

MONROE CITY COUNCIL MEETING
July 28, 2020
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 Cartwright. A prayer was offered by Councilmember Dane Buchmiller.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie

Perry Payne

Erica Sirrine -absent

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Planning Commission Chairperson Bart Lee

Citizens:

Kim Parsons

Alden Forbush

Val Scott

4. Consider a motion to approve the minutes of the meetings held July 14, 2020

Councilmember Payne moved to approve the July 14, 2020 Regular City Council Meeting Minutes as submitted. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

5. Citizen input –

No comments

41 **6. Business**

42 **a.** Planning Commission Business: Chairman Bart Lee

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44 1. Conditional Use License located at 490 E Valley View Lane for “Valley View
45 Garden & Rental” submitted by Kimberly Parsons.
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47 Planning Commission Chairperson Bart Lee explained to the Council that Kim Parsons has
48 submitted a conditional use license application for “Valley View Garden & Rental. The business
49 will be a wedding/reception venue including other similar type activities located at 490 E Valley
50 View Lane, Ms. Parsons property. Chairperson Lee stated the Planning Commission did not
51 require any specific conditions and recommends approval of the conditional use license.
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53 Chairperson Lee stated that Ms. Parsons is here tonight if the Council has questions regarding
54 her business.
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56 Council had no questions for Ms. Parsons.
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58 **Councilmember Mathie moved to approve the conditional use license submitted by Kimberly**
59 **Parsons for “Valley View Garden & Rental” located at 490 E Valley View Lane. The motion**
60 **was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes:**
61 **Councilmembers Buchmiller, Cartwright, Mathie, and Payne. Vote was unanimous. Motion**
62 **carried 4-0**
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64 2. Property line adjustment located at 188 N Main and 60 E 200 N submitted by
65 Alden Forbush.
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67 Planning Commission Chairperson Bart Lee explained to the Council that Mr. Forbush is
68 requesting approval of a property line adjustment only. No new lot will be established. Mr.
69 Forbush will be acquiring approximately 70’ frontage from Preston Gilbert, property owner of
70 188 N Main. This additional property will be combined with Mr. Forbush’s current property.
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72 Chairperson Bart Lee stated this adjustment is straight forward and both lots will remain of
73 legal size, meeting our land use lot size requirements and stated that the Planning Commission
74 recommends approval of this property line adjustment.
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76 **Councilmember Payne moved to approve property line adjustment submitted by Alden**
77 **Forbush located at 188 N Main and 60 E 200 N. The motion was seconded by Councilmember**
78 **Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright,**
79 **Mathie, and Payne. Vote was unanimous. Motion carried 4-0**
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81 3. Accessory building exceeding 1400 sq. feet located on 1-M3A-191 submitted
82 by Val Scott.

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84 Planning Commission Chairperson Bart Lee explained that Val Scott has submitted a building
85 permit for a 6400 sq. foot accessory building. Our Land Use Ordinance requires any accessory
86 building larger than 1400 sq. feet to have Council approval.

87
88 Mayor Parsons asked Mr. Scott how he would access the building. The accessory building will
89 be built on a parcel of property located behind Mr. Scott's residence, which does not have
90 access to the parcel. Mr. Scott explained that there is a platted right of way through the
91 Foothill Subdivision which meets with Sand Canyon Road, a private roadway that leads to his
92 property (1-M3A-191). This roadway is in the debris basin, owned by David Grow, and is
93 used by Craig Lee to access his residence. Sevier County Recorder and Road Department show
94 no recorded easement for Mr. Lee. Mr. Scott stated he thinks Mr. Lee does have one.

95
96 Council discussed problems that could occur if the property owner of Sand Canyon Road
97 decided to block use of this private roadway. Councilmember Payne asked Mr. Scott if building
98 a shop on a piece of property with the possibility of it becoming land lot was a risk he was
99 willing to take. Mr. Scott explained that he believes Mr. Lee does have an easement and that his
100 property will always be accessible.

101
102 Council wants on record that by approving this permit for the accessory building, Monroe City is
103 not liable nor responsible to provide an access to Mr. Scott's property. Mr. Scott stated that he
104 understands and agrees to this.

105
106 **Councilmember Mathie made a motion to approve accessory building exceeding 1400 sq. feet**
107 **for parcel 1-M3A-191, with Monroe City not responsible for property access, submitted by Val**
108 **Scott. Motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting**
109 **yes: Councilmembers Buchmiller, Cartwright, Mathie, and Payne. Vote was unanimous.**
110 **Motion carried 4-0.**

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112 Mr. Scott requested the culinary water impact fee of \$3000.00 be waived for a water
113 connection to the accessory building, he will be constructing. Mr. Scott stated this water hook
114 up will never be used at the rate of a normal residence because the property, in his opinion, is
115 land lock to the building of a residential structure but not an accessory building.

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117 Mayor Parsons stated it does not matter what the plan use is at this time, it is still considered
118 an impact on water system. Councilmember Payne explained there are two types of water
119 hook-ups:

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 - Residential, which is a meter located in a residential zone whether it supplies water to
122
 - animals or a house it is considered a residential meter.

- Commercial, which is a business such as the schools or grocery store which requires more water than an average residential meter.

Councilmember Payne went on to explain that the policy states residential, meaning it will be in a residential zone and once a meter is installed the City is required to provide water to the service. A culinary impact fee payment will be required for any water meter hook-up.

Councilmember Payne stated he understands the water line servicing Mr. Scott's home is located at the rear of his property on the east side in a 30' City utility easement, so a water service can be installed to the accessory building within this easement.

4. Public hearing August 18, 2020 7:00 p.m. for comments on short-term rental ordinance.

Mayor Parsons explained the Planning Commission will be holding a public hearing to receive comments on a short-term rental ordinance, and that the City Council will also need to hold a public hearing to receive comments during the August 25, 2020 City Council meeting.

Passing this ordinance along with an ordinance to collect transient room tax will allow the City to collect the transient room tax from eligible businesses operating in Monroe.

With the short-term rental ordinance this will allow the City to impose conditional use requirements if the business applies for a business license or if the City receives complaints on activities at the business location.

Councilmember Cartwright asked where we are with increasing business license fees, and if landlords should have a business license. City Recorder Allison Leavitt stated she would check with City Treasurer Jacee Barney on the status of the license increase, and that other cities in our area do not require landlords to have a business license. Councilmember Cartwright asked to have this reviewed since they are conducting a business and, in her opinion, they should be required to have a license.

b. Set date for Public Power Picnic.

Council set August 24, 2020 6:00 p.m. for our Public Power Picnic.

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt

*Thanked everyone for their part with our 24th of July Celebration. It appears we served about 950 at the annual BBQ on the park, this is a decrease of about 233 from last year. Being that this was a weekend celebration, lower attendance is probably due to COVID-19. Raffle sales and concessions sales were comparable to last year.

A lot of compliments have been received on the vendor booths being spread out and located on the elementary school grass area, along with many thankyou's for holding the celebration activities.

Public Works Director Devin Magleby

*Work on the "Red Hill" road will begin this next week.

*Councilmember Cartwright stated that the Utah State Rifle Association has asked if someone with the City could go and grade the road in the rifle range area, and if they could use the City dumpsters to dispose of trash cleaned up at the range. Public Works Director Devin stated they can use our dumpsters, but they are hard to find empty. With Council approval he will grade the road but would like someone to contact him and be at the range to show him what they want done. Councilmember Payne stated this is a good project because we need a place to practice shooting, Council agreed.

b. Department Business-Council

Councilmember Buchmiller-

*Reminded Councilmembers about the UAMPS Carbon Free Power Project Nuscale virtual presentation and tour at 10:00 a.m. on July 29, 2020. Public Works Director Devin Magleby will have it projected on the TV here in the office. City Recorder Allison Leavitt had previously asked Councilmembers to notify her if they were going to watch the tour in the City office. If a quorum was going to presene the meeting would need to be noticed. Councilmember Cartwright was the only Councilmember planning on watching the tour here at the City office.

*Reported to Council that as a power department we have a list of needs and wants. Regulators were on the list but not as a high priority until last week. Three of our six regulators at the substation failed last week, which was the cause of last week's power outages. Josey Parsons, Power Foreman has ordered three new regulators with a total cost of \$36,000.00. At this time, it will be approximately 20 weeks before we will receive the regulators, so Mr. Parsons decided to purchase some from Beaver City Power Department. Cost of these regulators will be approximately \$3000.00 apiece. We needed to purchase these because we do not have any

203 back-up regulators at this time.

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205 Councilmember Mathie—

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207 *Discussion on expending remaining grant funds on the street project. Public Works Director
208 Devin Magleby stated that engineers are working on a bid for chip sealing some of the City's
209 remaining dirt roads.

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211 Councilmember Payne—

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213 *24th of July Firework display by firemen was very good.

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215 Councilmember Cartwright-

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217 *Request that Council consider nuisance property enforcement at our next Council meeting.
218 City Recorder Allison Leavitt will include the 410 S Main Street property on the next agenda.

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220 *Charles Billingsley, Code Enforcement Officer, has issued a first letter violation to property
221 owner at 390 S Main. Mayor Parsons explained this type of situation is going to be an ongoing
222 process.

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224 *Received a lot of positive comments with the July 24th celebration. Appreciates the city
225 workers for all they do.

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227 Mayor Parsons-

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229 *Received comments that the 24th celebration was good for our community because it gave a
230 sense of normalcy.

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232 *Appreciate everyone's help with the celebration and would like a thank you card sent to Tracy
233 and Heidi Johnson for supplying the screen for the video during the program at the football
234 field before the fireworks.

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236 *Received a corrected bid of \$10,500 for mini split air conditioning/heating units for the library.
237 Councilmember Sirrine is not here tonight but has stated this is a reasonable bid and would like
238 to move forward with having the units installed by Sevier Heating and Air Conditioning.

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240 *Central Valley's Mayor Kim Peterson passed away and flowers will be sent to his service.

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242 *Flowers will be sent to Utility Clerk Marisa Mathie, who has recently had surgery.

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9. Adjournment

There being no further business to come before the Council for consideration, Councilmember Mathie moved the Regular Council Meeting adjourn at 7:55 p.m. The motion was seconded by Councilmember Payne. The vote was unanimous. The motion carried. 4-0

The next regular City Council meeting is scheduled to be held on Tuesday August 11,2020 starting at 7:00 p.m. at Monroe City Office.

Approved this Date 11th day of August, 2020

Allison Leavitt

Monroe City Recorder