuss the bids. *Commissioner Miles makes a motion to accept the bid from CKC Operations, LLC in the amount of $297,292.00. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.*

Discussion for Fire Protection in Duchesne County

(9:06 a.m.)

Emergency Management Director Mike Lefler states when a subdivision application is submitted, it is sent to his department for review. They look at the location and needs for fire hydrants in the area. There are concerns with the required water line size, flow, and what the water lines will actually supply. The requirement for a fire hydrant water line is 8 inches and the water flow should be 1,500 gallons per minute to meet NFPA standards. Many of the water lines in our remote County do not meet the requirements to install a fire hydrant. Planning and Zoning Director Mike Hyde states this needs to be looked at on a case-by-case basis, a split lot or a small subdivision should not require the same standards as larger subdivisions. Mr. Lefler would like a set standard for the County instead of a case-by-case basis. At this time the Commission acknowledges that each individual application should be evaluated separately.

Discussion & Consideration of the Junk Vehicle Removal Program

(9:36 a.m.)

Planning and Zoning Director Mike Hyde explained the County began its junk vehicle removal program in 2004 to encourage citizens to dispose of unused/unwanted vehicles on their property. For every junk vehicle documented to have been removed from private property, the county places $10.00 into a prize fund as an incentive. As with the trailer removal program, the funding comes from the solid waste operations budget. Phase 9 has been completed, with the removal of 127 vehicles between August, 2019 and April, 2022. This results in a prize drawing for $1,270.00. First prize is 50% of that total awarded, second prize 20%, third prize 15%, fourth prize 10%, and fifth prize is 5%.
The winners are as follows – 1st Tom Nokes $635.00, 2nd Becky Wolf $254.00, 3rd Christian Thompson $190.50, 4th James Maxwell $127.00, and 5th Jana Sweat $63.50.

Discussion & Consideration of Surplus Items – No Items this Week
(9:51 a.m.)

Public Works Update
(9:52 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. The crew is working on East River Road project (CR 79). They are working to get the North Fork Road (CR 7) project out to bid. They are replacing a collapsed bridge in Altamont, it is in a low traffic low risk area. There will be very little cost for the repair, as they have left over parts from other bridges at the Altamont yard they are able to use.

Discussion & Consideration to Purchase a Pressure Washer for the Public Works Department
(9:56 a.m.)

Public Works Director Ben Henderson presents bids from three different companies for pressure washers. Power Line U.S.A. has three different options ranging from $19,995.00 to $7,490.00, it would take 12 to 16 weeks for delivery. Watts Steam Store has two options $14,590.70 and $9,201.40. Royce Industries has three options from $10,721.20 to $10,392.69 plus freight cost. *Commissioner Miles makes a motion to accept the low bids from Watts Steam Store for $9,201.40 or Royce Industries for $10,392.69 depending on availability and delivery time. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.*

Recess 10:07 a.m. to 10:29 a.m.

Consideration of Volunteers for the 2022 Duchesne County Fair
(10:29 a.m.)

Human Resource Deputy Marcee Johnson presents a list of 3 new volunteers for the 2022 Duchesne County Fair. The parties discuss the new volunteers. *Commissioner Hansen makes a motion to approve the 3 new fair volunteer applicants as presented. Commissioner Miles seconds the motion. All Commissioners vote aye, and the motion passes.*

Discussion for Utah Retirement Systems Contribution Rates for Fiscal Year July 1, 2022 thru June 30, 2023
(10:30 a.m.)

Human Resource Deputy Jamie Park presents the Utah Retirement Systems Final Condensed Retirement Contribution Rate Guide for Fiscal Year July 1, 2022 thru June 30, 2023. The parties discuss the rate changes. The parties would like Ms. Park to research the contribution for Tier 1 DB System. This agenda item will be presented as a discussion and consideration on April 18, 2022.

HR Office – Payroll
(10:40 a.m.)

Human Resource Deputy Jamie Park presents the payroll report ending April 2, 2022, there were 223 employees paid. *Commissioner Hansen makes a motion to approve the payroll report ending April 2, 2022 as presented. Commissioner Miles seconds the motion. All Commissioners vote aye, and the motion passes.*

Auditors Office - Vouchers
(10:42 a.m.)

Clerk-Auditor Deputy Judy Stevenson presents the vouchers for April 11, 2022, check number 156902 through 156988, for $215,786.05. *Commissioner Miles makes a motion to approve the vouchers as presented for April 11th, 2022. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.*

Auditor's Office – Tax Adjustments
(10:53 a.m.)

Commission Executive Assistant Melissa Hughes presents two tax adjustments for the Treasurer's Office. There are six parcels, two owners – Mountain Oil & Gas Inc. and Homeland Gas & Oil Inc. *Commissioner Miles makes a motion to approve the tax adjustments for the Treasurer's Office as prepared. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.*

Discussion & Consideration of Agreement with Reliant Talent Agency
(10:58 a.m.)

Commissioner Miles presents the agreement with Reliant Talent Agency. This agreement is for the concert at the County Fair, we are featuring Revisiting Creedence. The fair's theme this year is Rock and Roll. *Commissioner Miles makes a motion to approve the contract with Reliant Talent Agency for the fair concert. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.*

Consideration of Minutes for Combined Commission Meeting held April 4, 2022
(11:01 a.m.)

Parties review minutes for the combined commission meeting held on April 4, 2022. *Commissioner Hansen makes a motion to accept the minutes for April 4, 2022 as presented. Commissioner Miles seconds the motion. All Commissioners vote aye, and the motion passes.*

Discussion & Consideration of New Duchesne County Policy: Chapter 6 Sections 604-605
(11:09 a.m.)

Human Resource Director Melissa Yergensen presents the New Duchesne County Policy Chapter 6 sections 604-605. The parties review and discuss section 604 through 605 of Chapter 6.

Commissioner Hansen makes a motion to accept policy 604 Discipline Policy as presented. Commissioner Miles seconds the motion. All Commissioners vote aye, and the motion passes.

Commissioner Miles makes a motion to accept policy 605 Grievances as presented. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:21 a.m.)

Commissioner Miles makes a motion to go in and out of a closed meeting for a strategy session to discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the motion passes.

Back in Session
(11:59 a.m.)

No action to be taken.

Discussion of possible subjects for the next meeting
(11:59 a.m.)

Commission Calendaring &Weekly Update on Events
(12:01 p.m.)

Adjournment
(12:21 p.m.)

Commissioner Miles makes a motion to adjourn the meeting at 12:21 p.m. Commissioner Hansen seconds the motion. All Commissioners vote aye, and the forum adjourns.

Read and approved this on the 18th day of April 2022.

Greg Todd

Greg Todd
Commission Chairman

JoAnn Evans

JoAnn Evans
Clerk/Auditor

Minutes of meeting prepared by Commission Executive Assistant Melissa Hughes