MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD NOVEMBER 21, 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, Eric Major with Jones & DeMille, Deputy Treasurer Connie Sweat, Clerk-Auditor JoAnn Evans, Clerk-Auditor Deputy Christie Walker, Clerk-Auditor Deputy Janet Jenkins, Human Resource Director Melissa Yergensen, Emergency Management Director Mike Lefler, Kirk Benge and Carver Black with Tri-County Health, 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.)

Chairperson Hansen welcomes everyone to the meeting.

Pledge of Allegiance
(9:00 a.m.)

Public Works Update
(9:02 a.m.)

Public Works Director Ben Henderson gives an update on existing projects and upcoming work. The County right-of-way work for the East Fork EWP in the Rock Creek area is almost complete. They completed the repairs in the Gateway Canyon area on the dugway that was damaged. There was an issue with the fuel last week; additives were not added to the delivery they received. They have corrected the problems and communicated the expectations so the error doesn't occur again. They are waiting on parts for the trucks; there is a delay in receiving the parts, which is the same issue they have seen in the past.

Discussion & Consideration of Lower Red Creek Bridge (Box Culvert)
(9:07 a.m.)

Public Works Director Ben Henderson presented a contract & Proposal from Oldcastle Infrastructure for the Red Creek bridge for $109,296. The parties discussed the project and the local company through which the precast bridge would be ordered. *Commissioner Miles makes a motion to approve the purchase of the box culvert for Lower Red Creek Road in the amount of $109,296. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration for a Bolt-A-Plate Bridge in the Koch Field Rabbit Gulch Area
(9:10 a.m.)

Postponed by General Consent

Discussion & Consideration of Tri-County Health's Tentative 2023 Budget
(9:16 a.m.)

Kirk Benge with Tri-County Health introduced himself and Carver Black, Tri-County Health's Business Manager. Mr. Benge presented the 2023 Tri-County Health Department Budget and explained the sections and where their funding comes from. The parties discuss staffing issues with the high employee turnover. *Commissioner Killian makes a motion to accept the 2023 Tentative Budget as presented. Commissioner Miles seconds the motion and recognizes their hard work and the County's partnership with Tri-County Health. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Update on the East Fork EWP
(9:26 a.m.)

Eric Major with Jones & DeMille gives an update on the project. Weather-wise they have been able to continue working. Perco Rock is completing the water crossings in Rock Creek in the right-of-way. The last permit with the Forest Service has gone through NRCS, so they are closer to having the authorization to work on the project.

Discussion & Consideration of Extension of Time Letter and Additional Funding Request Letter for the East Fork EWP Project
(9:29 a.m.)

Commissioner Hansen leaves the meeting at 9:29 a.m.

Emergency Management Director Mike Lefler reads the letters to Ms. Emily Fife requesting an extension of time and additional funding for the East Fork EWP project. Director Lefler appreciates Jones & DeMille for their ongoing assistance with the project. The parties discuss the project. *Commissioner Killian makes a motion to approve both letters for a time extension and additional funding. Commissioner Miles seconds the motion. Commissioner Killian votes aye, and Commissioner Miles votes aye. The motion passes.*

Discussion & Consideration of Purchasing a Scissor Lift and a Vertical Mast Lift for the Building & Grounds Department

(9:49 a.m.)

Building and Grounds Director Shane Jenkins presented a quote and pictures from Pro Rentals and Sales. The quote is for a 2014 scissor lift, 32' elec. Narrow, Genie 3232 for $17,000, and a 2012 Vertical Mast Lift, 20' elec, Genie GR 2020 for $8,000. The parties discuss the existing lift the department has and the need for one with drivability. The County has several buildings with high ceilings, including the new Library in Roosevelt. *Commissioner Killian makes a motion to approve the purchase of both lifts for a total of $25,000. Commissioner Miles seconds the motion. Commissioner Killian votes aye, and Commissioner Miles votes aye. The motion passes.*

Commissioner Hansen enters the meeting at 9:56 a.m.

Discussion & Consideration of Ordinance No. 22-399; An Ordinance Vacating the Plat that Combined Lots 9 and 10, Camelot Resort Recreation Vehicle Park (Phase II) with Lot 1, Camelot Resort Recreational Vehicle Park (Phase V) to be known as Lot 1, Camelot Resort Recreational Vehicle Park (Phase VII)

(9:57 a.m.)

Community Development Director Mike Hyde presented Ordinance No. 22-399 and gave a brief explanation. On August 21, 2019, the County approved a plat amendment survey that combined Lots 9 and 10 (Phase II), with Lot 1 to be known as Lot 1 (Phase VII). The plat amendment was recorded on September 20, 2019. The Pinnacles Home Owner's Association did not recognize the combination of these lots due to an amendment of their bylaws that now prohibits combining lots. Also, the property owners now want to restore the original three lots so they can sell two of them. *Commissioner Miles makes a motion to approve Ordinance No. 22-399, Vacating Plat, that was recorded on September 20, 2019, entry number 529738. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Letter to Uinta-Wasatch-Cache National Forest and Ashley National Forest in Reference to the High Uintas Wilderness Domestic Sheep Analysis Project

(10:02 a.m.)

Community Development Director Mike Hyde presented the letter sent to David Wittekiend, the Forest Service Supervisor of the Uintah-Wasatch-Cache National Forest, and Susan Eickhoff, the Forest Service Supervisor of the Ashley National Forest. Part of the letter reads: Duchesne County appreciates the opportunity to continue our Cooperating Agency relationship with the U.S. Forest Service on the subject project. We submitted comments on the Draft Environmental Impact Statement (DEIS) by letter dated June 24, 2019. We encouraged the U.S. Forest Service to decide on an alternative that will continue the traditional practice of domestic sheep grazing on the affected allotments, with the appropriate measures being taken to mitigate potential impacts on bighorn sheep. Such a decision would be consistent with the Livestock & Grazing Section of the Duchene County Resource Management Plan. *Commissioner Miles makes a motion to ratify the letter that was sent to Uintah-Wasatch-Cache and Ashley National Forest Supervisors. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 10:11 a.m. to 10:39 a.m.

Auditors Office – Surplus

(10:41 a.m.)

Clerk-Auditor JoAnn Evans details the items that need to be placed on the Surplus website. The Planning and Zoning Department has an old TV with a VHS player, the Jail has some gym equipment, and the Event Center has a food warmer. These items need to be placed

on the Surplus website. *Commissioner Miles makes a motion to approve the surplus items that have been presented by Clerk-Auditor JoAnn Evans. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditors Office – Vouchers
(10:44 a.m.)

Clerk-Auditor Deputy Christie Walker presents the vouchers for November 21, 2022, check numbers 159258 through 159405, for $1,466,236.09. The parties review the vouchers submitted. *Commissioner Miles makes a motion to approve the vouchers for November 21, 2022, as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes*

HR Office – Payroll
(10:48 a.m.)

Commission Executive Assistant Melissa Hughes presented the payroll report ending November 12, 2022; there were 197 employees paid. *Commissioner Killian makes a motion to approve the payroll ending November 12th, 2022. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditor's Office – Tax Adjustments
(10:50 a.m.)

Clerk-Auditor Deputy Janet Jenkins presented the tax adjustments for the Assessor's Office on sixteen parcels for credit in the amount of $18,975.50 and one parcel for a charge of $341.01. The parties review the tax adjustments. *Commissioner Miles makes a motion to accept the tax adjustments for the Assessor's Office for 11/22/2022, as presented by Janet Jenkins. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Tax Adjustment - Abatement Approval
(11:00 a.m.)

Deputy Treasurer Connie Sweat presented the Auditor's Individual Abatement Report. Totals for the Abatement report are as follows: Residential Buildings - 7 for $3,057.79, Residential Land – 4 for $349.12, total - 11 for $3,406.91. The breakdown totals are as follows: Circuit Breaker - $3,406.91, Indigent - $1,914.36, 20% Circuit Breaker - $2,157.81, Veterans - $1,863.40, for a total of $9,342.48. *Commissioner Miles makes a motion to approve the Auditor's Individual Abatement Report as presented by Connie Sweat. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Tax Adjustment – Tax Settlement
(11:04 a.m.)

Deputy Treasurer Connie Sweat presented a resident's name, requesting a tax settlement. The tax amount due, with interest and penalties included, is $5,896.15. The Treasurer's office has made payment arrangements with the property owner. *Commissioner Killian makes a motion to approve the Tax Settlement as presented. Commissioner Miles seconds the motion and would like to add wording to allow the Treasurer's office to work out the terms for payment in the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Search and Rescue Volunteers
(11:07 a.m.)

Human Resource Director Melissa Yergensen presented the names of the Search and Rescue volunteers. *Commissioner Miles makes a motion to approve the Search and Rescue Volunteers 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 of Resolution No. 22-12; A Resolution Requesting the Recertification of the Duchesne County Justice Court
(11:11 a.m.)

Deputy Attorney Tyler Allred presented Resolution No. 22-12, A Resolution Requesting the Recertification of the Duchesne County Justice Court, and an opinion letter regarding the proper operation standards. He explains that the provisions of U.C.A. 78A-7-103

require that Justice Courts be recertified at the end of each four-year term. *Commissioner Killian makes a motion to approve Resolution No. 22-12, Recertification of the Duchesne Justice Court, as presented. 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
(11:17 a.m.)

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

Closed Meeting – Strategy Session to Discuss: Pending or Reasonably Imminent Litigation;
(11:39 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
(12:06 p.m.)

No action is to be taken.

Consideration of Minutes for Combined Commission Meeting held November 7, 2022
(12:06 p.m.)

Parties review the combined Commission meeting minutes held on November 7, 2022. *Commissioner Killian makes a motion to approve the minutes 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.*

Calendaring & Weekly Update on Events
(12:07 p.m.)

Discussion of Possible Subjects for the Next Meeting
(12:19 p.m.)

Recess 12:21 p.m. to 12:31 p.m.

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(12:32 p.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 Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(12:53 p.m.)

No action is to be taken.

Adjournment
(12:54 p.m.)

Commissioner Miles makes a motion to adjourn the meeting at 12:54 p.m. Commissioner Killian 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 28th day of November 2022.

Irene Hansen
Commission Chairperson

JoAnn Evans
Clerk/Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes