

MONROE CITY COUNCIL MEETING
August 25, 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 Payne.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller -absent

Janet Cartwright

Michael Mathie

Perry Payne

Erica Sirrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held August 11, 2020

Councilmember Payne moved to approve the August 11, 2020 Regular City Council Meeting Minutes as corrected. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous.

The motion carried. 4-0

5. Citizen input

Warren Monroe explained he was asked by Peter Nackowski, Monroe Lion's Club, to prepare a concept plan for development of the City property located at 300 E and 800 S.

Mayor Parsons explained to Mr. Monroe that Mr. Nackowski did not have permission from Monroe City Council to ask him to prepare these plans with the intent that the City would pay the costs associated with the plan preparations.

Mr. Monroe stated that he had spoken with Councilmember Sirrine prior to tonight's meeting and now understands that the City is not ready to proceed with developing the park right now. Mr. Monroe explained that the cost to prepare the concept plan is \$1,000 and he knows the City is not willing to pay these costs. Mr. Monroe wants the City to have the plan at no cost and told the Council to please keep his company in mind, for when they are ready to proceed with the park development.

Mayor Parsons thanked Mr. Monroe for his time.

6. Business

a. Swearing in of the 2020/2021 City Youth Council

There were no youth councilmembers in attendance for swearing in.

b. Red Hill Hot Spring business and environmental plan – Sofia Opmanis

Ms. Opmanis was contacted by phone to address the Council. Ms. Opmanis gave a background of her education and desire to develop the Red Hill area with funding from United States Department of Agriculture (USDA). Ms. Opmanis is interested in helping rural communities by developing tiny homes in areas such as Monroe.

Mayor Parsons explained to Ms. Opmanis that Monroe City does not own the water rights at the Red Hill, just the property.

Councilmembers stated they were not in favor in selling the property nor entering a lease. It was explained to Ms. Opmanis that the City is currently working on improving the Red Hill area as a new park for our community.

c. Consider White's Sanitation Contract Renewal - Taylor White

Taylor White, White's Sanitation, stated that the current contract between Monroe City and White's Sanitation will expire the end of September 2020. A Copy of the new five (5) year contract was in the Councilmember's packets for them to review and Mr. White distributed a handout that explained the following are the key changes from the last contract:

- Number of Additional Carts – additional carts that a household may rent is increased from two to three with a cost of \$2.50 per additional cart.
- Personal cans must not exceed 35 gallons.
- Bulky Waste will be limited to one item per week (i.e. appliances, couches, mattresses, etc.) Carpet will no longer be picked-up, because of the health risk to their employees.
- Residents that request walk-up service will not be eligible for the \$1.00 discount.
- Monthly rate will increase by \$2.00

Mr. White explained that Monroe City was their first City to enter a city-wide trash pick-up in 1990 and they have appreciated the support from Monroe City over the years. Mr. White stated that White's

Sanitation wants to continue to provide the service they have in past, meaning picking up more than what is just in the can, and the changes provided in the new contract will allow them to do this. In the handout were pictures of people abusing the service White's Sanitation provides by piling large amounts of trash, which requires a lot of extra work time for White's Sanitation employees.

Mr. White explained that many of the changes are for the safety of their employees because of the type and number of items people are setting out for pick-up.

Mayor Parsons stated he would like a newsletter to be prepared by our Utility Clerk Marisa Mathie with the information Mr. White provided tonight to give our residents what can and cannot be picked-up. Mr. White agreed this would be helpful and that Utility Clerk Marisa Mathie can contact him if she has questions about what should be in the newsletter.

Mr. White thanked the Council for their time and explained that White's Sanitation appreciates the support of the Cities, because without the Council support White's Sanitation would not be able to offer the services they do.

Councilmembers stated that they appreciate the service White's Sanitation has provided to the Residents of Monroe over the years.

Councilmember Mathie moved to accept White's Sanitation contract renewal for a five-year term. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

d. Consider Resolution 8 1 2020 to increase Monroe City Business License fee

After some discussion Council decided to increase our current business license fees to \$25.00 and \$35.00 for a beer license.

Councilmember Mathie moved to adopt Resolution 8 1 2020 to increase Monroe City Business license fees from \$10.00 to \$25.00 and beer license from \$20.00 to \$35.00. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

e. Consider updated Culinary Water Emergency Plan for 2020

Public Works Director Devin Magleby explained that the Culinary Water Emergency Plan needed Councilmember, and employee names updated with current information.

Councilmember Payne moved to accept updated Monroe City Culinary Water Emergency Plan for 2020. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

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133 f. Consider amending Monroe City Land Use Ordinance Book– Bart Lee
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135 Planning Commission Chairman Bart Lee explained to the Council that our Land Use and Development
136 Code Regulations book needs an extensive update. We have attempted to do this in the past but have
137 yet been able to get this completed.
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139 Mr. Lee explained that he wants to get this going and complete it this time, however there is a cost
140 associated with this that could be from \$15,000 - \$20,000. We have talked with Zach Leavitt, Six County
141 Association Planner, and he has stated that there are grants available to help assist. Mr. Lee would like
142 to have the Council support in this endeavor with the understanding that the City may need to help
143 financially if a grant will not cover the costs.
144

145 Council was supportive of this project, and asked Mr. Lee to get some solid figures on what the cost to
146 the City would be to update our Land Use and Development Code Regulations book
147

148 g. Public Hearing to receive comments on proposed changes to the Monroe City Land Use
149 and Development Code Regulations. Proposed changes will include but not limited to the
150 following: (1) Adding definition of short-term rental to Chapter 3; (2) Amending Chapter 10-
151 1002; Chapter 11-1102; Chapter 12-1202; Chapter 13-1303; Chapter 14-1402; Chapter 15-
152 1502 with short-term rental as a conditional use.
153

154 Mayor Parsons opened the public hearing to receive comments on the proposed changes to the Monroe
155 City Land Use and Development Code Regulations at 7:50 p.m.
156

157 These changes would allow short-term rentals, with conditions, in all zones located in Monroe City.
158

159 A definition of a short-term rental was discussed during a Planning Commission public hearing and the
160 Planning Commission will finalize the definition of a short-term rental at their next meeting.
161

162 There were no other comments.
163

164 Mayor Parsons closed the public hearing at 7:52 p.m.
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166 h. Public Hearing for the purpose of accepting public comments concerning proposed
167 municipal budget 2020-2021 amendment.
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169 Mayor Parsons opened the public hearing at 7:52 p.m. to receive comments concerning proposed
170 amendment to the municipal budget 2020-2021.
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172 This amendment is to transfer monies to the general fund library department for air conditioning units.
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174 Mayor Parsons stated that this is a long overdue update and they will be installed as soon as possible.
175

There were no other comments.

Mayor Parsons closed the public hearing at 7:54 p.m.

- i. Approval of Resolution 8 2 2020 adopting amended Monroe City 2020-2021 fiscal year budget.

Councilmember Mathie moved to adopt Resolution 8 2 2020 to amend Monroe City 2020-2021 fiscal year budget. The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

- j. Consider expenditures of Utah Coronavirus Relief Funds (CARES).

Mayor Parsons explained to the Council that in connection with the Coronavirus Relief Fund (CARES Act) Monroe City will receive \$206,510.00. These funds are to cover expenditures incurred due to the public health emergency with respect to the Coronavirus Disease (COVID-19).

Council reviewed what costs were eligible and what is non-eligible. These funds will only cover expenditures to cover costs in responding to the public health emergency.

Council determined that mitigating the spread of COVID-19 must be the priority to keep the public health protected.

They decided that the following items would help protect our citizens and employees from the virus immediately and in the future:

- Vehicle – to accommodate employees not having to share vehicles. We did have an employee exposed to the virus and had a vehicle been shared a lot of staff members would have been exposed.
- A utility side by side with a sprayer for sanitizing the playground equipment, bleachers, benches, picnic tables, and other park associated equipment.
- Hand free faucets and dryers for our public restrooms.
- Free standing hand sanitizers for our public buildings and large commercial outdoor sanitizer for our parks.
- Electronic devices for Councilmembers and employees for conducting City business at home when needed.

The Council will continue to assess the needs of our community and discuss them at our next Council meeting to be held September 8, 2020.

Councilmember Payne moved to approve expenses incurred due to the public health emergency with Utah Coronavirus Relief Funds (CARES). The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie, and Sirrine. The vote

219 **was unanimous. The motion carried. 4-0**

220
221 k. Consider sealed bids for City surplus equipment.

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223 Mayor Parsons opened seal bids for following:

224
225 HP printer with supplies- \$35.00 Allison Leavitt
226 Camp chief with grill - \$40.00 Michael Mathie
227 2 Camp chiefs with grill - \$55.00 each Devin Magleby

228
229 **Councilmember Payne moved to accept bids on the City surplus equipment. The motion was**
230 **seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers**
231 **Cartwright, Payne, Mathie, and Serrine. The vote was unanimous. The motion carried. 4-0**

232
233 **7. Other Business**

234 a. Staff Reports

235
236 City Recorder Allison Leavitt –

237 *Mr. Billingsley, Code Enforcement Officer, has sent letters to property owners located at 390 S
238 Main and 410 S Main concerning their property being non-compliant with our nuisance
239 ordinance.

240
241 *Request from citizen to have a painted crosswalk installed at the intersection of Main St. and
242 300 N. Robert Dowell, Utah Department of Transportation (UDOT) was contacted and he stated
243 a study would have to be performed and the intersection would have to meet set UDOT
244 requirements before a painted crosswalk could be installed. Mr. Dowell, stated the City could
245 install poles with flags, that those crossing would carry as they crossed the street to make them
246 visible to drivers. City Recorder Allison Leavitt stated that the elementary safe route to school
247 states the students should cross at Main St. and Center St. with the crossing guard. There is a
248 concern that the flags may encourage students to cross at Main St. and 300 N without a
249 crossing guard, however if they were there during the summer month's they could help with
250 children coming to the Lion's park for school lunch.

251
252 Council asked City Recorder Allison Leavitt and Public Works Director Devin Magleby to work on
253 installing posts, with a sign and flags for the crosswalk at Main St. and 300 N for when school is
254 recessed this spring for the summer.

255
256 *Monthly department budgets were distributed to Councilmembers.

257
258 Public Works Director Devin Magleby –

259
260 *Four tires, totally \$1000.00, are needed for the backhoe.

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*Culinary Sanitary Survey, done every three years, was conducted by a Utah State Health Department Official. Our Culinary Water system is perfect now, however, changes in federal mandates are going to require we update some of our equipment to remain compliant in the future.

b. Department Business-Council

Councilmember Mathie –

*Included paving a section of Bohman Road and 100 E while paving equipment is here finishing up our street project. This extra cost will fit within 2020-2021 street budget.

*City has no use for remaining tailings and Council decided to have it placed on the surplus list for sale.

*Suggested with the unique paraglider fly-in starting September 28, 2020, the City may help with promoting the event. Council discussed the possibility of inviting local food trucks and a small band to make it a fun community event. Councilmember Sirrine will contact some of our local food trucks to see if they would be willing to come and City Recorder Allison Leavitt will have City Treasurer Jacee Barney check on business license requirements for them.

Councilmember Sirrine -

*Ordered no camping and overnight parking signs for landing area at 300 E.

*Stacey Whitmore would like to update the paraglider information sign that is located near the rodeo grounds.

*Discussed options for development for park at 300 E and 800 S. Mayor Parsons, Councilmember Sirrine, and Public Works Director Devin Magleby will meet at the park area at 4:00 p.m. tomorrow (8/26/2020) to make a draft plan for the park development.

*Citizen commented we have no infant swings at the Mtn. View Park. Two swing sets can be purchased through a company located in Gunnison, UT for \$1700.00. They will not install them. They will load the swings on their trailer, then our staff would pick-up the trailer, install the swings, and then return the trailer. Public Works Director Devin Magleby stated when the order is confirmed, transportation and installation details will be worked out.

*Lock on the splash pad equipment building door needs to be fixed; it is not locking.

Councilmember Cartwright –

*Confirmed that Community Impact Board (CIB) funding meeting for the cemetery expansion project

will be held on October 1, 2020. This will probably be a virtual meeting.

Councilmember Payne –

*Fire truck that was out of service was repaired by Fireman Jeff Nielson.

Mayor Parsons –

*Thanked everyone for their help with our Public Power Picnic. We only served about 400 people, we usually serve 650-700 people, probably due to COVID-19. Did receive a lot of positive compliments on the picnic.

*Road to the Red Hill is completed and is really nice.

*Met with Malcom Nash, Sevier County Economic Development Director, and Dave Coe about funds from Sevier County to help with economic development in Monroe. Mr. Nash stated that before the County would give funds for the Red Hill, they want culinary water and power installed. Mayor Parsons told Mr. Nash we cannot do that, and he said then the County would not participate in developing the area. Mayor Parsons asked about the landing area for the paragliders. Mr. Nash said the County will not fund parks but will only fund events. Councilmember Serrine will meet with the County to discuss participation with the paraglider fly-in festival. Councilmember Cartwright expressed frustration with the County since they were the ones that suggested these two areas be developed and now, they do not want to participate.

*Would like to get bids on installation of pipe and pathway at the Red Hill to help control the public from diverting the water.

*Staff has done a lot of good projects recently, but they need to focus on their own departments for a while.

*Concerned with Peter Nackowski, Monroe Lion's Club, pursuing development for our park located at 300 E and 800 S as though he has the Council approval. Mr. Nackowski has approached not only Sevier County Commissioners but now Warren Monroe, who has incurred costs of \$1,000.00, which the City is not going to pay. Councilmember Cartwright thinks it is unacceptable that Mr. Monroe is not being paid by the Lion's Club. Councilmember Serrine will visit with Mr. Nackowski again and explain the City is not ready to do more than a landing area right now. Councilmember Mathie stated the City appreciates all that the Lion's Club has done for the City but we all need to be on the same page.

9. Adjournment

There being no further business to come before the Council for consideration, Councilmember Mathie moved the Regular Council Meeting adjourn at 9:07 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, September 8, 2020, starting at 7:00 p.m. at Monroe City Office.

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349 Approved this 8th day of September, 2020

350 *Allison Leavitt*

351 Monroe City Recorder