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MONROE CITY COUNCIL MEETING
Tuesday, April 13, 2021 at 7:00 pm
MINUTES

6 **1.**The regular meeting of the Monroe City Council was called to order by Mayor Johnny
7 Parsons at 7:00 p.m.

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9 **2.** Pledge of Allegiance was led by Councilmember Sirrine. A Prayer was offered by
10 Councilmember Buchmiller.

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12 **3. Roll Call**

13 Mayor Parsons

14 Councilmembers:

15 Dane Buchmiller

16 Michael Mathie

17 Perry Payne

18 Erica Sirrine

19 Janet Cartwright

20 Public Works Director Devin Magleby

21 City Recorder Allison Leavitt

22 Utility Clerk Marisa Mathie

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24 **4. Consider a motion to approve the minutes of the meeting held March 23, 2021.**

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26 **Councilmember Mathie moved to approve the minutes of the meeting held March 23, 2021**
27 **Regular City Council Meeting Minutes as presented. The motion was seconded by**
28 **Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller,**
29 **Mathie, Payne, Cartwright, and Sirrine. The vote was unanimous. The motion carried 5-0**

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31 **5. Citizen input –**

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33 No business tonight

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6. Approval of April 2021 warrant register, March 2021 cash disbursements, adjustment journal, and aging report.

Councilmembers reviewed and signed the April 2021 warrant register, March 2021 cash disbursements, adjustment journal and utility aging report.

7. Business

a. Discuss 24th of July Celebration - 24th of July Committee

Maria Dopp, 24th of July Co-chairperson introduced Becky Deaton and Randi Sue Barney as the new 24th of July committee members. This year’s committee:

Co-chairpersons and parade: Maria Dopp and Carly Roberts

Program: Vicki Chaston and Shalice Brady

Park booths: Becky Deaton and Randi Sue Barney

Council agreed to holding activities as in the past unless Central Utah Health Department puts Covid-19 restrictions in place.

Due to construction at the middle school, we will hold the concert and fireworks at the high school. The Fire Department has determined the best place to set the fireworks off is west of the bleachers. It was decided to rope off the bleachers and encourage people to sit on the football field or east side practice fields. Details for the sound, band and concessions will need to be worked out.

Committee will contact local businesses for raffle donations and not do online raffle ticket sells. Mayor Parsons suggested getting larger donations or combining donations, to shorten the time for the raffle drawing.

Committee explained their concerns on judging parade floats. Most of the time the winners do not know they won or to come and get their certificate. It was discussed maybe judging and awarding the winners while the entrants are lining up before the parade starts.

Committee decided to discuss as a committee and report to the Council what they decide to do.

74 Vickie Chaston stated that she has been in contact with Michael Shaver to be the band for the
75 fireworks. A semi-trailer will not be able to be used at the high school so arrangements with
76 the Sevier Valley Events Center will need to be made to see if we can use their stage again
77 this year.

78 Becky Deaton and Randi Sue Barney asked if the Council wanted them to spread the vendors
79 out onto the elementary school property again this year. The Council said yes, that even with
80 less Covid-19 restrictions it was better last year having them spread out.

81
82 Jack Hammond, South Sevier Senior Citizen Center, stated that their board will be meeting
83 soon to decide on whether they will do their breakfast and lunch during the 24th of July
84 celebration. Mr. Hammond thinks that they will do the breakfast but may hold off on the
85 lunch. Mr. Hammond will let us know after their board meeting.

86
87 Council thanked the committee for their efforts in planning for the 24th of July celebration.
88

88

89 **b. Consider adoption of Monroe City Park(s) Pavilion Rules and Regulations**
90 **Policy**

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92 Council reviewed the draft park(s) pavilion rules and regulations policy. Council discussed the
93 no alcohol and tobacco rule. City Recorder Allison Leavitt explained that, at the request of the
94 Central Utah Health Department some years ago, the City adopted a tobacco free parks policy
95 and signage of this is posted at our parks. Council decided to leave the no alcohol allowed in
96 the policy. It was discussed that this will not be policed, but if a problem arises the rule is
97 there to help with enforcement.

98

99 Councilmember Serrine explained that she would like to increase the park rental fee from \$10
100 to \$25 with a \$25 deposit. The Council discussed that the deposit should be increased to \$50
101 to help motivate the renter to leave park and pavilion area clean and in good condition.

102

103 **Councilmember Serrine moved to adopt Monroe City Park(s) Pavilion Rules and Regulations**
104 **Policy with corrections. The motion was seconded by Councilmember Buchmiller. A roll call**
105 **vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and**
106 **Serrine. Vote was unanimous. The motion carried 5-0**

107

108 **c. Consider adoption of Monroe City Reservation Policy for Parks & Sport**
109 **Fields & Facilities**

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111 Council discussed and reviewed the reservation policy for parks & sport fields & facilities.
112 Council asked that we reinstate the deposit of \$100 for the community center rental and that

113 Parks Foreman Kaycee Roberts will be asked to check the building every morning, which will
114 help with determination if deposit should be refunded.

115
116 Council decided they did not want to restrict use of the parks on Sunday; however, no special
117 events will be allowed on Sunday.

118
119 Councilmember Serrine would like to stock the Community Center with bowls, water pitchers,
120 and serving utensils, etc. to help those renting the center.

121
122 Council discussed fee for use of the concession building and settled on a fee equal to 10% of
123 the net profit must be paid to Monroe City 30 days after completion of season for individual
124 profit organizations. Community-based volunteer-operated recreation organizations are
125 exempt from the fee.

126
127 **Councilmember Serrine moved to adopt Monroe City Reservation Policy for Parks & Sport**
128 **Fields & Facilities with corrections beginning May 1, 2021. The motion was seconded by**
129 **Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller,**
130 **Cartwright, Mathie, Payne, and Serrine. Vote was unanimous. The motion carried 5-0**

131

132 **d. Consider Central Utah Sports Academy (CUSA) Softball Tournament**
133 **Event Agreement-Spencer Lindsay**

134
135 Councilmember Serrine explained that she has visited with Spencer Lindsay, CUSA, and they
136 have agreed to pay 10% of their net profit or the minimum daily fee, whichever is greater, for
137 use of the sport fields. This fee will include the initial field prep. CUSA plans on taking care of
138 field prep during their tournament, but if they decide to have the City do this, there will be an
139 additional charge and a park employee, not on call employee, will take care of this.

140
141 Monies collected over the minimum daily fee will be dedicated to improvements at the parks.

142
143 If they do concessions, they will pay the City 10% of their net profits from concession sales.

144
145 **Councilmember Serrine moved to accept Central Utah Sports Academy (CUSA) Softball**
146 **Tournament Agreement with Spencer Lindsay. The motion was seconded by**
147 **Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller,**
148 **Cartwright, Mathie, Payne, and Serrine. Vote was unanimous. The motion carried 5-0**

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150 **f. Consider Adoption of Resolution 4 1 2021 amending Monroe City Fee**
151 **Schedule**

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153 Council reviewed resolution 4 1 2021 which amends the City's current fee schedule. The new
154 schedule will include fees for special events and tournaments held at City parks and sport
155 fields and increase daily rental fee for park pavilion rental.

156

157 **Councilmember Serrine moved to adopt Resolution 4 1 2021 amending Monroe City Fee**
158 **Schedule with changes. The motion was seconded by Councilmember Mathie. A roll call**
159 **vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and**
160 **Serrine. Vote was unanimous. The motion carried 5-0**

161

162 **g. Consider proposals for selection of City Attorney**

163

164 Councilmember Payne made a motion to table this item to give Councilmembers additional
165 time to review the submitted proposals. There was no second. Motion did not carry.

166

167 Proposals included in the Council packets were Michael Mathie, Mathie & Co, Robert
168 Patterson, Blaisdell, Church & Johnson, Justin Wayment, Wayment & Jones.

169

170 Councilmember Serrine shared that she had visited with Brian Barton with Jones and DeMille
171 Engineering and he highly recommended Eric Johnson with Blaisdell, Church and Johnson.
172 Mr. Johnson is who Jones and DeMille Engineering uses for their municipal issues and Mr.
173 Barton stated he is very knowledgeable in municipal law. Blaisdell, Church and Johnson is the
174 firm of our past City Attorney David Church. Mr. Johnson responded with a proposal naming
175 Robert Patterson, with his firm, as the lead attorney for Monroe. Mayor Parsons stated that
176 he had attempted to contact the references listed but they were all city offices, and the
177 offices were closed when he called.

178

179 Mr. Patterson proposal was for \$110.00 per hour, Mr. Wayment was \$130.00 per hour, and
180 Mr. Mathie was a monthly fee of \$200.00 per month.

181

182 Councilmember Buchmiller asked how often we contact our City Attorney, and Mayor
183 Parsons explained that this varies. With the recent employee issue there was a lot of contact
184 but normally it can be weeks with no contact.

185

186 Mr. Mathie stated his proposal sets a budget amount and he would be available to help with
187 writing ordinances, legal advice as needed. This is a set cost of \$2400 per year and the City
188 could use his services without concern of exceeding budgeted amounts as the per hour rate
189 services may deter the City from calling for advice to stay within budget amounts.

190

191 Councilmember Serrine stated as she reviewed Mr. Patterson proposal, it would be a benefit
192 to the City that he has a lot of experience in municipal law, and this is the main focus of his

193 practice. His rate is \$110.00 per hour and if needed at a Council meeting there would be no
194 charge for travel costs, time nor mileage.

195
196 Councilmember Buchmiller stated the costs with all the proposals were lower than what he
197 expected but he does have some concerns with the proposals. He stated he was not in favor
198 with Mr. Wayment's proposal and likes the depth of knowledge with municipal law that
199 Blaisdell, Church and Johnson bring to the table and the fact they stated they have probably
200 already dealt with the issue we are asking for advice on. Councilmember Buchmiller stated
201 his concerns with Mr. Mathie's proposal are linked to the issues involving the Wellington
202 Chief of Police. Councilmember Buchmiller lived next door, went to school, played sports, and
203 grew up with the Chief, and now this man is involved with inappropriate behavior within his
204 position. The Chief and his father are both members of the Wellington City Council and when
205 this issue was presented to the Council concerning his dismissal both he and his father voted
206 against his dismissal even though it appeared the Council clearly should do so. This type of
207 situation can be an awkward situation and in a small town there is different levels of family
208 involvement. Councilmember Buchmiller stated that he is confident that Mr. Mathie is a good
209 attorney and capable of doing the job, but this situation has hit close to home and scares him
210 of the potential issues it could open up to everybody involved.

211
212 **Councilmember Payne moved to table selection of City Attorney to next Council meeting to**
213 **allow Councilmembers additional time to review submitted proposals. The motion was**
214 **seconded by Councilmember Buchmiller. A roll call vote was called. Voting yes:**
215 **Councilmembers Buchmiller, Cartwright, and Payne. Voting no: Councilmember Serrine.**
216 **Abstaining: Councilmember Mathie. The motion carried 3-1**

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218 **8. Other Business**

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220 **a. Staff Reports**

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222 City Recorder Allison Leavitt-

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224 *Budget worksheets will be available for Councilmembers this week. Tentative budget needs
225 to be adopted, in our first meeting in May.

226
227 Utility Clerk Marisa Mathie –

228
229 No further business tonight.

230
231 Public Works Director Devin Magleby –

232

233 *Street Foreman John Draper attended road school in Vernal, UT this past week. He stated it
234 was good but needs some work and next years may be held in Richfield, UT

235

236 *Irrigation system is being pressurized and so far, there has not been any serious leaks or
237 problems.

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239 **b. Department Business-Council**

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241 Councilmember Cartwright –

242

243 *Bid opening for the cemetery expansion project will be held April 14, 2021 at 11:00 a.m.
244 here in the City offices. Councilmember Payne expressed his concerns with Jones and DeMille
245 Engineering restroom bid documents. He stated that they were very vague on quality and
246 type of material that should be used for the plumbing in the restroom, and this could hinder
247 the quality of restrooms constructed for the project.

248

249 *Renovation at the Senior Citizens Center is moving along and Brenda Sorenson, Director,
250 feels good about the work.

251

252 *Richfield Reaper has agreed to advertise the Veteran’s Memorial fund raiser twice a month
253 in the Reaper free of charge. Some businesses have been a little apprehensive about donating
254 at this time, but she will continue to try and collect donations from businesses in Sevier and
255 Sanpete County’s.

256

257 Councilmember Mathie –

258

259 *Credited Utility Clerk Marisa Mathie on the great job she is doing with compiling the
260 information for our Mayor history book. This has been a huge undertaking to collect
261 information on each Mayor. The histories she has collected so far are very interesting.

262

263 *Asked when to expect the batting cage netting to be put up at the ballfields. Councilmember
264 Sirrine stated she would check with Park Foreman Kaycee Roberts for a timeline.

265

266 Councilmember Buchmiller –

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268 No further business tonight.

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270 Councilmember Sirrine-

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272 *Librarian Shelly Monroe would like to purchase some tables and chairs and rent them out as
273 a fundraiser. She would also use the tables and chairs for her summer reading program.
274 Council discussed the need for renting tables and chairs and decided that if Librarian Shelly
275 Monroe had the funds in her budget to purchase the tables and chairs, they were okay with
276 her moving forward with this.

277

278 *Spencer Lindsay will begin work on updating the dugouts at Mtn. View Park. The dugouts
279 should be useable while the work is being done.

280 *Sevier County Commissioners have agreed to provide funding for hydro seeding of the grass
281 area at the Canyon View landing area. Timing on planting the grass will be dependent on
282 water availability.

283

284 Councilmember Payne –

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286 *State is requiring the City to test our water source after the water treatment plant and
287 water tanks and before our first customer. Public Works Director Devin Magleby contacted
288 Robert Worley, Sunrise Engineering, who helped with the design of our treatment plant, to
289 determine the best way to carry out this requirement. Mr. Worley suggested installing a
290 testing site at the fishing pond and offered to provide the engineering needed for this project
291 with the cost of \$2500.00. The Environmental Protection Agency (EPA) also are requiring we
292 update and install new equipment and material at the water treatment plant that could cost
293 between \$10,000 to \$20,000.

294

295 Councilmember Payne does not have any definite costs or timeline just wanted the Council to
296 be aware of what type of expense may need to be expended in the future.

297

298 Mayor Parsons –

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300 *Vandalism at the Mtn. View Park and Lion’s Park restroom. Two fire extinguishers were
301 taken from the community center and sprayed in the restroom at the Lion’s Park and
302 Community Center outside restroom. A water line was busted in the restroom at the
303 Community Center and caused some flooding in the community center.

304

305 The individuals were identified on our security cameras and Deputy Jared Campbell will
306 follow up on pressing charges. Damages will be calculated and forwarded to Deputy Jared
307 Campbell for restitution purposes.

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309 *Due to drought conditions causing a lack of secondary water this year Mayor Parsons would
310 like a water ordinance written to set outside watering rules and include fines for water users
311 not following outside watering rules.

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*Clean up starts May 7, 2021. Council asked if we could have additional dumpster for the clean-up. Public Works Director Devin Magleby stated that clean-up is County wide and that White’s Sanitation does not have enough dumpsters for us to have two during the week, but we do have two during the weekend.

*Asked that both the water ordinance and clean-up week be in the next newsletter.

*Discussed property owners not abiding to our nuisance ordinance. City Recorder Allison Leavitt will contact Code Enforcement Officer Charles Billingsley and invite him to our Council meeting to be held on April 27, 2021.

9. Adjournment

There being no further business to come before the Council for consideration, Councilmember Mathie moved the Regular Council Meeting adjourn at 9:03 p.m. The motion was seconded by Councilmember Serrine. The vote was unanimous. The motion carried. 5-0

The next regular City Council meeting is scheduled to be held on Tuesday, April 27, 2021 starting at 7:00 p.m. at Monroe City Office.

Approved this 27th day of April 2021.
Allison Leavitt
Monroe City Recorder