MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD NOVEMBER 7, 2022, BEGINNING AT 9:00 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, Assessor Traci Herrera, Deputy Assessor Melissa Barnes, Deputy Assessor Ginger Johnson, Deputy Assessor JR Hyde, Deputy Assessor Cheryl Fabrizio, Roosevelt Motor Vehicle Customer Representative Sherry Murray, Recorder Shelley Brennan, I.T. Director Matt Yergensen, I.T. Technician Joshua Cole, Deputy Treasurer Connie Sweat, Clerk-Auditor JoAnn Evans, Election Poll Workers Vicky Hagman & Kathy Giles, Clerk-Auditor Deputy Christie Walker, Clerk-Auditor Deputy Janet Jenkins, Human Resource Director Melissa Yergensen, Human Resource Generalist Ashley Snyder, Emergency Management Director Mike Lefler, and Commission Executive Assistant Melissa Hughes is taking minutes.

Opening Comments

(9:00 a.m.)

Chairperson Hansen welcomes everyone to the meeting.

Pledge of Allegiance

(9:00 a.m.)

Appreciation for the Election Poll Workers

(9:03 a.m.)

Clerk-Auditor JoAnn Evans explains how each poll worker possesses dignity, honesty, integrity, and passion for the election. She appreciates them for their dedication and commitment. Vicky Hagman and Kathy Giles express their gratefulness for JoAnn and her knowledge of elections. Each Commissioner expresses their gratitude to Ms. Evans and all the election poll workers.

Presentation of Employee of the Month

(9:10 a.m.)

Human Resource Director Melissa Yergensen presented the November 2022 Employee of the month to Sherry Murray, the Roosevelt Motor Vehicle Customer Representative. Ms. Yergensen reads the nomination letter from her new co-worker, which describes her training skills and professionalism. Ms. Murray voiced her gratefulness for the award. The Commissioners appreciate her dedication and desire to train new employees.

Public Works Update

(9:15 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. They are busy with the East Fork EWP Project in the Rock Creek area. They received K-Rail barriers from UDOT. They will be used in the Gateway Canyon area for dugway damage repair. Some of the crew is installing snow fences to prepare for the upcoming weather.

Discussion & Consideration of Lower Red Creek Bridge

(9:21 a.m.)

Commissioner Miles explains that this is a box culvert/bridge for Lower Red Creek. Public Works Ben Henderson explains that delivery will take six to eight weeks. He will present the invoice at a future meeting for approval.

Discussion of East Fork EWP

(9:26 a.m.)

Emergency Management Director Mike Lefler updates the East Fork EWP Project. The rest of the culverts have been completed in the Rock Creek area by the contractor Perco Rock. The weekly meeting was held last week in the Moon Lake area. Director Lefler is working on the extension letter and will present it at a future meeting for approval.

Auditor's Office – Tax Adjustments

(9:33 a.m.)

Deputy Assessor Ginger Johnson presented the tax adjustments for the Assessor's Office on nine parcels for credit in the amount of $8,214.56. The parties review the tax

adjustments. *Commissioner Miles makes a motion to accept the tax adjustments as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration to Approve County Volunteer
(9:35 a.m.)

Human Resource Director Melissa Yergensen presented the name of the volunteer. They would like to volunteer with the Victim Advocates office. They speak fluent Spanish and would like to help as an interpreter. *Commissioner Miles makes a motion to approve the name that has been presented to work with the Victim's Advocate Department. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditors Office – Vouchers
(9:37 a.m.)

Clerk-Auditor Deputy Christie Walker presents the vouchers for November 7, 2022, check numbers 159180 through 159257, for $415,224.11. The parties review the vouchers submitted. *Commissioner Killian makes a motion to approve the vouchers for November 7, 2022, as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditors Office – Surplus
(9:41 a.m.)

Commissioner Miles details the items that need to be placed on the Surplus website. The Road Department has a 1990 GMC pickup used as their mechanic truck. The truck doesn't have a lot of mileage, but it is worn out with the hours it was used. Several Rubbermaid desks need to be placed in Surplus as well. *Commissioner Miles makes a motion to approve the surplus items that have been presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of New Business Licenses
(9:42 a.m.)

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

- T&Z LLC, owned by Shannon Happe, Duchesne, UT
- The Service Pros LLC, owned by Justin Asay, Roosevelt, UT
- Washburn Performance Horses LLC, owned by Robin Washburn, Talmage, UT
- Lulabean Creations LLC, owned by Amber Mower, Altamont, UT
- Dawson Welding LLC, owned by Bean Dawson, Roosevelt, UT
- JMB Gunworks, owned by Trenton Weekes, Roosevelt UT

The parties review and discuss the business licenses. *Commissioner Miles makes a motion to accept the new business licenses that have been approved by the Clerk-Auditor office. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

HR Office – Payroll
(9:46 a.m.)

Commission Executive Assistant Melissa Hughes presented the payroll report ending October 29, 2022; there were 210 employees paid. *Commissioner Killian makes a motion to approve the payroll ending October 29th, 2022. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Review County Board Appointments
(9:48 a.m.)

The parties review the County Board Appointments and discuss the seats coming open.

Recess 10:01 a.m. to 10:12 a.m.

Tax Adjustment - Abatement Approval
(10:12 a.m.)

Deputy Treasurer Connie Sweat presented the Auditor's Individual Abatement Report. Totals for the Abatement report are as follows: Residential Buildings - 8 for $3,911.97,

Residential Land – 6 for $793.70, total - 14 for $4,705.67. The breakdown totals are as follows: Circuit Breaker - $4,705.67, Indigent - $657.15, 20% Circuit Breaker - $1,179.17, Veterans - $2,904.56, for a total of $9,446.55. *Commissioner Killian makes a motion to approve the Auditor's Individual Abatement Report as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

(10:15 a.m.)

Deputy Treasurer Connie Sweat presented a resident's name, requesting an abatement for their taxes. The individual is under the age requirement of one year and makes $49.00 over the income restriction. *Commissioner Miles make a motion to approve the individual for tax abatement. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditor's Office – Tax Redemption Receipt

(10:14 a.m.)

Deputy Treasurer Connie Sweat presented the Treasurer's Redemption Receipt for $81.98. *Commissioner Miles makes a motion to approve the Treasurer's Redemption Receipt in the presented amount. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Consideration of Minutes for Combined Commission Meeting held October 31, 2022

(10:20 a.m.)

Parties review the combined Commission meeting minutes held on October 31, 2022. *Commissioner Miles makes a motion to approve the minutes for October 31, 2022, as corrected. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion of Possible Subjects for the Next Meeting

(10:26 a.m.)

Closed Meeting – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation;

(10:27 a.m.)

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

Back in Session

(10:54 a.m.)

Action to be taken.

Commissioner Miles makes a motion to authorize the chair to sign the Memorandum of Understanding with One Utah for the Universal Opioid Settlement. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.

Calendaring & Weekly Update on Events

(10:55 a.m.)

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

(11:09 a.m.)

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

Back in Session

(12:26 p.m.)

No action is to be taken.

Closed Meeting – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation;

(12:26 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 Miles votes aye, Commissioner Killan votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(1:17 p.m.)

No action is to be taken.

Adjournment
(1:18 p.m.)

Commissioner Killian makes a motion to adjourn the meeting at 1:18 p.m. Commissioner Miles seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 21st day of November 2022.

Irene Hansen
Commission Chairperson

JoAnn Evans
Clerk/Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes