



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
November 19, 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://secure.utah.gov/pmn-admin/files/1207139.MP3>

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

**CALL TO ORDER**

**Time Stamp 0:00:03 (audio & video)**

Commission Chair Jamie Harvey called the meeting to order at 11:08 a.m.

**ROLL CALL**

**Time Stamp 0:01:32 (audio & video)**

Commission Chair Jamie Harvey polled the commissioners for attendance.

**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 0:01:58 (audio & video)**

Invocation was offered by Commissioner Bruce Adams

**PLEDGE OF ALLEGIANCE**

**Time Stamp 0:03:46 (audio & video)**

The public was led in the Pledge of Allegiance by Commission Chair Jamie Harvey.

## **PUBLIC HEARING**

Mack presented several key points regarding the CDBG Block Grant to the public.

1. First Community Development Block Grant (CDBG) Public Hearing. Mack McDonald, Chief Administrative Officer

### **Time Stamp 0:06:04 (audio & video)**

Motion to enter Public Hearing:

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

Mack asked the audience in attendance if there were any CDBG Grant requests. He then checked online to see if there were any participants. There were not any requests, except for the county's proposed application.

Motion to exit the Public Hearing at 11:18 a.m.

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

## **COMMISSION MEETING**

### **CALL TO ORDER**

#### **Time Stamp 0:11:19 (audio & video)**

Commission Chair Jamie Harvey called the commission meeting to order at 11:18 a.m.

### **ROLL CALL**

#### **Time Stamp 0:11:40 (audio & video)**

Commission Chair Jamie Harvey called for 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

## **CONFLICT OF INTEREST DISCLOSURE**

### **Time Stamp 0:11:55 (audio & video)**

Commission Chair Jamie Harvey asked the commissioners if there were any conflicts with today's agenda. All responded in the negative.

## **PUBLIC COMMENT**

*Public comments will be accepted through the following Zoom Meet link*

<https://us02web.zoom.us/j/87155847636> Meeting ID: 871 5584 7636 One tap mobile +12532158782,,87155847636# US (Tacoma)

*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 0:12:45 (audio & video)**

Mack opened the meeting up for public comment. There were not any comments in person or online.

## **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 0:13:15 (audio & video)**

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

2. Approval of \$5,359.29 in Small Purchases: \$1,236 for Community Outreach Tobacco Prevention for the San Juan Public Health, \$2,609.77 for Dash Cluster Inter and \$1,513.52 for Volt Lithium Jump Start for the San Juan County Road Department

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

3. Dwelling on the Future Housing Assessment Finding, Presented by Mick Thorton, ERC Fellow and Brian Points, Points Consulting on behalf of Economic Development Department

### **Time Stamp 0:14:42 (audio & video)**

Mick Thorton, ERC Fellow, presented the overview of today's presentation. He then turned the time over to Brian Points, Points Consulting, who presented the "Dwelling on the Future Housing study" on behalf of the county. Mick covered a wide range of demographic data points which can be used in creating public housing policy for the needs of the county.

4. Presentation on County Roads and New Signage Safety Measures to Protect the Health and Safety of Travelers Within the County. TJ Adair, Roads Superintendent.

**Time Stamp 1:02:01 (audio & video)**

TJ Adair, Road Superintendent, presented the new signage program for the health and safety of travelers within the county. All off-highway vehicles (OHV) are permitted on county roads. The new signage will help travelers navigate all county roads - paved or gravel/dirt. These SR-2477 roads will receive new signage in the next few weeks.

**BUSINESS/ACTION**

5. Consideration and Approval of the Interlocal Agreement between San Juan County and Utah Navajo Health System for Diabetes and Hypertension Prevention and Management, presented by Rebecca Benally, Health Promotion Director

**Time Stamp 1:07:50 (audio & video)**

Rebecca Benally, County Health Promotion Director, presented the Interlocal Agreement between the county and Utah Navajo Health System (UNHS) for Diabetes and Hypertension Management for the commission to review and approve. The combined funds are \$10,000, of which \$6,000 will be allocated to UNHS for the clinical side, and the county will provide the education component with the remaining \$4,000.

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

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

6. Consideration and Approval of the San Juan Estates, Phase 5, Amendment 3 Subdivision. Kristen Bushnell, Planning Administrator

**Time Stamp 1:16:00 (audio & video)**

Kristen Bushnell, Planning Administrator, presented the zoning amendment 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

7. Consideration and Approval of the Library Criminal Background Check Policy. Nicole Perkins, Library Director

**Time Stamp 1:17:45 (audio & video)**

Nicole Perkins, Library Director, presented the background check policy for the commission to review and approve.

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

Voting Yea: Commissioner Vice-Chair Stubbs

8. Consideration and Approval of an Agreement with the State of Utah Department of Transportation Division of Aeronautics for the U96 Cal Black Solar System Upgrade Improvements. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:20:01 (audio & video)**

Mack presented the Agreement with the State of Utah for the placement of a new solar installation at the Cal Black airport 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

9. Consideration and Approval of an Agreement with the State of Utah Department of Transportation Division of Aeronautics for the AIP-023 U96 Cal Black Rehabilitate Taxiway A (2024 Design, 2025 Construction) Project. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:27:45 (audio & video)**

Mack presented the contract to rehabilitate the runway at Cal Black airport 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

10. Consideration and Approval of an Employee Contract with Craig Halls as County Deputy Attorney. Mitchell Maughan, County Attorney

**Time Stamp 1:34:24 (audio & video)**

Mack presented employee contract with Craig Halls 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**

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

**Time Stamp 1:42:11 (audio & video)**

Motion to enter the 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

Rick Meyer, Assessor, presented additional BOE adjustments 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 the 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

## **BOARD OF COUNTY CANVASSERS**

### 12. Consideration and Approval for 2024 General Election Canvas Results

**Time Stamp 1:50:50 (audio & video)**

Motion to enter Board of Canvassers

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, County Clerk, presented the results for the 2024 General Election 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 Canvassers:

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 2:05:38 (audio & video)**

Commissioner Adams will be attending meetings up north next week.

Commission Vice Chair Stubbs spoke of attending a meeting in Bryce Canyon with other state & county officials. She has been participating in the budget hearings and was very complementary of the county employees. She was also very appreciative of Commissioner Adams and his careful tutelage for her over the past two years.

Commission Chair Harvey attended the National Association of Counties conference in Franklin, Pennsylvania and was grateful for the experience of meeting other officials. He mentioned that San Juan County won a national award for economic development. He is very excited about this award and the impact it will have on the county residents. He will be attending a criminal justice meeting this Friday.

**EXECUTIVE SESSION**

- 13. Make a Motion to Enter Into A Closed Executive Session to Discuss The Character, Professional Competence, or Physical or Mental Health of an Individual As Permitted Under UCA 52-4-205.

**Time Stamp 2:17:05 (audio & video)**

Motion made by Commissioner Vice-Chair Stubbs.

Voting Yea: Commissioner Adams, Commissioner Vice-Chair Stubbs

**ADJOURNMENT**

\*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: \_\_\_\_\_