

Mayfield Town Council Regular Meeting Minutes
August 12, 2026 7:00 PM
Mayfield Town Hall

Council Members Attending	Jack Wilber, Keston Christiansen, Catherine Medler
Council Members Excused	Mayor Travis Good, Mitzi Fuller
Administration Attending	Amanda Bennett, Krista Dutton, Jake Nielson,
Others Attending	Steve Anderson, Eric Peterson, Cade Penney, Linda Christiansen, Markell Barclay, D'Enna Barclay, Asher Barclay, Brecken Barclay, Dave Whitlock
Conducting	Jack Wilber

Agenda	Discussion	Vote
1. Public Comments a. Invitation to public present for matters to be brought before Council	Cade Penney from Six County Association of Governments provided several upcoming training and conference updates. Councilmembers were informed that scholarships are available for the upcoming Utah League of Cities and Towns (ULCT) conference, which may assist with conference, lodging, and meal expenses. Two scholarships are available for the region. A Land Use Institute training will be held September 8, 2026, at the Sterling Town Hall with Rob Terry from the Office of the Property Rights Ombudsman. Councilmembers and Planning and Zoning members were encouraged to attend. A second Regional Growth Summit is also being considered for October 22, 2026, at Snow College, with registration information forthcoming.	
2. Council Discussion & Action Items a. Barclay kids-request for donation to their Sanpete County Jr. Livestock animals b. Linda Christiansen, Sanpete County Clerk: Discussion regarding the 2027 Municipal Election and presentation of the DRAFT 2027 Interlocal Cooperation Agreement between	Members of the Barclay family addressed the Council requesting a boost donation toward their Sanpete County Junior Livestock projects. They explained that three participants will be showing pigs at the County Fair this year and requested the Town's continued support. The Council discussed the \$200 contribution provided the previous year. A motion to donate \$200 toward the Barclay children's Junior Livestock projects was made. The Barclay family also agreed display their projects in the display cabinets at the Town entrance and return with a report. Sanpete County Clerk Linda Christiansen presented information regarding the upcoming 2027 municipal election and the draft Interlocal Cooperation Agreement between Sanpete County and Mayfield Town. Christiansen explained that municipal recorders serve as the election officers for municipal elections and that the agreement outlines the responsibilities of both the County and the Town. The proposed agreement contains no significant changes from previous years; however, the election administration fee has increased to \$4.00 per active registered voter for each election,	Motion: Jack Second: Cat Vote: Unanimous 'Aye'

Sanpete County and Mayfield. c. Discussion and possible approval of a legal review of Town ordinances in the amount of \$4,750	and responsibilities have been further clarified. Mayfield currently has approximately 394 active registered voters. Christiansen encouraged the Town to budget for the possibility of both a primary and general election in 2027. She also reviewed the Town's responsibilities, including participation in election training, ballot pickup and chain-of-custody procedures, candidate filing notices, ballot review, sample ballots, election notices, candidate financial disclosures, and conflict-of-interest statements. The agreement is currently in draft form and has been reviewed by the Sanpete County Commission and County Attorney. The Town may review the agreement and submit questions or concerns prior to the final agreement being distributed for signature in early 2027. The County requested that completed agreements be returned no later than April 2027. Christiansen also discussed election security, voting by mail and in-person voting, and the County's efforts to maintain secure and transparent election procedures. She reported that Sanpete County is one of five Utah counties being recognized by the Lieutenant Governor's Office for excellence in elections. The Council reviewed a proposal from General Code for a legal analysis of Mayfield Town's ordinances. General Code currently provides the Town's ordinance codification services and maintains the Town's online code. The proposed legal analysis would identify duplications, conflicts, and inconsistencies within the Town Code and compare existing ordinances with current Utah statutes. The updated proposal totaled approximately \$5,500, which was higher than the \$4,750 amount listed on the agenda. It was discussed that Six County Association of Governments may be able to assist with reviewing the Town Code and exploring other alternatives at a lower cost. The Council agreed there was sufficient time to further research available options and continue discussing the matter during future work meetings. No action was taken.	
3. Council Business a. Approval of claims from the invoice register dated 07-09-2026 thru 08-12-2026 b. Approval of minutes from meetings on July 8, 2026 and August 5, 2026	The Council reviewed claims from the invoice register dated July 9, 2026, through August 12, 2026. It was noted that expenditures were higher than average due in part to a \$10,000 long-term debt payment related to irrigation stock water previously purchased from Grant Hansen. A motion was made to approve the claims from the invoice register dated July 9, 2026, through August 12, 2026. The Council reviewed the minutes from the July 8, 2026, and August 5, 2026 meetings. An update was also provided regarding Town Hall projects. Installation of new flooring in the kitchen and bathrooms was scheduled for the following Monday and Tuesday. The Town had also received login information and software access for the new electronic marquee, although an installation date had not yet been confirmed. It was discussed that the marquee could be programmed to turn off at night in response to concerns expressed by nearby residents.	Motion: Jack Second: Keston Roll Call Vote: Unanimous 'Aye' Motion: Keston

	A motion was made to approve the minutes from the July 8, 2026, and August 5, 2026 meetings.	Second: Jack Vote: Unanimous 'Aye'
4. Department Reports a. Mayor Good b. Jack Wilber c. Catherine Medler d. Mitzi Fuller e. Keston Christiansen f. Upcoming Calendar Items	Mayor Good was absent from the meeting. No report was given. Councilmember Wilber reported that he and Jake had been working to obtain spare parts for pumps at the RO station. Some seals are leaking and other minor repairs are needed; however, the issues are not currently affecting the performance of the pumps. Repairs will be completed as scheduling permits. No significant concerns were reported at the cemetery. Recent monsoon moisture has helped improve the condition of the grass. Councilmember Medler had no report. Councilmember Mitzi Fuller was absent from the meeting. No report given. Councilmember Christiansen reported that he has been working to obtain fire extinguishers and smoke detectors for the cabin. He contacted Nick Lyons regarding the matter and will follow up. The Council also discussed upcoming road work. Jake reported that work had not yet begun and that he would contact JCI to determine when they plan to begin the scheduled road work. The Council was reminded of the Land Use Institute training scheduled for September 8, 2026, at the Sterling Town Hall. Dave Whitlock was encouraged to attend in his new role as Zoning Administrator. Councilmembers were also encouraged to attend upcoming Utah League of Cities and Towns training opportunities when possible. Steve Andwerson provided update regarding a planned approximately \$14 million expansion and remodel of the Gunnison Valley Hospital. The project will include improvements to the cafeteria and kitchen, entry area, maternity services, emergency room facilities, and additional patient space. It was reported that approximately 15 new beds are anticipated as part of the improvements.	
5. Unfinished Business	Appointment of Zoning Administrator The Council considered the appointment of Dave Whitlock as Mayfield Town Zoning Administrator. It was explained that Steve will remain involved as Chairman of the Planning Commission, but separating the Zoning Administrator duties will avoid a conflict between the two positions. The Council expressed support for Whitlock and discussed the importance of consistently administering and explaining the Town's existing land-use ordinances. A motion was made to appoint Dave Whitlock as Mayfield Town Zoning Administrator. The motion was seconded. The Council voted unanimously in favor, and the motion passed. Ordinance Enforcement	Motion: Keston Second: Cat Vote: Unanimous 'Aye'

	The Council followed up on ordinance enforcement matters discussed during the previous work meeting. Staff reported that a letter had been drafted for the Andersons acknowledging the matters previously discussed and was awaiting the Mayor's signature. Photos will also be included as requested. The Council discussed properties that had previously received notices regarding ordinance violations. It was noted that some property owners have contacted the Town and that progress has been observed in cleaning up at least one property. Staff was directed to contact the Town Attorney regarding the properties identified by the Council and proceed with attorney correspondence as previously discussed.	
6. Adjourn	Motion to adjourn was made at 7:56 PM.	Motion: Jack Second: Keston Vote: Unanimous 'Aye'

Minutes Approval

Date: 6-9-2026

By: [Signature], Mayor Attest: Bennett, Recorder

