



MONROE CITY COUNCIL MEETING
Tuesday, November 14, 2023, at 7:00 pm
MINUTES

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7:00 p.m.

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

2. The Pledge of Allegiance was led by Councilmember Payne. A prayer was offered by Councilmember Serrine.

3. Roll Call

- Mayor Johnny Parsons
- Councilmembers:
 - Dane Buchmiller
 - Janet Cartwright -absent
 - Michael Mathie - electronic
 - Perry Payne
 - Erica Serrine
- Public Works Director Devin Magleby
- City Recorder Allison Leavitt
- Mike Shaver

4. Consider a motion to approve the minutes of the meetings held October 24, 2023.

Councilmember Payne moved to approve the October 24, 2023, Regular City Council Meeting Minutes with corrections. The motion was seconded by Councilmember Buchmiller. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Mathie and Serrine. The vote was unanimous. The motion carried. 4-0

5. Citizen input – Limit of 3 minutes per comment

6. Approval of October 2023 warrant register, cash disbursements, adjustment journal and aging report.

Councilmembers reviewed and signed the October 2023 warrant register, cash disbursements, adjustment journal, and aging report.

7. Business

MONROE CITY COUNCIL
MINUTES
11 14 2023

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a. Consider fee abatement-Devin Woolsey

Councilmember Buchmiller explained that arrangements have been made with Devin Woolsey so no action by the Council is needed at this time.

b. Childcare benefit partnership - Amber Carter & Bethany Street

Amber Carter and Bethany Street were unable to attend tonight's meeting so this item will be tabled tonight and put on the November 28, 2023, meeting agenda.

c. Consider Monroe Trails Committee- Mike Shaver

Mike Shaver explained to the Council that he has four committee members and bylaws for the Monroe Trails Committee for Council approval. Committee members are himself, Jenna Jorgensen, Jason Williams, and Prescott McCarty. He stated that the bylaws given to the Council are like what the Richfield Trails Committee has. They still need an additional committee member because their bylaws state there should be five. Per the bylaws, the Council must approve committee members.

Mr. Shaver stated that the economic impact of the trail is not the main driver, but they do believe that businesses in Monroe would benefit from a trail network in the Monroe area.

Ms. Jorgensen explained that she visited with an official from the Bureau of Land Management (BLM) and he stated that they would have to obtain permits to construct trails within BLM property. He suggested that they apply for permits to cover the entire trail project at the beginning so that as the project progresses, permitting will not slow down the project.

Mr. Williams is currently the coach for the National Interscholastic Cycling Association (NICA), and he stated that a good portion of his team members are students from the South Sevier area.

Ms. Jorgensen informed the Council that there are several grants, both state and federal, for these types of projects. She has also spoken with Malcolm Nash, Sevier County Economic Director, and he has expressed support from Sevier County.

Mr. Shaver stated that the trails they want to start with would run along Monroe's foothills and would be for walkers, bikers, and hikers. Their goal is to provide another activity that the entire community can enjoy.

Mr. Shaver explained that they are not asking the Council for a financial commitment. They would like the Council to approve the creation of the Monroe Trails Committee, suggested committee members, and bylaws as presented.

Councilmember Buchmiller asked why it was necessary for this committee to be under the City rather than a standalone committee. Mr. Shaver explained that as a private committee to apply for grants they

86 would have to create a 501 C organization, and this is very hard to obtain and maintain. If they are under
87 the City, the City would be their sponsor on grant applications.

88
89 Councilmember Serrine asked if Richfield’s trail committee has a Richfield Councilmember on the board.
90 Mr. Shaver stated that no not at this time. Councilmember Serrine stated that it seems like this
91 committee may fall under the parks department and she would like to attend their meetings, but not as
92 a board member.

93
94 City Recorder Allison Leavitt explained to Mr. Shaver that as a committee under the City, they would
95 need to meet the Open Meeting Act. This includes posting their meeting agenda, taking minutes, and
96 allowing the public to attend their meetings. Mr. Shaver stated that he would be in contact with City
97 Recorder Allison Leavitt about satisfying this requirement.

98
99 **Councilmember Serrine moved to approve the creation of Monroe Trails Committee, committee**
100 **members, and their bylaws as presented. The motion was seconded by Councilmember Buchmiller . A**
101 **roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Mathie and Serrine. The vote**
102 **was unanimous. The motion carried. 4-0**

103
104 d. Public Hearing -Community Development Building Grant (CDBG) first hearing

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106 **7:19 p.m.**

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108 Mayor Parsons opened the public hearing for the Community Development Block Grant (CDBG) program.
109 The Purpose of this public hearing is to provide citizens with information about the CDBG grant program
110 and to allow for discussion of possible applications for the 2024 funding cycle. The grant money must be
111 spent on projects benefiting primarily low and moderate-income persons. The Six County Association of
112 Governments, of which Monroe City is a member, is expecting to receive approximately \$850,000 in this
113 new program year. All eligible activities that can be accomplished under this program are identified in
114 the CDBG application policies and procedures manual and interested persons can review it any time.

115
116 Eligible activities include examples such as construction of public works and facilities, i.e.: water and
117 sewer lines, fire stations, acquisition of real property, provision of public services such as food banks or
118 homeless shelters. The City has handed out its capital investment plan as part of the regional
119 “Consolidated Plan.” This list shows which projects the City has identified as being needed in the
120 community.

121
122 Anyone with questions, comments or suggestions during the hearing please identify yourselves by name
123 before you speak. The City Recorder Allison Leavitt will include your names in the minutes, and we would
124 like to specifically respond to your questions and suggestions during the hearing.

125
126 Mike Shaver asked the time frame of this grant. Mayor Parsons explained that it is an annual grant
127 program and Monroe has been awarded this grant a few times. We were able to renovate a storage shed
128 into the community center and recently updated the kitchen at the Senior Citizens building. Mayor
129 Parsons explained that since this grant program is to help low-income people an income survey would

130 have to be completed. We did not have to do an income survey for the Senior Citizens building project
131 because Senior Citizens are considered low-income.

132
133 Yvonne Shaver asked how the public gets involved in this type of grant. Mayor Parsons explained that
134 this public hearing is for citizens to express to the Council what they think is needed in our community.
135

136 The Council reviewed with those in attendance some of the specifics to the grant including that it is
137 awarded on a point system. Areas that we can increase points earned are the number of people that
138 would benefit from the project, and the percentage of money we would have to put into the project.
139

140 Ms. Shaver would like to see some improvements made to our parks, such as updating the current
141 pavilion at the lion's park and adding a new pavilion at Ekker Fields.

142
143 Mike Shaver and Jenna Jorgensen would like to see bike trails as a project.

144
145 Jason Williams agreed that pickle ball courts would be nice for the community to have.
146

147 **7:32 p.m.**

148
149 With no further comments Mayor Parsons thanked those for their comments and closed the public
150 hearing.
151

152 e. Nu-Scale Carbon Free Power Project (CFPP) News Release
153

154 Councilmember Buchmiller reviewed with the Council the recent news release from UAMPS. He stated
155 that as the Carbon Free Power Project has been moving forward Monroe has continued to maintain and
156 increase our subscription as the opportunity to do so has presented itself. This new technology is a good
157 thing and has had a lot of support from the Department of Energy, and UAMPS has worked very hard to
158 obtain the number of subscriptions needed for the project. However, even with all this UAMPS has not
159 been able to acquire the number of subscriptions needed to continue with the project. They have
160 decided to terminate the project rather than continue to incur costs on a project that is unlikely to move
161 forward. It appears that at this time 100% of the funds expended will be reimbursed.
162

163 UAMPS has assured us that they will continue to be aggressive in pursuing new resource options and
164 bringing those options to its members to ensure members benefit from a diversified set of power
165 resources to serve their communities.
166

167 f. Consider Employee Holiday bonus and volunteer gifts
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169 The Council reviewed last year's employee bonus sheet. Terminated employees and new employees
170 were added to the sheet and it was determined that we would do the same bonus and volunteer gifts as
171 2022.
172

173 **Councilmember Payne moved to approve 2023 employee holiday bonus and volunteer gifts as**
174 **discussed. The motion was seconded by Councilmember Buchmiller. A roll call vote was called. Voting**
175 **yes: Councilmembers Buchmiller, Payne, Mathie, and Serrine. The vote was unanimous. The motion**
176 **carried. 4-0**

177
178 g. Consider Penstock Pipe Proposals

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180 Public Works Director Devin Magleby reviewed with the Council the two quotes we have for pipe to
181 replace the lower penstock one from Peterson Plumbing Supply and the other from Mountainland
182 Supply Company. Both quotes included prices for the 16" & 18" HDPE and 16" PVC pipe.

183
184 He is concerned that with the HDPE pipe we would have to coordinate and rent a machine for fusing the
185 pipe together. His main concerns are:

186
187 We dedicate time to the project, rent the machine and something comes up that needs
188 immediate attention from the crew we have wasted the money spent on the machine rental.

189
190 The crew has some unexpected time that can be given to the project, but we do not have the
191 machine.

192
193 It was agreed that the HDPE pipe would be easier to install in certain areas, however he is not sure if this
194 outweighs the benefit of being able to work on the project as their schedule allows.

195
196 What Public Works Director Devin Magleby would like from the Council tonight is to have permission for
197 him and the staff to determine what they think will work best and order the pipe with a limit of \$111,000
198 to be spent. The Council agreed to this but would like Councilmember Payne and Councilmember
199 Buchmiller included in the conversations before the final decision is made.

200
201 Councilmember Payne was concerned about the one quote that had included estimated freight and
202 would like this amount pinned down before deciding who to order the pipe from.

203
204 **Councilmember Buchmiller moved to approve moving forward in purchasing pipe for lower hydro**
205 **penstock repair with a limit of \$111,000. The motion was seconded by Councilmember Payne. A roll call**
206 **vote was called. Voting yes: Councilmembers Buchmiller, Payne, Mathie and Serrine. The vote was**
207 **unanimous. The motion carried. 4-0**

208 **8. Other Business**

209
210 a. Staff Reports

211
212 City Recorder Allison Leavitt

213
214 Report on property nuisance

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217 *Charles Billingsley, Code Enforcement Officer, responded to complaints received by the City about
218 persons living in accessory structures and excess yard debris at 165 E 100 N. Mr. Billingsley has notified
219 property owner Robert Hardy at 165 E 100 N in writing that they have until November 26, 2024, to
220 remedy the violations.

221

222 There were numerous violations with our nuisance ordinance and Sevier County Building Department
223 ordinances. Mr. Billingsley is working with Trevor Peterson, Sevier County Building department, to
224 address the violations.

225

226 If the property owner has not taken significant steps to remedy the violations Mr. Billingsley will ask
227 permission from the Council to begin the abatement process for this property during their November 28,
228 2023, Council Meeting.

229

230 Public Works Director Devin Magleby

231

232 Update 21011 Monroe City Source Protection Plan - Well and Cold Springs

233

234 *Included with Councilmembers meeting packet for tonight's meeting is an updated copy of the Well
235 Source Protection Plan and Cold Spring Source Protection Plan. This report is updated every 6 years and
236 since 2016/2017 there have been five new houses added to the list of properties located within the well
237 head protection zone. These houses were built in a subdivision located within zone three of our well
238 head protection zone. This subdivision was established before our ordinance went into effect.
239 Information is periodically distributed to all residents in the community on how to protect the City's
240 culinary water source from pollution.

241

242 Members of the Council approved the updated Monroe City Source Protection Plans.

243

244 *Retirement is coming sooner than later for him. He has not determined an actual date but has met with
245 Utah Retirement System to weigh his options. He wanted to let the Council know now from him rather
246 than through grapevine.

247

248 The Council expressed their appreciation to Devin Magleby for all he does for the City.

249

250 b. Department Business-Council

251

252 Councilmember Mathie –

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254 No further business tonight.

255

256 Councilmember Serrine –

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258 No further business tonight.

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260 Councilmember Payne –

MONROE CITY COUNCIL

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11 14 2023

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262 No further business tonight.
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264 Councilmember Buchmiller –

265
266 No further business tonight.

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268 Mayor Parsons

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270 *Has been looking at the roads in the cemetery and he is questioning whether we want to do the 18'
271 wide roads. Some of the current roads are quite narrow and he wonders if this is going to cause issues
272 when we are asphaltting them. Public Works Direction Devin Magleby explained that this will be
273 discussed during the bid opening on November 29, 2023, with the contractors. The bids should give us a
274 good idea of the quantities needed and a price per ton so that we can look at what is needed and what
275 our budget is.

276
277 **9. Adjournment**

278
279 **There being no further business to come before the Council for consideration, Councilmember Payne**
280 **moved the Regular Council Meeting adjourn at 7:56 p.m. The motion was seconded by**
281 **Councilmember Serrine. The vote was unanimous. The motion carried. 4-0**

282
283 The next regular City Council meeting is scheduled to be held on Tuesday, November 28, 2023 starting at
284 7:00 p.m. at Monroe City Office.

285
286 Approved this 28th day of November 2023.

287
288
289 *Allison Leavitt*

290 _____
291 Allison Leavitt
292 Monroe City Recorder

Johnny C. Parsons

Johnny C. Parsons
Mayor

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