



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
December 03, 2024, at 11:00 AM

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**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/1207751.mp3>

**VIDEO:** <https://www.youtube.com/watch?v=SHSGBqpC6tA>

**CALL TO ORDER**

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

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

**ROLL CALL**

**Time Stamp 0:00:23 (audio & video)**

Commission Vice Chair Stubbs performed the roll call.

**PRESENT**

Commission Chair Jamie Harvey  
Commission Vice Chair Silvia Stubbs  
Commissioner Bruce Adams

**STAFF**

Mack McDonald, County Administrative Officer  
Lyman W. Duncan, Clerk/Auditor

**INVOCATION**

**Time Stamp 0:00:37 (audio & video)**

Invocation offered by Lyman W. Duncan, resident of Monticello.

## **PLEDGE OF ALLEGIANCE**

### **Time Stamp 0:01:19 (audio & video)**

Commission Vice Chair Stubbs led the audience in the Pledge of Allegiance.

## **CONFLICT OF INTEREST DISCLOSURE**

### **Time Stamp 0:01:46 (audio & video)**

Commission Vice Chair Stubbs asked if there were any conflicts with today's agenda. Each commissioner confirmed there were not any conflicts of interest.

## **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 0:02:00 (audio & video)**

Mack presented the public comment portion of the meeting. No one online or in person wanted to offer any public comments.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.

Voting Yea: Commissioner Adams, Commissioner Vice-Chair Stubbs

## **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 0:02:42 (audio & video)**

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.

Voting Yea: Commissioner Adams, Commissioner Vice-Chair Stubbs

1. Approval of the Check Registers for October 30 to November 19, 2024

2. Approval of \$40,997.09 in Small Purchases: \$2,249 for General Sewerooter T-4 for Maintenance, \$5,949.09 for TriMark Foodservice Equipment, \$28,304 for Moto United of St. George for the Sheriff's Department, and \$4,495 for the 2025 Phoenix Travel Show Booth Registration for Visitor Services.
3. Approval for the Lease Contract for a Color HP Laser Jet Printer and Services for the San Juan County Attorney's Office.
4. Approval of the Appointments for Lloyd Wilson, Frank Darcy and Shea Walker to the Spanish Valley Special Service District Board

## **RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

5. San Juan County is delighted to present a Certificate of Appreciation to the First Responders for their act to save, or preserve, a human life, that would have otherwise expired without immediate intervention.

For dedication and continued service of Five Years; Ben Breedlove, Brittney Bastian, Sage Benally and Sarah Haller

For dedication and continued service of Ten Years; Eric George, Dennis Hoggard, Jeremy Hoggard and John Fellmeth

For dedication and continued service of Twenty Years; Dave Bradford, Kathy Garson, Michelle Sonderegger, Linda Simmons, Pam Burgess and Theresa Rutter

San Juan County is delighted to present for their hard work, commitment and dedication to the County; Anna Fredericks for San Juan County Fair and Community and Karah Nay for San Juan County Rodeo and Community

San Juan recognizes the significant contribution you make each day. Your efforts have not only made a difference to the County's success but have also contributed to the well-being of the community.

### **Time Stamp 0:05:20 (audio & video)**

Jeremy Hoggard, EMS Director, presented the Certificate of Appreciation to the Emergency Medical Technician (EMT) employees.

Mack presented Anna Fredericks and Karah Nay (both absent) for their service with the fair and rodeo each year.

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

## **BUSINESS/ACTION**

6. Consideration and Approval of the Updated Budget for 2025 Appendix A to County Fire Warden Agreement. David Gallegos, Fire Chief

### **Time Stamp 0:19:00 (audio & video)**

David Gallegos, Fire Chief, presented the updated annual fire budget agreement for the commission to review and approve.

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

7. Consideration and Approval for the Proposed Building Specifications Mini MRF for the San Juan County Landfill Recycling Grant. Jed Tate, Landfill Manager

### **Time Stamp 0:20:46 (audio & video)**

Jed Tate, Landfill Manager, presented the proposal for the grant application for the commission to approve.

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

8. Consideration and Approval of Letters Notifying Agencies of County Road Signage Efforts. Nick Sandberg, Public Lands Coordinator

### **Time Stamp 0:30:25 (audio & video)**

Nick Sandberg, Public Lands Coordinator, presented several letters intended to inform federal agencies about road signage the county is beginning to erect along county roads. The signs are intended to improve the safety & well-being of the citizens and visitors.

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

9. Consideration and Approval of the Letter of Support for San Juan County Clean Energy Foundation on the Blanding Splash Pad Project. Silvia Stubbs, Commissioner Vice-Chair

### **Time Stamp 0:36:51 (audio & video)**

Commissioner Vice Chair Stubbs presented the Letter of Support for the Blanding splash pad for the commissioners to review and approve.

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

10. Consideration and Approval of the Professional Services Agreement with Jviation, A Woolpert Company, LLC and San Juan County for the 2025 Cal Black Airport Runway 1-19 and Apron Pavement Maintenance Upgrades. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:46:17 (audio & video)**

Mack presented the professional services agreement with Jviation for the commission to review and approve.

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

11. Consideration and Approval of the Disadvantaged Business Enterprise (DBE) Program Agreement with U.S. Department of Transportation and San Juan County for the Cal Black Airport. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:50:22 (audio & video)**

Mack presented the dis-advantaged business enterprise (DBE) program agreement for the commission to review and approve.

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

12. Consideration and Approval of the Standard Service Contract between AM Sports Ventures & Production and San Juan County for the San Juan Stampede Consultant. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:55:46 (audio & video)**

Mack presented the rodeo contact for the commission to review and approve.

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

13. Consideration and Approval of the Standard Service Contract between OBODO Energy Partners, LLC and San Juan County for the Solar Replacement and Separation Project. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:08:58 (audio & video)**

Mack presented the Cal Black Airport service contract for the commission to review and approve.

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

## **BOARD OF EQUALIZATION**

14. Consideration and Approval for the 2024 Abasement Program Recipients (Low Income, Blind, and Veteran). Lyman W. Duncan, Clerk/Auditor

**Time Stamp 1:18:14 (audio & video)**

Motion to enter Board of Equalization:

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.

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

Lyman W. Duncan, Clerk/Auditor, presented the 2024 Low-income & Veteran Abatements for the commission to review and approve.

Motion made by Commissioner Adams, Seconded by Commissioner Vice-Chair Stubbs.

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

15. Consideration and Approval for Board of Equalization Hearing Officer Recommendations. Lyman Duncan, County Clerk/Auditor, Rick Meyer and Randy Rarick Assessor

**Time Stamp 1:23:21 (audio & video)**

Rick Meyer, Assessor, presented the BOE properties for the commission to review and approve.

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

Motion to exit Board of Equalization:

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

**COMMISSION REPORTS**

**Time Stamp 1:27:37 (audio & video)**

Commissioner Adams has recently attended the quarterly UCIP meeting. Tomorrow he will be heading to SLC and attending a CIB meeting.

Commission Vice Chair Stubbs enjoyed attending the UCIP meeting. She expressed appreciation for the past year and her association with other elected officials. She is continuing her efforts in expanding affordable housing throughout the county.

Commission Chair Harvey spoke of attending the quarterly criminal justice council meeting and preparing a wish list for the upcoming year 2025. The council has extended an invitation to officials from the Navajo Nation. He also spoke of gathering data to help with better policy decisions. He is also working towards bringing a detox or drug center to the county. He is meeting this week with the Utah Navajo Trust Fund committee and preparing their budget for 2025.

**ADJOURNMENT**

**Time Stamp 1:45:47 (audio & video)**

Motion to adjourn: Time 12:49 p.m.

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