

**MINUTES OF COMMISSION COMBINED WORKING SESSION AND REGULAR
SESSION MEETING HELD AUGUST 08, 2011, BEGINNING AT 9:00 A.M. IN
CONFERENCE ROOM #1, IN DUCHESNE, UTAH**

Present

Commission Chairman Kirk J. Wood, Commissioner Kent R. Peatross, Commissioner Ronald Winterton, Public Works Director Glen Murphy, Deputy Clerk Auditor Judy Mutton, Deputy Clerk Auditor Connie Sweat, and Commission Assistant BobbiJo Casper taking minutes of the meeting.

Absent

Deputy County Attorney Jonathan Stearmer was on assignment elsewhere.

Tax Adjustments – Assessor

The commission reviewed the attached tax adjustment presented by Deputy Clerk Mutton. *Commissioner Winterton motioned to approve the tax adjustments as recommended by the Assessor's Office. Commissioner Peatross seconded the motion. All commissioners voted aye and the motion passed.*

Consideration Of Payment Vouchers

The commission reviewed vouchers #118724 through #118804 dated August 15, 2011, in the amount of one hundred seventy one thousand seven hundred ninety three dollars and sixty six cents (\$171,793.66) as presented by Deputy Clerk Sweat. *Commissioner Peatross motioned to approve the vouchers as presented by Deputy Clerk Sweat. Commissioner Winterton seconded the motion. All commissioners voted aye and the motion passed.*

Discussion Of Personnel Issues

Chief Deputy Clerk Auditor JoAnn Evans joined the meeting at 9:10 A.M...

Deputy Clerk Evans stated that Deputy Clerk Auditor Leann Stewart was in car accident and will not return to work for at least a month. Instead of hiring someone while she is gone, Clerk Auditor Diane Freston would like to use Planning and Zoning Department Secretary Cora Lee Sanchez and Assistant Casper to help out. They want to close the Auditor's door in the mornings to be able to get things done undisturbed. Assignments throughout the office will be adjusted to pick up the slack. Commissioner Peatross suggested that a memo be sent out so that employees will know that your office is short on help and what time they can call or go into the Auditor Office with any issues; this way the public still has access. Let's see how this works instead of locking the door throughout the mornings.

Public Works/Landfill Department Update

Deputy Clerk Mutton stated that she has done research to find out if the county paid Jim David for a right of way in Arcadia; according to her research he was never paid. Commissioner Peatross suggested waiting for Attorney Stearmer to come back before a check is issued.

Director Murphy stated that the Road Department has been in Strawberry trying to fix damaged roads from last spring. They have a grader out trying to catch up on areas that flooded last week. We have a crusher that is broken down due to a relay switch and need to get the part so that Electrician Mike Frandsen can put it in. Myton City is still trying to trade properties with the county, but he is waiting for Attorney Stearmer to prepare the deeds. We need to get this done before the salt gets here. Commissioner Peatross suggested exchanging letters of intent with Myton City to get things going.

Director Murphy reported they have been unable to compact at the Landfill due to the compactor being broke and it will be down a few more days. We looked for a rental, but were unable to find one. We need to hold a Landfill meeting to get everyone on the same page; he will have Terri Breakfield arrange it.

Commissioner Peatross stated that he has done his homework on the Reid Ranch Road and presented a map of the area. This road is not on our map, we should put a certain amount of the road on the "B" Road map and the rest on our "D" Road map. We need to go up and look at the road.

Discussion Of Greenbelt Assessment

Wayne & Jackie Workman & Deputy Assessor Traci Herrera joined the meeting at 9:22 A.M...

Deputy Herrera stated that the Workman's have property that should be on Greenbelt, but it's not. We sent out all notices on it but they have gone to wrong addresses. She pulled the deeds to find out whose error this is and found that there are three (3) deeds. The Recorder's Office put the wrong address on one, another didn't have an address, and the last one had the right address, but was printed wrong on the card that was sent out. They are requesting that their property be put on Greenbelt for 2011.

Commissioner Peatross stated that we always try to identify where the errors occur and it appears that this was an oversight. *Commissioner Peatross motioned to support the Deputy Assessor's recommendation and allow this property to be on Greenbelt.*

Commissioner Winterton seconded the motion. All commissioners voted aye and the motion passed.

Discussion Of County Audit Report – Aycock, Miles And Associates, C.P.A.'s

Mike Miles joined the meeting at 9:49 A.M...

(See attached supporting documents provided by Mr. Miles.)

-Special Service District #3:

Mr. Miles stated that at the end of 2010 this district had one hundred ninety thousand eight hundred ten dollars (\$190,810.00). District Secretary Glenna Mayhew did a good job and had good documents; we appreciate that.

-Special Service District #2:

Mr. Miles stated that Mineral Lease payments were over six million dollars (\$6,100,000.00), which is a substantial increase from 2009. This district did expend more than it brought in, which is fine. There was seventy eight hundred dollars (\$7,800.00) in administration fees and eight million seven hundred thousand dollars (\$8,700,000.00) in road project expenses. The budget to actual was the only finding and exceeded budget revenues.

-Landfill:

Mr. Miles stated that the reserves for the USDA loan are more than the payments and cash is declining. Deputy Clerk Mutton stated that Duchesne County had a bookkeeping issue that started in March of 2010 and was caught in February 2011. Mr. Miles stated that money wasn't lost, it just wasn't where it needed to be and the problem has been identified. The total income did increase and your liabilities exceeded your assets. The biggest change was interest and you have a negative equity that has improved, but it will be there for a few more years; this was our only finding.

-Duchesne County:

Mr. Miles stated that the county did well and the combined funds were seven million dollars (\$7,000,000.00); you are in good financial condition. The county operated inside its revenue and recommended that any anticipated transfers be a part of the budget held in a public hearing. The road fund exceeded its budget, this is for B' Road money.

Discussion Of Nine Mile Canyon Road Improvement Project, Phases 3 & 4 Cultural Resource Inventory

All commissioners agreed that the draft letter looks good and authorized its signature and mailing.

Consideration Of Minutes For Combined Commission Meeting Held August 08, 2011

Commissioner Winterton motioned to approve the minutes as corrected. Chairman Peatross seconded the motion. All commissioners voted aye and the motion passed.

Executive Session - Personnel And/Or Litigation

No discussion was necessary.

Commission Calendaring

Adjourn

Chairman Wood adjourned the meeting at 12:08 P.M.

Read and approved this 22nd day of August 2011.

Kirk J. Wood
Commission Chairman

Diane Freston
Clerk/Auditor

Minutes of meeting prepared by BobbiJo Casper _____