MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD OCTOBER 17, 2022, BEGINNING AT 9:30 A.M. IN DUCHESNE UTAH,

Present -

Commissioner Irene Hansen, Commissioner Greg Miles, Commissioner Tracy Killian, County Attorney Deputy Tyler Allred, Public Works Director Ben Henderson, Clerk-Auditor JoAnn Evans, Clerk-Auditor Deputy Janet Jenkins, Clerk-Auditor Deputy Christie Walker, Human Resource Director Melissa Yergensen, Human Resource Payroll & Benefits Administrator Jamie Park, Human Resource Generalist Ashley Snyder, Community Development Director Mike Hyde, Community Development Assistant Director Mike Gottfredson, Treasurer Stephen Potter, Treasurer Deputy Connie Sweat, Treasurer Deputy Mindy Clegg, Assessor Traci Herrera, Sheriff Travis Tucker, Under Sheriff Monty Nay, Sheriff Captain John Crowley, Recorder Shelley Brennan, Travel & Tourism Director Ryan Lundstrom, Assessor Deputy JR Hyde, Assessor Deputy Ginger Johnson, Assessor Deputy Melissa Barnes, Assessor Deputy Brandi Winterton, Assessor Deputy Cheryl Fabrizio, Building Department Secretary Glenna Mayhew, Building and Grounds Director Shane Jenkins, Former County Assessor Greg Garff, Eric Snow with Gallagher Benefit Services Inc., Duchesne County Residents - Peggy Killian, Nicole Eaton, Robert Eaton, Maney Herrera, Tyrel Killian, and Dave Pilcher, and Commission Executive Assistant Melissa Hughes is taking minutes.

Opening Comments

(9:30 a.m.)

Acting Chairman Hansen welcomes everyone to the meeting.

Pledge of Allegiance

(9:31 a.m.)

Swearing-in of Elected Officials

(9:32 a.m.)

Acting Chairman Hansen turns the time over to Clerk-Auditor JoAnn Evans for the swearing-in of Elected Officials. Tracy Killian was sworn in as Duchesne County Commissioner, and Traci Herrera was sworn in as Duchesne County Assessor.

Public Works Update

(9:42 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. They are replacing a culvert in the upper Red Creek area today; the road is closed and should be back open by the end of the day. Mastic work will be continuing this week. They are stocking the salt sheds with the salt being hauled in. The Fruitland shed is full and ready for the snow season. The painting contractor was supposed to start striping last week, but they didn't show up. Director Henderson will contact them.

Discussion of East Fork EWP

(9:48 a.m.)

Commissioner Miles states there is not much new information for the East Fork EWP. The County signed a notice to proceed with Jones & DeMille Engineering Inc. for the contractor Perco Rock Co. The project has been partly delayed due to the permits required from the Forest Service due to a complete categorical exclusion being required. The County filed for an in-state extension with the state of Utah, which was approved and given a deadline date of February 5, 2023, for completion. For any additional extensions, they must be filed federally with Washington D.C.

Discussion & Consideration of Resolution No. 22-11; A Resolution to Clarify the Official Name of the East Duchesne Culinary Water Improvement District of Duchesne County, State of Utah

(9:59 a.m.)

County Attorney Deputy Tyler Allred explained that the District was formed in 1978. It appears documents are referencing the East Duchesne Culinary Water Improvement District by other name variations. This resolution is prepared to clarify the Districts' name and confirm that all the documents refer to the same District, East Duchesne

Culinary Water Improvement District. The Parties discuss the resolution and decide that some changes must be made before passing it.

(1:48 p.m.)

County Attorney Deputy Allred presented the amended resolution that includes the proposed annexation boundaries. *Commissioner Miles makes a motion to pass Resolution No. 22-11, A Resolution to Clarify the Official Name of the East Duchesne Culinary Water Improvement District of Duchesne County. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Letter to Ms. Yvette Converse: US Fish & Wildlife Service

(10:05 a.m.)

Community Development Director Mike Hyde presented a letter to Ms. Yvette Converse with the US Fish & Wildlife Service: Utah Ecological Service Field Office. This letter is in reference to the Draft Recovery Plan for the Uinta Basin Hookless Cactus and Pariette Cactus. Director Hyde explains the different parts of his letter. The summary reads: The Duchesne County Commission requests that your agency take into account the demonstrated impacts on the species from wild horses, deer, elk, and antelope and not place the blame solely on domestic livestock. We also request that the impacts associated with illegal collection be more fully investigated and that impacts from energy development recognize the buffers associated with such development. The parties discuss the letter. *Commissioner Miles makes a motion to approve the letter on the Draft Recovery Plan for the Uintah Basin Hookless Cactus and Pariette Cactus to Yvette Converse. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of OHV Grant Contract for Safety Equipment

(10:05 a.m.)

Community Development Assistant Director Mike Gottfredson presented the application for the State of Utah Division of Outdoor Recreation Off-Highway Vehicle Recreation (OHVR) Grant. This grant will be used to purchase first-aid and communication equipment. The equipment would be necessary if an emergency occurred while in the field. The total grant amount is $8,600 with a thirty-eight percent County match. *Commissioner Miles makes a motion to approve the grant ask that has been prepared by Mike Gottfredson relating to OHV Vehicle Recreation. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 10:28 a.m. to 10:37 a.m.

Tax Adjustment - Abatement Approval

(10:37 a.m.)

Treasurer Deputy Connie Sweat presented the Auditor's Individual Abatement Report. Totals for the Abatement report are as follows: Residential Buildings - 4 for $1,973.72, Residential Land – 2 for $323.29, total - 6 for $2,297.01. The breakdown totals are as follows: Circuit Breaker - $2,297.01, Indigent - $850.95, 20% Circuit Breaker - $1,140.55, for a total of $4,288.51. *Commissioner Killian makes a motion to approve the Tax Abatement as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

Discussion & Consideration of County Volunteers

(10:46 a.m.)

Human Resource Director Melissa Yergensen presented one new volunteer. This individual wants to volunteer at the Library. The parties discuss the volunteer. *Commissioner Miles makes a motion to approve the volunteer that has been presented for the Library. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;

(10:53 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 Killian seconds the motion. Commissioner Killian

votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.

Back in Session
(11:33 a.m.)

No action is to be taken.

Auditors Office – Vouchers
(11:34 a.m.)

Clerk-Auditor Deputy Christie Walker presents the vouchers for October 17, 2022, check numbers 158843 through 158996, for $208,927.38. *Commissioner Killian makes a motion to approve the vouchers as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

Auditor's Office – Tax Adjustments
(11:42 a.m.)

Clerk-Auditor Deputy Janet Jenkins presented tax adjustments for the Assessor's Office. The tax adjustments are credits on fourteen parcels. The total tax credit is $6,259.09. *Commissioner Miles makes a motion to approve the tax adjustment as presented by Janet Jenkins from the Clerk-Auditor's Office. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

HR Office – Payroll
(11:47 a.m.)

Commission Executive Assistant Melissa Hughes presented the payroll report ending October 1, 2022; there were 224 employees paid. *Commissioner Miles makes a motion to approve the payroll as presented for October 1st, 2022. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

Discussion & Consideration of Surplus Items – No Items this Week
(11:49 a.m.)

Discussion of Possible Subjects for the Next Meeting
(11:50 a.m.)

Recess 11:53 a.m. to 12:18 p.m.

Consideration of Minutes for Combined Commission Meeting held October 03, 2022
(12:18 p.m.)

Parties review the combined Commission meeting minutes held on October 3, 2022. *Commissioner Mile makes a motion to approve the minutes for October 3, 2022, as corrected. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.*

Closed Meeting – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation;
(12:29 p.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 Killian seconds the motion. Commissioner Killian votes aye, Commissioner Hansen votes aye, and Commissioner Miles votes aye. The motion passes.

Back in Session
(1:12 p.m.)

No action is to be taken.

Commissioner Killian leaves the meeting at 1:12 p.m.

Discussion & Consideration of 2023 Insurance Renewals & Benefit Plan Design
(1:12 p.m.)

Human Resource Director Melissa Yergensen introduced Erik Snow with Gallagher Benefit Services, Inc. Mr. Snow presented the 2023 Marketing and Renewal Analysis and the Claims Experience Report for Duchesne County. He explains the sections in the reports and the different options available. Dental and Vision premiums will stay at the same cost as last year. The parties discuss the options presented. *Commissioner Miles makes a motion to accept renewal option one that has been presented today.*

Commissioner Hansen seconds the motion. Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.

Calendaring & Weekly Update on Events
(1:39 p.m.)

Adjournment
(1:50 p.m.)

Commissioner Miles makes a motion to adjourn the meeting at 1:50 p.m. Commissioner Hansen seconds the motion. Commissioner Miles votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 24th day of October 2022.

Greg Miles
Acting Commission Chairman

JoAnn Evans
Clerk/Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes