

MINUTES  
MONROE CITY COUNCIL MEETING  
NOVEMBER 10, 2015

**7:30 p.m.**

1. The regular meeting of the Monroe City Council was called to order by Mayor R. Kirt Nilsson at 7:30 p.m. The Pledge of Allegiance was led by Deputy Recorder Allison Leavitt and Prayer was offered by Councilmember Payne.

PRESENT:

Mayor: R.Kirt Nilsson

Councilmember:

Troy Torgersen\* arrived after meeting had started

Johnny Parsons

Fran Washburn

Perry Payne

Public Works Director: Devin Magleby

City Deputy Recorder: Allison Leavitt

Press-Sandy Phillips-Richfield Reaper

Citizens:

Gaige Brindley

Kristopher Parslow

Logan Mumford

Kycen Winn

Brookelle Draper

Mayor excused Councilmember Joe Anderson

**Councilmember Payne moved to approve the minutes of the October 27, 2015 meeting with corrections. Councilmember Parsons seconded the motion. All were in favor. Motion carried.**

\*Corrections- page 4: grammar

## **2. CITIZEN INPUT**

No comments

## **3. Business**

### **(A) Discuss Tree Lighting Ceremony – December 7<sup>th</sup>, 2015**

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Deputy Recorder Leavitt asked the council to be at the Holiday Kick Off by 5:15 p.m. to help served donuts and hot chocolate. She also asked Councilmember Parsons to make arrangements to have a member of the Fire Department meet Santa at City Hall at 5:15 p.m. and deliver him to the Lions Park. Council asked if help was needed from their spouses this year, Leavitt stated that members of the youth council will be there to help. If more help is needed she will contact spouses directly.

**(B) Consider annual Employee holiday bonus and City volunteer gifts.**

The Council reviewed the amount that each employee received last year as a holiday bonus.

**Councilmember Payne moved to pay employees holiday bonus the same as last year. Councilmember Parsons seconded. Vote as follows.**

No discussion

Councilmember Payne	Y
Councilmember Washburn	Y
Councilmember Parsons	Y
Councilmember Torgersen	Absent*

**(C) Consider cancelling the November 24, 2015 City Council Meeting  
Councilmember Payne moved to cancel the Monroe City Council Meeting to be held on November 24<sup>th</sup>, due to Thanksgiving holiday. Councilmember Parsons seconded. Vote as follows.**

No discussion

Councilmember Payne	Y
Councilmember Washburn	Y
Councilmember Parsons	Y
Councilmember Torgersen	Y

**(D) Approval of the warrant register, cash disbursements and adjustment journal**

The council reviewed and signed approval for the November, 2015 warrant register and the October, 2015 cash disbursements and adjustments journals.

**5. STAFF**

**City Deputy Recorder Allison Leavitt**

- No Business

**Public Works Director Devin Magleby**

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Public Works Director Magleby discussed the following with the Council:

- He will be in Savannah, Georgia for training as a Rural Water Board Member the week of December 7th. All expenses are covered by Rural Water Association of Utah. This training is a onetime event for all new board members. It is a good way to observe how other states handle their water systems.
- Rocky Mtn. Power has completed the new line coming into town and we are back on our substation. This was done successfully and much quicker than originally planned.
- Visited with Skyler Hansen, with B. Hansen Construction, he received the email from the city explaining that the city was going to begin liquidated damage for delay charges at \$100.00 per day. Mr. Hansen apologized for the delay and understands the city need to follow through with charges. Mr. Magleby visited with Kendrick Thomas, with Jones and DeMille, to clarify the procedure the City should follow in collecting the liquidation damage charges. Mr. Thomas instructed Mr. Magleby to have the City complete a change order stating the total liquidated damage for delay charges. The total amount will be deducted from the final pay request from B. Hansen Construction.

An inspection has been scheduled for this coming week. If all goes well this will be the substantial completion inspection, which should result in a punch list of unfinished items. Hansen's have 14 days to complete the punch list; if at the end of the 14 day period these items are not completed the city can begin charging liquidated delay charges again.

Council discussed what date the liquidation charges should start. Councilmember Torgersen stated they are already over a month behind the scheduled completion date. However, the Council had given Mr. Magleby permission to work with Hansen's on the liquidation charges as long as the project was progressing. It is because work has not been progressing that has us in the current situation. .

**Councilmember Parson moved that B. Hansen Construction be charged liquidation charges of \$100.00 per day starting as of November 3<sup>rd</sup> until the substantial inspection is completed. Councilmember Payne seconded. Vote was as follows:**

<b>Councilmember Payne</b>	<b>Y</b>
<b>Councilmember Washburn</b>	<b>Y</b>
<b>Councilmember Parsons</b>	<b>Y</b>
<b>Councilmember Torgersen</b>	<b>Y</b>

## **6. Department Business - reports and concerns - law enforcement concerns**

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**Councilmember Joseph Anderson - Streets Department, Weeds, Equipment, Sr. Citizens**

**Absent**

**Councilmember Perry Payne - Electric, Mosquito Abatement, Utility Board**

- A few blocks of citizens were affected by a power outage last week. Mr. Magleby was happy to report that everything went as usual even though the city was still running off the Elsinore substation.
- Mayor Nilsson asked Mr. Magleby to explain briefly to the visiting students and scouts how Monroe City produces their own power, and how the recent improvements to the Rocky Mountain line coming into Monroe will help us
- Mr. Magleby explained to the students and scouts that Monroe produces some 25% of the power our city needs and the remaining 75% comes through Rocky Mountain Power distribution lines. The distribution line coming into Monroe was very old and in need of updating. It is because of this old line that the city has been experiencing so many power outages.

**Councilmember Fran Washburn - Parks, Cemetery, Planning Commission**

- **No business**

**Councilmember Johnny Parsons - Water, Irrigation, Wastewater, Fire Department**

- Discussed progress on the wells being drilled inside the city limits in conjunction with the groundwater study to be conducted by the Utah Geological Survey. Mr. Magleby reported he has not heard any test results as of yet. Mr. Magleby will check if there are any test results available and the status on the wells and report to the Council at our next meeting.

**Councilmember Troy Torgersen - Library, CERT, EMS, Landfill, Garbage, Youth Council -**

- Councilmember Torgersen inquired when the next Planning Commission will be. Deputy Recorder Leavitt stated the next meeting is scheduled for November 17, 2015 at 7:30 p.m.

**Mayor R. Kirt Nilsson – General Administration**

- Mayor reported about training from Brent Bateman, with Ombudsman, which was very helpful and hopes it will help the Planning Commission to move forward with the enforcement ordinance they have been assigned to work on.
- Received phone call from the new owner of the Carol Theater, David Coe. Mr. Coe has asked for a letter of support from the City to the Utah Heritage Hwy 89.

This letter of support will demonstrate to the Utah Heritage Hwy 89 that the City supports Mr. Coe with his desire to continue the use of the theater as a community theater. Mr. Coe is seeking financial help from them to install a heating system in the theater.

Council was in agreement that it is in the best interest of the City to support a community theater at the Carol Theater. Mayor will have City Recorder Curtis finalize a letter to Utah Heritage Hwy 89 in support of Mr. Coe plans and work to be done with the theater.

- Mr. Magleby reported that the city does not have any type of easement on the property surrounding the theater. Mr. Coe understands he has taken on the risk of any issues concerning the septic system for the theater.
- Pelorous Methods, governmental software, will begin the conversion from Caselle to Pelorous, with staff training on Friday, December 4<sup>th</sup>.
- Presentation of the annual audit could be done during a Council meeting in December.
- Set date for the Recognition Dinner for Councilmember Torgersen and Councilmember Mathie for January 11, 2016

## **7. Adjournment**

**Councilmember Parson moved to adjourn the meeting at 8:00 p.m. Councilmember Payne seconded the motion. All were in favor. Meeting adjourned.**

**Approved this day 8<sup>th</sup> of December, 2015**

**Allison H. Leavitt, City Deputy Recorder**