

## **SANPETE COUNTY COMMISSION MEETING**

**November 18th, 2025, 2:00 PM**

Sanpete County Courthouse, 160 North Main, Suite 101, Manti, Utah

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

Meeting is called to order by Commission Chair Scott Bartholomew.

### **OPENING PRAYER OR REMARKS AND PLEDGE OF ALLEGIANCE**

Prayer is offered by Commissioner Scott Bartholomew. Pledge of allegiance is recited by all.

### **CANVASS OF THE 2025 MUNICIPAL GENERAL ELECTION.**

Linda Christiansen, County Clerk presents the 2025 Municipal General Election Canvass for the following cities; Centerfield, Ephraim, Fairview, Fountain Green, Gunnison, Manti, Mayfield, Moroni, Mt. Pleasant, Spring City and Sterling. Ms. Christiansen reviews the Canvass packet but does clarify this is not a County election. Statutorily, it is the City Recorder's responsibility to canvass their individual elections. The County contracts with the cities to process the ballots because the county has the equipment and training required. The number of active voters for this election was 11,361, with 5,360 total ballots counted and a voter turnout of 47.2%. Ms. Christiansen reviews the standardized canvass statistics report that is included in the canvass packet. Ms. Christiansen expresses how important each vote is in an election; Spring City had a race that had a difference of six votes. She also explains, in order to qualify for a recount, the difference between the two candidates would have to be one vote in a race of that size. Ms. Christiansen explains the financial side of contracting with the cities. The minimal fees for printing and software services for this election cost the County \$34,063.82; the County will receive \$26,316.00 back from the cities. Ms. Christiansen expresses her disappointment in the voter turnout. She would like to see the municipal election closer to a ninety percent voter turnout but sadly, she does not see that happening. Due to rising costs since the last contract was signed with the cities for election services, she will be adjusting the contract for the 2027 Municipal Election. Commissioner Bartholomew inquires as to what happened with the Wales election. Ms. Christiansen states every candidate running for office in Wales was disqualified due to failure to submit financial disclosures. She has not heard how that situation is to be resolved. Wales will still need to pay for the ballots that were mailed. Any Wales ballots that were received by the clerk's office were pulled and not processed. Motion is made by Commissioner Bennett to approve the Municipal General Election 2025. The motion is seconded by Commissioner Cheney, 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. The 2025 Municipal General Election Canvass is signed by all three Commissioners and the County Clerk, Linda Christiansen.

### **STACEY LYON: APPROVAL OF CLAIMS; APPROVAL OF FINANCES; APPROVAL OF SIGNATURE AND PAYMENT TO THE PUBLIC SAFETY SURVIVING SPOUSE TRUST FUND.**

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 #363218 through #363279. The motion is seconded by Commissioner Cheney. No questions or concerns are voiced in regards to the finances. Motion to approve the finances as of Tuesday, November 18th is made by Commissioner Bennett. The motion is seconded by Commissioner Cheney, and the motion passes. Ms. Lyon explains the next agenda item is required by statute. The County pays \$95.00 per sworn in public safety officer; which the County currently has 48 officers that qualify. The report needs to be signed and submitted with the payment in the amount of \$4,560.00 to go to the Surviving Spouse Trust Fund. Motion is made by Commissioner Bennett to approve the signature and payment to the Public Safety Surviving Spouse Trust Fund in the amount of \$4,560.00. The motion is seconded by Commissioner Cheney, and the motion passes.

**TOM SEELY: DISCUSSION AND POTENTIAL APPROVAL OF A WASH RACK; APPROVAL TO PAY PREMIER STRIPPING.**

Garrick Willden presents the first agenda item. Mr. Willden distributes a bid sheet with all of the bids for the maintenance facility. Tom Seely explains they have been working on this project for a year or so. Mr. Willden states the low bid came from Nielsen Contracting from Richfield for \$1,264,207.00. The next bid is from Sage Construction in the amount of \$1,395,360.00. He met with the bid companies and they don't feel that they missed anything. They received bids from 10 companies; Mr. Willden felt it was very competitive and prices have gone down a little. The bid is for the wash plant at the County Yard; which consists of grease pit, bay and wash bay. Commissioner Bartholomew states they will discuss this project with Stacey in regards to funding but they should be able to pay for it so it does not have to be done in phases. Motion is made by Commissioner Bennett to approve the awarding Nielsen Contracting out of Richfield Utah, on the bid for the wash rack for the County Road Department in the amount of \$1,264,207.00. The motion is seconded by Commissioner Cheney, and the motion passes. The project should start by the end of December or first part of January. Tom Seely leaves the meeting momentarily to get the invoice for the next agenda item. Discussion ensues in regards to getting the area ready for construction. The Commissioners move on to the next agenda item. After Jenny Williams items are addressed, they return to the next item for Tom Seely. Mr. Seely explains he has an invoice to pay Premier stripping for work done in the Gunnison area. Axtell, Fayette and Farmers Freeway will be painted next year and then they will go back to the north end. Motion is made by Commissioner Bennett to approve the payment to Premier Stripping in the amount of \$18,493.70. The motion is seconded by Commissioner Cheney, and the motion passes.

**JENNY WILLIAMS: DISCUSSION AND POTENTIAL APPROVAL TO PURCHASE 5 DESKTOP COMPUTERS AND 2 LAPTOPS FROM LENOVO; DISCUSSION AND POTENTIAL APPROVAL TO PURCHASE 5 MORE DESKTOP COMPUTERS IN THREE WEEKS.**

Jenny Williams presents the agenda items. Ms. Williams explains she needs to order at least 10 work stations in order to update Windows operating systems. She explains she gets a better discount if she orders five at a time. Ms. Williams also needs approval for two laptops; one for the attorney's office and one for the senior nutrition director. Ms. Williams has an exact amount for the 2 laptops and first round of 5 workstations. She would like to receive an approval for an estimated amount on the second round of workstations in hopes to take advantage of upcoming promotional discounts in the next few weeks. This should get the County close to updated equipment which provides greater security and better functioning of the applications. The amounts requested are within her budget. Motion is made by

Commissioner Bennett to approve the IT Department to order 5 Desktop Computers and 2 Laptops from Lenovo in the amount of \$7,823.00. The motion is seconded by Commissioner Cheney, and the motion passes. Motion is made by Commissioner Bennett to approve the expenditure in the amount up to \$6,000.00 for an additional 5 Desktops for the IT Department. The motion is seconded by Commissioner Cheney, and the motion passes. Commissioner Bartholomew questions whether or not Ms. Williams would like the laptop back that he was issued many years ago. He does not use it and has not used it. She will find out the process from the inventory office.

**DOUG McMULLIN REPRESENTING WALES TOWN: DISCUSSION AND POTENTIAL APPROVAL TO PLACE TWO ENGINE BRAKE RESTRICTION SIGNS ON 200 WEST.**

Doug McMullin presents the agenda item. Mr. McMullin explains he is requesting signs on the County Road outside of Wales. He is aware that he will need to go through a separate process to install the signs on the State Highway. Tom Seely has no issues with the request. Wales Town can pay for the signs and the County will install them. Motion is made by Commissioner Cheney to approve Tom Seely in the Road Department to install two engine brake signs on the West Side Road; Wales Town will purchase the signs and the County will put them up. The motion is seconded by Commissioner Bennett, and the motion passes.

**HEIDI SORENSEN: DISCUSSION AND POTENTIAL APPROVAL TO SIGN THE PREVIOUSLY SUBMITTED APPLICATION BY CORY AND LACEY ROSENLOF TO AMEND AND ADD TWO LOTS TO THE EXISTING (ROSENLOF ESTATES SUBDIVISION). THE SUBDIVISION CONSISTS OF THREE LOTS: LOT 1 AT 5.64 ACRES, LOT 2 AT 3.81 ACRES AND LOT 3 AT 1.00 ACRE. THE AFFECTED PROPERTY IS LOCATED EAST OF MOUNT PLEASANT IN THE RA-2 ZONE. THE ROSENLOF ESTATES SUBDIVISION IS RECORDED AS AN APPROVED SUBDIVISION, MORE SPECIFICALLY DESCRIBED AS LOT 1, PARCEL #S- 25990X1 AT 10.45 ACRES.**

Scott Olsen & Heidi Sorensen present the agenda item. Ms. Sorensen states the application has been approved. Scott Olsen had identified discrepancies with some road issues so this went back to the Planning Commission but those issues have been resolved. The application was approved in the Planning Commission last week. Motion is made by Commissioner Bennett to approve the signature on the Rosenlof Estates Subdivision, parcel # S-25990X1. The motion is seconded by Commissioner Cheney, and the motion passes. The Mylar is signed by Commissioner Bartholomew and County Clerk Linda Christiansen. Kevin Daniels will have to sign the Mylar before it can be recorded. He has not arrived to the meeting yet.

**APPROVAL TO RENEW SANPETE WATER CONSERVANCY BOARD MEMBER TERMS FOR MATT PALMER, STANFORD JENSEN, JAY OLSEN AND SCOTT BARTHOLOMEW.**

Commissioner Bartholomew states that all Board Members want to renew their term. Motion is made by Commissioner Cheney to approve the Water Conservancy Board Members terms for Matt Palmer, Stanford Jensen, Jay Olsen and Scott Bartholomew. The motion is seconded by Commissioner Bennett, and the motion passes. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bennett votes aye and Commissioner Bartholomew recuses himself.

**LINDA CHRISTIANSEN: RATIFY APPROVAL TO PAY KP INVOICE FOR THE 2025 MUNICIPAL GENERAL ELECTION PRINTING SERVICES; DISCUSSION AND POTENTIAL APPROVAL OF BUSINESS LICENSE FEE SCHEDULE UPDATES AND INCREASES.**

Linda Christiansen presents the agenda items. Ms. Christiansen states this invoice had been previously discussed because she received it the day of the last Commission meeting. The invoice is to pay the printing expenses for the 2025 Municipal General Election. The total for printing services only is around twenty-three thousand and the total amount received from the cities is approximately twenty-six thousand. Ms. Christiansen addresses one big cost is the newly designed envelopes due to Legislative requirements. Some changes will be made to the envelopes and if the base amount ordered is higher we will get a better price but due to multiple changes with legislation that is not always a good idea. Motion is made by Commissioner Cheney to approve to pay KP invoice in the amount of \$23,613.24. The motion is seconded by Commissioner Bennett, and the motion passes. Ms. Christiansen addresses the need to update the business license fee schedule. The last business license fee schedule was adopted in 2000, yet the land use ordinance has been updated multiple times in that time frame. Currently, the business license fees are \$50, \$75 and \$100. The new fees are comparable to surrounding counties and include businesses that did not exist in the 90's, such as an Airbnb and CBD farms. This will hopefully spark Planning and Zoning to update the Land Use Matrix to fit business license needs in the County. Ms. Christiansen is proposing that the Clerk's office sends out the renewals for 2026 in the next week and will honor the current prices if paid by the end of the year (which is when the licenses expire). If they do not renew before January 1<sup>st</sup>, they will be subject to the new fees. All County businesses expire on December 31<sup>st</sup> and many people do not renew when they should; some don't pay their fees until April or May which technically means they have been expired for a few months. If payment is received late, there will be penalties and fees enforced. Scott Olsen states the municipalities charge a late fee. Scott Olsen verifies they will work on updating the Land Use Matrix. Motion is made by Commissioner Bennett to approve the business license fee schedule updates and increases as stated. The motion is seconded by Commissioner Cheney, and the motion passes. It is too early to hold the public hearing so they advance to the approval of minutes' agenda item.

**PUBLIC HEARING IN REGARDS TO KEVIN MERRITHEW HAS FILED A PETITION TO THE SANPETE COUNTY COMMISSIONERS FOR APPROVAL TO AMEND THE LAND USE MATRIX TO INCLUDE THE AGRICULTURE ZONE FOR PRIVATE LANDING STRIPS AS A CONDITIONAL USE PERMIT WITH THE COUNTY.**

Kevin Merrithew presents the agenda item. Mr. Merrithew explains that he is trying to get a landing strip that he could use on his private land. Mr. Merrithew has attended a few meetings and the Planning Commission recently gave an approval for the Commission to now review for potential approval. Scott Olsen, Building Official explains the notice for the public hearing is listed as an amendment to the Land Use Matrix. Since the previous Zoning Administrator left, he can't find that the language for the land use amendment has been drafted in order to approve in today's meeting. The verbiage of the amendment should have been addressed along the way. Due to the lack of the actual verbiage for the change, this will need to go back to Planning Commission to approve the draft of the changes to the Land Use Matrix. Commissioner Bartholomew questions whether FAA has been contacted in regards to this proposal. Mr. Merrithew states they have not but in his research, he found that once the County approves it, then he submits that approval to the FAA. Mr. Olsen wants to verify the

potential requirements of the FAA in order to include that information in the ordinance changes. Mr. Olsen verifies the Planning Commission approved the change to the matrix but now the verbiage must be drafted in order to approve the change going forward. Mr. Olsen and Heidi Sorensen will get the verbiage drafted in order to present it to the Planning Commission Board. Mr. Merrithew suggests updating the commercial airstrip verbiage when they add the private. It is suggested that Mr. Merrithew works with them to create the drafted verbiage. No one from the public attended the public hearing in opposition. The public hearing is closed from public comment. No motion is made. The item needs to go back to Planning Commission once the verbiage is drafted by the Building and Zoning offices. Ms. Christiansen states, in the past an ordinance change has to be noticed as a public hearing for at least 30 days. Commissioner Cheney explains the processes that need to take place. All meeting items have been addressed. The Commission is now waiting for Kevin Daniels to arrive in the meeting for Closed Session.

#### **APPROVAL OF MINUTES**

No questions or concerns are voiced in regards to the minutes. Ms. Christiansen emphasizes how well executed the public hearing went in the last meeting in October as far as controlling the noise. She expresses the difficulty of taking minutes when people talk over each other or if there is background talking or whispering. She really appreciated the presence of the officers and the way the Commissioners ran the meeting. Motion is made by Commissioner Bennett to approve the minutes from October 21<sup>st</sup> which contained the public hearing. The motion is seconded by Commissioner Cheney, and the motion passes. No questions or concerns are voiced in regards to the minutes. Motion is made by Commissioner Bennett to approve the minutes from November 10<sup>th</sup>. The motion is seconded by Commissioner Cheney, and the motion passes.

Commissioner Bartholomew states we are waiting for the Public Hearing that can not take place until 3:30 pm, so the meeting will be paused until that time.

Motion is made by Commissioner Cheney to pause the meeting. The motion is seconded by Commissioner Bennett, and the motion passes. The meeting was paused at 2:46 P.M.

Motion is made by Commissioner Bennett to go into closed session to discuss pending or reasonably imminent litigation. The motion is seconded by Commissioner Cheney. 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.

Due to the closed session; Motion is made by Commissioner Bennett to allow Tom Seely, Road Supervisor to get with the Sheriff to investigate an issue on Farmer's Freeway in Centerfield. The motion is seconded by Commissioner Cheney, and the motion passes.

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

The meeting is adjourned at 4:04 P.M.

ATTEST:   
Linda Christiansen  
Sanpete County Clerk

APPROVED:   
Scott Bartholomew  
Commission Chair