MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD AUGUST 1, 2022, BEGINNING AT 9:00 A.M. IN DUCHESNE UTAH,

Present -

Commission Chairman Greg Todd, Commissioner Irene Hansen, Commissioner Greg Miles, County Attorney Deputy Tyler Allred, Public Works Director Ben Henderson, Clerk-Auditor JoAnn Evans, Clerk-Auditor Deputy Judy Stevenson, Clerk-Auditor Deputy Janet Jenkins, Human Resource Deputy Jamie Park, Treasurer Stephen Potter, Human Resource Director Melissa Yergensen, Community Development Director Mike Hyde, Community Development Assistant Director Mike Gottfredson, Travel & Tourism Director Ryan Lundstrom, Duchesne County Resident Tracy Killian, Eric Johnson with Public Private Law, General Manager Gene Shawcroft and Deputy General Manager Gerard Yates with Central Utah Water Conservancy District, John Larson with Larson & Company, and Commission Executive Assistant Melissa Hughes is taking minutes.

Opening Comments
(9:02 a.m.)

Chairman Todd welcomes everyone to the meeting.

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

Public Works Update
(9:03 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. Flooding occurred in the Timber Canyon area over the weekend. Vehicles and people were temporarily stranded. The work completed in Cow Hollow last year made a difference; the water flow went as planned, and there were no flooding issues in the Cow Hollow area. Director Henderson will drive other areas this week to ensure they were not affected by the storm. Some of the crew will be chip sealing in the Lower Red Creek area this week. Fogging will begin on the roads that have been chip sealed this year. The North Fork Road resurfacing project started last week.

Discussion & Consideration of Resolution No. 22-07; A Resolution Establishing or Creating the Pioneer Special Service District and Related Matters
(9:23 a.m.)

Eric Johnson with Public Private Law explained the proposed Pioneer Special Service District would be on a parcel of approximately 125 acres located primarily on the south side of Highway 40 by the Hide Out Steak House. The Patel family wants to help provide affordable housing within the County. They would like to develop the area to include a gas station, truck repair shop, and more. The District would provide public services like sewer, roads, and street lighting. If the Pioneer Special Service District is established, it will only affect one taxpayer. Community Development Director Mike Hyde recommended that the Patels conduct a traffic impact analysis with UDOT. The parties discuss the process of the area development. *Commissioner Hansen makes a motion in consideration of Resolution No. 22-07; A motion of approval of the Resolution Establishing or Creating the Pioneer Special Service District and Related Matters as presented, and authorize the chair to sign. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration of Surplus Items – No Items this Week
(9:48 a.m.)

Discussion & Consideration of New Business Licenses
(9:48 a.m.)

Clerk-Auditor Deputy Janet Jenkins presented four new business licenses:

- Skip's Refrigeration A/C & Heating, owned by Mike Boren, Roosevelt, UT
- Javelin Energy Partners Management LLC, owned by Javelin Uintah LLC, Altamont, UT
- Crooked Park Photography, LLC, owned by Jody Mecham, Roosevelt, UT
- The Rock Welding & Fabrication Services, owned by Gerber Agosto, Roosevelt, UT

The parties review and discuss the business licenses. *Commissioner Hansen makes a motion to accept the new business licenses. Commissioner Miles seconds the motion. Commissioner Miles votes aye, Commissioner Todd votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditor's Office – Tax Adjustments
(9:52 a.m.)

Clerk-Auditor Deputy Janet Jenkins presented a tax adjustment for the Assessor's Office. The tax adjustment is a credit of $18.00. The dealer didn't mark the vehicle registration for farm use. It was processed as off-highway instead of husbandry. *Commissioner Miles makes a motion to accept the minor adjustment of a motor vehicle registration. Commissioner Hansen seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration of County Volunteers
(9:54 a.m.)

Human Resource Deputy Marcee Johnson presented three new volunteers for the County Fair. The parties discuss the volunteers. *Commissioner Miles makes a motion to approve the three new fair volunteers. Commissioner Hansen seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration of Citizen Academy Attendees
(9:58 a.m.)

Human Resource Deputy Marcee Johnson presented a list of six attendees for the Citizens Academy. The parties discuss the program. *Commissioner Hansen makes a motion to accept the Duchesne County Citizen Academy applicants as presented. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Presentation from Central Utah Water Conservancy District (CUWCD) for Truth in Taxation
(10:00 a.m.)

Central Utah Water Conservancy District General Manager Gene Shawcroft introduces himself and Deputy General Manager Gerard Yates. Mr. Yates presented a packet for truth in taxation for the fiscal year 2022-2023. The packet includes a map of the CUWCD boundaries, a budget overview, current year certified taxes vs. current year authorized taxes, the cost for the average household, and why the district should maintain the authorized rate of 0.0004. Projects were presented that could be completed with additional tax revenue, and other information included the public hearing schedule. The parties discuss the effects of the tax increase and thank Mr. Shawcroft and Mr. Yates for their presentation.

Independent Auditor Report
(10:28 a.m.)

John Larson with Larson & Company presented the Duchesne County Financial Statements with Independent Auditor's Report dated December 31, 2021. Mr. Larson describes the layout changes made to the report. He covered the opinions and findings for the different sections of the report. A copy of this report will be kept in the Clerk/Auditor's office.

Recess 10:55 a.m. to 11:06 a.m.

Auditors Office – Vouchers
(11:06 a.m.)

Clerk-Auditor Deputy Judy Stevenson presents the vouchers for August 1, 2022, check numbers 157893 through 158054, for $1,100,920.81. *Commissioner Miles makes a motion to approve the vouchers for August 1st, 2022, as presented. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

HR Office – Payroll
(11:10 a.m.)

Human Resource Deputy Jamie Park presents the payroll report ending July 23, 2022; there were 200 employees paid. *Commissioner Hansen makes a motion to approve the payroll as presented for July 23rd, 2022. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Consideration of Minutes for Combined Commission Meeting held July 18, 2022
(11:13 a.m.)

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

Discussion of Possible Subjects for the Next Meeting
(11:21 a.m.)

Calendaring & Weekly Update on Events
(11:24 a.m.)

Clerk/Auditor JoAnn Evans requests dates and times for the Commission to meet with Department Heads to discuss the 2023 budget.

Discussion & Consideration of Adding Personnel to the Community Development Department
(11:37 a.m.)

Human Resource Director Melissa Yergensen explained the need to add a Code Enforcement Officer to the Community Development Department. This position was under the Sheriff's Department in the County; previously, the position was a Post-Certified Officer. Research has been done with other counties with Code Enforcement Officers that are not Post-Certified. Community Development Director Mike Hyde explained there would be some excess in the Community Development budget that could cover the income for this position. The parties discuss the need for an enforcement officer, the safety concerns, and the challenges. *Commissioner Miles makes a motion to approve the additional personnel in the Community Development Department. Commissioner Hansen seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:53 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. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.

Back in Session
(12:58 p.m.)

No action is to be taken.

Closed Meeting – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation;
(12:59 p.m.)

Commissioner Hansen makes a motion to go in and out of a closed meeting for a strategy session to discuss: Pending or Reasonably Imminent Litigation. Commissioner Miles seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.

Back in Session
(1:34 p.m.)

No action is to be taken.

Adjournment
(1:35 p.m.)

Commissioner Hansen makes a motion to adjourn the meeting at 1:35 p.m. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The forum adjourns.

Read and approved this on the 8th day of August 2022.

Irene Hansen
Acting Commission Chairman

JoAnn Evans
Clerk/Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes