SANPETE COUNTY COMMISSION MEETING
November 10, 2025, 1:00 PM
Sanpete County Courthouse, 160 North Main, Suite 101, Manti, Utah

Present are: Commission Chair Scott Bartholomew, Commissioners Mike Bennett and Jim Cheney. County Attorney Kevin Daniels and County Clerk Linda Christiansen.

Meeting is called to order by Commission Chair Scott Bartholomew.

OPENING PRAYER OR REMARKS AND PLEDGE OF ALLEGIANCE
Prayer is offered by Tom Seely. Pledge of allegiance is recited by all.

*Not listed on the agenda, Dave Oxman asks to speak for a brief moment in regards to the recent municipal election. Mr. Oxman states he has been helping with elections for approximately 20 years and this year was by far the most professional that he has ever been a part of. Mr. Oxman also states that every county office in this building (at this time) is friendly to work with and professional; all are amazing to work with. Mr. Oxman expresses his gratitude, as well as thanks to the Commissioners for their involvement with the election processes. *

STACEY LYON: APPROVAL OF CLAIMS; APPROVAL OF FINANCES; APPROVAL AND SIGNATURE OF AGREEMENT WITH INDIGENT DEFENSE SERVICE PROVIDERS; APPROVAL TO PAY JEFF SLACK FOR INDIGENT DEFENSE CONFLICT COUNSEL SERVICES; APPROVAL TO SIGN THE MOU BETWEEN SANPETE, SEVIER, AND WAYNE COUNTY FOR INDIGENT DEFENSE SERVICES; APPROVAL TO HIRE STACEY CARLISLE AS THE SANPETE COUNTY SENIOR NUTRITION COORDINATOR; APPROVAL TO PROMOTE JENNY PAYNE TO SANPETE SENIOR NUTRITION SITE MANAGER- MANTI; APPROVAL TO PROMOTE SHANNON SMITH TO SANPETE SENIOR NUTRITION SITE MANAGER- MORONI.
Stacey Lyon presents the agenda items. No questions or concerns are voiced in regards to the claims. Motion is made by Commissioner Bennett to approve payment of claims #363008 through #363217. The motion is seconded by Commissioner Cheney. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bennett votes aye and Commissioner Bartholomew votes aye. The vote is unanimous and the motion passes. No questions or concerns are voiced in regards to the finances. Motion to approve the finances as of November 10th 2025 is made by Commissioner Bennett. The motion is seconded by Commissioner Cheney, and the motion passes. Ms. Lyon states the provider's names that are contracting with the County for indigent defense services, which are; JoHanna Williams, Brian Frees, Dana Facemyer, David Angerhofer, Mark Tanner, Trent Cahill and Candace Reid. Motion is made by Commissioner Bennett to approve of the signature on the agreement with Indigent Defense Service Providers as stated. The motion is seconded by Commissioner Cheney, and the motion passes. The agreement is signed by Commissioner Bartholomew. The next agenda item is an invoice to pay for a case that had to be contracted out; part of it will be paid by the Indigent Defense Grant. Motion is made by Commissioner Cheney to approve the invoice to Jeff Slack for Indigent Defense Conflict Counsel Services in the amount of $2,525.00. The motion is seconded by Commissioner Bennett, and the motion passes. The next agenda item is the contract between the three counties in regards to Indigent Defense Services and the Labrum Law Office will now be the managing defender now that JoHanna Williams has stepped down. Ms. Lyon states the MOU has not changed but she did change the attest name to the County Clerk;

not her the County Auditor. Motion is made by Commissioner Cheney to approve to sign the MOU for Indigent Defense Services. The motion is seconded by Commissioner Bennett, and the motion passes. The MOU is signed by Commissioner Bartholomew and County Clerk Linda Christiansen. Motion is made by Commissioner Cheney to approve hiring Stacey Carlisle as the Sanpete County Senior Nutrition Coordinator at the rate of $25.33 per hour, effective December 1st as a full-time position. The motion is seconded by Commissioner Bennett, and the motion passes. Motion is made by Commissioner Cheney to approve promoting Jenny Payne to Sanpete Senior Nutrition Site Manager in Manti at the rate of $20.43 per hour, for part-time employment. The motion is seconded by Commissioner Bennett, and the motion passes. Commissioner Cheney states Jenny has worked at the Manti site for 5.5-6 years. She applied for the coordinator position and does a really good job. Motion is made by Commissioner Cheney to approve promoting Shannon Smith to Senior Nutrition Site Manager - Moroni at $19.43 per hour, which is also part-time. The motion is seconded by Commissioner Bennett, and the motion passes.

APPROVAL OF BID TO INSTALL A SPRINKLING SYSTEM AT THE FAIRPARK ARENA; APPROVAL TO CREATE A TURN-AROUND ALONG EPHRAIM CANYON ROAD FOR WINTER ACCESS; APPROVAL TO APPOINT FOUR PEOPLE TO THE SANPETE TRAVEL COUNCIL.

Stacey Lyon presents the agenda items for Kevin Christensen in his absence. Ms. Lyon states Kevin Christensen emailed a recommendation for a bid on the sprinkling system at the Fairpark. Motion is made by Commissioner Bennett to deny to request, the County has a water truck that can be used and he believes there is more to it than adding a sprinkler system. The motion is seconded by Commissioner Cheney, and the request is denied. Commissioner Cheney agrees and feel the specs were lacking and the bids were not consistent. Ms. Lyon believes Mr. Christensen received approval prior on the turn-around along Ephraim Canyon road because it has already been built. Tom Seely did not have time to build the turn-around so Mr. Christensen hired out the work to be done. Motion is made by Commissioner Bennett to approve the turnaround invoice up Ephraim Canyon Road to Barton Excavating in the amount of $18,968.00. The motion is seconded by Commissioner Cheney, and the motion passes. Ms. Lyon lists the four people suggested for the Travel Council which is Brian Jensen, Amy Burnside, Wendy Harsten and Kenley Steck. Motion is made by Commissioner Bennett to approve the four individuals to the Travel Council as stated. The motion is seconded by Commissioner Cheney, and the motion passes.

AMY WILLDEN: APPROVAL TO PAY THE DATA CENTER FOR PRINTING OF TAX NOTICES AND BALANCE ON POSTAGE.

Amy Willden presents the agenda item. Motion is made by Commissioner Bennett to approve the invoice to The Data Center for the tax notices 2025, in the amount of $6,744.51. The motion is seconded by Commissioner Cheney, and the motion passes.

SHERIFF JARED BUCHANAN: RATIFY APPROVAL TO HIRE ALAN RICHARDSON AS A PATROL DEPUTY; SWEARING IN PATROL DEPUTY ALAN RICHARDSON; APPROVAL FOR CELL PHONE STIPEND FOR DEPUTY RICHARDSON; APPROVAL TO PAY WAXIE SANITARY SUPPLY FOR JAIL SUPPLIES; APPROVAL TO PAY PRECISION COLLISION REPAIR FOR VEHICLE REPAIRS; APPROVAL TO PAY ANNUAL LICENSE AND SUPPORT FEE TO INTELLICHOICE, INC; APPROVAL TO REIMBURSE DERRICK TAYSOM FOR USE OF PERSONAL CREDIT CARD; APPROVAL TO EXPEND AN ADDITIONAL AWARD FROM THE

UNIFORM BAIL FORFEITURE GRANT; APPROVAL TO EXPEND AN ADDITIONAL AWARD FROM THE RESIDENTIAL SUBSTANCE ABUSE TREATMENT (RSAT) GRANT; NOTICE OF VACANCY DEPUTY SHERIFF'S MERIT COMMISSION.

Sheriff Jared Buchanan presents the agenda items. Sheriff Buchanan explains this will fill one of the two openings in patrol. Alan Richardson is certified LEO and has been employed in the Constable's office for the past four years. Deputy Richardson will bring a lot of experience and knowledge in the paper serving aspect of the Sheriff's office. Motion is made by Commissioner Bennett to ratify the approval to hire Patrol Deputy Alan Richardson at a Grade 9 Step 1, at $28.51, effective 10/27/2025. The motion is seconded by Commissioner Cheney, and the motion passes. Sheriff Jared Buchanan swears in Patrol Deputy Alan Richardson. Motion is made by Commissioner Bennett to approve a cell phone stipend for Deputy Richardson in the amount of $38.00 a month, effective 10/27/2025. The motion is seconded by Commissioner Cheney, and the motion passes. Sheriff Buchanan requests the agenda item for Waxie Sanitary Supply be tabled due to items that were improperly placed on the invoice. Sheriff Buchanan is not sure why the next agenda item was listed because the payment should be made by the insurance company not out of his operations budget. Linda Christiansen calls Stacey Lyon for clarification on how this invoice should be paid. This next agenda item is addressed. Sheriff Buchanan explains this invoice is the yearly invoice for the CAD system. The invoice did increase by 3% this year. Motion is made by Commissioner Bennett to approve to pay the invoice to Intellichoice Inc for invoice #1234420 in the amount of $11,549.06. The motion is seconded by Commissioner Cheney, and the motion passes. The County doesn't have a Costco card so Officer Taysom had to order workstations on his personal credit card. The workstations are going to be put downstairs when AP&P moves out. The invoice is for three adjustable workstations with storage tower. Motion is made by Commissioner Bennett to approve the reimbursement to Derrick Taysom for the CPO workstations in the amount of $3,682.84. The motion is seconded by Commissioner Cheney, and the motion passes. Motion is made by Commissioner Bennett to approve to expend an additional award from the Uniform Bail Forfeiture Grant until 6/30/2026 in the amount of $100,000.00. The motion is seconded by Commissioner Cheney, and the motion passes. The next grant will be used for personnel and training until 6/30/2026. Motion is made by Commissioner Bennett to approve to expend an additional award from the Residential Substance Treatment (RSAT) Grant until 6/30/2026 in the amount of $150,607.98. The motion is seconded by Commissioner Cheney, and the motion passes. They return to the Precision Collision Repair invoice item. Ms. Christiansen relayed the information to Commissioner Cheney that there is a specific budget line that insurance claims come out of which is 10-4960-780. The deductible has been paid and the insurance did pay the rest. Motion is made by Commissioner Cheney to approve the invoice to Precision Collision in the amount of $4,268.92, out of 10-4960-780. The motion is seconded by Commissioner Bennett, and the motion passes. Sheriff Buchanan is not sure how the appointment of individuals on the Sheriff's Merit Commission has worked in the past. A member, Joan Olson has passed away and they need to replace her on the Commission. Other members are Dennis Avery, Rawlin Anderson and Bev Thomas is the secretary. The Sheriff's Merit Commission is under the direction of the Commissioners; not the Sheriff. The Commissioners would like to consult with Kevin Daniels on the procedures necessary to fill the position. Motion is made by Commissioner Bennett to approve the posting of notice of vacancy Deputy Sheriff's Merit Commission for one position. The motion is seconded by Commissioner Cheney, and the motion passes.

JOSH ALLSOP: APPROVAL TO PAY PETZL INVOICE FOR SEARCH AND RESCUE ROPE GEAR.

Josh Allsop presents the agenda item. Josh Allsop explains they went on a call last month which was a rollover. Both of their ropes and clutches were ruined in the process so they will need to be replaced. The driver suffered a broken back but no one on the Search and Rescue team was injured. The invoice will be turned in to the State for reimbursement and it will come out of the Search and Rescue budget. Motion is made by Commissioner Bennett to approve the invoice to PETZL for the rope gear in the amount of $2,089.82. The motion is seconded by Commissioner Cheney, and the motion passes.

BRENDA BARTHOLOMEW REPRESENTING GUNNISON VALLEY HOSPITAL: PRESENTATION OF COMMUNITY REPORT.

Brenda Bartholomew presents the community report. Also present are Liz Brown and Jodi McKinlay. Ms. Bartholomew distributes the Gunnison Valley Annual Report for 2024-2025 to all of the Commissioners. Greg Rosenvall and Danielle Taylor were added to the Board of Directors. Liz Brown reviews the page that illustrates preferred workplace and employee stability. At Gunnison Valley Hospital, the turnover rate is 7 %; the national average in healthcare is 20.7%. They had seven individuals retire from their organization with 198 years of experience. On page 12, they highlight the new learning center that provides their staff with on-site child care. They also added an in-house MRI and tele-oncology services. Discussion ensues in regards to the new Ephraim Revere Clinic and Behavioral Health Center. HCAHPS is explained; it is a survey that in-patients receive in the mail. Gunnison Valley Hospital is ranked a 9-10 by 82% of their patients. Jodi McKinlay reviews numerous awards that the hospital and individuals have received. Ms. Bartholomew reviews the Community benefits on page 24. Commissioner Bartholomew explains an experience his daughter had with other hospitals having an issue drawing her blood but at Gunnison Hospital she didn't have any issues.

JENNY WILLIAMS: RATIFY APPROVAL OF CACHE VALLEY ELECTRIC ON THE FIREWALL FOR THE SHERIFF'S OFFICE.

Motion is made by Commissioner Cheney to approve to pay Cache Valley Electric on the firewall for the Sheriff's office in the amount of $2,860.57, for a term of 36 months. The motion is seconded by Commissioner Bennett, and the motion passes.

JEREMY KOENSE REPRESENTING VANCON INC: APPROVAL OF RIGHT-OF-WAY EXCAVATION LICENSE FOR WATERLINE CROSSING THE EPHRAIM CANYON AND NEW CANYON ROADS FOR THE PENSTOCK REPLACEMENT PROJECT.

Jeremy Koense and Garrick Willden present the agenda item. Mr. Willden explains VanCon is replacing one of Ephraim City's penstock lines; a 900 psi line. The pipe will be welded steel pipe. Mr. Willden explains the location of the line. Mr. Willden met with Tom Seely and discussed the project. They would like to close the New Canyon Road while they are doing active construction in the area because the road is so narrow and they will most likely be in the middle of the road. They hope to have the project completed by April 15th. They also requested a road closed sign to be placed at left hand because if they turn off there, they won't be able to get back through. The road is dirt but they will be placing 6 inches of road base back over top of the pipe which will be an improvement. Sheriff Buchanan suggests they

reach out to Kevin Christensen because he usually hosts a winter side by side ride on that road. Mr. Willden will reach out to Mr. Christensen. Motion is made by Commissioner Bennett to approve the right-of-way excavation license for VanCon Inc. crossing the Ephraim Canyon and New Canyon Roads for the Ephraim Penstock Replacement Project. The motion is seconded by Commissioner Cheney, and the motion passes.

WHITNEY BROOKE LOEWER & AARON LOEWER: DISCUSSION FOR POSSIBLE APPROVAL TO USE THE ROAD ON PARCEL #S-26869 TO ACCESS THEIR PROPERTY, PARCEL #S-26864X. THIS REQUEST IS PURSUANT TO LOEWER'S FORTHCOMING MAJOR SUBDIVISION APPLICATION.

Whitney Brooke Loewer and Aaron Loewer present the agenda item. Brooke Loewer explains they purchased the property in May. They are trying to get a permit to build their driveway as part of their major subdivision application. When Tom Seely came out to the property he explained the road is not a Sanpete County Road. They are trying to figure out the status of the road so they can proceed with their subdivision application. Tom Seely explains it is a Class D Road. Scott Olsen states it is a Class D Road, it is 33' wide and approximately a quarter mile long and it is a parcel of land owned by Sanpete County. Mr. Olsen explains the location of the road and whose property the road crosses. Mr. Olsen states there are no easements associated with the property. Ashley Webb has given them an easement of 33' on his property but they need the remaining 33' from the County owned property to meet the requirement of 66 '. Kevin Daniels is not in the meeting yet; Commissioner Bartholomew would like him to be involved in the conversation. Discussion ensues in regards to deeding the property to the Loewer's instead of giving an easement while Linda Christiansen tries to locate Kevin Daniels. Ms. Christiansen also contacts the County Recorder to see if she can help research the property and see if it is a property that the County acquired with tax sale. The Commissioners move on to the next agenda item; Scott Olsen's agenda items. After Kristyn Bore's agenda item, they return to this item on the recording. County Recorder Talisha Johnson verifies the parcel is a road and it is real property, not just a gap on the map. Kevin Daniels is present and states the County has sold property to individuals in the past but it will need to be opened up to the public. The price can be determined by fair market value assessment or back taxes, fees and penalties. The Loewer's express concern that other's have the opportunity to purchase the property if it goes out to public bid. Kevin Daniels states it won't be a bidding war; the priority will be given to the property owner that it benefits, not just a person that does not own property in the area. The parcel of land is approximately a half acre. A discussion ensues in regards to a Class D Road. Scott Olsen mentions he will need to research the easements that the Hooley Subdivision would have used for their approval. Talisha Johnson leaves the meeting to find out that information. As far as next steps, Kevin Daniels explains to the Loewer's to go to his office and get his card. Mr. Daniels will find out the amount owed for the property and research the posting requirements. The Loewer's would like to continue with their subdivision application if possible. Talisha Johnson returns and states it is a public road on the Hooley's subdivision plat. If this takes a couple of months; that would align with the Planning Commission not meeting until February. Scott Olsen doesn't think this should hold them up because they don't need a driveway permit. Talisha Johnson will research when the property was acquired at the tax sale.

SCOTT OLSEN: APPROVAL TO MOVE HEIDI SORENSEN TO THE ZONING ADMINISTRATOR POSITION; RATIFY APPROVAL OF POSTING AN OPEN POSITION FOR A PERMIT TECH IN THE

BUILDING DEPARTMENT; APPROVAL OF A CELL PHONE STIPEND FOR JAMES RICHINS.
Scott Olsen presents the agenda item. Scott Olsen is proposing that Heidi Sorensen move from the Building Department as a Permit Technician to the Zoning Administrator position. Motion is made by Commissioner Cheney to approve to move Heidi Sorensen to the Zoning Administrator position; Grade 7, Step 6 at a rate of $27.12 an hour, effective today (November 10). The motion is seconded by Commissioner Bennett, and the motion passes. Motion is made by Commissioner Bennett to ratify approval to open the position for Permit Tech in the Building Department. The motion is seconded by Commissioner Cheney, and the motion passes. Mr. Olsen posted the position last Wednesday and they have a few applications so far. The zoning department has used a hotspot with Verizon in the Indianola area but it does not work very well so James has used his personal phone to access the inspection portal. They have turned in the hotspot device and he would like to get approval for a cell phone stipend because T-Mobile works better. Motion is made by Commissioner Bennett to approve a cell phone stipend for James Richins in the amount of $38.00 per month. The motion is seconded by Commissioner Cheney, and the motion passes.

KRISTYN BORE REPRESENTING MISS SANPETE: INTRODUCE HERSELF AS NEWLY APPOINTED DIRECTOR; DISCUSS MISS SANPETE PROGRAM.
Kristyn Bore presents the agenda items. Ms. Bore introduces herself to the Board. The Commissioners request that she keep in contact with Commissioner Cheney. Ms. Bore has a vision of how she would like things to be done and the quality of program is important to her. Ms. Bore would like the girls to be involved in activities or events to learn about things in the community. Discussion ensues in regards to the float and how it needs to be covered. Commissioner Bennett will get Kevin Christensen's contact information to her. Commissioner Bartholomew states the girls and the float need to be in all of the parades. Discussion ensues in regards to previous discussions about the float being placed on an old hay trailer. Ms. Bore states her only concern is; is the float safe? Commissioner Bennett offers to help look into the float safety with her. Ms. Bore is currently trying to organize the Board; she is looking for women that are interested in making a difference in young girls lives. Ms. Bore is meeting with the past directors tonight. The Commissioners return to the Whitney Brooke Loewer agenda item.

DISCUSSION AND POTENTIAL APPROVAL OF JOINING THE SEVEN COUNTY INFRASTRUCTURE COALITION.
Commissioner Scott Bartholomew addresses the agenda item. Commissioner Bartholomew explains the director of Seven County Infrastructure Coalition approached him about Sanpete County joining and he also met with them and received a formal invitation. This group is a coalition of mineral producing counties. He believes the reason Sanpete didn't join in years past, is due to the lawsuit with Carbon County. Sanpete is one of the larger counties that produces coal so it makes sense to join. Discussion ensues regarding the number of years that Sanpete's coal will last. Commissioner Bennett believes this is a great move and it may alleviate some other issues that have come to light. Commissioner Bartholomew mentions that Seven County made a proposal before the CIB to use part of the fifty million dollars to complete a study to put in a coal port. The study locations would be Mexico, California and Washington. Motion is made by Commissioner Bennett to approve Sanpete County in joining the Seven County Infrastructure Coalition. The motion is seconded by Commissioner Cheney, and the motion passes.

LINDA CHRISTIANSEN: DISCUSSION AND POTENTIAL APPROVAL OF THE DATES FOR THE 2026 COUNTY COMMISSION MEETING SCHEDULE; DISCUSSION AND POTENTIAL APPROVAL OF THE PROPOSED BUSINESS LICENSE FEE INCREASES AND CHANGES TO THE LAND USE MATRIX.

Linda Christiansen presents the agenda items. Ms. Christiansen explains she does not have an official calendar to present, she just wanted to have a discussion. All of the dates line up with the regularly scheduled Commission meeting dates of the first and third Tuesday and do not conflict with holidays or election day; except for the November Election date. Ms. Christiansen proposes moving that Commission date to the next Tuesday, which is November 10th. Commissioner Cheney suggests holding one of the meetings in the month at a later time. Commissioner Bennett likes that idea as well. The one concern that Commissioner Bartholomew voices is having the county elected officials or department heads available when they have questions. The building is open until six so if the meeting is at four, that should still work with everyone's schedules. Commissioner Bennett also suggests moving the day to Mondays. Ms. Christiansen does not have an opinion; it would just move the deadline for agenda requests to Wednesday instead of Thursday. Kevin Daniels would not be able to attend meetings because he has court on Mondays. If Kevin can't make it, they don't want to change it. It was just a question that Commissioner Bennett and Commissioner Cheney had discussed in passing. Commissioner Bennett would like the second meeting to be moved to 4:00 PM; Department Head meeting would remain on that day but moved to 3:00 PM. Ms. Christiansen does like the suggestion of having the Department Head meeting later to accommodate the offices in managing lunch breaks. Discussion ensues in regards to other meetings they may have on Tuesdays. This change will be discussed in the next Department Head meeting. Ms. Christiansen had distributed the proposed business license fee increases at the budget hearing. Following the budget hearing, she was not clear if she was approved to move forward with the increase. Heather Pyper is discussing the changes to business licenses with the Planning Commission this week because the Land Use Matrix does not match the fee schedule in the Clerk's office. Ms. Christiansen would like to formally present the changes to the Commissioners in the next meeting. All of the Commissioners are ok with the proposal going forward to the Planning Commission. Ms. Christiansen explains how Ms. Pyper came up with some of the fees; she referred to Code and reached out to surrounding counties for comparables. The fee schedule that the Clerk's office is using was adopted in 2000 and hasn't been updated since. Some of the licenses that are acquired didn't exist in the late 90's to 2000's and they don't match the updates to the County ordinances that have taken place over the years.

APPROVAL OF MINUTES

There are no minutes to approve because the County Clerk has been busy with election processes.

Motion is made by Commissioner Cheney to go into closed session to discuss the character, professional competence of personnel. The motion is seconded by Commissioner Bennett, and the motion passes. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bartholomew votes aye, and Commissioner Bennett votes aye. The vote is unanimous and the motion passes.

CLOSED SESSION

Motion is made by Commissioner Bennett to go out of closed session. The motion is seconded by Commissioner Cheney, and the motion passes. No action was necessary due to this closed session.

Motion is made by Commissioner Bennett to adjourn. The motion is seconded by Commissioner Cheney, and the motion passes.

The meeting is adjourned at 2:58 P.M.

ATTEST: APPROVED:

Linda Christiansen
Sanpete County Clerk

Scott Bartholomew
Commission Chair