



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
January 02, 2024 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/1074713.mp3>

Video:

[/www.youtube.com/watch?v=YSybedXdatg&list=PLFB2nKz9I9zkK8nc_IZSotAE1qoaTfGL4&index=2](https://www.youtube.com/watch?v=YSybedXdatg&list=PLFB2nKz9I9zkK8nc_IZSotAE1qoaTfGL4&index=2)

CALL TO ORDER

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

Commission Chair Bruce Adams called the meeting to order at 11:01 a.m.

ROLL CALL

Time Stamp 0:00:28 (audio & video)

PRESENT

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

STAFF

Mack McDonald, County Administrative Officer (CAO)
Lyman W. Duncan, County Clerk/Auditor
Elaine Gizler, Economic Development and Visitor Services Director

INVOCATION

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

Invocation offered by Commission Vice Chair Silvia Stubbs

PLEDGE OF ALLEGIANCE

Time Stamp 0:03:18 (audio & video)

Commission Chair Adams led the Pledge of Allegiance

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:03:43 (audio & video)

Commission Chair Adams asked the Commissioners if there were any Conflicts Of Interest in relation to the Agenda, all three affirmed there were not any conflicts.

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meeting

Link: <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833,,3125521102# US (San Jose)

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 0:04:03 (audio & video)

Mack opened the Public Comment portion of the Commission, and none was offered.

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

1. Presentation Regarding the Housing Assessment. Elaine Gizler, Economic Development & Visitor Services Director

Time Stamp 0:04:30 (audio & video)

Elaine Gizler, Economic Development & Visitor Services Director, spoke about the County-wide Housing Assessment contract with Points Consulting. The state awarded a grant to the county for partial funding of the housing assessment cost. The public meetings will be held In La Sal, Blanding, Bluff, Mexican Water, Monument Valley, and Oljato. The public is invited to attend the public meetings and give their input regarding housing issues.

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 0:09:58 (audio & video)

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

Motion made by Commissioner Stubbs, seconded by Commissioner Harvey.

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

2. Ratification of the Letter of Support for the Research Grant by Electroflow Technologies and partner, Mandrake Lithium USA for a Grant Request to the Utah Lithium in Lisbon Valley Utah
3. Approval of the December 14, 2023 to December 22, 2023 Check Registers
4. Approval of the December Small Purchase of \$1,394.03 for Display Module for the Road Department
5. Approval of the State of Utah Department of Government Operations Lease Amendment #7 for the Adult Probation and Patrol Office with San Juan County
6. Approval of the Travel Reimbursement Form for Calendar Year 2024
7. Consideration and Approval for Alcohol License Renewal - Aramark Sports 7 Entertainment - Halls Crossing Store & Halls Crossing Marina

BUSINESS/ACTION

8. 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 2024. Mack McDonald, Chief Administrative Officer

Time Stamp 0:16:12 (audio & video)

Mack presented the term and rotation of the Chair and Vice Chair for the County commission to review, select roles, and approve. Commissioner Harvey was nominated to be Chair.

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.

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

Commissioner Stubbs was nominated for Vice Chair.

Motion made by Commissioner Adams, seconded by Commissioner Harvey.

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

9. Consideration and Approval of the County Board Discussion and Assignments for Calendar Year 2024

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

Mack presented the Board Assignments for the Commission to discuss, accept, and approve.

Each Commissioner requested to retain their current 2023 Board Assignments for calendar year 2024.

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

10. Consideration and Approval of the Economic Recovery Corps Memorandum of Understanding with San Juan County for participation in the Fellowship Program. Elaine Gizler, Economic Development and Visitor Services Director

Time Stamp 0:24:45 (audio & video)

Elaine Gizler, Economic Development and Visitor Services Director, presented the Memorandum of Understanding for participation in the Fellowship Program. An individual from Florida has accepted the Fellowship position and will be moving to the county fairly soon. San Juan County was selected from thousands of applications to receive the individual for work within the housing assessment survey.

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

11. Consideration and Approval for the Utah.com 2023-2024 Contract. Elaine Gizler, Economic Development and Visitor Services Director

Time Stamp 0:31:42 (audio & video)

Elaine Gizler, Economic Development and Visitor Services Director, presented the Contract with Utah.com for the Commission to review and approve. The contract is for \$10,000, and will focus on Canyonlands National Park and Monument Valley

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.
Voting Yea: Commissioner Adams, Commission Stubbs, Commission Chair Harvey

12. Consideration and Approval of a contract for Economic Development and Visitor Services Director with AirDNA.

Time Stamp 0:34:17 (audio & video)

Elaine Gizler, Economic Development and Visitor Services Director, presented the contract with AirDNA for the Commission to review and approve. AirDNA tracks overnight accommodations occupancy rates, origin of visitors, and the amount of daily rate. The information can be used to encourage branded lodging companies to consider building hotels within the county.

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

13. Consideration and Approval of the Visit USA Parks Contract. Elaine Gizler, Economic Development and Visitor Services Director

Time Stamp 0:37:28 (audio & video)

Elaine Gizler, Economic Development and Visitor Services Director, presented the contract with Visit USA Parks for the Commission to review and approve. The custom ad is created to target German and Netherland visitors. The ads will run in Facebook and similar printed materials.

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.
Voting Yea: Commission Chair Harvey, Commissioner Stubbs, Commissioner Adams

14. Consideration and Approval of the 2024 Relic Marketing Contract. Elaine Gizler, Economic Development & Visitor Services

Time Stamp 0:41:43 (audio & video)

Elaine Gizler, Economic Development and Visitor Services Director, presented the 2024 Relic Marketing contract for the Commission to review and approve. This is the final contract year for 2024, and the amount is for 259,000. The next contract is going out for bid within the upcoming year.

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.
Voting Yea: Commission Chair Harvey, Commissioner Stubbs, Commissioner Adams

15. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE GOVERNING BODY OF SAN JUAN COUNTY AUTHORIZING THE EXECUTION AND DELIVERY OF AN MUNICIPAL LEASE-PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, FINANCING AND LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT WITHIN THE TERMS PROVIDED HEREIN; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION. Mack McDonald, Chief Administrative Officer

Time Stamp 0:47:05 (audio & video)

Mack presented the resolution for the Commission to review and approve. The contract covers an additional \$500,000 in vehicle value.

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.
Voting Yea: Commission Chair Harvey, Commissioner Stubbs, Commissioner Adams

16. Consideration and Approval of Spanish Valley Overnight Accommodations Overlay Application, El Rancho Development. Kristen Bushnell, Planning and Zoning Administrator

Time Stamp 0:51:19 (audio & video)

Kristen Bushnell, Planning and Zoning Administrator, presented the Overnight Accommodations Overlay Application for the El Rancho Development for the Commission to review and approve. The overlay is for 2.5 acres. The Planning Commission approved the application December 14, 2023.

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

17. Consideration and Approval of Spanish Valley Overnight Accommodations Overlay Application, Valley Estates Development. Kristen Bushnell, Planning and Zoning Administrator

Time Stamp 0:56:35 (audio & video)

Kristen Bushnell, Planning and Zoning Administrator, presented the Valley Estates Development Overnight Accommodations Overlay Application for the Commission to review and approve. The lot is 4.5 acres. The Planning Commission approved the application on December 14, 2023.

Motion made by Commissioner Stubbs, seconded by Commissioner Adams.
Voting Yea: Commission Chair Harvey, Commissioner Stubbs, Commissioner Adams

18. Consideration and Approval of the Final Subdivision Plat for San Juan Estates, Lot 2 Amended for M3W, LLC, Taylor Manning. Mack McDonald, Chief Administrative Officer

Time Stamp 1:04:40 (audio & video)

Mack presented the Final Subdivision Plat for San Juan Estates, Lot 2. The Plat had been tabled in a previous Commission Meeting. The surveyors confirmed the boundaries for the Planning Commission.

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

PUBLIC HEARING

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

Time Stamp 1:06:39 (audio & video)

To enter into the Public hearing:

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

Mack presented the First Community Development Block Grant program. The public was invited to offer ideas, suggestions, and projects for the county to pursue. The county is part of the Southeast Utah Association of Governments (SEAUG) who will ultimately approve and disburse the grant funds. No public comment was offered online, Doug Allen, resident of Monticello asked how the allocations were determined.

Motion to Exit the Public Hearing:

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

COMMISSION REPORTS

Time Stamp 1:16:07 (audio & video)

Commissioner Adams will be attending the CIB meetings and then the upcoming legislative session.

Commission Harvey will be attending meetings with the Navajo Department of Justice and the Navajo Nation Police Department.

Commissioner Stubbs had left the Chambers to attend another meeting.

ADJOURNMENT

Time was 12:19 p.m.

Time Stamp 1:18:46 (audio & video)

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: _____