



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
December 16, 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

CALL TO ORDER

Time Stamp (audio & video)

Commission Chair Silvia Stubbs called the meeting to order at 11:05 am.

ROLL CALL

Time Stamp (audio & video)

Commission Chair Silvia Stubbs asked for attendance:

PRESENT

Commission Chair Silvia Stubbs

Commission Vice-Chair Lori Maughan

Commissioner Jamie Harvey

STAFF

Mack McDonald, Administrative Officer

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

Mitch Maughan, County Attorney

INVOCATION

Time Stamp (audio & video)

Jed Lyman, resident of Blanding, offered the opening invocation.

PLEDGE OF ALLEGIANCE

Time Stamp (audio & video)

Jens Nielson led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp (audio & video)

Commission Chair Silvia Stubbs asked the commissioners if they had any conflicts with today's agenda. Each commissioner affirmed that they did not have any conflicts.

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 (audio & video)

Mack opened the meeting for public comment. He checked the sign-in sheet, and then asked any online participants if they wanted to express any comments.

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 (audio & video)

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

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

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

1. Approval of \$17,132 in Small Purchases; \$4,732 on Advertising Moab 2026 Guest Guide and \$2,000 on Bluff Dark Sky Festival Event, \$10,400 on Software Platform Cable of Tracking, Analyzing, and Reporting for Visitor Service
2. Approval of the Check Registers for November 27 through December 5, 2025
3. Approval of the 2025 Low Income & Veteran Abatement Listing

BUSINESS/ACTION

4. Support of Multi-Agency Suicide Prevention Conference. ReNee McDonald, Bolder Way Forward Coalition Lead

Time Stamp (audio & video)

ReNee McDonald, Bolder Way Forward Coalition Lead, proposed support for the multi-agency suicide prevention conference for the commission to review and approve.

Motion to Give a Letter of Support:

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

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

5. Consideration and Approval of a Petition to Create the Red Rocks Improvement District. James Mabey Spanish Valley Owner, LLC

Time Stamp (audio & video)

James Mabey, Spanish Valley Owner, LLC, presented the petition to create the Red Rocks Improvement District for the commission to review and approve.

Motion to approve:

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

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

6. Ratification of a Data Sharing Agreement between the Utah Department of Health and Human Services and San Juan County. Mike Moulton, Public Health Interim Director

Time Stamp (audio & video)

Mike Moulton, Public Health Interim Director, presented the data sharing agreement between San Juan County and the Utah Department of Health and Human Services for the commission to review and approve.

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

7. The County is switching our Voluntary Benefits from Allstate Insurance to Guardian Benefits. We need the Commission's approval and signature on the Guardian contract as well as the termination with All State Insurance.

Time Stamp (audio & video)

Tranner Sharpe, HR Manager, proposed switching from Allstate Insurance to Guardian Benefits for Voluntary Benefits for the commission to review and approve.

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

8. Consideration and Approval of the Amendment to the Employment Agreement between San Juan County and Craig Halls, Utah State Bar. Mitch Maughan, County Attorney

Time Stamp (audio & video)

Mitch presented the amendment to the employment agreement between San Juan County and Craig Halls for the commission to review and approve. The amendment extends the employment contract for an additional year.

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

9. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SAN JUAN COUNTY, STATE OF UTAH, APPOINTING THE SAN JUAN SURVEYOR'S OFFICE AS THE ADDRESSING AGENCY UNDER ORDINANCE DATED MAY 21 2024, KNOWN AS "AN ORDINANCE ESTABLISHING THE SAN JUAN COUNTY ADDRESSING POLICY AND STANDARDS FOR THE COUNTY. Mitch Maughan, County Attorney

Time Stamp (audio & video)

Mitch Maughan, County Attorney, presented the ordinance appointing the San Juan Surveyor's Office as the addressing agency for the commission to review and approve.

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

10. Consideration and Approval of the Management of the Bluff Cemetery and Cross-Access Easement Agreement between Town of Bluff, Bluff Cemetery District, The Hole in the Rock Foundation and San Juan County. James Nielson, Deputy County Attorney

Time Stamp (audio & video)

Jens Nielson, Deputy County Attorney, presented the Easement Agreement between the Town of Bluff, Bluff Cemetery District, The Hole in the Rock Foundation, and San Juan County for the commission to review and approve. The Hole in The Rock Foundation owns the top two squares, while the Bluff Cemetery owns the bottom square. The Hole in The Rock Foundation will receive the bottom square and in exchange, will split the top square in half (vertically) with the Town of Bluff.

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

11. CONSIDERATION AND APPROVAL OF A RESOLUTION SETTING THE TERM AND ROTATION OF THE CHAIR AND VICE CHAIR OF THE BOARD OF SAN JUAN COUNTY COMMISSION FOR THE YEAR 2026. Mack McDonald, County Administrator

Time Stamp (audio & video)

Mack presented the resolution setting the term and rotation of the Chair and Vice Chair for the year 2026 for the commission to review and approve.

Commission Chair Stubbs asked if she could remain on as the Commission Chair. Commissioner Harvey thanked her for her service, and he wanted to continue to follow the above resolution.

Motion for Lori Maughan, Commission Vice-Chair to become the new Chair. Commissioner Maughan asked for Commissioner Harvey to become the Vice Chair.

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

12. CONSIDERATION AND APPROVAL OF AN ORDINANCE ADOPTING THE REGULARLY SCHEDULED COUNTY MEETINGS FOR THE 2026 ANNUAL MEETING SCHEDULE PURSUANT TO SECTION 52-4-202 OF THE UTAH CODE. Mack McDonald, Chief Administrative Officer

Time Stamp (audio & video)

Mack presented the ordinance adopting the 2026 Annual Meeting Schedule for the commission to review and approve. The Ordinance is for commission meetings to be held on the 1st and 3rd Tuesdays. The work session will be held at 9:00 am. and the commission meeting at 11:00 am.

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

13. 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, County Administrator

Time Stamp (audio & video)

Mack presented the 2025-03 Ordinance establishing a County Data Privacy Program for the commission to review and approve.

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

14. Consideration and Approval of the 2025 Privacy Policy Statement for San Juan County. Mack McDonald, County Administrator

Time Stamp (audio & video)

Mack presented the 2025 Privacy Policy Statement for the commission to review and approve.

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

BOARD OF EQUALIZATION

15. Approval of the 2025 Board of Equalization Property Tax Hearing Cases

Time Stamp (audio & video)

Motion to enter into Board of Equalization:

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

Motion to Accept the Board of Equilization recommendations:

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

Motion to exit Board of Equilization:

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

COMMISSION REPORTS

Time Stamp (audio & video)

Commissioner Harvey attended the Employee Christmas Dinner and was grateful for everyone's help to bring it to pass. He thanked Commission Chair Stubbs for her outstanding service as Chair. The chapters want to hear from the State of Utah Division of Water Quality, the Attorney General's Office, and others, about the recently passed water agreement.

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

ADJOURNMENT

Time Stamp (audio & video)

Motion to Adjourn:

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: _____