

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 Serrine . A prayer was offered by Councilmember Mathie.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie

Perry Payne -absent

Erica Serrine

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 Serrine. 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

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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**

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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**

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106 g. Consider approving 2020 Fraud Risk Assessment Questionnaire

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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**

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

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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