

**MINUTES OF COMBINED COMMISSION WORKING AND REGULAR SESSION
MEETING HELD SEPTEMBER 09, 2013 BEGINNING AT 9:00 A.M. IN CONFERENCE
ROOM #1, IN DUCHESNE, UTAH**

Present

Commission Chairman Ronald Winterton; Commissioner Kirk J. Wood, Cheryl Boren with The Children's Justice Center, and Commission Assistant BobbiJo Casper taking minutes of the meeting.

Absent

Commissioner Kent R. Peatross was on assignment elsewhere.

Update & Ratification To Amendment #4 Of The Children's Justice Contract #110659

Mrs. Boren stated that in 2010, the legislative body decided that we could roll over the money each year so that we don't have to adopt a new contract every year. That is why we do amendments to the contract. We don't get any money from the county; we receive in-kind from the county for things like yard care and IT services. Each year, they add the amount which is a rolling total; this is where it's confusing. Mrs. Boren presented copies of the contract and amendments 1-3 to the commission to help clarify the amounts. *Commissioner Wood motioned to ratify Chairman Winterton's signature on Amendment #4 of The Children's Justice Center Contract dated July 29, 2013. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of A Request From Duchesne Land LC For The County To Commission Traffic Impact Study Associated With Improvements At The Intersection Of Coyote Canyon Road And Highway 40

County/Community Planning Administrator Mike Hyde joined the meeting at 9:14 A.M...

Administrator Hyde stated that Duchesne Land has asked that a decision not be made today because they were unable to attend today's meeting and asked that it be on next week's agenda. Coyote Canyon Road comes off of Highway 40. The County approved Phase 5 of Duchesne Mini Ranches five years ago. The Planning Commission and County Commission said that before any work could begin, they had to acquire a right of way to their development via Coyote Canyon Road and improve the road to Class B Road standards. This right of way was deeded as a public road, but the access to the highway has not been improved to Class B standards. The Utah Department of Transportation (UDOT) wants a traffic study done on this intersection to determine if future development is going to require a turning lane or accelerating/decelerating lanes. We asked the Steed's to get the traffic study done but the Steeds feel that the County should commission the study. We have set \$8,100 in a fund from the building permits issued within Utah Mini Ranches and Duchesne Mini Ranches to improve access at their Highway 40 intersections. They are the ones who are generating the traffic and should be responsible for the study, but the County could expend up to \$8,100 towards the traffic study. The question now is who is going to commission the study. Administrator Hyde stated that he has prepared an RFP to send out and see who replies, this way we can find out what the costs are to do a study. We would assume that the Steed's should do it since it's their development. Commissioner Wood stated that the developer is causing the impact and should be responsible for conducting the study. *This agenda item was postponed by general consent.*

Discussion Of A Draft Letter In Support Of H.R. 1526

Administrator Hyde stated that the Commission received an email from Bob Weidner last week regarding this bill. The purpose of the bill is to set aside some lands on the National Forest for generating revenue. It also tries to limit environment lawsuits by posting bonds to help prevent litigation.

Deputy County Attorney's Grant Charles & Tyler Allred joined the meeting at 9:30 A.M...

Commissioner Wood stated that the letter looks good; we appreciate you getting this ready. Chairman Winterton agreed.

Consideration Of Vouchers

Deputy Clerk Auditor Connie Sweat joined the meeting at 9:34 A.M...

The commission reviewed voucher # 125827 through #125879 dated September 3, *Combined Working & Regular Commission Meeting September 9, 2013*

2013, in the amount of three hundred sixty eight thousand six hundred forty nine dollars and ninety cents (\$368,649.90) as presented by the Clerk Auditor's Office. The commission also reviewed vouchers # 125880 through 125941 dated September 9, 2013, in the amount of eighty five thousand six hundred forty six dollars and twenty cents (\$85,646.20) as presented by the Clerk Auditor's Office. *Commissioner Wood motioned to approve the vouchers as presented by the Clerk Auditor's Office. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of A Business License Application For CK Lawn Care

Deputy Clerk Sweat stated that this is a lawn care business. *Commissioner Wood motioned to approve the business license application as presented. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of A Business License Application For Hurleystein Property Management

Deputy Clerk Sweat stated that this is a property management company that rents properties. *Commissioner Wood motioned to approve the business license application as presented. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of A Business License Application For SST Energy Corp

Deputy Clerk Sweat stated that this is an oil and gas drilling company from Casper, Wyoming. *Commissioner Wood motioned to approve the business license application as presented. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of A Business License Application For Zubiata' Construction, LLC

Deputy Clerk Sweat stated that this is a construction company and a general contractor for residential building. *Commissioner Wood motioned to approve the business license application as presented. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of Bids For The Duchesne County Church Camp Fire Emergency Watershed Project (EWP)

Chairman Winterton stated that these bid proposals were done by Jones & DeMille Engineering who opened them last week and recommended awarding the bid to TNT General Contractors from Santaquin, Utah. The funding is from NRCS, so the individual property owners are entitled to apply for this money with a 25% match. *Commissioner Wood moved to approve the bid to TNT Contractors in the amount of two hundred seven thousand five hundred seventy dollars (\$207,570.00). Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.*

Consideration Of Minutes For Combined Commission Meeting Held August 12, 2013

Commissioner Wood motioned to approve the minutes with the necessary changes. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.

Consideration Of Minutes For Special Commission Meeting Held August 26, 2013

Commissioner Wood motioned to approve the minutes with the necessary changes. Chairman Winterton seconded the motion. Both commissioners voted aye and the motion passed.

Update From Human Resources Services Selection Committee

Attorney Charles stated that the selection commission met to review the RFP's for the HR position. We went through the scoring process and the recommendation from the committee is HR Connections with a few things left open to negotiate such as a cap on how much can be spent. It was unclear on the housing and travel, so we need clarification. If we can't work these things out, we will be back to square one. If the Commission doesn't like the proposal, you can advertise for an in-house position or send out the RFP again.

Consideration Of A Request From The IT Department For Revitalization Funds

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No discussion was held.

Entered recess at 9:57 A.M...

Re-entered Combined Commission Meeting at 10:14 A.M...

Commission Calendaring

Human Resource/Personnel Department Update

Lisa Henrie with HR Connections joined the meeting at 10:33 A.M...

Ms. Henrie stated that she has been on top of all of the recruiting. There was a second round of drug screens to make sure we are on track for a drug free workplace. There are three positions currently open at the Sheriff's Office. There will be a 9-11 event for the community. Managers training will be held soon. We have established a Wellness Committee. All of the files in the HR/Personnel Office are up to date with all documents and paperwork being current. All forms are available online and outside of her office door. Benefits are available to view online. Open enrollment will take place in November. A newsletter has been established. Sexual Harassment and Diversity Training was held and signs are posted in the building. Employee job descriptions are coming along. We need to start scanning personnel files.

Closed Meeting –

Commissioner Wood moved to go into and out of closed session for the purpose of discussing personnel issues at 10:41 A.M. Commissioner Wood seconded the motion. All commissioners voted aye and the motion passed. Assistant Casper was excused from the meeting.

-Re-entered Combined Commission Meeting at 12:38P.M... Assistant Casper re-joined the meeting at 12:38 P.M...

Consideration To Take Action Discussed Under Closed Meeting

No action was necessary.

Adjourn

Chairman Winterton adjourned the meeting at 12:38 P.M.

Read and approved this 16th day of September 2013.

Ronald Winterton
Commission Chairman

Diane Freston
Clerk/Auditor

Minutes of meeting prepared by BobbiJo Casper _____