

**San Juan County Work Meeting**  
**Hideout Community Center - Conference Room**  
**Agenda**  
**May 16, 2017**

**Present:** Bruce Adams - Commission Chairman  
Rebecca Benally - Commission Vice-Chairman  
Kelly Pehrson - CAO  
John David Nielson - Clerk

**Attendees:** Bob Turri, Wendy Black, Shelby Seely, Jerry McNeely, Nick Sandberg, John Fellmeth, Karah Nay, Dayna Young, David Halverson?, JIm Keyes, Paige Ray, Ben Musselman

**Karah Nay - USU Extension**

Karah had Paige Ray, the new extension agent, come and introduce herself to the commission. Karah also updated the commission on various projects that she is working on.

**Jerry McNeely - SJC Liaison**

Jerry updated the commission on different meetings that he attended. He had a meeting with SITLA at the transfer station in Bluff. He also had a meeting with the BLM where various topics were discussed. Jerry met with the Forest Service. Emry Telcom, LaSal Mine Complex, and Brownelle Easement, and Bear Ears were discussed.

**Nick Sandberg - SJC Planning**

Nick talked about a letter from the BLM regarding some road closures in Cave Canyons. He explained the letter and mentioned that the commission can give comments if desired.

**John Fellmeth - SJC**

John came to the commission to give a financial update. He explained that previous updates were not as accurate as initially thought.

John also talked about coordination and its value as the county works with different federal agencies.

**Ben Musselman - SJC Roads**

Ben updated the commission on a request to contact the different water districts within the county to see how the county could help them.

A motion to go into close session

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**Attendees:** Bob Turri, Wendy Black, Shelby Seely, Jerry McNeely, Nick Sandberg, John Fellmeth, Karah Nay, Dayna Young, Dan Vock, David Kidd, JIm Keyes, Paige Ray, Ben Musselman, Kendall Laws, Crystal Holt, John Young, Walter Bird

A motion to approve the minutes was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

**Crystal Holt - SJC Personnel**

Crystal came to ratify the hiring of Tyler Ketron as Weed Sprayer. A motion to approve the hiring of Tyler Ketron as Weed Sprayer was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

Reagan McDaniel was also hired as a Weed Sprayer, his 5th year. A motion to approve hire was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

Crystal also needs to hire a part time receptionist at the Public Health office. She would like to offer that position to Jamie Harvey with Jordan Johnson as alternate. A motion to approve the hire was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

The advanced EMT position needed to be filled. Scott Burgess was the only applicant and Crystal would like to offer the position to him. Scott had previously worked for the county. A motion to approve the hire was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

The Road Department North District need to fill a mechanic's position. Richard Garner, who was previously working at the Road Department South District, has already been hired and Commissioner Lyman made a motion to ratify the hiring. Commissioner Benally 2nd the motion. Voting was unanimous.

The Road Department the South District needed to fill the mechanic position vacated by Richard Garner. Out of 4 applicants and 2 interviews, Mark Lyman was selected. Commissioner Lyman made a motion to approve the hiring and was 2nd by Commissioner Benally. Voting was unanimous.

The Road Department would like to promote Adam Halliday and Demasio Alvarado to Heavy Equipment Operators. A motion to approve the promotion was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

The Public Health is looking for an Emergency Response Coordinator. Crystal requested that out of 4 applicants, Ronnie Nieves be approved to fill that position with Denise Meyer and Bailey Spence as alternates. A motion to approve the hire was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

Finally Crystal would like to ratify the hiring of Valerie Martinez as the emergency Jail Cook. A motion to ratify the decision was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

#### **Linda Larson - SJC EMS Director**

Linda came to request the purchase of some new machines to go into the ambulance. She explained how the machines would be more efficient and helpful when providing EMT services. The cost of these machines are \$30,000 and the request is for \$18,000 to use as a down payment for a zero percent interest loan. EMS will make the monthly payments from here on out. A motion to approve the purchase was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

Linda also presented a letter for signature. The letter states that the county backs the EMS Department as they goes through the process of re-licensure. A motion to approve the signature was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

#### **Ben Musselman - SJC Public Works Director**

Benny came to the commission to get a signature for the Schedule A Forest Service Contract. The forms had previously been signed, but the documents provided were incomplete.

Benny also requested the purchase of a new Shop Vehicle Lift because the current lift did not pass inspection. Three bids were received to replace the lift and Benny recommended the lift coming from Hunter. A motion to approve the purchase was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

Benny also talked about a new bid for filters and requested that the county go with Monticello Home & Auto (NAPA). He indicated that NAPA was the most cost effective choice. A motion to approve the filter bid was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

Finally, Benny presented bids for Cattle Guard Footers to the Commission. He reviewed the bids and indicated that Quinn Palmer was the lowest bidder. A motion to use Quinn Palmer for the concrete footers for cattle guards was made by Commissioner Lyman

### **PUBLIC HEARING**

**San Juan County will hold a public hearing to discuss the project determined to be applied for in the CDBG Small Cities Program in Program year 2017. Project will include the installation of an elevator at the San Juan County Administrative building located at 117 South Main Street in Monticello, Utah.**

**A motion to go into Public Hearing was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.**

Commissioner Adams opened the second public hearing for the CDBG program. Commissioner Adams stated that he was called to allow all citizens to provide input concerning the project that was awarded under the 2017 Community Development Block Grant Program. The county has amended its capital investment plan and decided to apply for funds on behalf of the Elevator project in the County Administration Building. Commissioner Adams introduced Kelly Pehrson who was speaking on behalf of the Elevator project. Commissioner Adams explained that the application was successful in the regional rating and ranking process. Commissioner Adams directed Kelly Pehrson to explain the project. Kelly explained the cost of installation of the elevator would be around \$342,000 according to an engineer's estimate. The county had applied for a grant with the CDBG with the purpose of using the money for an ADA project. Kelly was told that if the county decides not to do the project then they will have to reapply with the CDBG. Commissioner Adams pointed out that the Administration Building still needs ADA access. He also mentioned that if the county forfeits the money from the CDBG that they may not get another chance at the grant money. Kelly explained that the hearing is first step towards getting the money and that he needs to submit the application for the project by the end of May if the project is to move forward.

No public comments were made

**A motion to come out of public hearing was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.**

A motion to use the approved CDBG funds and to move forward with the elevator and restoration project was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

#### **Kendall Laws - SJC Attorney**

Kendall presented a contract for indigent defense services. He mentioned that the county has paid attorneys on a case by case basis to cover cases that could not be covered by legal defense, but that a change is needed. An RFP was sent out and Don Torgerson's Law Office in Price was the bid recommended by the County Attorney's office. Kendall also explained how Don's office would benefit the county. The annual amount would be for \$40,000. After some discussion a motion to approve the contract was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

#### **Walter Bird - SJC Planning & Zoning**

Walter came as liaison between the Planning Commission and the County Commission to give a copy of the revised County Resource Management Plan to the Commissioners. Nick also handed out a paper covering the RMP.

### **Kelly Pehrson - SJC CAO**

Kelly presented the name of Lee Bennett for reappointment as the president of the Library Board. A motion to reappoint Lee Bennett as president of the library board was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

Kelly also requested that the county help Karah Nay with some money to get the rodeo up and running due to lack of sponsorship this first year. The hope is that after this 1st year and a successful rodeo, more sponsorships will come in. A motion to use the Recreation Funds to help get the rodeo off the ground was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

Regarding the letter to Secretary Zinke talking about the MLP, Commissioner Lymans made a motion to ratify a letter sent to Secretary Zinke. The motion was 2nd by Commissioner Benally. Voting was unanimous.

Commissioner Adams also requested that the commission ratify the press release stating that the Law Enforcement Officers would not be put on administrative leave. Motion to ratify the press release was made by Commissioner Lyman and 2nd by Commissioner Benally. Voting was unanimous.

### **John Young - SJC Sheriff's Office**

John presented an ongoing bailiff contract that is up for renewal. A motion to approve the contract was made by Commissioner Benally and 2nd by Commissioner Lyman. Voting was unanimous.

### **Commission Reports:**

**Commissioner Lyman** - Commissioner Lyman talked about a meeting with Ryan Murray of the SBDC, Guy Denton, and the City of Blanding to talk about Tim Chamberlain's position. He is hoping that there will be some collaboration so that Tim's position can continue. Commissioner Lyman also talked to John Howard about Recapture and RS2477.

**Commissioner Benally** - Commissioner Benally attended Red Mesa and Aneth Chapter meetings, CCP and FIRM meetings. Commissioner Benally also indicated that the Aneth Chapter has concerns with how road maintenance and improvements will be handled. She mentioned the Women's Conference that will take place on June 1st and is pleased how that is coming together. She was also able to the 6th grade promotion and has been asked to be the Keynote speaker at the Navajo Mountain 8th grade promotion.

**Commissioner Adams** - Commissioner Adams talked about the visit from Secretary Zinke and what a great experience it was. He was very appreciative of everyone involved.

A motion to go into executive session was made by Commissioner Lyman and was 2nd by Commissioner Benally. Voting was unanimous.

Meeting adjourned at 12:47 p.m.