



BOARD OF COMMISSIONERS WORK SESSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
December 16, 2025 at 9:00 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/1367659.MP3>

VIDEO: <https://www.youtube.com/watch?v=82PQ2XzEZJU>

CALL TO ORDER

Time Stamp 0:00:01 (audio) & 0:04:44 (video)

Commission Chair Silvia Stubbs called the meeting to order at 9:04 a.m.

ROLL CALL

Time Stamp 0:00:20 (audio) & 0:05:03 (video)

Commission Chair Silvia Stubbs called for attendance:

PRESENT

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

STAFF

Mack McDonald, County Administrative Officer (CAO)
Lyman W. Duncan, Clerk/Auditor
Jens Nielson, Deputy County Attorney
Talia Hansen, Economic Development Manager
Mitch Maughan, County Attorney
Jens Nielson, Deputy County Attorney
Nicole Perkins, Library Director

PUBLIC

Kaden Kulow, Monticello City Manager
August Granath, GOEO Technical Outreach Manager
Debra McKee, GOEO Outreach Manager

AGENDA ITEMS

1. San Juan County Rural Economic Blueprint, Final Draft Review. August Granath, GOEO Technical Outreach Manager; Debra McKee, GOEO Outreach Manager; Talia Hansen, Economic Development Manager, Center for Rural Development

Time Stamp 0:00:24 (audio) & 0:05:07 (video)

August Granath, Governor's Office of Economic Outreach (GOEO) Technical Outreach Manager, presented his staff (Debra McKee) and gave a brief history of GOEO. He also presented the results of the on-going consulting survey for the county. He presented that the 1st step is the application process, 2nd an initial assessment phase developing community input for the survey, and 3rd, the creation of Strengths, Weakness, Opportunities, and Threats (SWOT) analysis. The results are community driven and can lead to additional grants and services.

August stated that Goal 1 - Retain, expand, and recruit businesses in San Juan County. Goal 2 - Support the development of the local workforce. Goal 3 - Maintain and improve the infrastructure necessary for economic development. Goal 4 - Improve economic development department operations and sustainability. Goal 5 - Implement the San Juan County Economic Blueprint.

Commissioner Harvey felt that many community members are often unaware of the state's functions on plans which affect them. He asks that the information be taken to the seven chapterhouses. He asked that the individuals who produce cultural goods in his commission district be recognized for their contributions to the local culture and to the regional economy.

Talia Hansen, Economic Development manager, thanked Commissioner Harvey for his comments and she stated additional information regarding their economic contributions will be covered in the economic mobility survey report.

Debra McKee, GOEO Outreach Manager, stated that they will bring the "final" copy of the report for the commission to approve in the January 20, 2026, Commission Meeting.

2. Monticello Justice Court Contract Proposal

Time Stamp 0:52:49 (audio) & 0:57:32 (video)

Kaden Kulow, Monticello City Manager, presented the total number of cases handled by the Monticello Justice Court. The state reported the justice court judge worked on 15% of the cases for the Monticello Court. He also reported revenue and expense information for the three quarters of 2025.

Mitch Maughan, County Attorney, reported information from the state regarding the two justice courts. The number of cases 202 cases for the SJ Justice Court, Monticello had 90 cases.

Jens Nielson, Deputy County Attorney, presented the Monticello City Justice Court Review report and the proposed contract related to the merger of the Monticello Justice Court with the county justice court.

Kaden spoke of the city's desire to work with the county. He introduced the percentage split of 65/35 after all operating expenses have been deducted, after additional discussion, the percentage of the net income split was changed to 70/30.

3. Presentation of the 2026 Tentative Budget Proposals

Time Stamp 1:42:51(audio) & 1:47:32 (video)

Commission Chair Maughan asked if we need to meet at another time to give it a thorough review, and the commissioners thought it would be a good idea. Lyman explained some of the budgeting processes that were being changed, specifically, in relation to cost of maintenance allocated to all buildings, rather than a few buildings.

4. Credit Card Use Policy Update Discussion

Time Stamp 1:28:08 (audio) & 1:34:51 (video)

Vicky Kuykendall, Chief Deputy Clerk/Auditor, presented the Credit Card Use Policy. The current policy is outdated. She said that anything underlined in red is to be deleted and anything underlined in blue are new text lines to be added to the policy. There was a lengthy discussion relating to the policy and its impact on the staff.

ADJOURNMENT

Time Stamp 1:52:00 (audio) & 1:56:43 (video)

Motion to Adjourn:

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

Voting Yea: Commission Chair Stubbs, Commissioner Harvey, 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: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____