



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
August 05, 2025, 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/1312545.mp3>

<https://www.utah.gov/pmn/files/1312547.mp3>

<https://www.utah.gov/pmn/files/1312549.mp3>

VIDEO: <https://www.youtube.com/watch?v=pdKGmi0BRCE>

CALL TO ORDER

Time Stamp 0:00:04 (audio-1st file) & 0:01:45 (video)

Commission Chair Silvia Stubbs called the meeting to order at 11:02 a.m.

ROLL CALL

Time Stamp 0:00:13 (audio-1st file) & 0:01:54 (video)

Commission Chair Stubbs called for attendance:

PRESENT

Silvia Stubbs, Commission Chair

Laurie Maughan, Commission Vice-Chair

Jamie Harvey, Commissioner

STAFF

Mack McDonald, County Administrative Officer (CAO)

Lyman W. Duncan, County Clerk/Auditor

Jens Nielsen, Deputy County Attorney

INVOCATION

Time Stamp 0:00:22 (audio 1st file) & 0:02:03 (video)

Shanon Brooks, resident of Monticello, offered the invocation to open the commission meeting.

PLEDGE OF ALLEGIANCE

Time Stamp 0:01:06 (audio-1st file) & 0:02:47 (video)

Lyman Duncan, resident of Monticello, led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:01:37 (audio-1st file) & 0:3:18 (video)

Commission Chair Stubbs asked each commissioner if they had any conflicts of interest with today's agenda. Commission Chair Stubbs and Commissioner Harvey affirmed they did not have any conflicts of interest with the agenda items. Commission Vice-Chair Maughan stated she had a conflict of interest with Consent Agenda #8.

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meet link

<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile +13462487799,,88279631170# US (Houston)

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 0:02:19 (audio-1st file) & 0:04:00 (video)

Mack presented the Public Comment portion of the meeting. He checked the sign-up sheet for anyone in attendance, and then he asked if there were any online participants who might want to give their comments.

Shanon Brooks, resident of Monticello, asked for a lengthening of time for public comment from 3 to 5 minutes. He talked about the planning & zoning documents and the processes involved within the document, by the public, the P & Z Commission, and the Commissioners.

Marjorie Haun, resident of Old La Sal, is concerned about the planning and zoning administrator and her actions. She feels there is dishonesty in the department, particularly with the communication process with the public.

Conner Simmons, resident of Spanish Valley, has had ongoing issues with the zoning of his Glamping campground. He has been waiting for a rezone of his property for two years by the planning department.

Trent Herring, City Manager for Blanding City, expressed concerns regarding the proposed rates for the landfill. He feels the rate increase will increase public dumping into rural areas. He requests that the fee increase be delayed until July 2026.

Daniel, local resident, has concerns with the proposed zoning ordinance. He feels that it is too rushed and that we should address the General Plan document first. He then gave the remaining part of his three (3) minutes to Marjorie Haun.

Dave yielded his time to Conner Simmons. Conner continued expressing his concerns about the P & Z Administrator and the meetings.

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 0:27:20 (audio-1st file) & 0:29:01 (video)

Mack presented the Consent Agenda for the Commission to review and approve. Jens Nielson, Deputy County Attorney, recommended that the minutes regarding the Sky Ranch airport be removed from the Minutes until the Judge rules on the case for the July 1, 2025, Commission Meeting Minutes.

Commission Chair Stubbs has concerns with the June 3, 2025, minutes which has her listed as the Commission Chair and Commission Maughan has the same title. She also stated there were several spelling errors within the minutes. She will work with Lyman for these corrections.

Motion for items #1,2,3

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

Motion to approve #4

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

Motion to Table #5 until the information submission to the courts occurs.

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

Motion to approve #6,7,8,9

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

Motion to approve #10, with discussion. The contract increases funding for Type 2 diabetes and heart treatment.

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

Motion to approve #11, with clarification on Amendment #2 for WIC Services. Commission Harvey asked about WIC Services for Montezuma Creek, Mexican Water, Mexican Hat, and Oljeto.

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

Motion for #12 & 13 with questions on #12 - HIV Contract with the state of Utah. Commissioner Harvey asked about the Public Health Emergency Preparedness Plan. He is concerned about the transport of uranium throughout the county. He wants the Public Health Department to have a plan in place if a transport spill/accident occurs.

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

Motion for #14

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

For items # 15,16,17,18, there were comments on the Sharps Survey within the schools. Commissioner Harvey is focused on keeping the parents aware of drug, alcohol, and tobacco abuse. He mentioned the use of ceremonial tobacco, but he is more concerned with the recreational use of tobacco.

Time Stamp 0:00:08 (audio-2nd file) & 1:09:52 (video)

Rebecca Benally, Public Health manager, spoke about the different types of funding available from the State of Utah and other entities.

Motion to approve #15,16,17,18

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

Motion to approve #19

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

Motion to approve #20, with questions. Commissioner Harvey is grateful for the Legal Services program which is available to county residents. He is concerned with elder abuse and how issues are worked out between the two legal jurisdictions.

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

Motion to approve #21- 29, and #30.

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

1. Approval of \$75,059.75 in Small Purchases; \$1,723.56 for Dell Pro Laptop for the Blanding Library, \$2,030.66 for Condenser Case for Landfill, \$2,449 for Cab and Chassis Ford Power Stroke, \$2,118.53 for Reman Electronic Control Module, \$43,800 for Galvanized CMP,

\$12,890 for Straight Blade, \$1,549 for RotoMaster Turbocharger, \$8,499 for Transmission for Ram 2500 Cab for Landfill and Core Charge for the San Juan County Road Department

2. Approval of the June 3, 2025, Commission Work Session Meeting Minutes
3. Approval of June 17, 2025, Commission Meeting Minutes
4. Approval of the July 1, 2025, Commission Work Meeting Minutes
5. Approval of July 1, 2025, Commission Meeting Minutes
6. Approval of the Check Registers for July 1 through 31, 2025
7. Approval of a Single Event Permit Local Consent for Doug's Barbeque on August 9th, 2025, Pecos Conference
8. Approval of the Independent Contractor Agreement with Linda Lewis for the 2025 Election Services Contract
9. Approval of the Appointment of Dr. Leslie McNaughtan to the San Juan Counseling Board for a 4-Year Term
10. Approval of the San Juan Health Department Community and Clinical Interventions Contract between San Juan County and the State of Utah Department of Health and Human Services, Amendment 4
11. Approval of the Local Health Department's Women, Infant and Children WIC Program Contract between San Juan County and the State of Utah Department of Health and Human Services, Amendment 1
12. Approval of the San Juan County 2023 HIV Prevention Contract between San Juan County and the State of Utah Department of Health and Human Services, Amendment 4
13. Approval of the San Juan County Minimum Performance Standards Contract between San Juan County and the Utah Department of Health and Human Services for State Fiscal Year 2022 Amendment 4
14. Approval of the Public Health Emergency and Healthcare Preparedness Programs FY 24-28 Contract between San Juan County and the State of Utah Department of Health and Human Services, Amendment 1
15. Approval of the Interlocal Agreement for E-Cigarette, Tobacco & Other Drug Prevention between San Juan County and San Juan School District for the Albert R. Lyman Middle School, Amendment 2
16. Approval of the Interlocal Agreement for E-Cigarette, Tobacco & Other Drug Prevention between San Juan County and The Hozho'Go Lina 365 Program for the Utah Navajo Health System Amendment 2
17. Approval of the Interlocal Agreement between San Juan County and Utah State University Extension for E-Cigarette, Marijuana, and Other Drug Prevention Amendment 2

18. Approval of the Interlocal Cooperation Agreement for Community-Based E-Cigarette, Tobacco & Other Drug Prevention between San Juan County Utah and Drug Safe Utah Education Amendment 2
19. Approval of the Amendment of the Utah Department of Transportation Aeronautical Operations Division Grant Agreement for \$206,476 for Crack Sealing the Cal Black Airport Apron
20. Approval of the Annual Agreement between Utah Legal Services Inc. and San Juan County to Provide Legal Assistance to the Elderly Population of San Juan County
21. Ratification of the Memorandum of Understanding between Seekhaven and San Juan County
22. Ratification of the Notice of Award to Kilgore Companies, LLC dba LeGrand Johnson for the Cal Black Airport for Construct Taxilane and Rehabilitate Airport Access Road Project for \$1,902,222 in Construction Costs
23. Ratification of the Comment Letter on United States Department of Agriculture Forest Services on the Monticello City Culinary Water Improvement Project
24. Ratification of the Comment Letter on United States Department of Agriculture Forest Services on the Peters Point Habitat Improvement
25. Ratification of the 2025 Declaration of Emergency for the Deer Creek Fire
26. Consideration and Approval of the Standard Operating Guideline for the Emergency Medical Services.
27. Approval of the 2025 Interlocal Cooperation Agreement between Blanding City and San Juan County for the General Election Services.
28. Approval of the 2025 Interlocal Cooperation Agreement between the City of Monticello and San Juan County for the General Election Services.
29. Approval of the 2025 Interlocal Cooperation Agreement between the Town of Bluff and San Juan County for the General Election Services.
30. Approval of the Amendment No. 2 between Cheryl Luke and San Juan County for Administrative Law Judge Services.

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

31. Deer Creek Fire Update. Tammy Gallegos, Emergency Manager

Time Stamp 0:20:05 (audio-2nd file) & 1:29:49 (video)

Tammy Gallegos, Emergency Preparedness Director, presented an update on the Deer Creek Fire. The fire started on July 10th. The fire burned thousands of acres. The fire is 95% contained, but several hot spots are still burning. Donation management became an issue because so many people wanted to help, but eventually, the process worked itself out.

32. Consideration and Approval of the 2025 2nd Quarter Financial Report for Board of Commission. Lyman Duncan, County Clerk/Auditor

Time Stamp 0:51:28 (audio-2nd file) & 2:01:12 (video)

Lyman presented the Financial Statements for June 30, 2025 (2nd Quarter) for the commission to review.

33. Discussion Regarding the General Plan Request for Proposal. Mitch Maughan, San Juan County Attorney

Time Stamp 0:57:28 (audio-2nd file) & 2:06:17 (video)

Commission Chair Stubbs reviewed the Planning & Zoning and Commission meetings over the last few months. She asked Jens Nielson, Deputy County Attorney, about Johnny Miller and his training for the commissioners regarding the rules of order and meeting governance from an earlier meeting this summer. The existing governance ordinance for the commission was passed in 2019.

Jens reviewed the last commission meeting where the General Plan and the Land Use Plan were discussed at length. Jens felt several members from the audience made inappropriate comments towards county employees in the Public Comment portion of today's meeting. The commission asked several questions regarding the General Plan. Mack suggested the general plan be assigned to him, and he will invite state resources to join in.

Commissioner Harvey asked Jens to share additional information with his proposed request for guiding (attorney's office & planning & zoning departments) the General Plan. Jens stated that he wants to send out a proposal to identify someone who can help with the General and Land Use Plan. Commission Vice-Chair Maughan wants the proposal to be sent out to the public to gauge their interest. Mack has available resources with the SE Utah Watershed District. Commission Vice-Chair Maughan wants to push the process forward by using state resources and for the commission to meet with key external players before the next Commission Meeting.

34. Consideration and Discussion of the Fee Adjustments for Litter Cleanup Amendments in Accordance with Utah State H.B. 53 to be Presented August 19, 2025, Public Hearing. Jed Tate, Landfill Manager

Time Stamp 2:15:50 (audio-2nd file) & 3:25:34 (video)

Jed Tate, Landfill Manager, presented the recently passed law regarding the Litter Fee Adjustments for the commission to review. Jed reviewed the proposed litter fee changes and gave a history of the Litter Cleanup Amendments.

BUSINESS/ACTION

35. Consideration and Approval of the New Building for the Children's Justice Center. Robert Nieman, Children's Justice Center Director

Time Stamp 0:13:45 (audio-3rd file) & 3:43:49 (video)

Robert Nieman, Children's Justice Center Director, presented the new building plans for the commission to review and approve.

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

36. Consideration and Approval of the Planning and Zoning Amendment Application to proceed with a Zone Change Request in Blanding City. Samuel Long, Facilities Maintenance

Time Stamp 0:38:47 (audio-3rd file) & 4:08:51 (video)

Sam Long, Facilities Maintenance Director, presented the EMS rezone request for the property which the Children's Justice Center will be built upon.

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

37. Consideration and Approval of the Letter of Agency regarding to San Juan County Library System Participation in the E-rate Utah Education and Telehealth Network Consortium. Nicole Perkins, Library Director

Time Stamp 0:41:57 (audio-3rd file) & 4:12:01 (video)

Nicole Perkins, Library Director, presented the Letter of Agency for the Commission to review and approve.

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

38. Consideration and Approval of the Letter of Support for SPEAR/San Juan ATV Safari OHV Grant Application. Nick Sandberg, Public Lands Coordinator

Time Stamp 0:44:20 (audio-3rd file) & 4:14:04 (video)

Nick Sandberg, Public Lands Coordinator, presented the Letter of Support for the Commission to review and approve.

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

39. Consideration and Approval of the Lisbon Valley Mine Road Clause Letter. Nick Sandberg, Public Lands Coordinator

Time Stamp 0:54:07 (audio-3rd file) & 4:23:10 (video)

Nick Sandberg, Public Lands Coordinator, presented the Lisbon Valley Mine Road Clause letter for the Commission to review and approve. He stated the Lisbon Valley Mine Company wants to expand their boundaries, and in doing so, they might affect the county roads. If so, an alternative route must become available.

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

40. Consideration and Approval of the America250 Utah Memorandum of Understanding between America250 Utah Commission and San Juan County. Talia Hansen, Economic Development Director

Time Stamp 0:57:15 (audio-3rd file) & 4:26:18 (video)

Talia Hansen, Economic Development Director, presented the MOU with America250 Utah Commission for the Commission to review and approve.

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

41. Consideration and Approval of the \$50,000 Subgrant Agreement between the National Association of Counties Research Foundation and San Juan County to participate in the Rural Leaders for Economic Mobility Initiative. Talia Hansen, Economic Development Manager

Time Stamp 1:02:57 (audio-3rd file) & 4:33:01 (video)

Talia Hansen, Economic Development Manager, presented the Subgrant with the National Association of Counties Research Foundation for the commission to review and approve.

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

42. Consideration and Approval of the Subcontract Agreement between Weber State University and San Juan County for the Wildcat MicroFund Program. Talia Hansen, Economic Development Manager

Time Stamp 1:11:03 (audio-3rd file) & 4:42:53 (video)

Talia Hansen, Economic Development Manager, presented the Subgrant Agreement with Weber State University for the Commission to review and approve.

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

43. Consideration and Approval of the 2025 Certified Property Tax Rate & Values. Lyman Duncan, County Clerk/Auditor

Time Stamp 1:15:14 (audio-3rd file) & 4:45:18 (video)

Lyman Duncan, County Clerk/Auditor, presented the Certified Property Tax Rate & Values for the Commission to review and approve.

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

44. Consideration and Approval of the Development Agreement Between San Juan County and Elan Spanish Valley Estates, LLC for the Development of 48.81 Acres and Up To 192 Single-Family, Duplex, and Live/Work/Play Townhomes in Spanish Valley. Mack McDonald, Chief Administrative Officer.

Time Stamp 0:39:22 (audio-2nd file) & 1:49:12 (video)

Mack McDonald, County Administrative Officer, presented the Development Agreement with Elan Spanish Valley Estates, LLC for the Commission to review and approve. Dana Farmer, Project Manager, expressed his gratitude for Jens, Kristin, the commission and others who helped bring the project to this point.

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

45. Consideration and Approval of the U.S. Department of Transportation's Federal Aviation Administration Grant Agreement for \$444,000 for Rehabilitation of the Access Road and to Construct an Upgraded Taxilane at the Cal Black Airport. Mack McDonald, Chief Administrative Officer

Time Stamp 1:22:20 (audio-3rd file) & 4:52:24 (video)

Mack McDonald, County Administrative Officer, presented the U.S. Department of Transportation's Federal Aviation Administration Agreement for the commission to review and approve.

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

46. Consideration and Approval of the U.S. Department of Transportation's Federal Aviation Administration Grant Agreement for \$1,869,000 for Rehabilitation of Taxilane at the Cal Black Airport. Mack McDonald, Chief Administrative Officer

Time Stamp 1:31:05 (audio-3rd file) & 5:01:09 (video)

Mack McDonald, County Administrative Officer, presented the U.S. Department of Transportation's Federal Aviation Agreement for rehabilitation of the Cal Black Taxilane for the Commission to review and approve.

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

47. Consideration and Approval of the International City/County Management Association Grant Agreement for \$245,000 for the Senior Mobility Leaders in Government Opportunity. Mack McDonald, Chief Administrative Officer.

Time Stamp 1:31:37 (audio-3rd file) & 5:01:09 (video)

Mack presented the Grant Agreement for the Senior Mobility Leaders in Government Opportunity.

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

48. CONSIDERATION AND APPROVAL OF A RESOLUTION TO ENCOURAGE AND PROMOTE THE MISSION OF "A BOLDER WAY FORWARD" A STATEWIDE INITIATIVE DEDICATED TO HELPING MORE WOMEN AND GIRLS THRIVE. Mack McDonald, Chief Administrative Officer

Time Stamp 1:39:44 (audio-3rd file) & 5:09:48 (video)

Mack presented the Resolution to Encourage and Promote the Mission of "A BOLDER WAY Forward" Initiative Dedicated to Helping More Women and Girls Thrive.

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

COMMISSION REPORTS

Time Stamp 1:41:01 (audio-3rd file) & 5:11:05 (video)

Motion to Forego Commission reports:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.

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

ADJOURNMENT

Time Stamp 1:43:01 (audio) & 5:13:05 (video)

Motion to Adjourn:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.

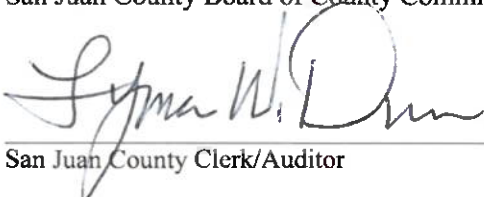
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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: 9/2/25

ATTEST: 
San Juan County Clerk/Auditor

DATE: 9/2/25