

**MINUTES** of the work session of the Uintah County Commission held **November 27, 2023** in the Commission Conference Room of the Uintah County Building at 152 East 100 North, Vernal, Utah. Meeting commenced at 9:02 a.m.

**PARTICIPANTS:** Commissioners Sonja Norton, John Laursen, and Brad Horrocks.

**ATTENDANCE:** Mike Wilkins, Mike Cook, Kylyn Beatty, Steve Labrum, Paul Chacon, Jon Stearmer, Willis LeFevre, Jess Hermann, Rick May, Wendi Long, Deanna Nyberg, Sam Passey, Barbara Simper and Brenda McDonald.

Minutes recorded by Tai Duncan.

**WELCOME:** Commissioner Horrocks welcomed everyone to the meeting.

**1. SNOW GROOMING COOPERATIVE AGREEMENT** between Utah Division of Outdoor Recreation and Uintah County – Mike Cook, Trails, began the discussion. The Outdoor Recreation office has asked the County to take the responsibility of scheduling snow grooming rather than State Parks. The first version of the agreement was reviewed by Jon Stearmer, Deputy County Attorney, and the recommended minor changes were addressed. The newest version does not have any recommended changes. Mike and Jess Hermann, Facilities, have discussed the agreement. Jess' department is set to schedule and they are coming up with ways to do the scheduling and how to manage the grooming. Jess attended a meeting with the State and talked to his crew, between the seven of them, they can all take a shift once every week or every other week without it being overwhelming. They will need to be trained. They all seemed to be excited. In the past, most of the trail grooming has been done by volunteers and they will continue to utilize said volunteers. State Parks and the Forest Service have trained individuals as well. The Weed Department has also been trained as this is their slow season. There are four different routes. Mike Cook will be the lead and Trenton Cotter will be the Assistant Lead. The volunteers will be scheduled and they intend to include a GPS so if they run into trouble they can get ahold of someone. Mike added the goal is to encourage the use of the trails by visitors. We can boost our economy by making this a destination. Up until last year, while we went through the drought, there was little to groom; last year, they couldn't keep up. The public is already asking about it. They will check in with dispatch when they start and finish to ensure everyone is safe. Mike will look into a GPS. No one will be sent to do the grooming until they are fully prepared. Mike Wilkins, Clerk-Auditor, wanted to clarify these snow groomers were all volunteers and not on County time. Mike responded some are volunteers and some are County employees being paid for their time. Mike Wilkins was concerned that if this task was made part of their daily duties, volunteers would want paid and the cost would continue to increase. Commissioner Horrocks agreed. Volunteers would be the best method. Jess also agreed. Mike noted the previous Commissioners were comfortable with paying County employees to run the snow cat. Commissioner Norton asked about reimbursements. Mike responded the County is reimbursed for fuel and maintenance costs but not man hours. She felt if we were going to pay County employees then we should also be getting reimbursed, especially if they have to be trained and certified. Mike also noted the training is simple and the individual has to run with a certified person five times; he has been doing the training. Commissioner Norton also expressed concern with the liability. Even volunteers have some liability concerns. Mike Wilkins added the volunteers are covered via workman's compensation. Mike noted State Parks maintains the snow cat; the contract states we will do some maintenance but we do little more than check the oil. Commissioner Laursen noted he didn't know we have ever paid an individual to operate the snow cat and groom the trails; State Parks used to do it all with volunteers. Mike noted State Parks intends on participating with the grooming as well. The Commissioners agreed, with the budget situation the way it is, we should not be paying individuals to operate the machine; volunteers are sufficient. Steve Labrum, Sheriff, noted they could also consider the OHV, Law Enforcement division. OHV registrations pay for this agreement. Commissioner Norton asked if the agreement has an effective date. Mike noted the agreement says five years from the date of the last signature. She would prefer a hard date and also expressed concern that this would come forward in five years in the middle of winter. It would be best to have a hard date so the agreement can be addressed before winter starts so we are prepared. Jon indicated we could add a date of October 31<sup>st</sup> so negotiations could be done in October before the season begins. The County will do the scheduling of the volunteers. Paul Chacon asked if

cross-country skiers used the trails. Mike responded they can and many do. The snow cat is wider than a cross-country groomer but they are welcome to use it.

**3. SUNRISE ENGINEERING AGREEMENT** for developing flood control monitoring recommendations for the Highline and Upper Canal channels – Matt Cazier, Community Development, was unable to attend so Deanna Nyberg presented in his place. This is an agreement with Sunrise Engineering to develop a flood control monitoring system of Ashley Upper and High Line canals. The work will cost \$3,000. It has been discussed to take it out of flood control funds. There is already an agreement for the crossings, this is different. The plan is for them to see what needs to be done. Mike Wilkins asked if this was a one-time expense or ongoing. Commissioner Horrocks thought it was a one-time expense to review and then when they determine what is needed, we will know what expenses will be needed. Jon added they are developing a maintenance plan for the canals and we will have to see what the plan is and what services are required after that.

**4. BASIN ACRES** – final plat approval for a subdivision on property owned by Savage Land Development LLC at 1929 S Vernal Ave, Vernal; serial number 05:106:0060 and property owned by Edgar F Lacayo at 2021 S Vernal Ave, Vernal; serial number 05:106:0061 – Matt Cazier, Community Development, also presented by Deanna.

This is the final plat approval for the subdivision. Normally, these won't come to the Commission for approval but they started the process before that code was changed. Everything is complete except for the original bond letter, though that has been received via email. This will be presented in the meeting tomorrow for approval and signature and then it will be held until the original bond letter is received. This subdivision is by the cemetery. Commissioner Norton asked if they addressed the water concerns as it is such a high water table. Deanna noted it has been discussed in the meetings and is typically controlled with the building permits as far as engineering. She was not part of the discussion so she did not have additional information. Commissioner Norton was told drains were put in and then told years later that they were not. It would be nice to have this clarified. Deanna will look into that for tomorrow's meeting. Wendi Long, Treasurer, asked if there were water connections for this subdivision and Deanna responded they did have connections, this was done before there was a moratorium on water connections.

**5. SITLA OFFICE SPACE LEASE AGREEMENT AMENDMENT #3** – Jess Hermann, Facilities  
SITLA already rents some space, 720 square feet, across the hall from Human Resources on the 4<sup>th</sup> floor of the south building. They would like to rent two more offices down the half stairs on the 3<sup>rd</sup> floor. The cost would change from \$1,100 per month to \$2,000 per month. Jon helped write the agreement.

**6. OPIOID CLINICIAN CLINICAL HOURS AGREEMENT** – Steve Labrum, Sheriff  
When Kyn Beatty was hired for this position, they assumed she could report her own post graduate hours but she can't. DOPL, Division of Professional Licensing, requires a supervisor meet with her once a week to complete the final 700 hours of her required 3,000 hours. This supervisor will cost \$100 an hour and will come to the jail once a week to meet with her. They expect this to take less than nine months to finish, up to \$3,600. This will come from OPIOID funding. Commissioner Laursen noted DOPL requires we pay for it and she can't provide her own funding.

**7. UTAH COMMISSION ON CRIMINAL AND JUVENILE JUSTICE DATA SHARING MEMORANDUM OF UNDERSTANDING** – Steve Labrum, Sheriff

The Commission on Criminal and Juvenile Justice, CCJJ, requires extensive reporting from the jail. The Legislature made it possible for jails across the state to share information, allowing access to Spillman in order to meet these reporting requirements. These reports are extensive and take a lot of time. It would be preferred if we could give them access to the data to pull up the reports they need. Rick May, IT, would need to be involved in the access. Commissioner Laursen asked if there would be a cost for them to have access. Steve assumed they would probably have their own account but would need the necessary access. Rick expressed concern with the multi-jurisdiction information in the system; other agencies would also need an MOU to share data. Rick would have to review if it is possible to restrict them to Uintah County. Steve did clarify the data they need is strictly for the jail. If they wanted arrest

information from the other departments, they would have to discuss it with them. Rick said he should be able to offer an account with the necessary permissions to access what they need, such as a super user. Jon suggested he do that and if there are issues or if other access is needed, they can be addressed as they come forward. This is going on statewide so Steve didn't see other agencies not approving similar data share agreements, there are several that already have them in place. They are looking for jail specific data such as deaths, transports, number of inmates, length of stay, etc.

**2. MUSEUM GENERAL OPERATING SUPPORT GRANT – Sam Passey, Library**

The State has approved a grant for \$10,000 for the Library for things like utilities and general maintenance and supplies. We are extremely thankful to the State for these opportunities. We have until June 30, 2024 to spend the funds. This is a grant we apply for, it is competitive and we may not always receive it. We have been successful recently. A State audit recently slowed down the process; we should have received the funds in July. This will pay for about a fourth of the budget to operate the Museum, outside of staffing.

**9. CLOSED SESSION** for the purpose of discussing the character and professional competence of an individual.

*At 9:33 am, Commissioner Norton moved to go into Closed Session for the purpose of discussing the character and professional competence of an individual in the small conference room and when discussion is complete, reconvene back to Commission meeting to adjourn. Commissioner Laursen seconded. Motion passed unanimously.*

Closed Session began at approximately 9:45 am.

**ADJOURN:** The meeting adjourned at approximately 10:06 a.m.

  
BRAD HORROCKS, CHAIR

  
MICHAEL W. WILKINS, CLERK – AUDITOR

