

**MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION
MEETING HELD MONDAY, MAY 15, 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, Deputy Roads Department Director Clint Curtis, Deputy Clerk-Auditor Janet Jenkins, Human Resource Director Judy Stevenson, Emergency Management Director Mike Lefler, Community Development Director Mike Hyde, Community Development Assistant Director Mike Gottfredson, 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

(9:00 a.m.)

Public Works Update

(9:01 a.m.)

Public Works Director Mike Casper gives an update on existing projects and upcoming work. The repair to the road in Red Creek (CR 1) is just about finished. They were also able to clear the road to Reeds Ranch. Crews worked on LaRue Lamb Trucking Road (CR 49); they will start paving this week. Tower Road (CR 36) will be the next project. The graders are out working to repair the dirt roads. There is heavy water in the Avinaquin area; they will watch the area for flood issues. Public Works Deputy Director Clint Curtis reports on the bridge replacement on Lower Red Creek Road (CR 15). The road will be closed starting at 8:00 am on May 23rd and May 24th while they are unloading the sections of the bridge. A detour will be around the work area until the project is complete. This should be completed by the end of the month. The Public Works Department has hired one new employee and will continue to conduct interviews to fill the other positions.

Emergency Management Update

(9:12 a.m.)

Emergency Management Director Mike Lefler gives an update on the current mitigation work for the County. The East Fork EWP project is continuing. Fire mitigation work on Pinon Ridge is almost complete. There is one more area to address then the work will be completed for this year. The mitigation work on Sam's Wash Road is nearly tied into the old burn scar. This work will be very beneficial if there is a fire in the area. Some of the Road Department crew will be trained on the sandbagging machine. There has been much sandbagging preparation in the Hanna and Tabiona area. Director Lefler and his department will attend the Public Safety Summit Conference in St. George next week for training.

Update & Report from Community Development Regarding the APA Utah Spring Conference

(9:21 a.m.)

Community Development Director Mike Hyde and Community Development Assistant Director Mike Gottfredson reported on the conference. Director Hyde and Assistant Director Gottfredson are members of the conference planning committee. There were many sessions to choose from, including the Uinta Basin Railroad Project and the Power of Cooperative Regional Planning, In Utah's Forests, Management Makes the Difference, Community Fishing Pond Case Study, Planning for Utah's Water Future, Tribal Consultation: An Essential Element of Peace & Mutual Prosperity, The State of Power in Utah, Oil & Gas: Why we can't keep it in the ground, Legislative Updates, and many more. The Commissioners expressed their appreciation for Director Hyde and Assistant Director Gottfredson's engagement in the conference and how they represented Duchesne County well.

Recess 9:45 a.m. to 9:56 a.m.

Discussion of the Rule of Order and Procedures

(9:56 a.m.)

Deputy Attorney Tyler Allred presented a draft Board of Duchesne County Commissioners' Meeting Rules of Order and Procedure. He explains that the Utah Transparency Law requires this. The document covers the General Rules of Procedure and Policies, Order of Business, Meeting Rules of Procedure, Agenda Order, and Rules Governing Citizen Comments. The parties discussed the document and wanted time to review it. The Rule of Order and Procedures will be approved at a later Commission meeting.

Auditors Office – Vouchers

(10:11 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented the vouchers for May 15, 2023, check numbers 161061 through 161152, for \$594,253.28. The parties review the vouchers submitted. *Commissioner Killian makes a motion to approve the vouchers as presented for May 15, 2023. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion of Possible Subjects for the Next Meeting

(10:25 a.m.)

Human Resource Update

(10:28 a.m.)

Human Resource Director Judy Stevenson gives an update for the HR Department. The new HR employee started on Friday last week. In addition, they are conducting interviews for the Road Department.

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

(10:30 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

(11:11 a.m.)

No action is to be taken.

Consideration of Minutes for Combined Commission Meeting held May 8, 2023

(11:11 a.m.)

Parties review the combined Commission meeting minutes held on May 8, 2023. *Commissioner Miles makes a motion to approve the minutes for May 8, 2023, as corrected. 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

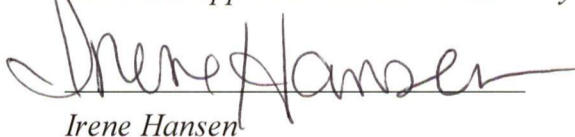
(11:18 a.m.)

Adjournment

(11:33 a.m.)

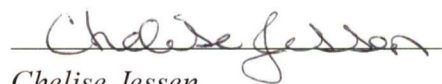
Commissioner Miles makes a motion to adjourn the meeting at 11:33 a.m. Commissioner Killian seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 22nd day of May, 2023.



Irene Hansen

Commission Chair



Chelise Jessen

Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes