

SANPETE COUNTY COMMISSION MEETING

September 1, 2026, 1:00 PM

Sanpete County Courthouse, 160 North Main, Suite 302, 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 Commissioner Jim Cheney. Pledge of allegiance is recited by all.

Commissioner Bartholomew recognizes the County Clerk's office for accepting an Excellence in Elections award last Friday from the Lieutenant Governor's office.

STACEY LYON: APPROVAL OF CLAIMS; APPROVAL OF FINANCES; APPROVAL OF SANPETE COUNTY PERSONNEL POLICY REGARDING CHILDREN IN THE WORKPLACE AND DRESS STANDARDS.

Auditor 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 checks #364817 through #364964 and EFT's #608-#632. The motion is seconded by Commissioner Cheney. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bartholomew votes yes, and Commissioner Bennett vote's aye. The vote is unanimous and the motion passes. Motion to approve the finances as of September 1, 2026 is made by Commissioner Bennett. The motion is seconded by Commissioner Cheney, and the motion passes. Ms. Lyon explains changes to the existing policies have been discussed at prior Department Head meetings and she is presenting the proposed changes for approval. Commissioner Cheney feels the changes were addressed appropriately. Motion is made by Commissioner Cheney to approve of the policies regarding children in the workplace and dress standards. The motion is seconded by Commissioner Bennett, and the motion passes.

APPROVAL OF RIGHT-OF-WAY EXCAVATION LICENSE FOR MKJ CONSTRUCTION / CENTRACOM FOR A DIRECTIONAL DRILL AT 300 S (MOUNTAINVILLE RD.) FAIRVIEW TO INSTALL ¾" WATERLINE, CUT PAVEMENT TO INSTALL 4" SEWER SERVICE AND REPLACE PAVEMENT.

Tom Seely is not present in the meeting but he has approved the application. Motion is made by Commissioner Bennett to approve the right-of-way excavation license for MKJ Construction directional drill at 300 South Mountainville Road in Fairview. The motion is seconded by Commissioner Cheney, and the motion passes. The approval includes the cut for the sewer.

Commissioner Bartholomew skips to Sheriff Buchanan's agenda items.

TERRY LITSTER: DISCUSSION AND REQUEST FOR A VARIANCE ON DRIVEWAY, GRANDFATHER IN THREE (3) EXISTING LOTS, PARCELS #6298, 6294 & 6294x1.

Terry Litster presents the agenda item. Mr. Litster states he has been denied access by the County for his building lots. Mr. Litster gives a brief history of the original property and the

owners that preceded him. In 1981, parcel #6298 was split off into its own parcel. In 1985, parcel #'s 6294 & 6294x1 were subdivided. Taxes have been paid on three lots by Mr. Litster. Mr. Litster states he confirmed with the County that he had a good right-of-way and the lots were subdivided. The County informed him he had three lots. He has since tried selling parcel #6298 but when his realtor contacted Tom Seely, he informed her that Mr. Litster did not have 66' but the issue could be worked out. That was the first time he knew there was a problem and when Mr. Litster spoke to Mr. Seely recently, he does not recall the conversation. Mr. Litster has tried working with his neighbors but they will not help him out. Mr. Litster met with the Planning and Zoning Board on May 5, 2026 and because it was a private road, he didn't need a 66' easement. Heidi Sorensen told him that 6294 and 6294x1 are not lots because paperwork was not filed correctly. Mr. Litster feels he has been told so many things and is unsure what to do next. Mr. Litster is requesting the County determine the two lots as grandfathered because taxes have been paid since 1985. He also believes he should be given a variance to identify the road as a private driveway as stated by Planning and Zoning. Talisha Johnson has no comment. Heidi Sorensen did look into the private drive reference and the County's Road Standard states the easement must be 66'. The west lot is grandfathered but the other two need to be subdivided properly in order to be considered buildable. She clarifies that they are not three lots; they are three parcels. Commissioner Bartholomew inquires whether there is only one access to the lot. Mr. Litster affirms that is the case and also states he cannot acquire additional property to extend to meet the 66' requirement. The only adjacent property owner that could give him property is to the north of him and he will not respond to his efforts. Scott Olsen has reviewed the information with Ms. Sorensen. He affirms the lots were split after the County's grandfather date and the lots do not comply with current requirements. Commissioner Bartholomew questions the option of acquiring property from the other property owner. Mr., Litster responds there is only fifty feet between the property owner's house and property line and that would not leave enough footage for him to meet required setbacks. Mr. Olsen states the zoning office had requested a drawing from Mr. Litster illustrating the home location, width of the road and actual distances due to the County not having a surveyor and it was never submitted. Mr. Litster states he did not receive that communication to submit measurements. Commissioner Bartholomew explains that the County does not often grant variances. He also suggests that Mr. Litster supply the requested measurements to the Zoning Department to determine if the variance is the only solution. Mr. Litster knows it is not the only solution; he has spoken with his south neighbor and they have determined they may be able to use some of his property. However, he does not know an adequate timeline of when that could be accomplished because the neighbor has not spoken to his wife about it. Mr. Olsen inquires to whether Mr. Litster explored the potential of accessing the property from the west. Mr. Litster states the west properties are not an option; they are owned by the same individuals that are to the north. Mr. Litster explains if he was to obtain property from the south it would come through the owner's father-in-laws driveway. He will get the measurements submitted to the Zoning department. Mr. Litster is not asking the County to change the laws; he just doesn't know what his options are. Mr. Litster will get with the Zoning Department this afternoon. Commissioner Bennett informs Mr. Litster that a variance request will need to go through the Board of Appeals.

SHERIFF JARED BUCHANAN: APPROVAL TO HIRE AS A JAIL DEPUTY NICHOLE ATOA; APPROVAL TO PAY CELLEBRITE FOR TASK FORCE SUBSCRIPTION; APPROVAL TO SIGN AND AMEND CONTRACT WITH UHP FOR ADDITIONAL OFFICE SPACE.

Sheriff Jared Buchanan presents the agenda items. Sheriff Buchanan states Nichole Atoa currently works in the control room and she has applied to work as a jail deputy. She will go through the academy and the transition from control room to jail deputy will be effective on September 27, 2026. Motion is made by Commissioner Bennett to hire Jail Deputy Nichole Atoa from a Grade 3, Step 1, and \$19.83 an hour to Grade 5, Step 6, \$26.22 an hour, effective 9/27/2026. The motion is seconded by Commissioner Cheney, and the motion passes. Susan Manning of Manti makes a request to submit information to the Commissioners regarding the next agenda item. She distributes a document to each Commissioner. Sheriff Buchanan states the next agenda item is for payment of the yearly Cellebrite subscription that comes out of the task force grant. Sergeant Derrick Taysom explains Cellebrite is a program used to create a digital image of a cell phone extraction. Sheriff Buchanan states the program is used strictly for investigations when a cell phone has been seized with a search warrant issued by the court. It has never been used on a cell phone without a search warrant or signed consent from the individual affected by the download. The program is only used on mobile devices. Motion is made by Commissioner Bennett to approve of the invoice for Cellebrite contract in the amount of \$9,250.00. The motion is seconded by Commissioner Cheney, and the motion passes. Sheriff Buchanan explains that the Sheriff's office currently leases office space to UHP and they have requested additional space for the officers to have locker space. They have a room that only housed a computer that would work for this purpose so they have agreed to extend the leased space. The contract will end in June of 2029; the only change at this time is that the cost per month will increase from \$549 to \$712. Sheriff Buchanan displays a floor plan of the office space to be used. Motion is made by Commissioner Bennett to approve to sign and amend the contract with UHP for additional office space from \$549 per month to \$712 per month. The motion is seconded by Commissioner Cheney, and the motion passes. Commissioner Bartholomew and Linda Christiansen sign the contract.

SCOTT OLSEN: DISCUSSION AND APPROVAL OF THE UPDATED "SANPETE COUNTY INTERLOCAL AGREEMENT" FOR BUILDING PERMITS, PLAN REVIEW, INSPECTION AND CODE ENFORCEMENT SERVICES BETWEEN THE SANPETE COUNTY BUILDING DEPARTMENT AND ALL MUNICIPALITIES WITHIN SANPETE COUNTY.

Scott Olsen presents the agenda item. Mr. Olsen states the original document was created in 1991 and this new agreement will replace it. The original document was actually a letter with minimal information. A few cities requested the document was updated to define responsibilities more clearly. Once the document is approved, he will send it to each city for their signatures of acceptance. He has spoken with some of the cities and they are aware of the document. The assistant County Attorney, Wes Mangum has reviewed the document. The document addresses Building and WUI code. If the State amends either code, the document is worded to comply with State Code and will not have to be updated every time a change occurs. Motion is made by Commissioner Cheney to approve of the updated Sanpete County Interlocal Agreement for building permits, plan review, inspection and code enforcement services between the Sanpete County Building Department and all municipalities within Sanpete. The motion is seconded by Commissioner Bennett, and the motion passes.

DISCUSSION AND POTENTIAL APPROVAL OF TWO (2) BOARD MEMBER POSITIONS ON THE SANPETE COUNTY SPECIAL SERVICE DISTRICT NUMBER 1, DUE TO VACANCIES.

This agenda item was tabled.

DISCUSSION AND POTENTIAL APPROVAL TO FILL ONE (1) SANPETE COUNTY PLANNING COMMISSION BOARD MEMBER SEAT, DUE TO VACANCY.

This agenda item was tabled.

Commissioner Bartholomew returns to the Terry Litster agenda item.

After the Litster agenda item is addressed; Commissioner Bartholomew states County Attorney Kevin Daniels has some grammatical corrections to the Interlocal Agreement that Scott Olsen presented. The content of the agreement is fine.

APPROVAL OF MINUTES

The County Clerk was unable to have the minutes from the last meeting ready for approval. Ms. Christiansen states the Rural Healthcare Sales and Use tax proposition was approved by the Lieutenant Governor's office in order to be placed on the ballot this year. The election certification is due tomorrow. She appreciates the accolades for the award that her office received but she wants to postpone an official reckoning of the award until Shanya returns from maternity leave.

CLOSED SESSION

No closed session was needed.

A county resident states she was late to the meeting and questions whether the Commissioners had public comment for this meeting. Commissioner Bartholomew states there is not a specific timeframe for public comment unless it is requested as an agenda request. She hopes that the Commissioners will review the document submitted by Ms. Manning regarding the Cellebrite agenda item. Commissioner Bartholomew explains the process for making an agenda request. Ms. Manning states the posting of the agenda does not allow her the time to decide whether she wants to comment. Commissioner Bennett states the agenda has to be posted 24 hours prior to the meeting. The resident speaking is identified as Denise Kroff.

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

The meeting is adjourned at 1:42 P.M.

ATTEST: 
Linda Christiansen
Sanpete County Clerk

APPROVED: 
Scott Bartholomew
Commission Chair