



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
December 19, 2023 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/1067655.mp3>

**Video:**

[https://www.youtube.com/watch?v=R8XsHNhpECo&list=PLFB2nKz9I9zkK8nc\\_IZSotAE1qoaTfGL4&index=2&pp=iAQB](https://www.youtube.com/watch?v=R8XsHNhpECo&list=PLFB2nKz9I9zkK8nc_IZSotAE1qoaTfGL4&index=2&pp=iAQB)

**CALL TO ORDER**

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

Commission Chair Bruce Adams called the meeting to order at 11:00 a.m.

**ROLL CALL**

**Time Stamp 0:00:21 (audio & video)**

**PRESENT**

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

**STAFF**

Mack McDonald, County Administrative Officer (CAO)  
Mitch Maughan, County Deputy Attorney  
Lyman W. Duncan, Clerk/Auditor

**INVOCATION**

**Time Stamp 0:00:27 (audio & video)**

Lyman W. Duncan offered the invocation.

## **PLEDGE OF ALLEGIANCE**

**Time Stamp 0:01:49 (audio & video)**

Commission Chair Adams led the elected officials, staff, and the public in the Pledge of Allegiance.

## **CONFLICT OF INTEREST DISCLOSURE**

**Time Stamp 0:02:20 (audio & video)**

None of the Commissioners had a conflict of interest in relation to items on the agenda.

## **PUBLIC COMMENT**

*Public comments will be accepted through the following Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102*

*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 0:02:50 (audio & video)**

Mack opened the Commission Meeting for public comment, and none was offered.

## **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 0:03:29 (audio & video)**

Mack presented the Consent Agenda for the Commission to review and approve.

1. Approval of the December 1 - 13, 2023 Check Registers
2. Approval of the December 5, 2023 Commission Work Session Meeting Minutes
3. Approval of the December 5, 2023 Commission Meeting Minutes
4. Approval of the Amendment #1 to the Intergovernmental Agreement Between San Juan County Utah and the Town of Bluff for the Building Resilient Inclusive Communities Grant
5. Approval of San Juan Public Health Department Disability and Health Program 2023 Amendment 1

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Stubbs

## RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

### BUSINESS/ACTION

6. Consideration and Approval of the 2023 San Juan County Community Service Block Grant Program Contract, Tammy Gallegos, San Juan County Aging Director

**Time Stamp (0:04:40 (audio & video))**

Tammy Gallegos, Aging Director, presented the Block Grant for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

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

7. Consideration and Approval of the 2024 Landfill Metal Recycling Contract, Jed Tate, Landfill Manager

**Time Stamp 0:6:53 (audio & video)**

Jed Tate, Landfill Manager, presented the recycling contract with Acme Metal for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

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

8. Consideration & Approval for the 2023 Abatement Program Recipients (Low Income, Indigent, Blind, Disabled Veteran), Lyman Duncan, County Clerk/Auditor

**Time Stamp 0:11:09 (audio & video)**

Mack & Lyman presented the 2023 Abatement Program packet for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

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

9. Consideration and Approval of Contract for Environmental Health Science Contract with Advanced Emergency Management. Grant Sunada, Public Health Director

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

Grant Sunada, Public Health Director, presented the Environmental Contract with Advanced Emergency Management for the Commission to review and approve. He will continue to contract with Public Health Departments and companies for services until the staff shortage is filled.

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

10. CONSIDERATION AND APPROVAL OF AN ORDINANCE ADOPTING THE REGULARLY SCHEDULED COUNTY MEETINGS FOR THE 2024 ANNUAL MEETING SCHEDULE PURSUANT TO SECTION 52-4-202 OF THE UTAH CODE. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:14:50 (audio & video)**

Mack presented the Ordinance for the 2024 Annual Meeting Schedule for the Commission to review and approve. Once approved, the schedule will be placed in the newspaper and upon the county website. Commissioner Harvey asked if meetings could be considered outside of the Monticello location.

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

11. Consideration and Approval of the 20213-2024 Predator Control Management Contract with the State of Utah Department of Agriculture and Food. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:18:06 (audio & video)**

Mack presented the Predator Control Contact from the state of Utah for the Commission to review and approve. The county has participated with the State of Utah Predator Control Contract for several years.

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

12. Consideration and Approval of the 2024 Fire Warden Agreement establishing the FY 2024 Support Budget between San Juan County and the Utah Division of Forestry, Fire, & State Lands. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:20:41 (audio & video)**

Mack presented the 2024 Fire Warden Agreement between the State of Utah and San Juan County for the Commission to review and approve. The Fire Warden team will survey fire areas for potential fire mitigation.

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

13. Consideration and Approval of the 2024 Winter Response Agreement between San Juan County and the Utah Department of Work Force Services for \$9,000. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:24:13 (audio & video)**

Mack presented the Winter Response Agreement with Utah Department of Work Force Services for the Commission to review and approve. When the State of Utah calls for a Winter Response (Code Blue) due to extremely low temperatures, and the two shelters are at capacity, these funds are available to pay for a hotel room.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

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

14. Consideration and Approval of Additional 2023 Budget Appropriation Requests. Budget Increases May Be Funded by New Revenues, State and Local Fiscal Recovery Funds (SLFRF), and/or Monies Unspent in the Prior Year (Fund Balances). Mack McDonald, Chief Administrative Officer

**Time Stamp 0:27:55 (audio & video)**

Mack presented the 2023 Final Budget for the Commission to review and approve. The 2023 Budget was funded by property taxes, grant, enterprise, and federal funds. Mack reminded the Commissioners that property taxes might need to be increased year by year to help balance the budget.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

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

15. Consideration and Approval of the Proposed 2024 San Juan County Budget. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:16:58 (audio & video)**

Mack presented the 2024 Proposed Budget for the Commission to review and approve. Mack reminded the Commissioners that property taxes might need to be increased year by year to help balance the budget.

Commission Chair Adams recommended approval of the Proposed 2024 Budget and for a 3% increase for employees and the elected official compensation.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

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

**COMMISSION REPORTS**

**Time Stamp 2:29:18 (audio & video)**

Commission Vice Chair Stubbs spoke about how fast the year has passed by in her service to the county residents. She was appreciative of the educational training she has received and the relationships which she has developed over the past year.

Commissioner Harvey reported on attending a meeting with Representative Christine Watkins, Bluff Mayor, Ann Leppanon, and Blanding Mayor, Logan Monson. The meeting was a meet and greet, but they did discuss the EMS contract. The next meeting is scheduled for March 2024.

Commissioner Chair Adams thanked the fellow Commissioners for their service. He encouraged them to develop additional contacts in 2024. He thanked Mack and the county employees for their outstanding work.

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

**ADJOURNMENT**

**Time Stamp 2:42:24 (audio & video)**

Commission Chair Adams called for an adjournment at 1:57 p.m.

Motion made by Commissioner Stubbs, Seconded by Commission Vice-Chair Adams.  
Voting Yea: Commission Vice-Chair Adams, Commissioner 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: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Board of County Commissioners

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Clerk/Auditor