



City Council Meeting/Work Session

Minutes

Tuesday, October 24, 2023 at 7:00 pm

Attendees: Mayor Bayley Hedglin (Excused), Councilmember Kim Henderson, Councilmember Ron Skinner (Excused), Councilmember Nathan Chamberlain (Mayor Pro Tem), Councilmember Kevin Dunn, Councilmember George Rice, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder Melissa Gill

Monticello City Council Meeting

Meeting Location: Hideout Community Center 648 S Hideout Way

1. Call to Order/Invocation - Opening Remarks

Minutes:

Mayor Pro Tem Chamberlain called to order the Monticello City Council meeting at 7:01 p.m. The following visitors were present: Lee Bennett, Jasmine Nielson, Eric Mantz, Jeff Simon, Doug Allen Chamberlain invited anyone in the audience or governing body to give the invocation. An invocation was given by Councilmember Rice.

2. Public Comment

Minutes:

Eric Mantz presented to the council regarding his variance application. The Council included in the conditions of its approval that he must have a licensed engineer do a risk assessment for erosion to City property. He reported that he spoke with Jones & Demille, who he says, stated there was no reason to do so. The Council asked clarification questions. They decided that if Mantz brought a letter from Jones & Demille stating an assessment was unnecessary he would meet the requirements of the conditions.

3. Consider for Appointment: Jasmine Nielson Deputy Recorder (action)

Minutes:

MOTION to appoint Jasmine Nielson as Deputy Recorder was made by Councilmember Rice and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

4. Administer Oath of Office: Jasmine Nielson Deputy Recorder

Minutes:

City Recorder Gill administered the Oath of Office to Jasmine Nielson.

5. Consider for Approval and Adoption Resolution 2023-12: A Resolution Adopting the San

Juan County Multi-Jurisdictional All Hazard Mitigation Plan (action)

Roll Call Vote

Minutes:

MOTION to approve and adopt Resolution 2023-12 was made by Councilmember Henderson and seconded by Councilmember Dunn. Roll Call Vote: Chamberlain, Aye Henderson, Aye Rice, Aye Dunn, Aye Skinner, Absent The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

6. Golf Report (discussion)

Minutes:

Jeff Simon presented to the Council for an end of year golf report. He reported that the course has surpassed all expected numbers. They have started the shut-down process and will lay snow mold Friday. The tournament schedule was very full and had to turn people away so he has added another tournament for next year. There was great participation in the Jr. Clinics. The green fees were raised a bit last year however, Simon requested the Council allow him to increase green fees for special events. The current equipment is constantly under repair. He presented lease options for a John Deere 2400 PrecisionCut Triplex Mower (2024). Highland Golf will have the Hideout's carts early next year. They will begin their new golf cart lease at that time. Simon will set a special event rate to be approved by the Council. The Councilmembers asked clarification questions about the John Deere lease and discussed the pros and cons of leasing new or purchasing used. This will be brought to Council for a vote at a later date.

7. Consider for Approval City Employee Equipment Use Policy (discussion/action)

Minutes:

The Council requested administration have employees review and sign on a yearly basis. MOTION to approve the revised City Employee Equipment Use Policy was made by Councilmember Henderson and seconded by Councilmember Rice. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

8. Consider for Approval Garbage and Refuse Code Revision (discussion/action)

Roll Call Vote

Minutes:

Assistant City Manager Gallegos presented the revised Garbage and Refuse code. Councilmember Dunn inquired if the public will be notified of these changes. Gallegos stated all garbage users will be notified in writing. MOTION to approve the revised Garbage and Refuse Code with the change of "any lithium or lead acid battery" was made by Councilmember Dunn and seconded by Councilmember Henderson. Roll Call Vote: Chamberlain, Aye Henderson, Aye Rice, Aye Dunn, Aye Skinner, Absent The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

9. Planned Unit Development (discussion)

Minutes:

Gallegos presented the purpose for a planned unit development. Planning Commission Chairman Bennett explained the City has one in the current code however it is extremely out of date. She stated the changes that need to be made to bring it into Utah State compliance. This portion of the code has never been used so she asked the Council if they would like to remove it from the code or revise. The Council decided to keep it in the code and update it to accommodate new construction.

10. Requirements for Vacated Businesses on Center and Main (discussion/action)

Minutes:

Councilmember Henderson initiated this discussion with the Council. Chamberlain feels this is an issue that must be addressed to improve the appearance of the City. Henderson has researched this topic extensively and suggested registration and fees be assigned for abandoned/vacant buildings. She also presented standards each property owner should maintain to avoid those fees. This agenda item was discussed at length by the Council and City employees. City Manager Kulow was assigned the task of putting a rough draft proposal together for Council at the November work meeting.

11. Administrative Communications

Minutes:

Building Permit Report: Gallegos presented a building/conditional use/variance permit report dated back to Jan. 2023. Councilmember Rice requested public works be consulted before a citizen puts up a fence. Currently Monticello City code does not require a citizen to apply for a fence permit. Gallegos suggested an update to the fence code stating if the fence hinders public works employees from accessing utility easements they will be required to remove the necessary portion of the fence. Bennett explained that some of the older properties in Monticello were not recorded with the easements present. She also explained why the fence permit was dropped from City code. Bennett inquired if the city GIS system was up to date so the lines could be checked by administration if the permit for a fence was added back into the code. That is something that could be done.

EV Charging Station Update: Gallegos reported a guideline for EV charging stations has been requested of the City. Kulow has addressed this with the City Attorney and as it stands charging stations would have to follow the code for gas stations.

Utah League of Cities and Towns: The Dignity Movement: City Recorder Gill presented The Dignity Movement to the Council and asked them to review and encourage others to investigate it. Councilmember Rice inquired about a RV that is parked in the Overbite parking lot and occupied by a family. Kulow has been working with the owner and will begin enacting fees for this violation. Kulow needs two Council members to join a committee to review the City Attorney RFP's. Henderson and Dunn volunteered.

12. Consider Upcoming Agenda Items (action)

Recommendation: Motion to add _____ to the next agenda. Consensus

Minutes:

Water report - Golf Course Equipment

13. Adjournment (action)

Minutes:

MOTION to adjourn was made by Councilmember Henderson at 8:40 pm and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

AUDIO FILE

[https://soundcloud.com/user-250815044/2023-10-24-city-council?](https://soundcloud.com/user-250815044/2023-10-24-city-council?si=7be4d74120564e9092ebc87ba63e3602&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

[si=7be4d74120564e9092ebc87ba63e3602&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing](https://soundcloud.com/user-250815044/2023-10-24-city-council?si=7be4d74120564e9092ebc87ba63e3602&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

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Contact: Melissa Gill, Recorder (melissa@monticelloutah.org 435-587-2271) | Minutes published on 11/15/2023,
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