MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, APRIL 03, 2023, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present -

Commissioner Irene Hansen, Commissioner Greg Miles, Commissioner Tracy Killian, Deputy Attorney Tyler Allred, Public Works Director Mike Casper, Public Works Supervisor Clint Curtis, Assessor Traci Herrera, Deputy Assessor Ginger Johnson, Deputy Assessor J.R. Hyde, Deputy Assessor Cheryl Fabrizio, Deputy Assessor Brandi Winterton, Deputy Assessor Rose Fillingham, Duchesne County Residents – Kylee Hyde, Holland Hyde, and Jensen Hyde, Clerk-Auditor Deputy Christie Walker, Clerk-Auditor Deputy Janet Jenkins, Clerk-Auditor Chelise Jessen, Emergency Management Director Mike Lefler, Community Development Director Mike Hyde, Human Resource Payroll & Benefits Administrator Jamie Park, Eric Major with Jones & DeMille, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairperson Hansen welcomed everyone to the meeting.

Pledge of Allegiance

(9:01 a.m.)

Presentation of Employee of the Month

(9:02 a.m.)

Deputy Assessor Ginger Johnson read the nomination letter for Deputy Assessor J.R. Hyde. Assessor Traci Herrera explained what an asset Mr. Hyde is to their department and the County. The parties appreciate him for his dedication and commitment to Duchesne County. Mr. Hyde thanked everyone from his department and the Commissioners for the award.

Public Works Update

(9:10 a.m.)

Commissioner Miles stated that Public Works Supervisor Mike Casper is now the Public Works Director. Public Works Director Mike Casper and Public Works Supervisor Clint Curtis give an update on existing projects and upcoming work. They were busy last week patching holes. They hauled some sand to Neola at the Firestation, Duchesne at the Weed Dept building, Camelot, Fruitland Firestation, Tabiona Firestation, Strawberry by the second bridge, and Myton by the old dance hall. The repairs to the potholes are almost complete. They are fixing roads in the Altamont area. Supervisor Curtis presented a survey map for the right-of-way commercial approach permit for the Bluebench Landfill. Some crew visited St. George last week for the UAC Building Utah Conference.

Emergency Management Update

(9:17 a.m.)

Emergency Management Director Mike Lefler gave an update on the current flooding mitigation. He applied for flood mitigation funding; the request was two sandbagging machines for $20,000, sandbags for $4,000, and three Conex containers to store filled sandbags for $18,000. He reads the email he received regarding the funding. There are questions on the items requested; more information is needed before the funding is approved. Director Lefler reported that sand had been dispersed throughout the county, as reported in the Public Works Update. There is a fire chiefs meeting tonight where he will give out sandbags. He will possibly partner with the Sheriff's Office for assistance filling sandbags. Commissioner Miles asked if there is additional funding that is not allocated, can we reapply for additional funding? Director Lefler will get more information.

Eric Major from Jones & DeMille gives an update on the East Fork EWP Project. The finished design was sent to NRCS. He presented a budget for the project and explained that Perco Rock should be able to complete the items identified in Moon Lake and proceed to Peterson Gulch. Mr. Major explained how the head and wing walls would work on the precast water diversion in Moon Lake. Commissioner Miles asked if Perco Rock had started work in the area. Mr. Major stated he received a request on the status of the snow from Perco Rock, so he doesn't think they have started working. Commissioner Miles said that someone walked a dozer from Moon Lake down to the Bearwall turn and caused road damage and damage to a cattle guard.

Public Works Director Mike Casper stated he drove to Strawberry Pinnacles last week, and the river is up against the road again. He thinks the river may be plugged further up. There is a concern in Timber Canyon, and the road may need to be closed as a precaution. Director Lefler talked about the runoff because there is so much snow in the areas. The focus needs to be on protecting structures and not trying to hold the river back. Sandbags will wash down the river. He has been researching the water flows from the floods in 1983. The Emergency Management Department has released a press release to get the word out about taking precautions before the flooding starts. If the County runs out of resources, we can look to the State of Utah, and they will provide additional resources to the Counties. The parties discuss the price gouging that has been seen on social media for filled sandbags; they hope that residents will do their due diligence and research before paying extremely high prices for filled sandbags.

Award 2023 Crack Seal Bids
(9:57 a.m.)

Commissioner Greg Miles opened the three bids received for the 2023 Roadway Maintenance - Crack Seal at last week's Commission meeting.

- CKC Operations, LLC – $426,372.85
- C & B Striping LLC – $434,000.00
- Advanced Paving & Construction - $423,500.00

Eric Major with Jones & DeMille presented a tabulation sheet of the bids. The parties discuss the bids and ask Director Casper for his recommendation. He recommends using the local contractor for the project. *Commissioner Miles makes a motion to accept the bid from CKC Operations, LLC for $426,372.85 because of the local preference. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 10:04 a.m. to 10:24 a.m.

Discussion & Consideration of an MOU with the Department of the Interior, BLM, for the Development of the Programmatic Environmental Impact Statement and Associated Resource Management Plan Amendments for Utility-Scale Solar Energy Development on Public Lands
(10:24 a.m.)

Community Development Director Mike Hyde presented the Memorandum of Understanding (MOU) between the Department of the Interior, Bureau of Land Management (BLM), and Duchesne County, Utah. This MOU established the cooperating agency relationship to develop a draft and final Programmatic Environmental Impact Statement (EIS) and any associated draft and proposed Resource Management Plan Amendments (RMPA) for utility-scale solar energy development on BLM-administered public lands. The parties discuss the importance of the partnership and having a voice in our public lands. Director Hyde points out in attachment C: Agency Representatives: the primary representative for Duchesne County will be Director Hyde, and Commissioner Miles will be the backup representative. Commissioner Hansen read from page 4, number 2. The Cooperator will provide information, comments, and technical expertise to the BLM regarding those elements of the Programmatic EIS and the data and analyses supporting them in which it has jurisdiction by law and/or special expertise or for which the BLM requests its assistance. In particular, the Cooperator will provide information on the following topics: Consistency with state and local resource management plans, Socioeconomics, Existing Transmission Corridors, and transportation facilities and plans. *Commissioner Killian makes a motion to approve the Memorandum of Understanding between the Department of the Interior, Bureau of Land Management, and Duchesne County as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of New Business Licenses
(10:33 a.m.)

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

- Bbeauty Esthetics LLC, owned by Brooklyn Brown, Duchesne, UT
- SheebzStuffandThings, owned by Shelbilyn L O'Driscoll, Roosevelt, UT
- Jessen Welding Inc, owned by Jessen Welding Inc, Altamont, UT

The parties review and discuss the business licenses. *Commissioner Miles makes a motion to ratify the business licenses as they have been issued by the Clerk-Auditor's Office. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Auditors Office – Vouchers
(10:37 a.m.)

Clerk-Auditor Deputy Christie Walker presented the vouchers for April 03, 2023, check numbers 160639 through 160723, for $302,493.95. The parties review the vouchers submitted. *Commissioner Miles makes a motion to approve the payment approvals for April 3, 2023, 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 Updated PTO Policy
(10:47 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the updated PTO Policy. 631.4.2 Reporting Paid Time Off; C. currently reads: PTO may not be used to exceed 40 hours in a designated work week or 80 hours in a designated 14-day work period. PTO will not be considered as time worked for calculating overtime compensation. The updated wording will read: At no time may PTO be used during a pay period, including when there is a holiday, that would put your hours over your regularly scheduled work week. All sworn officers are allowed up to 85 hours per pay period and 40 hours per week for civilian staff. As an example, you work 72 regular hours during a pay period with 2 holidays, which totals 88 hours. PTO hours may not be used in this example as 88 hours is >/= to your standard scheduled work hours per pay period. *Commissioner Killian makes a motion to approve the PTO change clarification as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Updated Travel Policy
(10:53 a.m.)

Deputy Attorney Tyler Allred presented the updated travel policy discussed at a previous Commission Meeting. A copy of the draft policy was given to the officials of each department, and there has yet to be a response. The parties discuss the need to update the travel policy. *Commissioner Miles makes a motion to approve the changes to our travel policy 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 for Participation in the New National Opioid Settlements
(11:10 a.m.)

Treasurer Stephen Potter received an email correspondence to join in the New National Opioids Settlements against Teva, Allergan, CVS, Walgreens, and Walmart Opioids Implementation Administrator. The parties discuss the settlements. *Commissioner Killian makes a motion to retroactively approve the participation in the New National Opioid Settlement and authorize Treasurer Stephen Potter to sign on behalf of the County. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Consideration of Minutes for Combined Commission Meeting held March 27, 2023
(11:14 a.m.)

Parties review the combined Commission meeting minutes held on March 27, 2023. *Commissioner Miles makes a motion to approve the minutes for March 27, 2023, as corrected. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 11:16 a.m. to 11:25 a.m.

Discussion of Possible Subjects for the Next Meeting
(11:30 a.m.)

Calendaring & Weekly Update on Events
(11:33 a.m.)

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(11:46 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 Miles

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

Back in Session
(12:32 p.m.)

No action is to be taken.

Adjournment
(12:33 p.m.)

Commissioner Killian makes a motion to adjourn the meeting at 12:33 p.m. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 10th day of April, 2023.

Irene Hansen
Commission Chair

Chelise Jessen
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes