MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD APRIL 25, 2022, BEGINNING AT 9:00 A.M. IN DUCHESNE UTAH,

Present-

Acting Commission Chairman Irene Hansen, Commissioner Greg Miles, Commissioner Greg Todd via zoom, County Attorney Deputy Tyler Allred, Public Works Director Ben Henderson, Clerk-Auditor Deputy Judy Stevenson, Human Resource Director Melissa Yergensen, Community Development Assistant Director Mike Gottfredson, Jeff Baker with Jones & DeMille Engineering, Weed Department Director Mike Cardon, Treasurer Stephen Potter, and Commission Executive Assistant Melissa Hughes is taking minutes.

Opening Comments

(9:00 a.m.)

Acting Chairman Hansen welcomes everyone to the meeting.

Pledge of Allegiance

(9:01 a.m.)

Public Works Update

(9:01 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. They have crews out with the mastic and zipper preparing for chipping projects. Some of his crew is taking time off before the busy summer season starts. Commissioner Miles states he has received a cost estimate around $800,000 for the North Fork Road (CR 7). There are a few options they are looking at for the repair from Highway 35 up to the cattle guard.

Discussion & Consideration for the Road Department Backhoe

(9:05 a.m.)

Public Works Director Ben Henderson presents three proposals for backhoes. The first is to purchase the backhoe we currently have now, the cost would be 3 annual payments of $21,763.90, without insurance or warranty. The second proposal is from Wheeler CAT for a new 420CF CAT Backhoe, the cash purchase price is $110,700.00 with a 60-month premier warranty, or a five-year lease/purchase option for $17,154.48 per year. The third option is from Century Equipment Company for a new Case 580SN T4F Backhoe, the cash purchase price is $124,925.00 or $12,000.00 per year for a lease option no premier warranty, it comes with a 2-year warranty. The parties discuss the different options. Commissioner Todd asks Director Henderson if the lease option of the Case Backhoe is for a set number of years or just an annual lease. Mr. Henderson steps out to call Century Equipment Company.

(9:20 a.m.)

Director Henderson reports his findings: the lease is an annual lease for $12,000, and they would not have one available until July or August. The CAT backhoe is available now. *Commissioner Miles makes a motion to accept the lease proposal from Wheeler for a 420CF Backhoe. Commissioner Todd seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion of the Weed Department Price Increases

(9:13 a.m.)

Weed Department Director Mike Cardon presents a list of chemicals and the prices from April 2021 and April 2022. He has also included the chemical mix prices for 2022 with the cost of application. The cost to purchase the chemicals has increased as well as the cost of fuel for the vehicle used to transport and apply the chemicals. The parties discuss the price changes and cannot approve them as listed on the agenda. This agenda item will be presented as a discussion and consideration on May 2, 2022.

Discussion & Consideration to Change the Residential / Commercial Approach Permit – Postponed by General Consent

(9:24 a.m.)

Discussion about the Results from the 3275 West & 1000 West Asphalt Assessment
(9:26 a.m.)

Public Works Director Ben Henderson stated the concrete treated base is the main reason for the asphalt failure. PEPG conducted the study and will provide recommendations for repairing the road. Jeff Baker with Jones and DeMille Engineering recommends having a contractor complete the work so they carry the liability of the work.

Discussion & Consideration of Harmston Canyon OHV Connector Trail EA FIG Application
(9:31 a.m.)

Community Development Assistant Director Mike Gottfredson stated on April 15, 2022 they submitted a grant application to the Fiscal Incentive Grant (FIG) program administered by the Utah Division of Recreation. This application proposes to fund an environmental assessment (EA) on the Harmston Canyon OHV Connector Trail in the Ashley National Forest. Specifically, this grant would fund Duchesne County in the procurement of professional services to conduct the EA on the mentioned OHV trail connector in the summer of 2022. The grant request is for the amount of $16,500, with a cash match of $500, and the in-kind match with equipment and labor, the estimate is $5,000 for a total grant amount of $22,000. *Commissioner Miles makes a motion to support the Duchesne County Harmston Canyon OHV Connector Trail EA Fiscal Incentive Grant application to the Utah Division of Recreation, and hereby commit the County to the cash match and in-kind match commitments. Commissioner Todd seconds the motion. Commissioner Hansen votes aye, Commissioner Todd votes aye, and Commissioner Miles votes aye. The motion passes.*

Discussion & Consideration of Surplus Items – No Items this Week
(9:50 a.m.)

Discussion & Consideration of Ordinance # 22-397; an Ordinance Correcting Ordinance No. 22-396; Revising the Methods, Rules and Procedures for County Tax Sales and Allocating Administrative Costs to Delinquent Properties
(9:45 a.m.)

Treasure Stephen Potter presented Ordinance No. 22-397, there were some clerical errors and the time frame for payment needed to be updated for the online tax sale. *Commissioner Miles makes a motion to adopt Ordinance No. 22-397; an Ordinance Correcting Ordinance No. 22-396; Revising the Methods, Rules and Procedures for County Tax Sales and Allocating Administrative Costs to Delinquent Properties. Commissioner Todd seconds the motion. Commissioner Todd votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Consideration of Volunteers for the 2022 Duchesne County Fair – None this Week
(9:52 a.m.)

Auditors Office - Vouchers
(9:52 a.m.)

Clerk-Auditor Deputy Judy Stevenson presents the vouchers for April 25, 2022, check number 157061 through 157122, for $225,606.14. *Commissioner Todd makes a motion to approve the vouchers as presented for April 25th, 2022. Commissioner Miles seconds the motion. Commissioner Todd votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

HR Office – Payroll
(9:57 a.m.)

Human Resource Director Melissa Yergensen presents the payroll report ending April 16, 2022, there were 195 employees paid. *Commissioner Todd makes a motion to approve the payroll report ending April 16, 2022 as presented. Commissioner Miles seconds the motion. Commissioner Todd votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(10:04 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 Todd seconds the motion. Commissioner Miles votes aye, Commissioner Todd votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(10:50 a.m.)

No action to be taken.

Commissioner Todd leaves the meeting at 10:50 a.m.

Discussion & Consideration of New Duchesne County Policy: Chapter 6 Sections 606 – 615
(10:51 a.m.)

Human Resource Director Melissa Yergensen presents the New Duchesne County Policy Chapter 6 sections 606 – 615. The parties review and discuss section 606 through 608 of Chapter 6. The parties postpone sections 609 through 615 until a later date.

Commissioner Miles makes a motion to accept policy 606 Drug and Alcohol-Free Workplace Policy as presented. Commissioner Hansen seconds the motion. Commissioner Miles votes aye and Commissioner Hansen votes aye. The motion passes.

Commissioner Miles makes a motion to accept policy 607 Communicable Diseases as presented. Commissioner Hansen seconds the motion. Commissioner Miles votes aye and Commissioner Hansen votes aye. The motion passes.

Commissioner Miles makes a motion to accept policy 608 Smoking and Tobacco Use as presented. Commissioner Hansen seconds the motion. Commissioner Miles votes aye and Commissioner Hansen votes aye. The motion passes.

Discussion & Consideration of PILT Letter to House Appropriations Committee
(11:15 a.m.)

Commission Executive Assistant Melissa Hughes presents a letter to Chairwoman DeLauro, Ranking Member Granger, Chairwoman Pingree, and Ranking Member Joyce. Part of the letter reads: As the Appropriations Committee begins its work to set fiscal priorities for FY 2023, we urge you to work in a bipartisan, bicameral way to ensure the Payments in Lieu of Taxes (PILT) program is fully funded. The parties discuss the letter. *Commissioner Miles makes a motion to approve the PILT Letter to the House Appropriations Committee. Commissioner Hansen seconds the motion. Commissioner Miles votes aye and Commissioner Hansen votes aye. The motion passes.*

Recess 11:19 a.m. to 1:19 p.m.

Consideration of Minutes for Combined Commission Meeting held April 18, 2022
(1:19 p.m.)

Parties review minutes for the combined commission meeting held on April 18, 2022. *Commissioner Miles makes a motion to accept the minutes for April 18, 2022 as presented. Commissioner Hansen seconds the motion. Commissioner Miles votes aye and Commissioner Hansen votes aye. The motion passes.*

Commission Calendaring &Weekly Update on Events
(1:34 p.m.)

Discussion of possible subjects for the next meeting
(1:48 p.m.)

Adjournment
(1:55 p.m.)

Commissioner Miles makes a motion to adjourn the meeting at 1:55 p.m. Commissioner Hansen seconds the motion. Commissioner Miles vote aye and Commissioner Hansen vote aye. The forum adjourns.

Read and approved this on the 2nd day of May 2022.

Greg Todd
Greg Todd
Commission Chairman

JoAnn Evans
JoAnn Evans
Clerk/Auditor

Minutes of meeting prepared by Commission Executive Assistant Melissa Hughes