

MONROE CITY COUNCIL MEETING
October 27, 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 Mathie. A prayer was offered by Councilmember Buchmiller.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright-absent

Michael Mathie

Perry Payne

Erica Sirrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Utility Clerk Marisa Mathie

4. Consider a motion to approve the minutes of the meeting held September 22, 2020

Councilmember Sirrine moved to approve the September 22, 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, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

5. Citizen input

Stacey Whitmore, President of Central Utah Air Sports Association (CUASA – Red Rock Flyers) presented a check from CUASA in the amount of \$500.00 to Mayor Parsons for Monroe City for their support of the Red Rock Fall Fly-In. Monroe City provided entertainment and peach cobbler at the Lion's park, helped with dust control, sound, and many other minor items.

Mr. Whitmore stated that they had planned for 250 flyers but with many fly-ins being canceled due to COVID-19 they had 394 flyers, which was the largest in the country. Many of the flyers were impressed with the fly-in and plan to come again next year. Mr. Whitmore explained that he is excited to have more flyers come next year, however they plan to cap it at 500 flyers, so that they can manage the event. Council thanked Mr. Whitmore for the \$500.00 and explained these monies would be used to help defray costs of improvements at the landing area.

Public Works Director Davin Magleby and Councilmember Sirrine will arrange for the tailings to be delivered and rocks removed from landing strip area.

6. Business

- a. Presentation of Certified Municipal Clerk Certificate to City Recorder Allison Leavitt – Leigh Ann Warnock, Ephraim City Recorder and UMCA Board Past President.

Leigh Ann Warnock, MMC, Ephraim City Recorder and Utah Municipal Clerk Association (UMCA) Board Past President presented to City Recorder Allison Leavitt her Certified Municipal Clerk Certificate. Ms. Warnock explained that this designation comes through the International Institute of Municipal Clerks (IIMC) to those municipal clerks who have completed education and experience requirements.

Ms. Warnock congratulated City Recorder Allison Leavitt, presented her with her certificate, a plant from UMCA and encouraged the Council to support City Recorder Allison Leavitt on continuing learning and working towards a Master Municipal Clerk (MMC) certificate.

- b. Planning Commission Business: Chairperson Bart Lee

1. Conditional Use License located at 434 W 230 N “Legacy Auto Detailing” submitted by Dalton Harward.

Planning Commission Chairperson Bart Lee stated the Planning Commission recommends approval of conditional use license application submitted by Dalton Harward for a detailing business located at 434 W 230 N “Legacy Auto Detailing”. Chairperson Lee explained that Mr. Harward previously had the same business at a different location and there were no problems nor complaints from neighbors.

Councilmember Mathie moved to approve conditional use business license located at 434 W 230 N “Legacy Auto Detailing” submitted by Dalton Harward. Motion was seconded by Councilmember Buchmiller. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Sirrine, Mathie and Payne. The vote was unanimous. The motion carried 4-0.

81 2. Single lot split submitted by Kirt Nilsson for property located at approximately
82 580 S 100 W.

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84 Chairperson Bart Lee stated the Planning Commission recommends approval of single lot split
85 submitted by Kirt Nilsson. Chairman Lee explained that the City's frontage and acreage
86 requirements are met with the draft property split submitted and there are no utility issues.

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88 **Councilmember Buchmiller moved to approve single lot split, submitted by Kirt Nilsson for**
89 **property located at approximately 580 S 100 W. Motion was seconded by Councilmember**
90 **Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Sirrine, Mathie and**
91 **Payne. The vote was unanimous. The motion carried 4-0.**

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93 c. Consider abatement and code enforcement- Charles Billingsley

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95 1. 390 S Main property nuisance abatement

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97 Mayor Parsons explained that the property owner of 390 S Main was involved in an unforeseen
98 accident and would like to postpone action on the property abatement at this time. Council
99 agreed and Code Enforcement Officer Charles Billingsley stated he would not proceed with
100 abatement action until further notice from the Council is received.

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102 2. 254 W 300 N property nuisance complaint

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104 Council reviewed a citizen complaint and pictures concerning the number of automobiles being
105 stored at 254 W 300 N. Mr. Billingsley explained that this appears to be a junkyard and not a
106 permitted use within Monroe City limits.

107
108 Mr. Billingsley explained that with Council approval he will start the process with a 30-day
109 notice to remedying the non-compliant issue.

110
111 **Councilmember Mathie made a motion to have Code Enforcement Officer Charles Billingsley**
112 **initiate the nuisance complaint process. Motion was seconded by Councilmember Sirrine. A**
113 **roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Sirrine and Mathie.**
114 **Motion carried. 4-0**

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116 3. 454 S 575 W zoning enforcement

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118 Mayor Parsons explained that the City was notified by Sevier County Building inspector that
119 when a sheer inspection of a garage/outbuilding, being built by James Payne at 454 W 575 W,
120 was conducted, it appeared the permitted use was not being followed.

Mayor Parsons stated that the permit was for no living quarters with only a toilet and sink to be installed in the garage/outbuilding. Sevier County Building inspector stated that it appears living quarters are being constructed. Monroe City Land Use Ordinance states that a one-family dwelling shall not be constructed on an area less than 14,000 square feet in the rural residential zone and this garage/outbuilding with living quarters violates our ordinance by having two family dwellings on a single lot.

Mayor Parsons had asked City Recorder Allison Leavitt to prepare a draft letter, for Council review tonight, to be sent to Mr. Payne stating the apparent violation of his building permit and if the violation was not remedied the building permit will be revoked and work on the garage/outbuilding must cease. Included with the letter the Council would like a copy of the septic permit from Central Utah Health Department, copies of minutes from City Planning Commission and City Council meetings when the building permit was approved.

Council reviewed the letter and will forward any desired changes to City Recorder Allison Leavitt.

Councilmember Sirrine made a motion to send documentation to James Payne located at 454 S 575 W stating violation of issued building permit for garage/outbuilding. Motion was seconded by Councilmember Buchmiller. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Sirrine and Mathie. Motion carried. 4-0

d. Consider Resolution 10 1 2020 amending Monroe City Cemetery Policy to specify use of Perpetual Care funds.

City Recorder Allison Leavitt explained to the Council that our current cemetery policy does not specify how perpetual care funds may be spent. This resolution will amend the cemetery policy to state that perpetual care funds may be spent on capital improvements to the cemetery.

Monroe City plans to use existing perpetual care funds to fund our cemetery expansion project, which we have partnered with the Community Impact Board (CIB) on the project.

Councilmember Mathie made a motion to adopt Resolution 10 2 2020 amending Monroe City Cemetery Policy to specify use of Perpetual Care funds. Motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Sirrine and Mathie. Motion carried. 4-0

e. Consider property quit claim deed at approximately 560 S 200 E to Joseph and Melody Demaris

Public Works Director Devin Magleby explained to the Council that Sevier County recently quit claimed deeded parcel 1-M3C-22 to the City, and Joseph and Melody Demaris have requested the City quit claim deed them a small portion of this parcel to square up the property lines in this area.

Council determined if the Demaris's were willing to pay the costs associated with recording documentation with Sevier County Recorder's Office, they agree to quit claim deed them the portion of parcel 1-M3C-22 to square up their property.

Councilmember Mathie made a motion to quit claim deed portion of 1-M3C-22 to Joseph and Melody Demaris with the agreement that Demaris's will pay costs associated with recording documentation with Sevier County Recorder's Office. Motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Payne, Sirrine and Mathie. Motion carried. 4-0

7. Other Business

a. Staff Reports

City Recorder Allison Leavitt -

*Shared thank you card from Margaret Gadd for flowers sent to Doug Gadd's funeral service from the City.

*Reviewed CARES monies status.

Monroe City has now received all three tranches totaling \$198,975.00 with \$83,642.57 expended. \$46,3000.00 is for committed expenses to be paid, leaving a balance of \$69,032.43. Consider CARES expenses will be on next City Council Meeting agenda for Council approval.

*Distributed monthly budget report.

Public Works Director Devin Magleby –

*There has been a request for handicap parking spaces to be installed at the Monroe Community Center. Council agreed that this needs to be done and Public Works Director Devin Magleby will follow through with this.

Utility Clerk Marisa Mathie –

201 No further business

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203 b. Department Business-Council

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205 Councilmember Mathie –

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207 No further business

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209 Councilmember Serrine –

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211 *Asked Dane Buchmiller, Full Draw Design to move forward on the Splash Pad sign.

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213 *Discussed plans for next year's fly-in event. Due to a larger group Councilmember Serrine will
214 work with Stacey Whitmore, President of CUASA, to work out details especially with
215 advertisement and possible funding from Sevier County.

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217 Councilmember Payne –

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219 No further business

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221 Councilmember Buchmiller –

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223 *Sunrise Engineering has requested a meeting with Monroe City Power department to answer
224 a few questions before finalizing their bid for re-licensing of the upper hydro. Formal
225 presentations will be held during a future Council meeting for selection of a firm to handle the
226 re-licensing.

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228 *Update on the Carbon Free Power Plant (CFPP). A few participants have withdrawn from the
229 project and UAMPS is working on documents to detail what the remaining participants cost
230 share will be. Monroe City Power department needs to decide whether we pull out of the
231 project, increase our subscription or remain in the project with our current subscription.
232 UAMPS will not be able to provide Monroe City actual cost amounts until November 1, 2020
233 and they will need our decision before November 9, 2020, so Council chose to cancel the
234 regular schedule Council meeting for November 10, 2020 and hold Council meeting on
235 November 5, 2020 at 6:00 p.m.

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237 *UAMPS has provided Monroe City Power Department an opportunity to purchase power for
238 June – September 2022 – 2026. These months have historically been our high usage months
239 when we purchase power from the open market.

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The power department did pre-purchase power for the past summer and this was beneficial to the department. This lock-in will be for five years with the price decreasing over the five years. Council discussed the pros and cons of signing the lock-in, stating that at this time everything is a gamble, but with the amount of new homes being built in our area, our demand is only going to increase.

Purchase will be for 100 kWh in June, 500 kWh in July and August, and 200 kWh in September. The highest cost will be for July 2022 and August 2022 at 10.5 cents per kWh.

Councilmember Buchmiller stated that Josey Parsons, Power Foreman, supports entering the lock-in agreement and decided that the power department will enter the agreement.

Mayor Parsons-

No further business

8. Adjournment

There being no further business to come before the Council for consideration, Councilmember Payne moved the Regular Council Meeting adjourn at 8:36 p.m. The motion was seconded by Councilmember Mathie. The vote was unanimous. The motion carried. 4-0

The next regular City Council meeting is scheduled to be held on Thursday, November 5, 2020 starting at 6:00 p.m. at Monroe City Office.

Approved this 5th day of November 2020

Allison Leavitt

Monroe City Recorder