



BOARD OF COMMISSIONERS MEETING

**117 South Main Street, Monticello, Utah 84535. Commission Chambers
August 06, 2024, at 11:00 AM**

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: <https://www.utah.gov/pmn/files/1153681.MP3>

VIDEO: <https://www.youtube.com/watch?v=NTYuNIhDTKc>

CALL TO ORDER

Time Stamp 0:00:07 audio

Commission Chair Jaime Harvey called the meeting to order at 11:04 am.

ROLL CALL

Time Stamp 0:00:20 audio

PRESENT

Commission Chair Jaime Harvey
Commission Vice Chair Silvia Stubbs
Commissioner Bruce Adams

STAFF

Mack McDonald, Chief Administrative Officer (CAO)
Lyman W. Duncan, Clerk/Auditor
Brittany Ivins, County Attorney
Mitch Maughan, Assistant County Attorney

INVOCATION

Time Stamp 0:00:45 audio

Jon Haderlie, audit partner with Larson & Company, offered the prayer.

PLEDGE OF ALLEGIANCE

Time Stamp 0:02:00 audio

Commission Chair Harvey led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:02:35 audio

Commission Chair Harvey asked the commissioners if there were any conflicts of interest with today's agenda. All three confirmed there were no conflicts.

PUBLIC COMMENT

*Public comments will be accepted through the following Zoom Meet link
<https://us02web.zoom.us/j/82171709527> Meeting ID: 821 7170 9527 One tap
mobile+16699006833,,82171709527# US (San Jose)*

There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

Time Stamp 0:03:05 audio

Mack presented the public comment portion of the commission meeting. He stated that no one raised their hand online or signed up on the sheet in the commission chambers.

CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator

The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.

Time Stamp 0:03:35 audio & 0:00:05 video

Mack presented the consent agenda for the commission to review and approve.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.

Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

1. Approval of the Small Purchase of \$2,519.96 for USA Remote Program for the San Juan County Road Department
2. Approval of the July 16, 2024, Board of Commission Meeting Minutes
3. Approval of the July 12, 2024, to August 1, 2024, Check Register

4. Approval of the January to June 2024 First and Second Quarter Financial Statements
5. Approval of the Public Health Emergency and Healthcare Preparedness Programs Contract with Utah Department of Health and Human Services and San Juan County Fiscal Year 2022 Amendment 3
6. Approval of the San Juan County Minimum Performance Standards Contract State with Utah Department of Health and Human Services and San Juan County for State Fiscal Year 2022 Amendment 3. Grant Sunada, Public Health Director
7. Approval of the Re-Appointment of Doug Christensen to the San Juan Health District Board for an Additional Four-Year Term expiring in 2028.
8. Approval of the Appointment of Brad Bunker to a Four-Year Term Expiring in December of 2028 Representing the Monticello Area on the San Juan Water Conservancy District Board.

BUSINESS/ACTION

9. Presentation and Acceptance of the 2023 Fiscal Year Audit Report by Larson and Company, PC. Jon Haderlie, CPA, Partner

Time Stamp 0:06:52 audio & 0:03:22 video

Jon Haderlie, Audit Partner with Larson & Company, presented the 2023 Fiscal Year audit for approval. The opinion was unmodified, which is positive for the county. Jon stressed the strengthening of the internal control procedures within the county accounting structure.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

10. CONSIDERATION AND ADOPTION OF A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS APPOINTING _____ AS THE COUNTY ATTORNEY COMPLETING THE TERM BEING VACATED OFFICIALLY ON AUGUST 16, 2024, BY THE ELECTED COUNTY ATTORNEY BRITTNEY IVINS WHICH TERM EXPIRES DECEMBER 31, 2026. Lyman Duncan, County Clerk/Auditor

Time Stamp 0:29:35 audio & 0:26:05 video

Lyman W. Duncan, Clerk/Auditor, presented the timeline for the replacement for the soon to be vacant county attorney position. Brittany Ivins has resigned effective August 16, 2024. Commissioner Adams motioned for Mitch Maughan to fill the remaining 2 years and four months of the unexpired term.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

11. CONSIDERATION AND ADOPTION OF A RESOLUTION BY THE BOARD OF SAN JUAN COUNTY COMMISSIONERS THAT THE FORM OF AMENDED CAFETERIA PLAN INCLUDING A HEALTH FLEXIBLE SPENDING ACCOUNT AND DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT EFFECTIVE JANUARY 1, 2024, AUTHORIZING A REPRESENTATIVE OF SAN JUAN COUNTY THE ADMINISTRATION OF THE PLAN ONE OR MORE COUNTERPARTS OF THE PLAN.
Crystal Brake, Human Resources Director

Time Stamp 0:35:46 audio & 0:32:16 video

Crystal Brake, HR Director, presented the proposed plan for continuing with the cafeteria plan for the employees' health plan.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

12. Consideration and Approval for the San Juan Children's Justice Center Advisory Board By-Laws. Robert Nieman, Children's Justice Center Director (CJC)

Time Stamp 0:37:28 audio & 0:33:58 video

Robert Nieman, CJC Director, presented the draft Board By-Laws for the commission to review and approve. The final Board By-Laws will be presented in a future commission meeting.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

13. Consideration and Approval to Update the Interlocal Agreement Between San Juan County and Grand County for Trail System in the Region. Elaine Gizler, Economic Development Director

Time Stamp 0:41:18 audio & 01:37:48 video

Mack, CAO, presented the Interlocal agreement for the trail system for the commission to review and approve. The trail system will allow a hiker or cyclist to travel from Spanish Valley to Moab.

Motion made by Commissioner Vice-Chair Stubbs, Seconded by Commissioner Adams.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

14. Consideration and Approval of the Assignment Agreement between San Juan County and Grand County. Elaine Gizler, Economic Development Director

Time Stamp 0:45:55 audio & 0:42:25 video

Mack, CAO, presented the assignment agreement between San Juan & Grand County for the development of the Mud Springs trail system.

Motion made by Commissioner Vice-Chair Stubbs, Seconded by Commissioner Adams.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

15. Consideration and Approval of the Standard Service Provider Contract Between Tri-Hurst Construction and San Juan County to Repair and Replacement of the Roof and Exterior Trim on the County Administration Building. Sam Long, Facilities Maintenance Director

Time Stamp 0:48:27 audio & 0:44:57 video

Sam Long, Facilities Maintenance Director, presented the contract between Tri-Hurst Construction for the replacement of the roof and repair of the building trim.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

16. Consideration and Approval of the Standard Service Provider Contract Between Tri-Hurst Construction and San Juan County for Concrete Replacement at the County Administration Building. Sam Long, Facilities Maintenance Director

Time Stamp 0:49:54 audio & 0:46:24 video

Sam Long, Facilities Director, presented the contract for the concrete repair on the administrative building. The entrances are covered in steel, these will be removed and

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commission Chair Harvey, Commissioner Vice-Chair Stubbs

17. Consideration and Approval of the Standard Service Provider Contract Between Redd Mechanical LLC and San Juan County for Replacement of the Boiler, HVAC Piping, and Domestic Water Piping in the County Administration Building. Sam Long, Facilities Maintenance Director

Time Stamp 0:50:55 audio & 0:47:25 video

Sam Long, Facilities Director, presented the contact with Redd Mechanical, for the replacement of the boiler, hvac piping, and domestic water piping for the administrative building.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

18. Consideration and Approval of a Sole Source Contract between San Juan County and Lyle Northern Electric, Inc for the Installation of a Back-Up Generator for the County Emergency Operations Center. Tammy Gallegos, Emergency Operations Manager

Time Stamp 0:54:35 audio & 0:51:05 video

Tammy Gallegos, Emergency Operations Manager, presented the contract with Lyle Northern for the commission to review and approve.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

19. Consideration and Approval of the Public Health Emergency and Healthcare Preparedness Programs Contract with Utah Department of Health and Human Services and San Juan County for Fiscal Year 2024 through 2028. Grant Sunada, Public Health Director

Time Stamp 0:55:57 audio & 0:52:27 video

Grant Sunada, Public Health Director, presented the contract with Utah Department of Health for the commission to review and approve. The contract is for \$125,610 and requires a 10% match from the county.

Motion made by Commissioner Vice-Chair Stubbs, Seconded by Commissioner Adams.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

20. Consideration and Approval for the First Supplemental Memorandum of Agreement for Prosecutorial Services Between the Utah Attorney General's Office and San Juan County Attorney's Office. Brittney Ivins, San Juan County Attorney

Time Stamp 1:00:28 audio & 0:56:58 video

Brittany Ivins, County Attorney, presented the agreement with the Utah Attorney General's Office (for help with an additional murder case).

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commission Chair Harvey, Commissioner Vice-Chair Stubbs

21. Consideration and Approval of the Certified Local Government Grant Contract for year 2024-2024 with the State of Utah Department of Culture and Community Engagement and San Juan County for a Structural Assessment and Possible Repairs to the St. Christopher's Mission's Historic Clinic Program. Mack McDonald, Chief Administrative Officer

Time Stamp 1:03:35 audio & 1:00:05 video

Mack presented the contract for a structural assessment for the St Christopher's Mission's clinic program.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

22. Consideration and Approval for the Competitive Grant Award Between San Juan County and the State of Utah, Department of Public Safety, Bureau of Emergency Medical Services for \$84,105 for the County EMS Program. Mack McDonald, Chief Administrative Officer

Time Stamp 1:07:28 audio & 1:03:58 video

Mack presented the grant award between the State of Utah EMS program and San Juan County. Mack stated that additional paramedics are needed within the county and the grant will help provide EMS education for the prospective applicants.

Motion made by Commissioner Vice-Chair Stubbs, Seconded by Commissioner Adams.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

23. Consideration and Approval for the Merchant Account Agreement between Select Bankcard, Mission Valley Bank, FFB Bank and San Juan County. Mack McDonald, Chief Administrative Officer

Time Stamp 1:13:20 audio & 1:09:50 video

Mack presented the merchant account agreement for the commission to review and approve. The contract relates to JCI Billing (JCI bills on behalf of the county EMS). The agreement allows for the establishment of a way for patients to pay online.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.
Voting Yea: Commissioner Adams, Commission Chair Harvey, Commissioner Vice-Chair Stubbs

COMMISSION REPORTS

Time Stamp 1:16:47 audio & 1:13:17 video

Commission Vice Chair Stubbs spoke of traveling to Navajo Mountain and then to Monument Valley for the groundbreaking of the new USU campus building. She will be attending the Seven County Coalition meeting this week. She will also be at the county fair.

Commissioner Adams spoke about the trip to Louisville for the annual UCIP training. He will also be attending the events at the county fair.

Commission Chair Harvey met recently with the Navajo Nation Fire Department. The conversation focused on testing the waters to see if they were interested in taking over the county fire assets in Monument Valley. They will meet again in the next few weeks. He also met with the Navajo Nation Transportation department in Tsibinii, NM. The Nation is considering paying for the past-due services provided by San Juan County Roads department over the past three or four years. They will meet again in October. He has been attending meetings with the Public Health Department. Commissioner Harvey will be attending the Bears Ears Advisory Committee this Thursday. The chapters in Utah are having their monthly meetings and he will be attending each of them.

EXECUTIVE SESSION

Time Stamp 1:41:40 audio

24. Make a Motion to Enter Into A Closed Executive Session to Discuss The Character, Professional Competence, or Physical or Mental Health of an Individual As Permitted Under UCA 52-4-205.

Motion by Commissioner Adams, Seconded by Commission Vice Chair Stubbs.

ADJOURNMENT

Time 2:25 pm.

Motion by Commissioner Adams, Seconded by Commission Vice Chair Stubbs.

The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session, if necessary, for reasons permitted under UCA 52-4-205

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

APPROVED: _____

San Juan County Board of County Commissioners

DATE: 8/20/24

ATTEST: _____

San Juan County Clerk/Auditor

DATE: 8/20/24