



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
November 04, 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/1356639.mp3>

VIDEO: <https://www.youtube.com/watch?v=LcAP9EYecak>

CALL TO ORDER

Time Stamp 0:00:08 (audio) & 0:01:03 (video)

Commissioner Stubbs called the meeting to order at 11:001 am.

ROLL CALL

Time Stamp 0:00:40 (audio) & 0:01:34 (video)

Commission Chair Stubbs called for attendance:

PRESENT

Commission Chair Silvia Stubbs
Commission Vice-Chair Lori Maughan
Commissioner Jamie Harvey

STAFF

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

INVOCATION

Time Stamp 0:00:50 (audio) & 0:01:44 (video)

Lori Maughan, resident of Monticello, offered the opening prayer.

PLEDGE OF ALLEGIANCE

Time Stamp 0:01:50 (audio) & 0:02:44 (video)

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

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:02:30 (audio) & 0:03:24 (video)

Commission Chair Stubbs asked the commissioner if they had any conflicts of interest with today's agenda.

Each commissioner stated they did not have any conflicts with today's agenda.

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.

As indicated in our Commission Policies and Procedures, the following applies:

Procedure: Orderly procedure requires that each member of the public shall proceed without interruption from the audience and shall retire when their time is up; that all statements shall be addressed to the Commission, and that there be no questioning or argument between individuals.

Questions: After being first recognized by the Chair, Commissioners and staff members may ask questions and make appropriate comments; however, no Commissioner should argue or debate an issue with the petitioner/member of the public.

No Assignment of Time: If there are several speakers on a matter, one person may not assign their time to another in an effort to increase the allowed speaking time. Individual citizens and citizen groups may select a person to make a presentation on their behalf, but each individual's speaking time will be limited to three minutes, subject to the discretion of the Chair or a vote of the Commission.

Orderly Conduct: Citizens attending meetings shall observe rules of propriety, decorum and good conduct. Unauthorized remarks and similar demonstrations shall not be permitted by the Chair who may direct the removal of offenders from the from the meeting.

Time Stamp 0:02:45 (audio) & 0:03:39 (video)

Mack opened the meeting to the public for any comments. He checked the sign-in sheet and then checked online to see if anyone had any comments. No one wanted to offer any public comment.

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 0:03:08 (audio) & 0:04:02 (video)

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

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

1. Approval of the Small Purchase of \$5,252 for Civic Plus Annual Fee for our Website.
2. Ratification of the United States Department of Agriculture for Rural Business Development Grant Program.

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

3. Judicial Nominating Commission for San Juan County Justice Court Judge.

Time Stamp 0:04:39 (audio) & 0:05:32 (video)

Mack presented the information regarding the nomination commission for San Juan County Justice Court Judge. He stated he had received several names over the past two weeks. Commissioner Harvey has several names he wants to offer for consideration. Mitch Maughan asked the county to decide item #6 before we deal with item #3. He recommended individuals from law enforcement, the prosecuting attorney office, and one individual from the Justice Court. Commissioner Harvey spoke about the criminal justice coordination council and their need for data to help make better decisions. Commission Maughan asked about the nominating process and what the next steps are. Jim Peters from the State Judicial Courts gave instructions to the commission regarding their selections. Wyatt Holyoak, Steve Bennett, and Kelly Tracy (4-year term) were the names brought forward by the commission. Mitch will prepare a resolution for Commissioner Stubbs to sign; the resolution will be ratified in the next commission meeting.

BUSINESS/ACTION

4. Consideration and Approval to renew the inter-local agreement between the Grand County Public Library and the San Juan County Library System. Nicole Perkins, Library Director

Time Stamp 0:13:14 (audio) & 0:14:08 (video)

Micaela Wood, Assistant Director for Library Services, presented the inter-local agreement for the commission to review and approve. The contract helps Spanish Valley residents in accessing a much closer library in Moab.

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

5. Consideration and Approval of the Building Inspector Agreement with Monticello City under the Utah Code Annotated 11-13-202.5(3). Mitch Maughan, County Attorney

Time Stamp 0:16:56 (audio) & 0:17:50 (video)

Mitch Maughan, County Attorney, presented the building inspector contract with Monticello City for the commission to review and approve. There were comments offered as to the history of the building inspector agreement, and why the item has been excluded from the commission meeting agendas. Everyone agreed that better communication is needed in the future.

Kaden Kulow, Monticello City Manager, met with Kristen Bushnell (former planning & zoning administrator) and caught up all the back payments owed to the county. He is concerned that the contract is being held up by having so many delays. The commission agreed to hold a future work session meeting to continue ironing out the issues.

No action Taken:

6. Discussion on Combining Justice Court with San Juan County and Monticello City. Mitch Maughan, County Attorney

Time Stamp 0:41:39 (audio) & 0:42:33 (video)

Mitch Maughan, County Attorney, presented the discussion on combining the Justice court with Monticello's Justice Court. He stated with Judge Hazelton's retirement in December, it leaves Monticello City and the San Juan County Justice Court without a Judge. Blanding has their own Justice Court. There was a lengthy discussion concerning the options faced by both entities.

7. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY COMMISSION, STATE OF UTAH, APPOINTING TEMPORARY JUDGES TO THE JUSTICE COURT. Mack McDonald, Chief Administrative Officer

Time Stamp 1:11:02 (audio) & 1:11:56 (video)

Mack presented the names of Kelly Laws, Jon Carpenter, and Donalee Welch-O'Donnal for Justice Court Justices. All are approved for temporary use.

Motion to enter Executive Session:

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

Motion to exit Executive Session:

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

Commissioner Harvey made a motion to select Jon Carpenter.

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

8. Consideration and Approval of the Cal Black Taxiway A Rehabilitation Phase II Engineering, Design and Construction Agreement between San Juan County and Jviation, a Woolpert Company, LLC. Mack McDonald, Chief Administrative Officer

Time Stamp 0:00:06 (audio) & video)

Mack presented the engineering contract with Jviation 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

PUBLIC HEARINGS

9. CONSIDERATION AND APPROVAL OF AN AMENDING ORDINANCE TO ORDINANCE 2024-04A UPDATING THE SAN JUAN COUNTY CONSOLIDATED FEE SCHEDULE IN ACCORDANCE WITH UTAH CODE 17-53-211. Mack McDonald, Chief Administrative Officer

Time Stamp 0:02:18 (audio) & video)

Motion to enter a Public Hearing:

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

To Close Public Hearing:

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

Motion to approve consolidated fee schedule:

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

10. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS ESTABLISHING THE SWORN DEPUTY PAY PLAN FOR THE COUNTY SHERIFF'S OFFICE AND AUTHORIZING THE CORRELATING BUDGET ADJUSTMENTS. Mack McDonald, Chief Administrative Officer

Time Stamp 0:05:40 (audio) & 0:00:00 (video)

Motion to enter Public Hearing:

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

Motion to close Public Hearing:

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

Motion to approve:

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

Commission Chair Stubbs expressed support for the action but is deeply concerned about the additional cost and expense being placed upon the county. She feels there are many departments and employees that want pay increases, but they are concerned with their operating expenses. These employees are concerned about potential increased/denied pay increases for some employees but not others. She asked for the budget process to go forward before enacting the resolution.

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

COMMISSION REPORTS

Time Stamp 0:13:10 (audio) & 0:00:00 (video)

Commissioner Harvey is concerned with the length of the current federal government shutdown, and he asked for the following information to be shared on the county website. He knows that many members of the local communities rely on SNAP benefits. He wanted others to know about the Bluff Food Pantry, which is open on Tuesdays. St. Christopher's Mission also has resources to help with food and other items. The Utah Food Bank has locations in Monument Valley, Montezuma Creek, and Blanding. Utah Navajo Health Systems also is involved in the effort to help residents. He is concerned about the seniors on the Meals on Wheels program.

Commissioner Maughan was out on vacation for the past two weeks. She is working with UDOT on the Mud Springs project.

Commissioner Stubbs was grateful for the Utah Food Bank and for its local warehouses spread throughout the county. The Food Bank helps with all types of food and offers instructions for planning and preparing the food. She attended the Westwater, White Mesa, and the Navajo Mountain meeting. She also stated the Westwater community still wants to receive the removed playground equipment from Monticello once they install their new playground. She has been working with the City of Blanding regarding the Shop Local program. They will sponsor a weekend for locals to shop at their local businesses.

ADJOURNMENT

Time Stamp 0:29;12 (audio) & 0:00:00 (video)

Motion to adjourn:

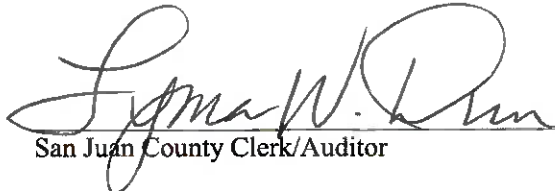
Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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: 12/2/25

ATTEST: 
San Juan County Clerk/Auditor

DATE: 12/2/25