



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
December 02, 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/1360685.mp3>

VIDEO: <https://www.youtube.com/watch?v=W-5o8jMe8fU>

CALL TO ORDER

Time Stamp 0:00:01 (audio) & 0:04:29 (video)

Commission Chair Silvia Stubbs called the meeting to order at 11:00 a.m.

ROLL CALL

Time Stamp 0:00:45 (audio) & 0:05:13 (video)

Commission Chair Stubbs called for attendance:

COMMISSION

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

STAFF

Mack McDonald, County Administrative Officer, CAO
Lyman W. Duncan, Clerk/Auditor
Jens Nielson, Deputy County Attorney

INVOCATION

Time Stamp 0:01:03 (audio) & 0:05:31 (video)

Commission Chair Silvia Stubbs offered the opening prayer.

PLEDGE OF ALLEGIANCE

Time Stamp 0:03:25 (audio) & 0:07:53 (video)

Jens Nielson, resident from Blanding, led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:04:05 (audio) & 0:08:33 (video)

Commission Chair Stubbs asked the commissioners if they had any conflicts of interest with today's agenda. Each affirmed they did not have any conflicts of interest with the 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 0:04:16 (audio) & 0:08:44 (video)

Mack opened the meeting for public comments, he checked the sign-in sheet, and then he checked online for any participants. No one offered any public comments.

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 0:05:45 (audio) & 0:10:13 (video)

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

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

1. Approval of \$27,116.95 for Small Purchases; \$259 on USPAP Online Class for the Assessor Department, \$1,111.01 on Cab Window Glass for the Road Department, \$15,000 on Lodging and Dining Videos for Visitor Services, \$2,080 on Catering, \$4,167 on Cell Phone Mount, Task Force Activation Fee and Task Force Storage Plan, and \$4,499.94 on Achilles Defense Loadout for the Sheriff's Office
2. Approval of October 21, 2025, Board of Commission Meeting Minutes for Review
3. Approval of November 4, 2025, Commission Board Minutes
4. Approval of November 18, 2025, Board of Commissioners Work Session Meeting
5. Approval of November 18, 2025, Board of Commission Meeting Minutes
6. Approval of the Check Register for October 18 - Nov 26, 2025
7. Approval of the Updated Budget for 2026 Appendix A to County Fire Warden Agreement. David Gallegos, Fire Chief
8. Approval of the Utah Cooperative Wildfire System Participation Commitment between Utah Division of Forestry, Fire and State Land and San Juan County for Fiscal Year 2026
9. Approval for Additional Policies to the San Juan County Senior Center Policy and Procedure Manual
10. Approval of the Bancorp Lease Agreement for a Sheriff's Office Ford Bronco Leased Vehicle

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

11. San Juan County is terminating the Voluntary Benefits Contract we currently have with All State Insurance. We are requesting to use Guardian as our new provider for Voluntary Group Insurance

Time Stamp 0:20:54 (audio) & 0:25:22 (video)

Tranner Sharpe, Human Resource Manager, presented the information for the termination of the All State Voluntary Benefit Insurance and seeking permission to utilize Guardian for Voluntary Group Insurance. The commission agreed to consider the motion to approve at a later commission meeting.

BUSINESS/ACTION

12. Consideration and Approval for Service Missionary Volunteer Memorandum of Understanding (MOU) between San Juan County and The Church of Jesus Christ of Latter-day Saints. Tammy Gallegos, Aging Director

Time Stamp 0:27:58 (audio) & 0:32:26 (video)

Tammy Gallegos, Aging Director, presented the MOU with the Church of Jesus Christ of Latter-Day Saints for the commission to review and approve. The missionaries will serve in the Monticello Senior Center preparing and serving the meals. Commissioner Harvey asked if the service opportunity could become available to the other Senior Centers within the county.

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

13. Consideration and Approval of the 2026 San Juan County Community Wildfire Preparedness Plan (CWPP). David Gallegos, Fire Chief

Time Stamp 0:36:01 (audio) & 0:40:29 (video)

David Gallegos, Fire Chief, presented the Wildfire Preparedness Plan for the commission to review and approve.

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

14. Consideration and Approval of San Juan County Public Health Infrastructure 2023 Contract Between the State of Utah Health and Human Services and San Juan County Amendment #2. Mike Moulton, Public Health Interim Director

Time Stamp 0:55:37 (audio) & 1:00:05 (video)

Mike Moulton, Public Health Interim Director, presented the amendment for the commission to review and approve.

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

15. Consideration and Approval of the EPA Radon Grant Program with Utah Department of Environmental Quality. Mike Moulton, Public Health Interim Director

Time Stamp 0:57:15 (audio) & 1:01:43 (video)

Mike Moulton, Public Health Interim Director, presented the grant program for the commission to review and approve.

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

16. Consideration and Approval of the Memorandum of Understanding between Southeastern Utah Downtown Alliance and San Juan County for General Operating and Community Support Grants within the County. Mack McDonald, Chief Administrative Officer

Time Stamp 1:00:37 (audio) & 1:05:05 (video)

Commission Chair presented the MOU for the commission to review and approve.

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

17. CONSIDERATION AND APPROVAL OF AN ORDINANCE 2025-03 ESTABLISHING A COUNTY DATA PRIVACY PROGRAM IN COMPLIANCE WITH THE UTAH GOVERNMENT DATA PRIVACY ACT (U.C.A. § 63A-19-101, et seq.). Mack McDonald, Chief Administrative Officer

Time Stamp 1:16:40 (audio) & 1:21:08 (video)

Mack presented the establishment of the Data Privacy Program for the commission to review and approve. There was a great deal of discussion, and eventually the commission asked for several items to be changed in the ordinance.

Motion to Table until the next commission meeting.

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

18. Consideration and Approval of the 2025 Privacy Policy Statement for San Juan County. Mack McDonald, Chief Administrative Officer

Time Stamp 1:16:40 (audio) & 1:21:08 (video)

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

PUBLIC HEARINGS

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

NONE HELD

COMMISSION REPORTS

Time Stamp 1:45:32 (audio) & 1:50:00 (video)

Commission Vice-Chair Maughan highlighted attending a meeting with Promise Partner Utah, a non-profit organization focused on economic mobility.

Commissioner Harvey spoke of the vehicle registration process and the apparent need for native residents to bring a Certificate of Indian Blood to the DMV Office. He is concerned that many members of the county may not know about the requirement and then must travel home to get their certificate before driving to Monticello again. Mack said he will check with the DMV staff and see what is happening regarding this issue.

Commission Chair Stubbs commented on the snow falling and said she needed to head home.

ADJOURNMENT

Time Stamp 2:00:16 (audio) & 2:04:44 (video)

Motion to adjourn:

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

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: _____