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2  
3 MONROE CITY COUNCIL MEETING  
4 Tuesday, May 24, 2022, at 7:00 pm  
5 MINUTES

6 **7:00 p.m.** Parsons

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

9  
10 **2.** The Pledge of Allegiance was led by Councilmember Buchmiller . A prayer was offered by Mayor  
11 Parsons.

12  
13 **3. Roll Call**

14 Mayor Johnny

15 Councilmembers:

16 Dane Buchmiller

17 Janet Cartwright

18 Michael Mathie

19 Perry Payne

20 Erica Serrine

21  
22 Public Works Director Devin Magleby

23 City Recorder Allison Leavitt

24 Planning Commission Chairperson Bart Lee

25  
26 **4. Consider a motion to approve the minutes of the meetings held May 12, 2022**

27  
28 **Councilmember Payne moved to approve the May 12, 2022 Regular City Council Meeting**  
29 **Minutes as submitted. The motion was seconded by Councilmember Buchmiller. A roll call**  
30 **vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and**  
31 **Serrine. The vote was unanimous. The motion carried. 5-0**

32  
33 **5. Citizen input – Limit of 3 minutes per comment**

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35 **6. Business**

36  
37 a. Planning Commission Business: Chairman Bart Lee

39 1. Conditional Use for billboard advertising sign located at 34 N Main St. Submitted  
40 Broox Anderson.

41 Planning Commission Chairperson Bart Lee explained to the Council that Broox Anderson is wanting  
42 to hang two signs, similar to billboards, on the north side of his building located at 34 N Main.

43  
44 Signs will be approximately the size of a sheet of plywood 4' X 8' with a thickness of no more than  
45 4" – 6", and lighted. Planning Commission recommended approval with a condition of the lights  
46 being turned off from 11:00 p.m. – 5:00 a.m.

47  
48 Council reviewed an email sent to the City office from Broox Anderson explaining that the sign lights  
49 would be similar to what the City Office has, and that these are on throughout the night. Mr.  
50 Anderson requested that if the lights were not flashing and the same as the City's could the condition  
51 be removed. Council stated that these lights would be facing other commercial properties and if they  
52 were not flashing, they did not see an issue with them being on throughout the night. If issues or  
53 complaints arise, then the Council will revisit the request.

54  
55 **Councilmember Payne moved to allow Broox Anderson to install non-flashing lighted signs,**  
56 **on the north side of his building located at 34 N Main. The motion was seconded by**  
57 **Councilmember Cartwright A roll call vote was called. Voting yes: Councilmembers Buchmiller,**  
58 **Cartwright, Mathie, Payne, and Sirrinc. The vote was unanimous. The motion carried. 5-0**

59  
60 Chairperson Lee explained to the Council that after attending training by the Six County  
61 Association of Governments last month that he wants to review the land use ordinance  
62 section on conditional uses before the update is finished and voted on. He learned that It is  
63 better to have strong ordinances that control permitted uses verses allowing multiple  
64 conditional use permits.

65  
66 Currently the policy and procedures for planning commissioner terms could leave the  
67 Council replacing two commissioners or three commissioners at one time. Chair Lee would  
68 like this changed so that the commissioner's term is five years but staggered so that  
69 only one at a time expires. It would cause a hardship to the Planning Commission to have  
70 three new commissioners at one time trying to learn all the ordinances.

71  
72 Council agreed with Chair Lee and City Recorder Allison will prepare a draft policy and procedure  
73 update for the Planning Commission.

74  
75 b. Consider imposing Irrigation restrictions

76  
77 Public Works Director Devin Magleby asked the Council for direction of when to enforce the City's  
78 water restriction ordinance. Councilmember Payne stated that currently we do have extra water but  
79 understands this will not last for much longer. Public Works Director Devin Magleby explained that  
80 Water Master Ron Mills informed him that our allotment of canal water will be less this year than last  
81 year. Council wants to be proactive and enforce the ordinance. Mayor Parsons listed some examples  
82 of water users that are misusing water now and asked the Council how and who should enforce the

83 water ordinance. Councilmember Mathie suggested that Charles Billingsley, Code Enforcement  
84 Officer, enforce the ordinance. Council agreed and asked City Recorder Allison Leavitt to contact Mr.  
85 Billingsley on this matter.

86  
87 Council decided that there are some water users that need to be contacted immediately and asked  
88 City Recorder Allison Leavitt to give this information to Mr. Billingsley.

89  
90 c. Public Hearing to receive comments on the 2022-2023 fiscal year budget of Monroe City  
91 for all funds. Comments will also be taken on the current 2021-2022 fiscal year budget which  
92 will be opened, amended, and increases and or decreases in the budget will be considered.

93  
94 Mayor Parsons opened the public hearing at 7:26 p.m. to receive comments on the 2022-2023 fiscal  
95 year budget of Monroe City for all funds, and amending current 2021-2022 fiscal year budget

96  
97 Greg Jensen, Sevier County Commissioner Candidate, commented that he has attended many City  
98 Council meetings since becoming a candidate for county commissioner and all cities have the same  
99 type of issues.

100  
101 Councilmember Cartwright asked about increasing on-call compensation. Usually, employees are  
102 more active and wanting to do things with their families in the summer, where in the winter they are  
103 usually home. Increasing the amount from March – October might help offset not being able to enjoy  
104 time with their family.

105  
106 Mayor Parsons stated that the City is going to be giving a 6% pay increase to all employees and is not  
107 sure if an increase to on-call pay can be justified. Council recognizes that we have good employees  
108 but at this time increasing the on-call pay may not be feasible. Council agreed to relook at this in the  
109 future or the next budget year.

110  
111 There being no further comments, Mayor Parsons closed the hearing at 7:35 p.m.

112  
113 d. Discussion for amending personnel policy to include Juneteenth holiday.

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115 The federal government has declared June 19, 2022, a federal holiday. This holiday is referred to as  
116 “Juneteenth” which is a holiday to celebrate the emancipation of enslaved people in the US.

117  
118 Council agreed to add this holiday as a paid holiday to the City’s personnel policy. City Recorder  
119 Allison Leavitt will prepare a resolution for this update for the next Council meeting.

120

121

122 **Other Business**

123

124 a. Staff Reports

125

126 City Recorder Allison Leavitt –

127  
128 \*Update on Julander property. Code Enforcement Officer Charles Billingsley explained to City  
129 Recorder Allison Leavitt that if the bricks have been removed from the property the abatement order  
130 has been satisfied. Tire removal billing was paid by the City and will be attached to the property tax  
131 assessment if not paid by due date.  
132  
133 Mayor Parsons acknowledged the legitimate effort made by property tenants to meet the nuisance  
134 ordinance requirements.  
135  
136 Public Works Director Devin Magleby –  
137  
138 \*Grundy Construction has completed the pavilion at the landing zone and concrete work on the City’s  
139 BBQ pit.  
140  
141 \*Part-time employee Cooper Lowery gave notice today that he is moving and will not be able to  
142 continue working for the City. He was pretty emotional and stated he loved working for the City.  
143 Public Works Director Devin Magleby told him there were no hard feelings and if he ever moves back  
144 that the City would rehire him if a position was available.  
145  
146 \*Annual clean-up is completed. Again, White’s Sanitation stated that Monroe takes the brunt of the  
147 clean-up program with more debris being dumped at our dumpster. Weekends were again hard, but  
148 White’s Sanitation can only bring us two dumpsters for the weekend. This process is still a better way  
149 than when trash was placed in the right of way and City employees went and cleaned up the debris.  
150  
151 b. Department Business-Council  
152  
153 Councilmember Cartwright-  
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155 \*Work is continuing on gathering names for the Veterans Monument. We have been able to identify  
156 over 50 veterans from the Indian Wars, and Spanish American War. This information has been  
157 forwarded to Sutton Betti for the bronze plaque.  
158  
159 \*Grass seed has been planted in the cemetery expansion area.  
160  
161 \*Good sod is becoming hard to find and would like to look into purchasing a sod cutter in the future.  
162  
163 Councilmember Mathie-  
164  
165 \*Left message for Scott Parsons, Green Valley Lawn Care owner, about weed spraying along the City  
166 right-of-way. The weeds are dying and the right-of-ways are looking better.  
167  
168 \*Joining with Sevier County to complete 300 W (missed during 2019 street project) with a micro  
169 surface and treatment (new light chip seal treatment). Our portion will be approximately \$4061.00.  
170

171 \*Public Works Director Devin Magleby will be meeting with Kade Burr, with Staker Parsons, to review  
172 bids for asphalt repair on Main Street from water leak, other water leak sites, and asphaltting to the  
173 City limits on 800 S.

174

175 Councilmember Payne-

176

177 \*Six fire fighters will be attending fire convention on June 9 – 11, 2022 in St. George, UT.

178

179 \*Water pump that helps provide adequate water pressure for home at 1760 W SR 118, needs to be  
180 replaced. It is our responsibility to provide adequate pressure so Water Foreman DarRell Payne will  
181 replace the pump.

182

183 \*Hired Riley Barney as a part-time employee to help Water Foreman DarRell Payne and other  
184 departments as needed.

185

186 Councilmember Buchmiller –

187

188 \*Power Department employees are very busy with many different projects.

189

190 Councilmember Serrine –

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192 \*No further business.

193

194 Mayor Parsons-

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196 \*No further business.

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## 198 **9. Adjournment**

199

200 **There being no further business to come before the Council for consideration, Councilmember**  
201 **Mathie moved the Regular Council Meeting adjourn at 7:56p.m. The motion was seconded by**  
202 **Councilmember Serrine The vote was unanimous. The motion carried. 5-0**

203

204 The next regular City Council meeting is scheduled to be held on Tuesday, June 14, 2022 starting at  
205 7:00 p.m. at Monroe City Office.

206

207 Approved this 14<sup>th</sup> day of June 2022.

208

209

210

211

212 \_\_\_\_\_  
Allison Leavitt

213 Monroe City Recorder

214

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Johnny C. Parsons

Mayor