



BOARD OF COMMISSIONERS WORK SESSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
March 17, 2026 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/1407241.MP3>

VIDEO: <https://www.youtube.com/watch?v=ulCLG2QE8rU>

CALL TO ORDER

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

Commission Chair Lori Maughan called the meeting to order at 9:00 a.m.

ROLL CALL

Time Stamp 0:00:10 (audio) & 0:01:11 (video)

Commission Chair Maughan polled the commissioners for attendance:

PRESENT

Lori Maughan, Commission Chair

Jamie Harvey, Commission Vice-Chair

Silvia Stubbs, Commissioner

STAFF

Mack McDonald, County Administrator

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

AGENDA ITEMS

1. Review and Update of the Commission Policies and Procedures

Time Stamp 0:00:16 (audio) & 0:01:16 (video)

Jens Nielson, Deputy County Attorney, presented the discussion for the commission policy and procedures document for the commission to review. Jens began by giving the history of the

proposed policies and procedures. The discussion centered on commission administration, the use of legal code UCA over SC, and email communications.

The commission spent additional time speaking about the duties of the Chair and Vice-Chair: To Chair, Presiding Officer, Vice Chair, Control of Chambers, Points of Order, Roll Call Vote, Sign Documents such as Contracts & Agreements, Training on Open Meetings Act, and Voting Rights and Authority. The commission agreed to move the draft document to the next work session meeting in April.

ADJOURNMENT

Time Stamp 1:55:59 (audio) & 1:56:59 (video)

Motion to adjourn:

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

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

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____