

NOTICE AND AGENDA
MONROE CITY COUNCIL MEETING
October 27, 2020

Pursuant to §52-4-6(2), UCA, notice is hereby given that the City Council of Monroe City, Sevier County, Utah, will hold a regular council meeting on October 27, 2020 at the City Hall, 10 N Main, commencing at 7:00 p.m. The agenda shall be as follows: (The order of business may be changed as time permits.)

7:00 p.m.

1. Welcome and call to Order: Mayor Johnny Parsons
2. Pledge of Allegiance and Prayer: By invitation
3. Roll Call
4. Consider a motion to approve the minutes of the meeting held September 22, 2020.
5. Citizen input
6. Approval of September 2020 cash disbursements, adjustment journal, and utility aging report.
7. Business
 - a. Presentation of Certified Municipal Clerk Certificate to City Recorder Allison Leavitt – Leigh Ann Warnock, Ephraim City Recorder and UMCA Board Past President.
 - b. Planning Commission Business: Chairperson Bart Lee
 1. Conditional Use License located at 434 W 230 N “Legacy Auto Detailing” submitted by Dalton Harward.
 2. Single lot split submitted by Kirt Nilsson for property located at approximately 580 S 100 W.
 - c. Consider abatement and code enforcement- Charles Billingsley
 1. 390 S Main property nuisance abatement
 2. 254 E 300 N property nuisance complaint
 2. 454 S 575 W zoning enforcement
 - d. Consider Resolution 10 1 2020 amending Monroe City Cemetery Policy to specify use of Perpetual Care funds.
 - e. Consider property quit claim deed at approximately 560 S 200 E to Joseph and Melody Demaris
8. Other Business
 - a. Staff Reports
 - b. Department Business-Council
9. Adjournment

Posted this 26th day of October 2020.

I hereby certify that the foregoing notice and agenda was posted at the Monroe City Hall, website littlegreenvally.com, posted on the Utah Public Notice website and personally delivered to each member of the Monroe City Council.

Allison Leavitt, Monroe City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations, or assistance during this meeting shall notify Allison Leavitt, City Recorder, at 435-527-4621 at least 24 hours prior to this meeting. Meetings of the Monroe City Council may be conducted by electronic means pursuant to Utah Code Annotated, Section 52-4-207.

MONROE CITY COUNCIL MEETING
September 22, 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 Sirrine . A prayer was offered by Councilmember Mathie.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie

Perry Payne -absent

Erica Sirrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Power Foreman Josey Parsons

4. Consider a motion to approve the minutes of the meetings held September 8, 2020

Councilmember Mathie moved to approve the September 8, 2020 Regular City Council Meeting Minutes as corrected. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

5. Citizen input –

6. Business

a. Planning Commission Business:

1. Recommendation of approval of amending Monroe City's Land Use Management and Development Code Regulations.

Planning Commission Chairperson Bart Lee explained to the Council that these changes are due to the increase of short-term rentals in our area. By state law we cannot search out short-term rentals, such as Airbnb, but if a business owner contacts the City office, they will be instructed to submit a conditional use business license application to the Planning Commission.

City Recorder Allison Leavitt stated that the transient tax ordinance has been submitted to the state and this tax will be collected, starting January 2021.

Council discussed the City's business license requirements and would like to see an article in our next newsletter regarding our requirements for business licenses.

b. Consider adoption of Ordinance 9 02 2020 amending Monroe City's Land Use Management and Development Code Regulations. Proposed changes include, but are not limited to the following:

(1) Adding definition of short-term rental to Chapter 3

(2) Amending Chapter 10-1002; Chapter 11-1102; Chapter 12-1202; Chapter 13-1303; Chapter 14-1402; Chapter 15-1502 with short-term rental as a conditional use.

Councilmember Mathie moved to adopt Ordinance 9 02 2020 amending Monroe City's Land Use Management and Development Code Regulations. Proposed changes include, but are not limited to the following:

(1) Adding definition of short-term rental to Chapter 3

(2) Amending Chapter 10-1002; Chapter 11-1102; Chapter 12-1202; Chapter 13-1303; Chapter 14-1402; Chapter 15-1502 with short-term rental as a conditional use.

The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

Mr. Lee stated that Zach Leavitt, Six County Regional Planner, contacted City Recorder Allison Leavitt and himself about the Utah Department of Transportation (UDOT) grant to help with updating our land use management and development code regulations. There will be an approximate local match of 6% that the City will need to cover, and the grant application is due by January 2021.

Mayor Parsons thanked Mr. Lee and the Planning Commission for their efforts.

c. Consider approving Cash Receipting and Deposit Policy

Councilmember Mathie moved to approve Monroe City Cash Receipting and Deposit Policy. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was unanimous. The motion carried. 4-0

d. Consider approving Conflict of Interest Policy

Councilmember Cartwright moved to approve Monroe City Conflict of Interest Policy. The

88 **motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes:**
89 **Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was unanimous. The motion**
90 **carried. 4-0**

91
92 e. Consider approving Ethical Behavior Policy and Ethical Behavior Pledge Form

93
94 **Councilmember Buchmiller moved to approve Monroe City Ethical Behavior Policy and Ethical**
95 **Behavior Pledge Form. The motion was seconded by Councilmember Cartwright. A roll call vote was**
96 **called. Voting yes: Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was**
97 **unanimous. The motion carried. 4-0**

98
99 f. Consider approving of Credit Card Purchasing Policy

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101 **Councilmember Sirrine moved to approve Monroe City Credit Card Purchasing Policy. The**
102 **motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes:**
103 **Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was unanimous. The motion**
104 **carried. 4-0**

105
106 g. Consider approving 2020 Fraud Risk Assessment Questionnaire

107
108 City Recorder Allison Leavitt explained to the Council this is a new program the State is implementing to
109 help reduce fraud in government entities. Monroe City score was in the high-risk portion, but the State
110 has anticipated this due to many entities not having written policies that help with fraud prevention.
111 Because the City has such a small staff, in comparison to larger cities, many of the fraud issues are
112 minimized with mitigation controls, such as two signatures on all checks and Council signing monthly
113 account payable and cash disbursements registers.

114
115 **Councilmember Cartwright moved to approve Monroe City 2020 Fraud Assessment Questionnaire.**
116 **The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes:**
117 **Councilmembers Cartwright, Buchmiller, Mathie, and Sirrine. The vote was unanimous. The motion**
118 **carried. 4-0**

119
120 h. Consider expenditures of Utah Coronavirus Relief Funds (CARES)

121
122 Mayor Parsons explained that the CARES monies have been obligated in good areas to help keep our
123 citizens safe during this public health crisis.

124
125 County Commissioner Tooter Ogden discussed with Mayor Parsons that he would be proposing to the
126 Sevier County Commissioners a joint effort in acquiring high pressure air compressors to charge firemen
127 breathing apparatuses for Richfield Fire Department, Salina Fire Department and Monroe City Fire
128 Department. Funds for the air compressor would come from Sevier County's CARES monies and Monroe
129 City's CARES monies. Council decided until a decision was made concerning the compressors, they
130 would wait to decide on other expenditures for the CARES monies.

The side by side, for sanitizing, should be delivered within the next few weeks and the vehicle should be delivered mid-November.

Public Works Director Devin Magleby stated that the hand power tools for each City vehicle are on sale at this time. Would the Councilmembers be willing to pay for the tools out of department funds if needed? Councilmembers agreed to this, because of the importance of not sharing the tools during this COVID-19 time.

7. Other Business

a. Staff Reports

City Recorder Allison Leavitt-

*Distributed monthly budget reports to Councilmembers and Mayor Parsons.

Public Works Director Devin Magleby-

*The City has not received any bids on the tailings left over from the street improvement project. Council discussed and decided to put these tailings on the future parking lot area of park located at 800 S and 300 E. They felt this would help with the paragliders and citizens watching the paragliders.

*The final chip sealing, as part of the street improvement project is being done.

Power Foreman Josey Parsons-

*UAMPS is preparing for the next phase of the Carbon Free Power Project (CFPP) and with a few participants leaving the project there is an estimated shortfall of nearly \$13.4 million and UAMPS is needing to know what each municipalities potential subscription will be.

Power Foreman Josey Parsons explained that UAMPS is requesting from us, our potential low case subscription MW and dollar spend cap is towards the \$13.4 million, what we expect would be our subscription and what our potential high case subscription would be. Doug Hunter, UAMPS General Manager, is asking that each participant increase their subscription by 20% as their potential high subscription.

The next off-ramp date is October 31, 2020 for Monroe City to decide whether to continue as a participant in the CFPP. Councilmember Mathie asked why other participants have left the project. Power Foreman Josey Parsons stated that this type of nuclear power plant has never been constructed, so there is public pressure to not construct a nuclear plant. After October 31, 2020, the project will enter the licensing phase and Monroe's share will be between \$95,000 -\$96,000.

Power Foreman Josey Parsons explained that the project has received a large amount of funding from the Department of Energy (DOE) and is dependent on future funds from them to proceed with the licensing phase.

Power Foreman Josey Parsons explained that Monroe's base load is provided through Hunter Power (coal). The remaining power needed is provided by CRSP (hydro), Payson Project (natural gas) and wind and solar. This CFPP would be our base load when Hunter Power is no longer available.

Council discussed that our sources are limited and that the CFPP appears to be our best option for a base load source. Council gave Power Foreman Josey Parsons permission to state our low and expected subscription to the project as it currently is, with a 20% increase as our expected high subscription. If the project does require an increase the Council will have a formal vote to approve this.

b. Department Business-Council

Councilmember Sirrine –

*Asked for Councilmembers to help with serving cobbler for the fly-in event on Monday September 28, 2020 at 6:30 p.m. at the Lion's Park.

*Plans to meet with Stacey Whitmore, Red Rock Flyers President, to discuss plans for next year's event.

Councilmember Buchmiller –

*Sunrise Engineering are working on proposal for FERC re-licensing of the upper hydro.

Councilmember Mathie-

*Would like gravel swept at intersections.

*400 S, where personal asphalt work was done, drainage needs to be addressed.

*Requested gates at the Mtn. View Park, between ballfields and tennis courts be shut and locked, to prevent the public from driving and parking in this area.

Public Works Director Devin Magleby will see these concerns are addressed.

*Would like a newsletter article concerning proper ATV use on City streets in our spring newsletter.

Councilmember Cartwright –

*Shared with the Council the final drawing for the drug store wall mural. The design was done by Mr. Allen, South Sevier High School Art Teacher, painting will be done by his students, and the paint will paid for by owner of the building, Dan Adams.

Monroe City Council

Minutes

9 22 2020

*Community Impact Board (CIB) funding meeting for the cemetery expansion will be on October 1, 2020 as a zoom meeting.

City Recorder Allison Leavitt stated that the interest rate on the funding sheet was listed at 2% and should be .5%, she will contact Brenda Brown, CIB, for clarification before the October 1, 2020 meeting.

Mayor Parsons-

*Met with Jared Grundy about installing a concrete waterway/walkway at the Red Hill. Mr. Grundy estimated his cost would be about \$2800.00 if City workers and equipment can be used. With pipe and gates installed it is the hope that people will not be able to divert the water and the ponds will have a consistent flow of water. Fencing out of drill casing would probably be the best, if we can find some and Mr. Grundy stated he could dye the concrete red, so it matches the red rock in the area.

County Commissioner Tooter Ogden discussed with Mayor Parsons that he would be proposing to the Sevier County Commissioners a joint effort in acquiring high pressure air compressors to charge firemen self-contained breathing apparatuses (SCBA) for Richfield Fire Department, Salina Fire Department and Monroe City Fire Department. Funds for the air compressor would come from Sevier County's CARES monies and Monroe City's CARES monies. Council decided until a decision was made concerning the compressors, they would wait to decide on other expenditures for the CARES monies.

*Thanked everyone for flower arrangement sent to his family from the City for brother, Mauri Parsons, funeral.

8. Adjournment

There being no further business to come before the Council for consideration, Councilmember Mathie moved the Regular Council Meeting adjourn at 8:27 p.m. The motion was seconded by Councilmember Cartwright. The vote was unanimous. The motion carried. 4-0

The next regular City Council meeting is scheduled to be held on Tuesday, October 13, 2020 starting at 7:00 p.m. at Monroe City Office.

Approved this 27th day of October 2020

Allison Leavitt

Monroe City Recorder

DREW KNOTTER	45171	9182020	9/18/2020	9/18/2020	\$	110.00	Ref fee	724091 - REFEREE FEE
STETSON STERMER	45172	9182020	9/18/2020	9/18/2020	\$	110.00	REFEREE FOR 9/28/2020	724091 - REFEREE FEE
Justin Jepson	45173	XC09232020	9/23/2020	9/23/2020	\$	150.00	REF 9 23 2020	724091 - REFEREE FEE
BEN CHRISTOPHERSON	45174	9232020	9/23/2020	9/23/2020	\$	150.00	Ref 9 23 2020	724091 - REFEREE FEE
CLINT MALCOM	45175	9232020	9/23/2020	9/23/2020	\$	150.00	9 12 2020 Referee	724091 - REFEREE FEE
LARAMIE HARTLE	45176	9232020	9/23/2020	9/23/2020	\$	150.00	9 12 2020 Referee	724091 - REFEREE FEE
ZIONS BANKCARD CENTER	45177	2405523115	9/24/2020	9/24/2020	\$	149.00	CONFERENCE REGI	104415 - EDUCATION
ZIONS BANKCARD CENTER	45177	24055231260	9/24/2020	9/24/2020	\$	149.00	CONFERENCE REGI	104415 - EDUCATION
ZIONS BANKCARD CENTER	45177	2413746KL	9/24/2020	9/24/2020	\$	51.31	OFFICE DEPOT-OFF	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	241374KL	9/24/2020	9/24/2020	\$	19.44	OFFICE DEPOT-OFF	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2422638	9/24/2020	9/24/2020	\$	145.96	PUBLIC POWER SU	534038 - ADVERTISING
ZIONS BANKCARD CENTER	45177	2422638LA2	9/24/2020	9/24/2020	\$	68.60	WALMART-24TH B	104418 - 24TH BBQ EX
ZIONS BANKCARD CENTER	45177	2423168	9/24/2020	9/24/2020	\$	13.84	PUBLIC POWER SU	534038 - ADVERTISING
ZIONS BANKCARD CENTER	45177	2423168KKRE	9/24/2020	9/24/2020	\$	36.75	FAMILY DOLLAR-O	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2423168kl	9/22/2020	9/22/2020	\$	11.49	SUPPLIES	106424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2423168L	9/22/2020	9/22/2020	\$	26.59	CITY SUPPLIES	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	24428061L	9/22/2020	9/22/2020	\$	1,547.76	NETS PINNIES	724083 - EQUIPMENT
ZIONS BANKCARD CENTER	45177	2442806L	9/22/2020	9/22/2020	\$	556.50	SOCCER BALLS	724083 - EQUIPMENT
ZIONS BANKCARD CENTER	45177	244310611L	9/24/2020	9/24/2020	\$	15.94	ADOBE SUBSCRIPT	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2443106122E	9/24/2020	9/24/2020	\$	68.04	AMAZON-CROSSIN	106024 - SUPPLIES
ZIONS BANKCARD CENTER	45177	24445001QB	9/24/2020	9/24/2020	\$	94.00	WALMART-SHREDI	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2449215kk	9/24/2020	9/24/2020	\$	119.40	SOFTWARE	106731 - DATA PROCE
ZIONS BANKCARD CENTER	45177	244939811L5	9/22/2020	9/22/2020	\$	15.95	ZOOM MEETING	104419 - CARES Expen
ZIONS BANKCARD CENTER	45177	2461043KT	9/22/2020	9/22/2020	\$	43.35	HOME DEPOT PAR	106424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2469216KK	9/24/2020	9/24/2020	\$	126.56	MEMBERSHIP FEE	106746 - SUNDRY
ZIONS BANKCARD CENTER	45177	2469216KN	9/24/2020	9/24/2020	\$	38.79	BOOKS	106722 - CHILDREN'S B
ZIONS BANKCARD CENTER	45177	2469216KP	9/24/2020	9/24/2020	\$	33.92	BOOKS	106721 - BOOKS, GENI
ZIONS BANKCARD CENTER	45177	2469216KT	9/22/2020	9/22/2020	\$	139.20	CARES PARK CAME	104419 - CARES Expen
ZIONS BANKCARD CENTER	45177	2469216KV	9/24/2020	9/24/2020	\$	29.75	AMAZON BOOKS	106714 - Young Adult
ZIONS BANKCARD CENTER	45177	2469216KV2	9/24/2020	9/24/2020	\$	10.90	AMAZON BOOKS	106721 - BOOKS, GENI
ZIONS BANKCARD CENTER	45177	2469216KZ5	9/24/2020	9/24/2020	\$	58.45	BARNES & NOBLE	106721 - BOOKS, GENI
ZIONS BANKCARD CENTER	45177	2469216L	9/22/2020	9/22/2020	\$	13.81	CEMETERY MULTIM	106824 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2469216L0	9/10/2020	9/10/2020	\$	154.11	BARNES & NOBLE	106720 - AUDIO BOOK
ZIONS BANKCARD CENTER	45177	2469216L055	9/24/2020	9/24/2020	\$	21.20	SHOPGUIDES	106721 - BOOKS, GENI

ZIONS BANKCARD CENTER	45177	2469216L1	9/24/2020	9/24/2020	\$	15.94	AMAZON BOOKS	106721 - BOOKS, GEN
ZIONS BANKCARD CENTER	45177	2469216L8	9/24/2020	9/24/2020	\$	21.21	SHOPGUIDES	106721 - BOOKS, GEN
ZIONS BANKCARD CENTER	45177	2469216LE	9/4/2020	9/24/2020	\$	52.10	BARNES & NOBLE	106714 - Young Adult
ZIONS BANKCARD CENTER	45177	2469216LE2	9/10/2020	9/24/2020	\$	21.26	BARNES & NOBLE	106714 - Young Adult
ZIONS BANKCARD CENTER	45177	2469216LE2X	9/10/2020	9/24/2020	\$	22.39	AMAZON BOOKS	106721 - BOOKS, GEN
ZIONS BANKCARD CENTER	45177	2469216LF	9/24/2020	9/24/2020	\$	10.81	UPS-WATER SAMP	514024 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2469216LF2X	9/10/2020	9/24/2020	\$	17.69	AMAZON BOOKS	106727 - LARGE PRINT
ZIONS BANKCARD CENTER	45177	2476062KS	9/22/2020	9/24/2020	\$	9.31	UAMPS LUNCH JO	534024 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2476062KZ8	9/24/2020	9/24/2020	\$	50.00	PUBLIC POWER GIF	534038 - ADVERTISING
ZIONS BANKCARD CENTER	45177	24789301L	9/22/2020	9/24/2020	\$	71.20	DOG LICENSE S HO	104424 - SUPPLIES
ZIONS BANKCARD CENTER	45177	2480197	9/24/2020	9/24/2020	\$	50.00	PUBLIC POWER GIF	534038 - ADVERTISING
US POSTMASTER	45178	9/24/2020	9/24/2020	9/24/2020	\$	165.00	3 ROLLS OF STAMP	534024 - SUPPLIES
RICKIE BRADSHAW	45179	9252020	9/25/2020	9/25/2020	\$	120.00	SCOREBOARD FEE	724081 - EQUIPMENT
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	9.25		106009 - SALARIES (ST
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	9.25		106413 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	9.25		106713 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	148.00		105313 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	384.19		584013 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	920.31		514013 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	969.53		102240 - GROUP INSU
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	1,380.79		106013 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	1,617.63	health insurance	104413 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	6,077.33		534013 - EMPLOYEES
Public Employees Health Program	45180	9202020	9/24/2020	9/25/2020	\$	2.36	EMPLOYEE BENEFIT	584013 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	7.60		106013 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	8.65	EMPLOYEE BENEFIT	106413 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	8.65	EMPLOYEE BENEFIT	106713 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	8.65	EMPLOYEE BENEFIT	106813 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	22.00		514013 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	24.10		534013 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	56.61		104413 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	160.75		105313 - EMPLOYEES
Utah Local Government Trust	45181	105085	9/24/2020	9/25/2020	\$	695.92		102240 - GROUP INSU
ANGIE CARD	45182	9/28/2020	9/28/2020	9/28/2020	\$	400.00	SUGAR BEAT BAND	104446 - SUNDRY

MOFFITT, BRUCE	45183	RFD 4219002	9/28/2020	9/28/2020	\$	200.00	Deposit Refund: 42	532410 - CUSTOMERS
US POSTMASTER	45184	9282020	9/28/2020	9/28/2020	\$	382.20	SEPT BILLING	534024 - SUPPLIES
JOE REYNOLDS	45185	9292020	9/29/2020	9/29/2020	\$	150.00	9 12 2020 Referee	724091 - REFEREE FEE
LARAMIE HARTLE	45186	929202	9/29/2020	9/29/2020	\$	150.00	9 12 2020 Referee	724091 - REFEREE FEE
ROBERT DOWELL	45187	9292020	9/29/2020	9/29/2020	\$	150.00	9 12 2020 Referee	724091 - REFEREE FEE
STETSON STERMER	45188	9292020	9/29/2020	9/29/2020	\$	150.00	REFEREE FOR 9/28,	724091 - REFEREE FEE
UAMPS	45189	9252020	9/29/2020	9/29/2020	\$	119,163.42	MONTHLY BILLING	534039 - POWER PURC
MONROE CITY	45190	9292020	9/30/2020	9/30/2020	\$	4,632.68	PAYROLL TRANSFE	101580 - SUSPENSE
MONROE CITY	45190	9292020	9/30/2020	9/30/2020	\$	18,808.20	PAYROLL TRANSFE	101580 - SUSPENSE
					\$	226,296.65		

**Monroe City
Payment Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

MONROE CITY

CONDITIONAL USE APPLICATION

Date: 10-26-20

Applicant: Dalton Harward

Address: 434 W 230 N

Phone: 435-406-4606

Property Owner: Dalton Harward

(if not the same as applicant)

Address: _____

Phone: _____

Address of property covered by this request:

434 W 230 N

Zoning: Residential

Existing use of premises: Primary Residence

Proposed use of premises: Residence for mobile detailing unit

Owner's

Signature

Date: 10-26-20 ***

Date of Planning Commission _____ Planning Commission

Recommendation: _____

Date of City Council Meeting _____ Decision of City Council: _____

Mayor's

Signature

Date _____

BUSINESS LICENSE APPLICATION

Date: Dalton 10-26-20

Calendar Year: 2020

Circle one: NEW RENEWAL

1. Name of Business Legacy mobile detailing Tele # 435-406-4606

Address of Business 434 W 230 N

Mailing Address Same as above

Type of Business Automotive

2. Owners name and address (if partnership, list all partners; if corporation, list principal officers).

Name: Dalton Herward

Name: _____

Address: 434 W 230 N

Address: _____

City, State: Monroe, UT

City, State: _____

Telephone # 435-406-4606

Telephone # _____

Birth date: 2-11-1997

Birth date: _____

3. Manager's Name _____

Address _____

Tele# _____

City, State, Zip: _____

4. I certify that the information contained herein is true and correct.

Signature of Applicant 

5. Total amount due: \$10.00

PLEASE NOTE:

1. Business Licenses expire annually on December 31st.
2. Renewal fee must be paid before March 1st.
3. A late fee of \$10.00 will be charged starting March 1st.

OFFICE USE ONLY		PAID ON: _____
Date Received _____	Date Issued _____	RENEWED: _____
Date Approved _____	City License # _____	_____

BUSINESS FIRE SAFETY SELF INSPECTION

This form is to be completed by the applicant.
All of the information contained in this report is considered applicable unless otherwise specified.

Business Name: Legacy mobile detailing

Business Address: 434 W 230 N

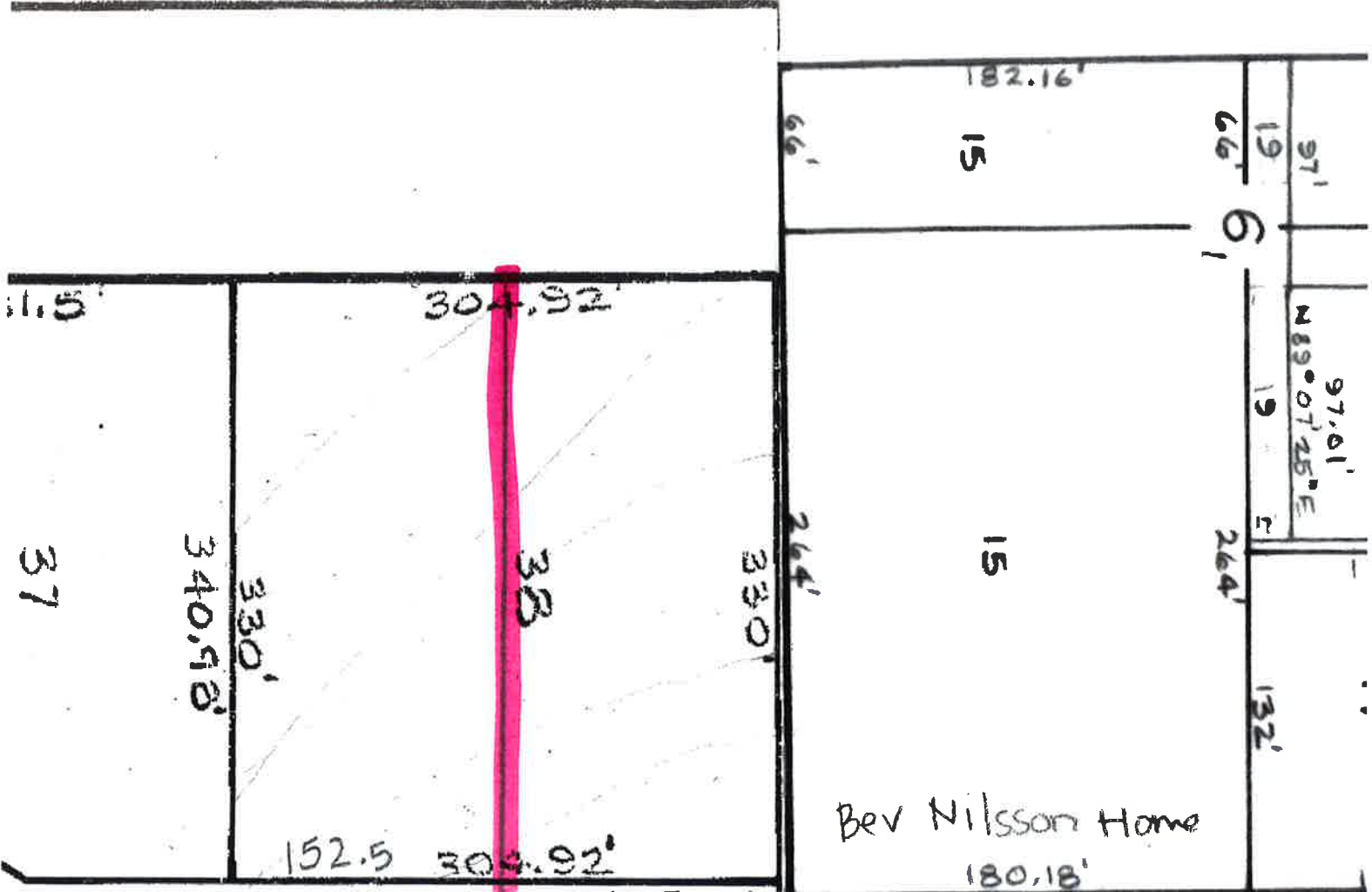
Business Phone Number: 435-406-4606 Date of Inspection: 10-26

AREA OF INSPECTION	DETAILS	CONFORMS Yes or N/A
Smoke Detectors	At least one on every level. Tested monthly. Batteries changed two times each year.	Yes
Exit Doors/Hallways	All exit doors are to remain clear and free of obstructions; boxes, storage, deliveries, etc.	Yes
Extinguishers	At least one "2A10BC" extinguisher. Service every 5 years. Permanently mounted in common area of home.	Yes
Storage	Storage of combustibles inside of furnace room, around furnace or gas water heater is not permitted (paints, gas, etc.)	Yes
Electrical Concerns	Extension cords shall not be used as permanent wiring for a period exceeding 3 days. Breakered plug strips are allowed.	Yes
Breaker Panel	Must maintain 36" clearance. Never tape across breakers.	Yes
Electrical Outlets	Must have approved covers in place.	Yes
Address	Must be visible from street (free from bushes, shrubs, etc.)	Yes
Space Heaters	Keep all combustibles clear.	Yes

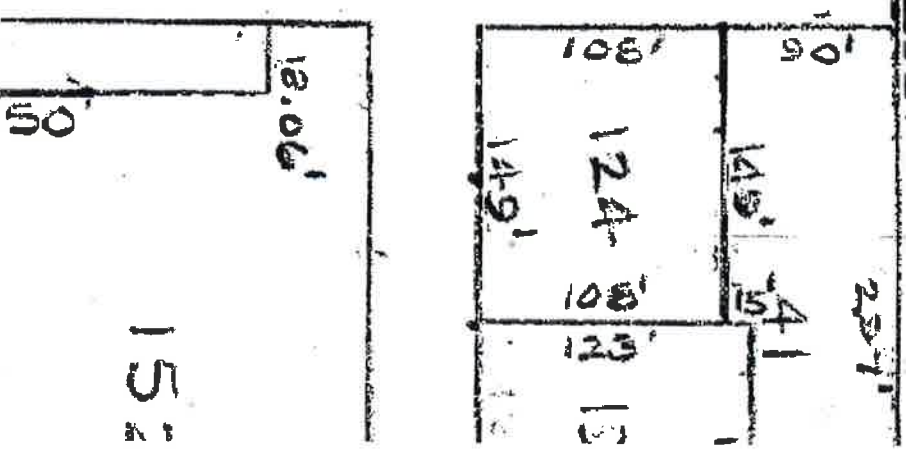
I hereby certify that the information above is true and correct to the best of my knowledge.

Home Owner Dalton Harward Signature Dalton Harward

☒ By checking this box I am indicating that, I would like to have an on-site fire inspection conducted at my home business.



100 WEST



September 16, 2020

Mary Talley Kunz
741 North 300 East
Richfield, Utah 84701

Dear Monroe City:

I own Lot 71 on 300 W. in Monroe. It looks like I will own it forever due to the 'junk yard' on the east boundary. Over the 13 years that I have owned this lot, it has grown with junk considerably.

With only a short fence, the debris is very visible even from the road.

On September 13, I visited with the owner, and I expressed my disgust and he sympathized with me and expressed that all his vehicles, etc. will be gone when the price of metal goes up which he thought would be very soon. Many of the vehicles were owned by friends who needed a place to park them until the price of metal went up.

I am in utter disbelief at all the 'trash' vehicles etc. on all sides of his lot 65 and even in the front on 300 North.

My son is looking for a lot as well as other people, and they are in disbelief that Monroe has allowed such trash lots. They can even be seen from satellites.

Please help me as well as the lovely city of Monroe to be the kind of place that people are proud to want to live in by getting rid of these junk yards.

I have included 5 photos.

Respectfully,
Mary Kunz

A handwritten signature in cursive script that reads "Mary Kunz". The signature is written in dark ink and is positioned below the printed name "Mary Kunz".

March 20 7:30

BP 2019-18

APPLICATION FOR BUILDING PERMIT AND/OR CERTIFICATE OF OCCUPANCY
BUILDING DEPARTMENT - SEVIER COUNTY (435) 893-0420

Application For City Of: Monroe

Serial No. (Must be completed)

3-254A-3

Building address 454 So. 575 West

PERMITTEE
Name James Payne
Mail Address P.O. Box 12
City Monroe Tel. No. 201-9539

1. New ☒ 2. Alteration ☐
3. Addition ☐ 4. Demolish ☐
5. Repair ☐ 6. Move ☐

ARCHIT., ENG.
Name OWNER
Mail Address
City
State License No. Tel. No.

7. Use of Building out building / garage
8. No. of Floors 1 9. No. of Rooms 3
10. Square Footage, Main: 2500 2nd Floor: Basement:
11. Size of Lot 1.73 12. Property Located in Flood Hazard Zone? Yes ☒ No ☐
13. Estimated Cost of Construction: Height: 24'

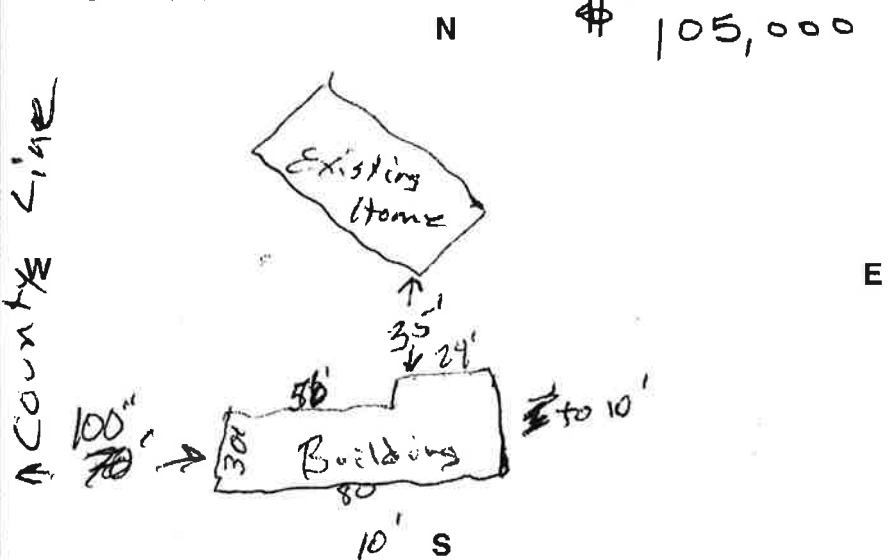
BLDG. CONT.
Name James Payne
Mail Address
City
State License No. Tel. No.

PLOT PLAN In this square area indicate lot dimensions, existing streets, dimensions of new building, location of building on the property, include the distance from the building to the property lines on all four sides. A special plot plan may be required.

ELECTRICIAN
Name James Payne
Mail Address
City
State License No. Tel. No.

PLUMBER
Name Perry Payne
Mail Address
City
State License No. Tel. No.

HEATING
Name Sevier Heating
Mail Address
City
State License No. Tel. No.



APPLICANT PLEASE READ CAREFULLY

I agree to comply with all City, County and State Building Laws and Ordinances, and that the representations in this application for a building permit are true and accurate, and any misrepresentations or errors herein, are the sole responsibility of applicant, and shall in no way incur or accrue liability or obligation to enforcing officers or agents.

This permit becomes null and void if work on construction authorized is not commenced within 180 days, or if construction of work is suspended or abandoned for a period of 180 days at any time after work is commenced.

OCCUPANCY OF STRUCTURE IS PROHIBITED UNTIL AFTER FINAL INSPECTION.

I HAVE CHECKED THE SEWER DEPTH OF ABOVE LOT AND WILL TAKE ALL RESPONSIBILITY FOR SETTING BUILDING ACCORDINGLY, I AM ALSO AWARE OF FLOOD PLAIN AND RADON GAS ZONES.

Permittee will be responsible for damage to city streets and curb and gutter during construction. Permittee will also be responsible for water meters not being encased in concrete sidewalks or driveways.

Owner's Signature James Payne Date 2-28-18
Contractor's Signature James Payne Date 2-28-18

PERMIT FEES

Rate 1760.00 Permit Fee 1760.00 Plan Review Fee 0
Amount Paid 1760.00 Total 1760.00
County Treasurer

APPROVAL
6-5-18
Building Inspector

Date Issued

Permit Number

White Copy, County Office; Yellow Copy, Assessor's Office; Pink Copy, City/Town; Manila Copy, Customer

4/m 6/5/18

**MINUTES
MONROE CITY PLANNING COMMISSION MEETING
MARCH 21, 2018**

Notice is hereby given that the Monroe City Planning Commission will meet on Wednesday, March 21, 2018 at the Monroe City Community Center, 220 S 300 W, which meeting shall begin promptly at 7:30 p.m.

7:30 p.m.

1. Chairman Bart Lee conducting - Meeting called to order- Prayer - Roll Call

The regular meeting of the Monroe City Planning Commission was called to order by Chairman Bart Lee at 7:34 P.M. Opening prayer was offered by Commissioner Northrup.

Present:

Chairman Bart Lee

Commissioners:

Bart Lee

Bill Mecham

Greg Northrup

Paula Roberts

Joyce Barnson

Janet Cartwright-Excused

City Treasurer Jacee Barney

Citizens:

No citizens were present.

2. Approval of minutes of previous meeting held February 20, 2018

Fix Commissioner "Paula" Roberts and "Bill" Mecham to Commissioner Roberts and Commissioner Mecham. #5 remove , add ;. Change Commissioner Roberts' statement from "pass" to "approve". Commissioner Barnson made motion to approve minutes with the corrected changes seconded by Commissioner Northrup.

3. Citizen comments

NO citizens were present.

4. Conditional Use Business License located at 205 S Foothill Drive "Ram Ready Preschool" Submitted by Stacey Shakespear.

Stacey Shakespear is applying for a conditional use business license to be able to hold a preschool out of the basement in her home. She stated that there is a big need for a preschool in the area. She will have two classes, each with only 5-10 kids. Commissioner Lee asked about what licenses she will need, Stacey answered that she is state Licensed with a public teaching License. Commissioner Barnson asked if there is an outside door to be able to have for fire code which Stacey replied there was not. Also, not having 4'window sizes in the basement were a concern since there

is no exterior door. Looking into the code for when the house was built, larger window sizes were not necessary which makes Stacey's windows permissible. Commissioner Roberts stated that she feels it a great idea and would be welcomed in the community and reinforced that there is a need for it. Commissioner Lee asked about parking and Stacey replied that hopefully no one would need to park and that the cul-de-sac is great because no one would have to back out of her driveway. Commissioner Roberts asked when she would like to start teaching and Stacey replied that she would like to start next September. Commissioner Northrup made a motion to recommend approval for "Ram Ready Preschool" to Monroe City Council. Commissioner Roberts seconded. All were in favor. Motion Passed.

5. Conditional Use Business License located at 338 S 570 W "A.M. Beauty" submitted by Amy Morrill.

Amy Morrill is applying for a conditional use business license to be able to have a salon out of her garage. She is only looking to do hair part time out of her house since she will still be working at a salon in Richfield. Commissioner Lee asked how many chairs would be in the salon and Amy stated only 1 for herself. No problems were seen with her proposal, Commissioner Roberts made a motion to recommend approval for "A.M. Beauty" to Monroe City Council. Commissioner Barnson seconded. All were in Favor. Motion Passed.

6. Private Garage Building Permit submitted by James Payne at 454 S 575 W Exceeds minimum size of 1,400 square feet.

James Payne is Applying for a building permit for an additional garage on his property. James told the Commissioners that the purpose for this building would be to store his construction equipment, his mounts and his Storm Ridge Guides and Outfitters business supplies. Commissioner Lee asked what would be plumbed in the garage, James answered a sink and a toilet. He also stated that the building wouldn't be over any leach lines, and his setbacks exceed all of the City's requirements, also no views would be blocked. Commissioner Lee noted that his lot is too small to have any living quarters in the garage and the council would be stringent on that. Commissioner Barnson asked for the dimensions of the lot, city plot maps were unavailable so after looking online at James' property it was determined his building would fit. Commissioner Barnson asked if our policy had changed from 10' in rear yards which only 3' is required and Commissioner Lee noted that only if there were utility easements. Commissioner Roberts asked when construction for the building would being, James answered as soon as the permit is approved. No more questions or issues were stated. Commissioner Mecham made a motion to recommend approval with the noted "No living quarters allowed" to the Monroe City Council. Commissioner Barnson seconded. All were in favor. Motion passed.

7. Adjournment

Commissioner Barnson Moved to adjourn at 8:17 Motion seconded by Commissioner Roberts. All were in favor. Meeting adjourned.

Planning Commission Chair Bart Lee stated that the planning commission is recommending a conditional use business license for "Ram Ready Preschool" submitted by Stacey Shakespeare located at 205 S Foothill Drive. Chair Lee stated that this application meets all our requirements.

A motion was made by Councilmember Mathie to approve conditional use business license for "Ram Ready Preschool" submitted by Stacey Shakespeare located at 205 S Foothill Drive. Motion was seconded by Councilmember Cartwright. Voting for motion. Councilmember Payne, Washburn, Cartwright and Mathie. Motion passed

b. Conditional use business license for "A.M. Beauty", a hair salon, submitted by Amy Morrill located at 338 S 570 W.

Planning Commission Chair Bart Lee stated that the planning commission is recommending a conditional use business license for "A.M. Beauty" located at 338 S 570 W. Chairman Lee stated that this business fits within our ordinance.

A motion was made by Councilmember Payne to approve conditional use business license application for "A.M. Beauty" submitted by Amy Morrill located at 338 S 570 W. Motion was seconded by Councilmember Mathie. Voting for motion. Councilmember Payne, Washburn, Cartwright and Mathie. Motion passed

c. Private Garage Building permit exceeding the minimum of 1400 sq. feet, submitted by James Payne located at 454 S 575 W.

Chairman Lee explained that our current ordinance states that any out building larger than 1400 sq. feet must have council approval. Councilmember Payne explained that the larger the building the higher the roof, and it is the height that can cause problems. Commissioner Lee also stated that because Mr. Payne's lot is not large enough for two residences, no living quarters would be allowed in the garage. Chairman Lee stated that with the condition of no living quarters allowed the Planning Commission recommends approval for the building permit for a private garage building permit over the minimum of 1400 sq. feet.

A motion was made by Councilmember Payne to approve private garage building permit larger than 1400 sq. feet located at 454 S 575 W. Submitted by James Payne with the condition that no living quarters will be permitted in garage. Motion was seconded by Councilmember Mathie. Voting for motion. Councilmember Payne, Washburn, Cartwright and Mathie. Motion passed

C. Accept bid for city surplus item.

Monroe City Council Meeting
March 27, 2018
Minutes

CHAPTER 11

RURAL RESIDENTIAL DISTRICT - RR-1.

Section 1100- PURPOSE:

The general characteristic of this zone is to promote and preserve, in appropriate areas, conditions favorable to large-lot family life and the preservation of family food production activities. This district is intended to be primarily residential in character and protected from encroachment by commercial and industrial uses.

Section 1101- PERMITTED USES:

1. Single and two-family dwellings - accessory buildings
2. Family food production
3. Parks and public uses
4. Child nurseries
5. Home office

Section 1102- CONDITIONAL USES:

1. Mobile home parks and subdivisions, if in accordance with section 705
2. Planned unit developments, if in accordance with section 2008
3. Multi-family dwellings
4. Medical and dental clinics
5. Home occupations
6. Signs of reasonable size in character with the zone
7. Nursing homes

Monroe City Land Use Ordinance

Amended 10 09 2007

Amended 02 14 2012

Amended 10 20 2015

Revised 01 26 2016

8. Schools, libraries and churches
9. Other uses deemed appropriate by the city council to be in harmony with the purpose and intent of this zone district.

Section 1103- AREA REQUIREMENTS:

An area of not less than 14,000 square feet shall be required to be provided for each family dwelling to be constructed from the effective date of this ordinance. A one-family dwelling shall include any permanent or temporary structure in which a single family is situated and whether said unit is permanently attached to the land or situated in a mobile-type unit which can be moved from place to place.

The minimum land site for multiple-family units (duplex) contained in one structure shall be ½ acre, or 21,780 square feet. For each additional family unit an additional 1/4 acre or 10,890 square feet is required.

Section 1104- YARD REQUIREMENTS:

1. Minimum street frontage - for any one dwelling structure there shall be a total frontage of not less than 75 feet.
2. Side yard - for any family dwelling ~~or other structure, there shall be 10 feet of side yard on each side and a total side yard requirement for two sides of not less than 20 feet. Side yard may be closer than 10' if there is access to the rear yard on at least one side, and the utility easement is not disturbed and storm water run-off shall not run onto adjacent property.~~
3. Front yard - the minimum set back for any building shall be 30 feet or an average of the set back of main buildings existing in abutting lots.
4. Rear yard - private garages and accessory buildings located to the rear and at least 10 feet away from the main dwelling shall comply with the uniform building code requirements, and require a 3' clearance, if constructed of combustible materials, otherwise such buildings may be built to the property line, provided that (1) the roof shall not project across the property line, (2) storm water runoff from the building shall not run onto adjacent property, and (3)

Monroe City Land Use Ordinance

Amended 10 09 2007

Amended 02 14 2012

Amended 10 20 2015

Revised 01 26 2016

**MONROE CITY
RESOLUTION 10 01 2020
AMENDING MONROE CITY'S
CEMETERY POLICY**

We, the governing body of the City of Monroe, a Municipality of the State of Utah, hereby order the following resolution to be adopted and passed this 27th day of October 2020:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

WHEREAS, the Monroe City Council is authorized to determine policies governing Monroe City cemetery, and

WHEREAS, the Monroe City Council desires to update the Monroe City Cemetery Policy to specify use of Perpetual Care funds.

WHEREAS, the Monroe City Council desires to update and revise the Monroe City Cemetery Policy Section 8 to specify that Perpetual Care funds may be used for cemetery related capital improvements, and

WHEREAS, The Monroe City Council has determined that this revised policy will more clearly state City cemetery rules, procedures, etc.

NOW THEREFORE, it is hereby resolved by the City of Monroe, Sevier County, State of Utah that Monroe city desires to adopt an amended Monroe City Cemetery Policy as set forth in the attached document.

ADOPTED BY THE MONROE CITY COUNCIL THIS 27TH DAY OF OCTOBER 2020.

MONROE CITY

By: _____
Johnny C. Parsons, Mayor

ATTEST:

Allison H. Leavitt, City Recorder

SECTION 7-REGULATIONS GOVERNING ACCESS AND CONDUCT

A. Entrance Regulation

Access to the Monroe City Cemetery may be restricted to daylight hours.

B. Improper Conduct

Monroe City Cemetery has been dedicated for the burial of the dead. Any behavior or conduct not keeping with this purpose is expressly forbidden.

No person shall injure, deface, take or carry away from any grave or lot any monument, marker, tree, shrub, flower, ground or any other property or ornament in the Monroe City Cemetery.

C. Speed Limit

The speed limit within Monroe City Cemetery is 10 miles per hour. Vehicles must stay on roadways while in the Monroe City Cemetery.

D. Animals

Horses, dogs or any other type of pet or livestock are not permitted on the cemetery grounds. The owner of any such animal found to be in violation of the prohibition shall be cited for trespass.

E. Motorcycles, Bicycles and All-Terrain Vehicles (ATVs)

Only street legal vehicles are permitted in the cemetery, unless they are being used for maintenance by Monroe City employees. Cutting corners and driving on the lawns are prohibited. Bicycles are permitted, but are subject to the same requirements as motorized vehicles.

SECTION 8-PERPETUAL CARE

A. Perpetual Care Funds

Forty percent (40%) of all funds received from the sale of perpetual care services shall be placed in a special Perpetual Care fund, invested in compliance with the laws of the State and used for the purpose of the upkeep and related capital improvements of the cemetery.

SECTION 9-MISCELLANEOUS

A. Office - Records

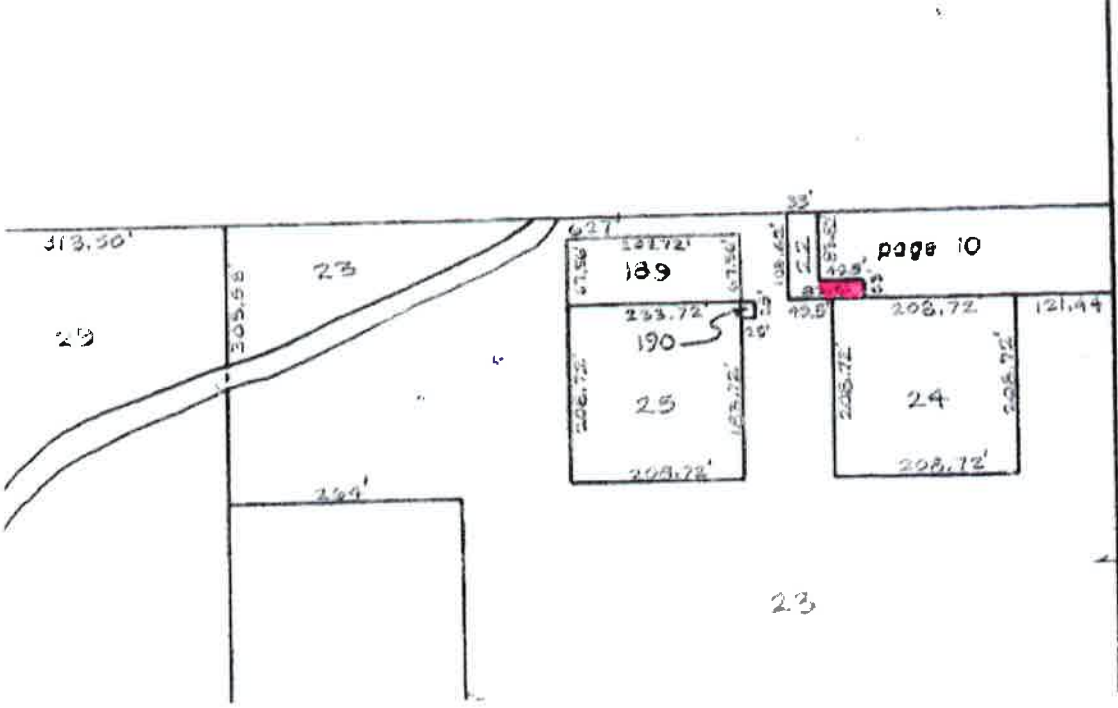
The official cemetery records are kept at the administration office of Monroe City Corporation. The office is open weekdays from 9:00 a.m. until 5:00 p.m., with the exception of holidays. All business pertaining to the cemetery should be transacted at the administrative office.

The location of all graves is shown by maps and by a system of recorded measurements from fixed permanent landmarks. All maps and records are on file at the administrative office.

All owners of lots or spaces are requested to notify Monroe City Corporation of any changes in their address.

B. Powers of the Sexton/Superintendent

The cemetery sexton/superintendent, subject to the direction of the city council, is responsible for enforcing the policies and procedures of the cemetery.



Joseph and Melody Demaris are requesting the City quit claim deed the small portion of property to them to square up their lot and they will remove concrete type culvert structure.