MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD SEPTEMBER 12, 2022, BEGINNING AT 9:00 A.M. IN DUCHESNE UTAH,

Present -

Commissioner Greg Todd, Commissioner Irene Hansen, Commissioner Greg Miles, County Attorney Deputy Tyler Allred, County Attorney Deputy Grant Charles, Public Works Director Ben Henderson, Clerk-Auditor JoAnn Evans, Clerk-Auditor Deputy Janet Jenkins, Human Resource Director Melissa Yergensen, Human Resource Deputy Jamie Park, Sheriff Travis Tucker, Under Sheriff Monty Nay, Sheriff Office Manager Cynthia Wardle, Building and Grounds Director Shane Jenkins, Community Development Director Mike Hyde, 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.)

Discussion & Consideration of Cooperative Agreement between Utah Department of Public Safety and Duchesne County for Dispatch Services

(9:03 a.m.)

Sheriff Travis Tucker and Sheriff's Office Manager Cynthia Wardle presented the cooperative agreement providing for consolidated dispatch service in the Uintah Basin, Duchesne County, and Daggett County. The Uintah Basin Consolidated Communication Center (UBCC) shall provide emergency communication and dispatch services for public safety functions, serve as the public safety answering point for 9-1-1 communications, and provide other such emergency dispatch services. *Commissioner Miles makes a motion to approve the Cooperative Agreement with the Utah Department of Public Safety for the amount of $105,000. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration for FY22 Beer Tax Grant Report

(9:06 a.m.)

Sheriff Office Manager Cynthia Wardle presented the Beer Tax Funds Fiscal Year 2022 Annual Report. The amount of State Fiscal Year 2022 Beer Tax Funds Distributed to the Sheriff's office was $38,433.99. This report provides information to the state on how the funds were utilized. *Commissioner Hansen makes a motion to authorize the chair to sign on behalf of Duchesne County the Annual Beer Tax Funds FY 22 in the amount of $38,433.99. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Public Works Update

(9:10 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. They have been fogging the roads that were chipped sealed, they will continue this next week weather permitting. Diamond Road will start the lane leveling on County Road 80 this week. They are hauling gravel and using ensign for dust control by Stewart Pikes (CR 48).

Discussion & Consideration to Purchase an Oil Tanker Trailer

(9:15 a.m.)

Public Works Director Ben Henderson proposed to purchase an oil tanker trailer. The purchase will help the department's efficiency by having oil on hand when needed and not having to pay extra for shipping by having companies haul the oil for the County. The trailer is a 1996 Trail Master with a 7,500-gallon capacity. *Commissioner Miles makes a motion to purchase the Trail Master asphalt tanker trailer for $35,000. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration of Changing Commercial Designation to Ledge Lane County Road 287

(9:20 a.m.)

Commissioner Miles stated he has received several complaints about the heavy traffic on Ledge Lane from the drilling operation in the area. This road is not meant to handle heavy traffic, and there is a safety concern for residential drivers. Public Works Director Ben Henderson proposes to direct the traffic towards Thackers Repair instead of turning them east onto Ledge Lane. The parties discuss how this will affect the other residents if the traffic is directed towards Highway 87. Director Henderson has had conversations with business owners and residents that will be affected by the change. *Commissioner Miles makes a motion to close a portion of Ledge Lane to commercial traffic. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration of New Business Licenses

(9:34 a.m.)

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

- TASK Bookkeeping Services, LLC, owned by Thomas A and Sandra Kirby, Roosevelt, UT
- Davey Resource Group Inc, owned by Davey Resource Group, Inc, Kent, OH
- AG Welding Services LLC, owned by Ariel Gonzalez, Orem, UT
- Crescent Moon Building Company, owned by Benjamin Snuffer or Kalisa Carli, Tabiona, UT
- Baseline Land Surveying, Inc, owned by Troy W. Gadd, Roosevelt, UT
- Morris Bros. Trucking Inc, owned by Andy and Davie Morris, Altamont, UT
- Fernando Zocco LLC, owned by Fernando Zocco, Vernal, UT

The parties review and discuss the business licenses. *Commissioner Miles makes a motion to accept the business licenses that have been approved through the Clerk-Auditor's Office. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Todd votes aye, and Commissioner Hansen votes aye. The motion passes.*

Open & Award Bids for the Weed Department Building

(9:38 a.m.)

Building and Grounds Director Shane Jenkins stated that no bids were received for the Weed Department Building construction. The bid was extended an additional week due to the holiday. There were 19 plans pulled from the site, and several subs reached out to Director Jenkins about the project. BHI said they were not able to bid because their schedule is full this year. The parties discuss what needs to be done in order to get the structure built. The County will act as its own general contractor to get the building constructed.

Auditors Office – Vouchers

(9:46 a.m.)

Clerk-Auditor JoAnn Evans presents the vouchers for September 12, 2022, check numbers 158358 through 158516, for $741,636.62. *Commissioner Miles makes a motion to approve the vouchers as presented for September 12th, 2022. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The motion passes.*

HR Office – Payroll

(9:51 a.m.)

Human Resource Deputy Jamie Park presented the payroll report ending September 3, 2022; there were 219 employees paid. *Commissioner Hansen makes a motion to approve the payroll as presented for September 3rd, 2022, for 219 employees. Commissioner Miles seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Discussion & Consideration to Approve the URS Audit Action Plan

(9:54 a.m.)

Human Resource Director Melissa Yergensen and Human Resource Deputy Jamie Park presented the URS Audit Action Plan and explains that they went through a compliance audit. There were some areas of concern, so they created an action plan for correction. *Commissioner Hansen makes a motion to approve the URS Audit Action Plan as presented by Melissa Yergensen and Jamie Park. Commissioner Miles 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: Pending or Reasonably Imminent Litigation;
(9:59 a.m.)

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

Back in Session
(11:03 a.m.)

No action is to be taken.

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:03 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
(1:20 p.m.)

No action is to be taken.

Discussion & Consideration of Extending the Memorandum of Understanding with the Bureau of Land Management
(1:22 p.m.)

Community Development Director Mike Hyde received a letter from the United States Department of the Interior Bureau of Land Management (BLM). The BLM initiated a revision to its livestock grazing regulations, exclusive of Alaska (43 CFR Part 4100), in 2020. In connection with that rulemaking process, the BLM began a process to prepare an environmental impact statement (EIS) evaluating amendments to the grazing regulations. In November 2020, the BLM paused the rulemaking process. After briefings with the BLM Director, the BLM has reinitiated the rulemaking process. Simultaneously, the BLM is ready to reengage with cooperating agencies as it continues the NEPA process. Director Hyde asked if the County is still interested in cooperating in the study and who the representatives would be. The parties discuss the importance of grazing in our county. *Commissioner Hansen makes a motion to approve extending the Memorandum of Understanding with the Bureau of Land Management, having Mike Hyde as the primary representative and Commissioner Miles as the secondary representative. 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
(1:33 p.m.)

Calendaring &Weekly Update on Events
(1:37 p.m.)

Consideration of Minutes for Combined Commission Meeting held August 29, 2022
(1:48 p.m.)

Parties review the combined Commission meeting minutes held on August 29, 2022. *Commissioner Miles makes a motion to approve the minutes for August 29, 2022, as amended. Commissioner Hansen seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Review of Commission Assignments
(1:54 p.m.)

The parties review the assignments and board appointments for Commissioner Todd.

Auditor's Office – Tax Adjustments
(1:56 p.m.)

Treasurer Stephen Potter presented a tax adjustment for the Assessor's Office. The tax adjustment is a credit of $3,967.83. The property had been taxed at a secondary residence when it was their primary residence. *Commissioner Miles makes a motion to approve the tax adjustment for the Assessor's Office as presented. Commissioner Hansen seconds the motion. Commissioner Hansen votes aye, Commissioner Miles votes aye, and Commissioner Todd votes aye. The motion passes.*

Review of Commission Assignments
(2:07 p.m.)

The parties review and discuss the board appointments that expire this year.

Adjournment
(2:33 p.m.)

Commissioner Hansen makes a motion to adjourn the meeting at 2:33 p.m. Commissioner Miles seconds the motion. Commissioner Miles votes aye, Commissioner Hansen votes aye, and Commissioner Todd votes aye. The forum adjourns.

Read and approved this on the 19th day of September 2022.

Greg Miles
Acting Commission Chairman

JoAnn Evans
Clerk/Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes