



MONROE CITY COUNCIL MEETING  
Tuesday, April 9, 2024, at 7:00 pm  
MINUTES

**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 Johnson. Councilmember Mathie offered a prayer.

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright- absent

Ryan Johnson

Michael Mathie

Perry Payne

Erica Serrine

Public Works Director John Draper

City Recorder Allison Leavitt

Parker Vercimak- Jones & DeMille Engineering

Angie Card

Mike Shaver

Lindsey Ripa-Burns-CUASA

**4. Consider a motion to approve the minutes of the meetings held March 26, 2024.**

**Councilmember Payne moved to approve the March 26, 2024 Regular City Council Meeting Minutes as corrected. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, Payne, and Serrine. The vote was unanimous. The motion carried. 4-0**

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

Parker Vercimak – Jones & DeMille Engineering – reviewed with the Council bid specifications for the secondary irrigation water meters. While gathering meter prices Mr. Vercimak discovered that the Sensus iPearl meters that the water and power department are currently using only comes in a 1" size. Sensus does offer a Cordone 1 ½" meter but the cost seems to be significantly higher than the 1" meter. Mr. Vercimak explained to the Council that the plan has been to use 1 ½" meters for most of our service connections. There are a few services that may require larger meters, but he does not recommend the 1" meters for this project. There was some concern that non-sensus meters would not be compatible with our current meter reading software. After investigating this he has determined that there are meters available that would be compatible with our current software.

Mr. Vercimak explained to the Council that there are three components to the project, and he would like their input on how they would like him to proceed. The three components that need to be advertised for bids are the meters, meter radios with base antenna including reading software, and construction (installation of meters). He discussed with the Council how to proceed, do they want to bid everything together or do three separate bids.

It was determined by the Council that each component should have its own advertisement for bid. Advertising for meters will be the first item of business, due to the lead time needed for delivery of meters.

Mr. Vercimak also explained that there is a possibility that using the sole vendor process may be needed to meet reading software requirements.

## **6. Approval of March 2024 warrant register, cash disbursements, and adjustment journal.**

**Councilmembers reviewed and signed the March 2024 warrant register, cash, disbursements, adjustment journal and aging report.**

## **7. Business**

### **a. Historic preservation / beautification organization - Angie Card**

Angie Card introduced herself and explained to the Council that she would like to form a committee to help the City Council and Staff. She thanked the Council for all the work that they do for our community. She distributed a paper explaining the acronym METRO that her group has created to help with their plan. The acronym stands for Monroes Eclectic Town Renewal Organization.

This committee would like to be a resource to help to solidify our towns identity, bring art, beautification, and historic preservation. Mayor Parsons explained that as we looked into it looks like it would better serve the City if the Council was identified as the historical

80 preservation committee. With this designation grants could be applied for through the City  
81 Council.

82  
83 Kathleen Schoemig asked if the City was aware of Sam Ware's desire to create a museum for  
84 all the pioneer artifacts he has recently acquired. Mayor Parsons explained that we have had  
85 many conversations with Mr. Ware and the Council is in full support of his project, the  
86 problem being that we have not been able to locate a building to serve as a museum, nor do  
87 we have the funds to build one.

88  
89 Councilmember Sirrine asked if this organization could be a sub committee of the Council  
90 such as the Monroe Bike Trail. Mayor Parsons explained that we have talked with Richfield,  
91 and they also have a bike trail committee, but they think it has been working for the Council  
92 to be the historical preservation committee with the citizen group bringing their ideas to the  
93 Council. If the Council is the historic preservation committee, then we do not need a formal  
94 group with appointments, anyone in town could and should be a part of the organization.  
95 Jennifer Nackowski agreed that this needs to be sanctioned by the City and we need a  
96 central point for historical information to be obtained by those seeking historical information  
97 on Monroe.

98  
99 As we looked into this matter, we learned that the Sevier County Commissioners have agreed  
100 to hire an archivist to take care of the history in the County, and this person will work with all  
101 cities within the County.

102  
103 Councilmember Mathie stated the for himself based on his experience on the Council we  
104 have a motivation to assist in what has been presented. He does not see the importance of a  
105 formal committee needing to be formed if the City Council is willing to be the formal  
106 committee for funding purposes. It would be great if a group, such as those of you who are  
107 here tonight, are willing to do the needed leg work and then bring their ideas to the Council  
108 to move forward on.

109  
110 Ms. Schoemig asked if it was possible to build a facility on the property that the landing zone  
111 is located. The Council explained that this property is located within our wellhead protection  
112 zone, and you cannot have traditional restrooms in this area.

113  
114 Ms. Card explained that years ago Kanab looked at what their community was known for,  
115 and they decided since many cowboy movies had been filmed there that they would use the  
116 theme of cowboys to help promote their town. Councilmember Sirrine stated that Monroe  
117 City is known as the "Little Green Valley".

119 It was discussed how information on the items discussed tonight could be made available to  
120 the public. The Council explained that information could be added to our website if they  
121 submitted the information City Recorder Allison Leavitt.

122  
123 The Council discussed with those in attendance that the main obstacle to these types of  
124 projects is funding. Monroe recently completed the second phase of the Mtn. View Park  
125 because of a local generous donor. The City's cemetery roads were paved due to a large  
126 donation from a former resident of Monroe. However, even with these large donations the  
127 City has had to help fund some of the projects and provide ongoing maintenance. Ms.  
128 Schoemig explained that we must go outside of our area to funding agencies to get things  
129 done, and she has found much success in asking former residents of Monroe to help.

130  
131 Ms. Card asked if the Mayor could assign a Councilmember to be their main point of contact  
132 with the Council. Mayor Parsons stated that he agreed with this and would think on which  
133 Councilmember to make this assignment to and then forward this Councilmembers name  
134 and contact information to her. City Recorder Allison Leavitt can also be contacted for  
135 assistance as needed.

136  
137 The Council thanked Ms. Card and others for their time and interest in preserving Monroe's  
138 historical items and because of the importance of this project they were asked to continue  
139 with their efforts and come back to the Council for approval and assistance as needed.

140  
141 b. Consider Food Truck Event - Michael Shaver

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143 Michael Shaver, co-owner of The Greystone, asked the Council if they had plans for the food  
144 truck rally this year or if The Greystone could spearhead it this year.

145  
146 The Council explained that the City has never played a major role in the food truck rally, and  
147 they are okay if he wants to do this. In the past the food truck rally was organized by Ken  
148 Castles, and he would pay the special event fee to the City. In turn the City would provide  
149 trash cans, closing 100 N to 100 W, and put out no parking signs along the north side of the  
150 park for the food trucks to park. Last year there was no main organizer, and the individual  
151 food truck owners would pay the city \$50 -\$25 to park their truck and the City provided the  
152 same services as when Ken Castles was in charge.

153  
154 Mr. Shaver asked about having bands come and perform during the food truck rally. The  
155 Council decided that they were okay with this.

The final decision was that if Mr. Shaver wants to spearhead a Food Truck Rally this year the Council is good with this, but ask that he keep in contact with the City staff with dates and if they need additional services from the City.

c. Central Utah Air Sports Association (CUASA)-Upcoming events- Lindsey Ripa Burns

Lindsey Ripa-Burns, President of the CUASA, is here tonight to let the Council know of the upcoming year paraglider events.

They still plan on a small number of fliers during our 24<sup>th</sup> of July celebration. Stacey Whitmore will oversee this event. Other events are:

- August 30- September 6<sup>th</sup> – Red Rocks Wide Open (Race to goal)
- September 7<sup>th</sup> – September 14<sup>th</sup> – Paragliding World Cup (Race to goal)
- September 23<sup>rd</sup> – September 28<sup>th</sup> – Red Rocks Fall Fly-In (Friendly, non-competitive fly-in)
- September 25- September 28<sup>th</sup> – XRedRocks (Hike and Fly Race)

Competition headquarters will be based in Sevier at Sevier River RV Park  
Red Rocks Fly-in will be based at Monroe Canyon RV Park.

CUASA will host the opening ceremonies for Paraglider World Cup (PWC) to be held on September 7, 2024, at the Lion's Park. They want to have several activities for pilots and the public and are asking if the Council has any ideas. Ms. Ripa-Burns asked if they could have a small parade from Center St to 100 N, to welcome the pilots. After the activities on this night a safety meeting will be held for all pilots.

Ms. Ripa-Burns discussed with the Council some housekeeping items that she would like to address.

- Limit watering the grass at the landing zone and only water at night.
  - This information will be forwarded to our Parks Department.
- Weed maintenance.
  - We believe the landing zone was sprayed with the pre-emergent weed spray last fall. The City will work on this.
- The Council asked that the trash dumpster could be emptied more often during the events.
  - Ms. Ripa-Burns will ask White's Sanitation to do this.

The Council is looking forward to this year's events and is willing to work with CUASA to make it a successful year for them and the citizens of Monroe.

Ms. Ripa Burns asked the Senior Citizen group that were attending tonight's meeting what the money donated to them last year from the filers was used for. Dale Woolsey explained that it was put into savings and once the money is spent, they would let CUASA know what their funds helped them with.

d. Senior Citizen community / City community building - Senior Citizen Board

Dale Woolsey, Dale Magleby, and Mary Kay Outzen explained that they know that Councilmember Cartwright has discussed with the Council the need for either a new senior citizen center or remodel and add to the existing building. Both options are going to require additional land for parking. They are here tonight to ask if a member of the Council would accompany them when they approach the two adjacent property owners about selling some of their land to the City to accommodate land for parking.

A copy of a plat map showing the property owned by the City and the surrounding properties of the Senior Citizens Center was reviewed. After some discussion Mayor Parsons instructed them to obtain names and contact information of the property owners and he would accompany them when they were ready to contact these property owners.

e. Consider adoption of Resolution 4 1 2024 amending Monroe City Personnel Policy Section 6 -On Call compensation

This resolution will increase the on-call compensation from \$150.00 to \$250.00.

**Councilmember Mathie moved to adopt Resolution 4 1 2024 amending Monroe City Personnel Policy Section 6 -On Call compensation. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0**

f. Consider adopting Ordinance 3 1 2024 amending Monroe City Land Use Ordinance

The Council discussed that they are willing to adopt the land use ordinance with minor changes.

**Councilmember Mathie moved to adopt Ordinance 3 1 2024 amending Monroe City Land Use Ordinance. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0**

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238 **8. Other Business**

239 a. Staff Reports  
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241 City Recorder Allison Leavitt –  
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243 No further business.  
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245 Public Works Director John Draper-  
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247 \*City crews have been working hard to prepare cemetery roads for asphaltting. Hales Sand  
248 and Gravel will begin paving the cemetery roads on Wednesday April 17, 2024. The Council  
249 discussed whether or not to pave from the north gate to Washburnville road. It was decided  
250 it would be best to pave this entrance with the project.  
251

252 There is a large tree that is too close to the road that will be removed.  
253

254 \*The old green dump has finally become unusable. Public Works Director John Draper  
255 located a 1996 dump truck for \$5500.00. The motor and transmission have been recently  
256 rebuilt.  
257

258 b. Department Business-Council  
259

260 Councilmember Payne –  
261

262 \*Wondering where Green Valley Lawn Care sprayed the pre-emergent weed control in the  
263 fall, so we can see if it works better than the emergent spray we have used previously. Mayor  
264 Parsons stated that he would talk to Scott Parsons to verify what areas were sprayed with the  
265 pre-emergent weed killer.  
266

267 \*Received complaints about the recent Easter Egg Hunt. Councilmember Mathie explained  
268 that this event is sponsored by our Youth Council. This year the weather was windy and cold,  
269 and the children were not following instructions from the Youth Council. The Easter Egg Hunt  
270 was supposed to begin at 10:00 a.m. and because of the conditions they started it at 9:58  
271 a.m. It was discussed that more adult supervision may be needed for next year to help keep  
272 the children under control.  
273

274 \*Power Foreman Josey Parsons has been working with Shane Minor, Wheeler Caterpillar, to  
275 prepare an energy generator source proposal. There are larger generators than the one Mr.  
276 Minor previously presented to the Council that are more expensive but are more energy

efficient. The Council decided that they do not need another presentation explaining how the generator system would work, as previously done. A document showing a cost comparison of the different types of generators and the total cost per kWh is what they want to see before deciding.

\*New firefighters are just about done with their Fire I and Fire II training.

Councilmember Mathie –

\*Talked to Ryan Anderson about the email he sent to the Council about their support of the Monroe Trails Committee. Mr. Anderson's main concern was that he understood the wording of support for the trails was for the complete trail throughout the area. Councilmember Mathie explained that the Council was only able to support the trails within Monroe City limits and the \$5000 was a financial commitment to assist them in obtaining additional funding from grant opportunities and would only make these funds available after confirmation of grant approval.

\*Little league baseball has begun, and things are going well. Councilmember Mathie has been the president of the Babe Ruth Baseball league for many years, and it is now time to let other volunteers take over the program. Councilmember Mathie asked if the Council had any ideas on how to spread the word that the baseball program needs a new league President and other leadership volunteers. It was determined that an article would be placed in the next City newsletter, and anyone interested should contact the Monroe City Office.

\*Fields are in good shape, but the two east fields could use some new infield mix (red dirt). City Recorder Allison Leavitt will contact the business that we got the infield mix from the last time and see what the costs are. Mayor Parsons stated that he has been contacted by some baseball coaches that have offered to help spread the dirt. Councilmember Mathie would also like to see new base posts installed.

\*Concerned with the amount of people who have keys to the buildings at the ballfields. The problem is that the lights are being left on, and doors to the baseball equipment are being left open. Public Works Director John Draper will look into some type of locking system that may help alleviate the issue of multiple people having access to the buildings.

\*There are some maintenance issues with the park buildings and the City's 4-wheeler. Public Works Director John Draper will talk with Park Foreman Rhett Colby about fixing these items.

Councilmember Sirrine –

\*Sevier School District is replacing their playground equipment, and the City has been contacted by the contractor who will be removing the old playground equipment. The Council liked the idea of acquiring the playground equipment from Monroe Elementary and would place it in one of our parks. The Council asked Councilmember Sirrine to follow up with the contractor to see what the process is for bidding on the playground equipment.

Councilmember Johnson –

\*Will be attending Utah League of Cities and Towns (ULCT) Spring Conference in St. George next week.

Mayor Parsons -

\*Asked Devin Magleby to check with John Magleby about the price on fencing for City property located to the west of the City yards. If the prices are reasonable Mayor Parsons would like to fence in this property and eventually build a building for City equipment. This would help the area look good and provide a place for our equipment.

## 9. Adjournment


**There being no further business to come before the Council for consideration, Councilmember Sirrine moved the Regular Council Meeting adjourn at 9:17 p.m. Councilmember Mathie seconded the motion. The vote was unanimous. The motion carried. 4-0**

The next regular City Council meeting is scheduled to be held on Tuesday, May 14, 2024 starting at 7:00 p.m. at Monroe City Office.

Approved this 14<sup>th</sup> day of May 2024.



Allison Leavitt  
Monroe City Recorder



Johnny C. Parsons  
Mayor