SANPETE COUNTY COMMISSION MEETING
October 6, 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 AJ Mower. Pledge of allegiance is recited by all.

STACEY LYON: APPROVAL OF CLAIMS; APPROVAL OF FINANCES
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 checks #365046 through #365167 and EFT's #680-#720. 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. No questions or concerns are voiced regarding the finances. Motion to approve the finances as of Tuesday, October 6th, 2026 is made by Commissioner Bennett. The motion is seconded by Commissioner Cheney, and the motion passes.

APPROVAL TO PAY ECOLIFE INVOICE FOR MOSQUITO ABATEMENT.
Ms. Lyon does not have a copy of the invoice with her but the Commissioners have a copy in their packet. Motion is made by Commissioner Cheney to approve to pay EcoLife for the mosquito abatement for this last year in the amount of $13,193.35. The motion is seconded by Commissioner Bennett, and the motion passes.

AMY WILLDEN: APPROVAL TO PAY INVOICE TO THE DATA CENTER FOR THE 2026 TAX NOTICES ESTIMATED POSTAGE.
Treasurer Amy Willden presents the agenda item. Motion is made by Commissioner Bennett to approve the invoice for The Data Center in the amount of $11,179.23. The motion is seconded by Commissioner Cheney, and the motion passes.

TOM SEELY: APPROVAL OF WASTE OIL CONTAINMENT TANK BID.
Tom Seely presents the agenda item. Tom Seely explains the invoice is related to the water containment facility at the road shed. The waste oil barrier is not tall enough for the tank so the engineers put the job out to bid. Two bids were submitted and the cost difference is $400.00. Mr. Seely states the waste oil is recycled through the furnace. Motion is made by Commissioner Cheney to accept the bid for the wall extensions from Rich Clayton. The motion is seconded by Commissioner Bennett, and the motion passes.

APPROVAL OF RIGHT-OF-WAY APPLICATION FOR SHAWN EDWARDS TO TRENCH THROUGH THE ROAD TO PROPERTY 40' FROM POLE TO PROPERTY IN ORDER TO INSTALL POWER AT 10220 W14500 SOUTH, AXTELL.
Tom Seely has approved the application. Mr. Seely states Mr. Edwards is trenching through

the dirt road and Rocky Mountain Power is doing the work. Motion is made by Commissioner Bennett to approve the right-of-way application for Shawn Edwards to trench through the road to property 40' from pole to property at 10220 W 14500 South, Axtell. The motion is seconded by Commissioner Cheney, and the motion passes.

APPROVAL OF RIGHT-OF-WAY APPLICATION FOR MKJ CONSTRUCTION TO INSTALL 3" POWER CONDUIT, BORE THROUGH ROAD ON THE EAST END OF GUNNISON RESERVOIR ROAD.

Tom Seely has approved the application. County Clerk Linda Christiansen explains Shad Mayne submitted the application and paid the fee but MKJ is doing the work so the second application that included the bond was submitted by MKJ. Previously, MKJ has used CentraCom's bond but MKJ now has their own bond on file. According to Mr. Seely, they are going to try and bore under the road but if they have to cut the road they are aware of the requirements. Motion is made by Commissioner Cheney to approve the right-of-way application for MKJ Construction to install 3" power conduit, bore through road on the east end of Gunnison Reservoir Road. The motion is seconded by Commissioner Bennett, and the motion passes.

Kevin Christensen is not in attendance to the meeting.

CODY WATKINS: DISCUSSION AND POTENTIAL APPROVAL TO REMOVE LOCKS ON THE GATE THAT ARE BLOCKING PUBLIC ACCESS ON COUNTY ROAD 549.

Cody Watkins is unable to attend today's meeting. County Clerk Linda Christiansen summarizes the email that she received from Cody Watkins regarding the agenda request. Mr. Watkins has spoken to Kevin Christensen regarding the validity of County road 549. He also spoke with Andy Lyon at the Sheriff's office to which Sergeant Lyon directed him to address the Commissioners regarding the locked gate across the County road blocking public access. Mr. Watkins expressed concern as to how a gate can be placed across a public County road. Commissioner Bartholomew states the commissioners contacted former Commissioner Scott Collard because he is familiar with this particular road. Commissioner Collard verified that the road accesses BLM property and is in fact a County road. The map is displayed on the TV screens and the key of the County map also identifies the road as a Class D County Road. In the County's opinion, the lock has been illegally placed. The owner has not approached the County for approval to install the gate and lock. Discussion ensues regarding the road map and it is verified that the road accesses public lands. Motion is made by Commissioner Cheney to have Andy Lyon take care of the locked gate and hopefully the County will receive more information from the landowner that locked the gate, once it is removed. The motion is seconded by Commissioner Bennett, and the motion passes. County Clerk Linda Christiansen will draft a letter from the Commissioners and send it to Andy.

JANETTE WAGNER REPRESENTING SNOW COLLEGE SBDC AND CUSTOM FIT: DISCUSSION REGARDING CUSTOM FIT IN SANPETE COUNTY REPORT.

Janette Wagner, Director of Snow College Small Business Development Center presents the agenda item. Stephanie Hardy is also present to report on Custom Fit. Ms. Hardy reports on the Small Business Development Center and how the State matches funds that they receive through the SBA Grant. All of the services that they provide are free to small businesses; they assist in business start up all the way to selling a business. They provide one on one

consulting as well as training. Ms. Hardy distributed reports to the Commission and refers to the demographics in the handouts. In the past nine months they have met with 38 clients. They can provide numbers but not names of clients. No questions are raised regarding the SBDC. Ms. Wagner visits Ephraim approximately once a week. Ms. Wagner assists six counties in addition to Sanpete. She also reports on the Short Term Intensive Training program (STIT). This program helps individuals improve their skills or change career paths. They assisted six Sanpete residents upscale last year. This could be utilized by anyone in the community regardless of age; it helps individuals that may not qualify for scholarships or don't have the means to pay for additional training or schooling. They assisted one individual acquire his CDL. Stephanie Hardy explains Custom Fit. She states that every year from July 1st to June 30th, they receive approximately half a million dollars from the Legislature. They take that funding and reimburse businesses up to fifty percent for costs of trainings in their companies. She reviews handouts with data on the Custom Fit program for all Six Counties and Sanpete specifically. They encourage the Commissioners to let residents know about the programs that they offer. No questions or concerns are voiced.

SHERIFF JARED BUCHANAN: APPROVAL TO APPLY FOR AND EXPEND THE UNIFORM BAIL FORFEITURE GRANT ADDITIONAL AWARD; APPROVAL TO PROMOTE TO JAIL SERGEANT KENT HATCH; APPROVAL TO APPLY FOR AND EXPEND LNTERMOUNTAIN HEALTH GRANT; APPROVAL TO PAY LAQUINTA INN FOR ROOMS FOR FIVE ATTENDING UTAH FALL CONFERENCE ON SUBSTANCE USE; APPROVAL TO HIRE PRESTON MOON AS A PATROL DEPUTY; APPROVAL TO PAY LEXIPOL FOR POLICY AND PROCEDURES.

Sheriff Jared Buchanan presents the agenda items. Sheriff Buchanan states the Uniform Bail Forfeiture Grant is for the amount of $100,000.00; $50,000.00 for 2026 and $50,000.00 for 2027. The grant is being used to pay probation officer Najera and Maurine Ramos. Motion is made by Commissioner Bennett to approve to apply for and expend the Uniform Bail Forfeiture Grant additional award in the amount of $100,000.00. The motion is seconded by Commissioner Cheney, and the motion passes. A vacancy for jail sergeant came open with Sergeant Christensen retiring. Interviews and testing took place to determine who should be selected for the promotion and Deputy Hatch was selected. His current wage is $34.57 per hour and he is requesting that they move him to the same wage of other Jail Sergeant's which is $35.29. If the Sheriff used the current pay scale Deputy Hatch would get a pay decrease. Motion is made by Commissioner Bennett to approve of the promotion of Jail Sergeant Kent Hatch, wage was $34.57 moving up to $35.29, effective September 27, 2026. The motion is seconded by Commissioner Cheney, and the motion passes. The Intermountain Health Grant was applied for by their community health worker and the amount of the grant is $5,000.00. The grant money will be used to pay for the SAVE events. Motion is made by Commissioner Cheney to approve of the Intermountain Health Grant application and expenditure in the amount of $5,000.00. The motion is seconded by Commissioner Bennett, and the motion passes. Sheriff Buchanan explains that five members of their clinical staff will be attending a training conference in St. George. The money used to pay the hotel costs will come out of the beer tax. Motion is made by Commissioner Cheney to approve of the payment for the LaQuinta Inn for 5 clinicians going to the fall conference down in St. George for the amount of $2,238.15. The motion is seconded by Commissioner Bennett, and the motion passes. The next agenda item is for a new hire; Grade 7, Step 6 at $27.62 per hour for patrol deputy. The new hire was able to get into the last academy class offered this year up north. The background and drug tests have been completed and he will start the academy on Sunday. Motion is made by Commissioner

Bennett to approve to hire Preston Moon as a patrol deputy in the amount of $27.62 per hour, effective October 6th, 2026. The motion is seconded by Commissioner Cheney, and the motion passes. The last item listed on the agenda is to address the annual dues for policies and procedures put in place due to legislative changes. Motion is made by Commissioner Cheney to approve the payment to Lexipol in the amount of $11,961.57. The motion is seconded by Commissioner Bennett, and the motion passes. The Sheriff has one more grant that was not listed on the agenda that he would like to address. The RSAT Grant needs to be signed in order to turn in the application. The grant is for $229,500.00 with a $76,500.00 match. The match will be met with opioid monies paying the therapist in the jail (Sam). He would like to get approval today and hopefully it can be ratified at the next meeting. Motion is made by Commissioner Bennett to approve the signature on the RSAT Grant; will ratify at the next meeting. The motion is seconded by Commissioner Cheney, and the motion passes. County Clerk Linda Christiansen and Beverly will make sure the item is on the next agenda. Sheriff Buchanan's expenditure sheet is signed by Commissioner Bartholomew. Commissioner Bartholomew signs the RSAT Grant application.

DISCUSS, READDRESS AND POTENTIALLY APPROVE THE DISPATCH SUPERVISOR WAGE PREVIOUSLY APPROVED IN THE SEPTEMBER 15TH COMMISSION MEETING.

Commissioner Bennett states they want to readdress the wage previously approved and move Neil Johnson from $34.42 to $43.54. It had been originally stated that the wage would be $52.65. Motion is made by Commissioner Bennett to approve Neil Johnson's wage adjustment to $43.54 an hour, effective September 27, 2026.

JENNY WILLIAMS: APPROVAL OF AN AIR CONDITIONER IN THE SERVER ROOM AT THE SHERIFF'S OFFICE.

Jenny Williams presents the agenda item. Ms. Williams received the quote from BCS that the Commissioners requested in the last meeting and distributed the quote to the Commissioners. The BCS quote has two options. Mike Tillack recommends that the County go with option B. Two of the quotes that were submitted before are $5,000.00 to $6,000.00 higher than the BCS bid. Another bid did not include any of the electrical work. Motion is made by Commissioner Bennett to approve of the quote from BCS Mechanical for the server room air conditioner in the jail, for the amount of $9,562.57. The motion is seconded by Commissioner Cheney, and the motion passes.

BRYAN BIES: DISCUSSION AND POTENTIAL APPROVAL OF WINDOW TINT FOR AUDITOR, TREASURER AND JUSTICE COURT OFFICES; DISCUSSION AND POTENTIAL APPROVAL TO PAY BCS MECHANICAL FOR WORK PERFORMED.

Bryan Bies presents the agenda items. Bryan Bies would like to hold off on the agenda item regarding tint until next year. Mr. Bies explains the next agenda item is a bill for work that has already been performed by BCS Mechanical on the condenser and boiler. Mr. Bies explains they made repairs on boiler #2, as well as pressure tested the equipment to verify the heat exchanger is operational. The heat exchanger is now working. They extracted refrigerant out of the condenser on the roof and repaired a leak. The amount of the invoice is $25,000.00. Motion is made by Commissioner Bennett to approve the payment to BCS Mechanical in the amount of $25,000.00 for work performed on the boiler and HVAC system. The motion is seconded by Commissioner Cheney, and the motion passes. Mr. Bies just received the service agreement from BCS and he mentions they could discuss the terms today. The Commissioners

suggest he wait until the end of the meeting to discuss it.

Stacey Carlisle has not arrived to the meeting; the Commissioners advance to the next agenda item.

STACEY CARLISLE: APPROVAL TO PAY JUNIOR LIVESTOCK PARTICIPANTS FOR LIVESTOCK SHOW.

Stacey Carlisle presents the agenda item. Ms. Carlisle is requesting payouts for the exhibitors that participated in the Junior Livestock Show. The total payout to 91 kids is $161,291.52 which is approximately $10,000.00 more than last year. Discussion ensues regarding the hard work that is put in by the kids that raise the animals for the livestock show / sale. Motion is made by Commissioner Cheney to approve to pay the Junior Livestock participants for the 2026 Livestock show. The motion is seconded by Commissioner Bartholomew. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bartholomew votes yes and Commissioner Bennett abstains. With two votes in favor, the motion passes.

DISCUSSION AND POTENTIAL APPROVAL OF A RESOLUTION REGARDING A FIVE MEMBER PLANNING COMMISSION BOARD.

Commissioner Bennett explains the Planning Commission is currently a seven member board. Discussion has occurred on whether or not the number of members should be reduced to a five member board with an alternate. The board is short one member and only one application was submitted to fill the vacancy. Due to the shortage of interest and the conversation to reduce the board size, the County felt it is a good time to reduce the board size at this time. If they pass the resolution to only have five board members and an alternate, the alternate will still attend the meetings but not have a vote. Kevin Daniels reads Resolution 10062026-001 regarding a five member Planning Commission Board. Motion is made by Commissioner Bennett to approve Resolution 10062026-001 for the Planning Commission to go from a seven member to a five member board, effective January 1st, 2027. The motion is seconded by Commissioner Cheney. Vote by voice is taken: Commissioner Cheney votes aye, Commissioner Bennett vote's aye and Commissioner Bartholomew votes yes. The vote is unanimous and the motion passes. The resolution is signed by Commissioner Bartholomew, Commissioner Bennett, Commissioner Cheney, County Attorney Kevin Daniels and County Clerk Linda Christiansen.

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

Commissioner Bartholomew explains one board member has passed away and one board member's term is expired and he does not want to renew his term. The alternate board member needs to be replaced as well. Three applications were received by the Clerk's office. The three applicants are Lynn Walk, Edwin Sunderland and Zane Osborn applied to be the alternate. Motion is made by Commissioner Bennett to approve all three. The motion is seconded by Commissioner Cheney, and the motion passes.

Stacey Carlisle arrived; the commission returns to her agenda item.

LINDA CHRISTIANSEN: APPROVAL TO PAY KNOWINK INVOICES FOR ELECTION

EQUIPMENT; DISCUSSION AND POTENTIAL APPROVAL OF EQUIPMENT TRANSFER AGREEMENT WITH WASHINGTON COUNTY; APPROVAL TO PAY ES&S INVOICE; REPORT ON ELECTION DATES AND DEADLINES.

County Clerk Linda Christiansen presents the agenda items. Ms. Christiansen states the County Elections Division currently uses KnowInk poll pads to check voters in when they vote in person. Sanpete County currently has three poll pads inventoried but two are aging out. The State has funding that they provide to counties for equipment and security needs. Ms. Christiansen explains they currently have a laptop and printer that they utilize to print ballots for in person voting. The State will be accepting bids in the next year to potentially renew the current contract with the software vendor or choose another vendor. If they choose another vendor, the laptop will be absolute. KnowInk is partnered with the new Voter database, TotalVote that will be implemented in January of 2027. During the Presidential election in 2024, voters stood in line for hours to vote in person. She does not want that to happen in the future but it is also stated in code that a voter should not stand in line for more than 30 minutes. Ms. Christiansen reached out to the Lieutenant Governor's office to see if they had resources to help with her concerns. Their suggestion was to purchase the poll print equipment for in person voting needs with a $25,000.00 reimbursement from the State. Ms. Christiansen explains the equipment that the County has received. The voter would be able to check in and print the ballot to be used for voting from one machine. The County would utilize two poll prints at the Event Center, one in Mt. Pleasant and one at the Clerk's office for elections next year and going forward. After she receives the $25,000.00 from the State, she will only need to spend $4,480.00 out of her elections budget. The two poll pads that are retired will be used in house for office notepads rather than trading in for the minimal cost of $15.00 each. Motion is made by Commissioner Bennett to approve the KnowInk invoice out of the Special Elections Grant in the amount of $23,100.00. The motion is seconded by Commissioner Cheney, and the motion passes. Motion is made by Commissioner Bennett to approve the KnowInk invoice in the amount of $6,380.00; $1,900.00 out of the Special Elections Grant and $4,480.00 out of the elections budget. The motion is seconded by Commissioner Cheney, and the motion passes. The next agenda item is regarding election equipment. The county still needs enough equipment to get through the next elections with the current vendor for ballot marking devices. Ms. Christiansen reached out to other counties to see if anyone was willing to sell equipment to Sanpete. Washington County has two ExpressVotes that they do not use any more and are willing to give them to Sanpete at no cost. The contract states the equipment is accepted as-is and Sanpete County will have to transport the equipment from St. George. Kevin Daniels reviewed the agreement and he approved it. Washington County will send the agreement once it is approved by their County Commissioners. Commissioner Bartholomew was under the impression that some amount of money had to be paid but Kevin Daniels states that law changed and it is not necessary. Motion is made by Commissioner Bennett to approve the signing of the transfer of equipment agreement when received from Washington County for the voting equipment as stated. The next agenda item is for the payment of an invoice to ES&S for the creation of the ballot and test deck for the upcoming election. Sanpete County has 29 different ballot faces for the election. Motion is made by Commissioner Cheney to approve of the ES&S invoice in the amount of $2,130.50. The motion is seconded by Commissioner Bennett, and the motion passes. Lastly Ms. Christiansen gives information and key dates for the upcoming election. Ballots drop a week from today and the Logic and Accuracy testing of the equipment is this Thursday. The L & A test is open to the public. Early Voting is October 26th -29th from 10 am to 4 pm at the County Building. In person voting on Election Day will be from 7 am to 8 pm at the County Building

and the Mt. Pleasant Senior Center. Ms. Christiansen gives the locations of the drop boxes throughout the County; the only city offices that do not have a drop box are Manti and Sterling. She states the need for voters to declare whether they want to vote in person or receive their ballot by mail on their return ballot or when they vote in person before the year 2029. Commissioner Bartholomew encourages people to return their ballot and vote early. Ms. Christiansen expresses her concern that voters do not prioritize this election; historically Sanpete voters make it a priority to vote the Presidential election but the mid-term and municipal elections have a significantly lower turnout.

APPROVAL OF MINUTES

No questions or concerns are voiced regarding the minutes. Motion is made by Commissioner Cheney to approve the minutes from the Commission meeting on September 15th. The motion is seconded by Commissioner Bennett, and the motion passes.

CLOSED SESSION

No closed session was needed.

Commissioner Bartholomew addresses members of the audience to see if anyone has anything to add.

The commissioners return to the request that Bryan Bies made earlier in the meeting to review the service contract with BCS Mechanical. Mr. Bies emailed the revised contract that included a 90 day cancellation notice. The service contract will include all three County buildings; the Sheriff complex, event center and the county building. The contract is $93,000.00 for three years. Bryan Bies briefly reviewed the contract and he feels it covers more than the previous contract. Kevin Daniels has also reviewed the contract; he found the missing language for the 90 day cancellation. Mr. Daniels explains the 90 day cancellation is useful if the County is not satisfied with the services; the county can give proper notice, pay necessary fees and then exit the agreement, if needed. Commissioner Bartholomew commends BCS Mechanical for repairing the condemned boiler at no cost when another company had quoted a cost of $300,000.00 to replace. Commissioner Cheney likes the format of paying quarterly payments over the three years rather than paying all at once. No questions or concerns are voiced regarding the service contract. The commissioners agree to approve the contract and then ratify the approval in the next meeting. Motion is made by Commissioner Bennett to approve of the service agreement from BCS Mechanical for the three County facilities; Sheriff's Complex, Event Center and County Courthouse. The motion is seconded by Commissioner Cheney, and the motion passes. Will ratify at the next meeting.

Sheriff Buchanan states there will be two controlled burns in the County, so they don't need to be reported. Multiple comments are made by members of the audience but they are too far from microphones to hear clearly.

Bryan Bies addresses the budget for work to be done by BCS Mechanical. Commissioner Bennett clarifies the work to be done is: the controls, modifications and reprogramming from TRANE to BCS (in our controls), leaking pipes on boiler and spare parts, duct work repair up to $50,000.00. Commissioner Bartholomew states the duct work has some severe air leak issues. By repairing the leaks it should rectify some of the heating issues in the building. Motion is

made by Commissioner Bennett to approve all stated (indicated on invoice) with a budget up to $50,000.00 and then revisit after that amount of work is completed. The motion is seconded by Commissioner Cheney, and the motion passes. Will ratify at the next meeting.

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

The meeting is adjourned at 2:17 P.M.

ATTEST:  APPROVED: 

Linda Christiansen
Sanpete County Clerk

Scott Bartholomew
Commission Chair