



MONROE CITY COUNCIL MEETING

Tuesday, November 9, 2021 at 7:00 pm

NOTICE AND AGENDA

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 the above date at the City Office, 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.)

- 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 26 September, 2021 and 1 November, 2021**
- 5. Citizen input**
- 6. Approval of November 2021 warrant register, October 2021 cash disbursements, adjustment journal, and aging report.**
- 7. Business**
 - a. Official Canvass of Monroe City Municipal General Election Ballots**
 - b. Sevier County Community Theater- Eric Carter**
 - c. A softer approach to growth - A focus on zoning ordinances - Sharee Jones**
 - d. Consider Resolution 11 1 2021 Monroe City Tree Policy**
 - e. Consider Resolution 11 2 2021 to amend Monroe City Power Department Policy**
 - f. Approval of employee holiday bonus and volunteer gifts.**
 - g. Set November and December City Council Meeting schedule**
 - h. Consider accepting bid(s) for City surplus items**
- 8. Other Business**
 - a. Staff Reports**
 - b. Department Business-Council**
- 9. Adjournment**

Posted this 8th day of November 2021

I hereby certify that the foregoing notice and agenda was posted at the Monroe City Hall, website littlegreenvalley.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.

Contact: Allison Leavitt, Monroe City Recorder (monroecity@msn.com 435-527-4621) | Agenda
published on 11/08/2021 at 3:32 PM

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
10.4414 - 24TH & MISCELLANEOUS EXPENSES						
RICHFIELD FLORAL	270442			FLOWERS FOR SHELLY MONROE	10/28/2021	60.00
10.4421 - BOOKS, SUBSCRIPTIONS & MEMB.						
INTERNATIONAL INSTITUTE O	RENEWAL 2022			RENEWAL	09/21/2021	175.00
10.4422 - PUBLIC NOTICES						
THE RICHFIELD REAPER	45818			SAMPLE BALLOT	10/31/2021	210.00
10.4424 - SUPPLIES						
MONROE CITY	MARQUEE 10/21			ELECTRICITY	10/18/2021	8.01
SEVIER OFFICE SUPPLY	991403-0			BOOKS	10/12/2021	283.00
SEVIER OFFICE SUPPLY	991532-0			TONER	10/14/2021	10.00
SEVIER OFFICE SUPPLY	992158-0			PAPER	10/24/2021	119.80
						\$420.81
10.4428 - TELEPHONE						
CENTURY LINK	246692492			TELEPHONE	10/12/2021	48.34
CENTURY LINK	CITYHALL 10/21			TELEPHONE	10/25/2021	161.25
						\$209.59
10.4429 - UTILITIES						
DOMINION ENERGY	CITY OFFICE 10/			GAS SERVICE	10/13/2021	8.44
MONROE CITY	OFFICE BUILDI			ELECTRICITY	10/18/2021	79.48
						\$87.92
10.4446 - SUNDRY						
ROCKY MOUNTAIN POWER	STREETLIGHT 1			STREETLIGHT	10/18/2021	18.77
10.5324 - SUPPLIES						
PETERSON PLUMBING	2698214			FIRE DEPARTMENT	10/05/2021	14.39
10.5328 - TELEPHONE						
CENTURY LINK	FD 10/21			TELEPHONE	10/25/2021	80.18
10.5329 - UTILITIES						
DOMINION ENERGY	FIRE STATION 1			GAS SERVICE	10/13/2021	21.85
MONROE CITY	FIRE DEPARTM			ELECTRICITY	10/18/2021	105.47
						\$127.32
10.6024 - SUPPLIES						
INTERMOUNTAIN FARMERS	1016142554			FLAME RESISTANT JEANS	10/13/2021	56.94
SCHOLZEN PRODUCTS COM	6604364-00			FLANNEL RAGS	10/11/2021	47.90
						\$104.84
10.6025 - EQUIPMENT MAINTENANCE						
BIPS AUTO PARTS	799840			WHITE DUMP TRUCK	10/12/2021	22.99
10.6028 - TELEPHONE						
CENTURY LINK	SHOP 10/21			SHOP PHONE	10/25/2021	42.32
10.6029 - UTILITIES						
DOMINION ENERGY	SHOP 10/21			GAS SERVICE	10/13/2021	9.58
MONROE CITY	MAINTENANCE			ELECTRICITY	10/18/2021	69.95
MONROE CITY	PARKING SHED			ELECTRICITY	10/18/2021	0.80
MONROE CITY	SCHOOL CROS			ELECTRICITY	10/18/2021	0.36
						\$80.69
10.6030 - STREET MAINTENANCE						
Green Valley Lawn Care	40848			WEED CONTROL 9/22-9/28	10/20/2021	1,214.00
10.6424 - SUPPLIES						
KMECO	124061			LIGHT REPAIR AT PARK	10/22/2021	560.00
LARSEN'S ACE HARDWARE	796101			KEYS	10/13/2021	25.90
ON THE GO	29521			FISHING POND RESTROOM	10/31/2021	105.00
PETERSON PLUMBING	2701768			PARK SUPPLIES	10/11/2021	70.36
PETERSON PLUMBING	2705072			LANDING STRIP	10/15/2021	75.44
PETERSON PLUMBING	2709086			RESTROOM WINTERIZING	10/22/2021	20.58
						\$857.28
10.6429 - UTILITIES						
DOMINION ENERGY	CC 10/21			GAS SERVICE	10/13/2021	14.37
DOMINION ENERGY	OLD FS 10/21			GAS SERVICE	10/13/2021	10.99
MONROE CITY	BALLPARK RES			ELECTRICITY	10/18/2021	13.97
MONROE CITY	CANYON VIEW			ELECTRICITY	10/18/2021	8.54
MONROE CITY	CC 10/21			ELECTRICITY	10/18/2021	72.62
MONROE CITY	CONCESSIONS			ELECTRICITY	10/18/2021	3.65
MONROE CITY	FIRE STATION 1			ELECTRICITY	10/18/2021	2.31
MONROE CITY	LIONS PARK RE			ELECTRICITY	10/18/2021	35.69
MONROE CITY	LIONS PARK ST			ELECTRICITY	10/18/2021	2.14
MONROE CITY	RIDING ARENA			ELECTRICITY	10/18/2021	16.47
MONROE CITY	ROPING ARENA			ELECTRICITY	10/18/2021	2.94
MONROE CITY	SPLASHPAD 10/			ELECTRCITY	10/18/2021	27.23
MONROE CITY	TENNIS COURT			ELECTRICITY	10/18/2021	21.54
						\$232.46
10.6721 - BOOKS, GENERAL FUND						
SEVIER OFFICE SUPPLY	991039-0			BOOKS	10/05/2021	13.59
SEVIER OFFICE SUPPLY	991404-0			BOOKS	10/12/2021	41.57

**Monroe City
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Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
SEVIER OFFICE SUPPLY	992309-0			BOOKS	10/28/2021	107.94
						\$163.10
10.6724 - SUPPLIES						
PETERSON PLUMBING	2707638			LIBRARY SUPPLIES	10/20/2021	164.08
SEVIER OFFICE SUPPLY	991261-0			SCISSORS	10/08/2021	52.19
						\$216.27
10.6728 - TELEPHONE						
CENTURY LINK	LIBRARY 10/21			TELEPHONE	11/08/2021	39.78
10.6729 - UTILITIES						
DOMINION ENERGY	LIBRARY 10/21			GAS SERVICE	10/13/2021	7.59
MONROE CITY	LIBRARY 10/21			ELECTRICITY	10/18/2021	63.72
						\$71.31
10.6750 - OTHER GRANT						
CENGAGE LEARNING	75980126			BOOKS	10/15/2021	30.59
CENGAGE LEARNING	76024662	12		BOOKS	10/15/2021	27.19
CENGAGE LEARNING	76068132	12		BOOKS	10/22/2021	27.19
FINDAWAY WORLD LLC	632953931	12		BOOKS	09/29/2021	2,410.15
						\$2,495.12
10.6824 - SUPPLIES						
CENTRAL ELECTRIC SUPPLY	283082			CEMETERY	10/21/2021	7.15
LARSEN'S ACE HARDWARE	796413			CEMETERY SUPPLIES	10/15/2021	25.90
SEVIER COUNTY SHERIFF'S	OCTOBER 2021			INMATE CREW OCTOBER 2021	10/30/2021	30.00
						\$63.05
10.6829 - UTILITIES						
MONROE CITY	CEMETERY 10/2			ELECTRICITY	10/18/2021	0.71
MONROE CITY	CEMETERY MAI			ELECTRICITY	10/18/2021	8.54
						\$9.25
51.4024 - SUPPLIES						
LARSEN'S ACE HARDWARE	797467			SUPPLIES	10/22/2021	31.93
LARSEN'S ACE HARDWARE	514024			WATER SUPPLIES	10/25/2021	10.75
LARSEN'S ACE HARDWARE	797793			WATER SUPPLIES	10/26/2021	9.48
PETERSON PLUMBING	2694157			WATER SUPPLIES	10/04/2021	182.20
PETERSON PLUMBING	2708076			WATER SUPPLIES	10/21/2021	22.10
PETERSON PLUMBING	2709059			WATER SUPPLIES	10/22/2021	306.80
PETERSON PLUMBING	2710134			WATER PLANT PARTS	10/26/2021	18.09
SCHOLZEN PRODUCTS COM	1020898-00			CHLORINE GAS	10/20/2021	273.17
SCHOLZEN PRODUCTS COM	3034364-00			CYLINDER MONTHLY RENTAL	10/21/2021	44.80
						\$899.32
51.4026 - VEHICLE MAINTENANCE						
O'REILLY	3001-112252			PARTS FOR F250	10/18/2021	314.45
51.4028 - TELEPHONE						
CENTURY LINK	WATER PLANT 1			TELEPHONE	10/25/2021	81.61
51.4029 - UTILITIES						
MONROE CITY	CULINARY WEL			ELECTRICITY	10/18/2021	548.24
MONROE CITY	HYDRO 10/21			ELECTRICITY	10/18/2021	1,395.52
MONROE CITY	WATER TREATM			ELECTRICITY	10/18/2021	384.48
MONROE CITY	WELLHOUSE 10			ELECTRICITY	10/18/2021	39.87
						\$2,368.11
51.4037 - PROFESSIONAL AND TECHNICAL						
CENTRAL UTAH PUBLIC HEA	9/30/2021			WATER SAMPLE 970-971	09/30/2021	40.00
51.4042 - CULINARY TRTMT PLANT SUPPLIES						
HACH COMPANY	12689097			WATER SUPPLIES	10/13/2021	157.89
51.4050 - WATER ASSESSMENTS						
PIUTE RESERVOIR & IRRIGAT	406 10/27/2021			WATER ASSESSMENTS	10/27/2021	25.00
53.2120 - SALES TAX PAYABLE						
UTAH STATE TAX COMMISSION	10122021			2021 2ND QTR SALES TAX PAYMENT	10/12/2021	13,746.27
53.2410 - CUSTOMERS' DEPOSITS						
CLEMMONS, MICHAEL BURL	RFD 4007030.11			Deposit Refund: 4007030 - CLEMMONS,	11/01/2021	200.00
NOBRIGA, CHE	RFD 2088003.11			Deposit Refund: 2088003 - NOBRIGA, C	11/01/2021	200.00
						\$400.00
53.4024 - SUPPLIES						
IRBY	S012586587.001			STOCK SUPPLIES	10/01/2021	37.00
IRBY	S012660703.001			STOCK SUPPLIES	10/20/2021	124.00
IRBY	S012674602.001			STOCK SUPPLIES	10/20/2021	351.00
PETERSON PLUMBING	2707627			POWER SUPPLIES	10/20/2021	193.90
						\$705.90
53.4025 - EQUIPMENT MAINTENANCE						
BIPS AUTO PARTS	799042			POLE TRUCKS	10/04/2021	60.88
BIPS AUTO PARTS	799899			SNOW PLOW WIPERS	10/13/2021	38.98
GCR	701-77493			ELECTRIC DEPARTMENT	10/06/2021	3,581.14
						\$3,681.00

**Monroe City
Payment Approval**

<u>Vendor</u>	<u>Invoice No.</u>	<u>PO Number</u>	<u>Activity No.</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
53.4026 - VEHICLE MAINTENANCE						
O'REILLY	3001-111080			STARTER FOR CHEVROLET 2000	10/07/2021	199.75
53.4029 - UTILITIES						
MONROE CITY	SR. CITIZEN CE			ELECTRICITY	10/18/2021	224.55
53.4031 - DATA PROCESSING						
TOWNCLOUD, INC	2974			SUBSCRIPTION	10/31/2021	75.00
53.4038 - ADVERTISING-OTHER SERVICES						
K SVC 980 AM	22049-			ADVERSTISING	10/30/2021	150.00
53.4042 - LINEMAN SUPPLIES/MATERIALS						
EPG TESTING AND SAFETY T	7533			TESTING	10/22/2021	1,772.00
57.4035 - ADMINISTRATIVE SERVICES						
SEVIER COUNTY	LANDFILL NOVE			LANDFILL BILLING NOVEMBER 2021	10/31/2021	5,226.00
58.4029 - UTILITIES						
MONROE CITY	IRRIGATION PO			ELECTRICITY	10/18/2021	20.38
72.4055 - SUNDRY - SSHS STADIUM						
THE SHIRT STOP	28604			PLAQUE ENGRAVING	10/19/2021	28.00
72.4081 - EQUIPMENT & SUPPLIES - FOOTBALL						
THE SHIRT STOP	27451			HATS FOR FOOTBALL	08/20/2021	214.40
72.4088 - EQUIPMENT & SUPPLIES - BOYS BASEBALL						
THE SHIRT STOP	26800			HATS FOR ALLSTARS	09/30/2021	593.60
						\$37,939.67

**Monroe City
Payment Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

ERICA SIRLINE	10/13/2021	\$	15.00	ULCT - PARKING REIMBURSEMENT	222424 - DEFERRED REVENUE		
MONROE CITY	10/13/2021	\$	4,883.86	PAYROLL TRANSFER	101580 - SUSPENSE		
MONROE CITY	10/13/2021	\$	20,408.79	PAYROLL TRANSFER	101580 - SUSPENSE		
MATHEW MILLS	10/13/2021	\$	750.00	PUSH LIMB AND ROCK PILE	534024 - SUPPLIES		
GG'S MARKETPLACE	10/14/2021	\$	41.93	FIRE DEPARTMENT	105324 - SUPPLIES		
GG'S MARKETPLACE	10/14/2021	\$	267.88	GG'S COBBLER	106446 - SUNDRY		
GG'S MARKETPLACE	10/14/2021	\$	125.82	GG'S COBBLER ICECREAM	106446 - SUNDRY		
JOSEY PARSONS	10/14/2021	\$	125.00	UAMPS MEALS	534023 - TRAVEL		
JONES & DEMILLE	10/15/2021	\$	1,200.00	ENGINEERING	106851 - CEMETERY IMPROVEMENT PROJECTS		
JONES & DEMILLE	10/15/2021	\$	135.00	FEMA ASSISTANCE	104432 - ENGINEERING		
JONES & DEMILLE	10/15/2021	\$	140.00	OKERLUND ANNEXATION PLAT R	104432 - ENGINEERING		
SMASH ATHLETICS, INC.	10/18/2021	\$	234.89	INVOICE DIFFERENCE	724083 - EQUIPMENT & SUPPLIES - SOCCER		
JACEE BARNEY	10/19/2021	\$	755.90	REIMBURSEMENT FOR TREASUR	104423 - TRAVEL		
MONROE CITY	10/19/2021	\$	50.00	SAFETY DRAWING PRIZES 3rd 20	104414 - 24TH & MISCELLANEOUS EXPENSES		
MONROE CITY	10/19/2021	\$	50.00	SAFETY DRAWING PRIZES 4th 20	104414 - 24TH & MISCELLANEOUS EXPENSES		
MONROE CITY	10/19/2021	\$	100.00	SAFETY DRAWING PRIZES 2021 Y	104414 - 24TH & MISCELLANEOUS EXPENSES		
BRENDA SORENSON	10/21/2021	\$	53.12	REIMBURSEMENT KITCHEN ITEM	104452 - CAPITAL OUTLAY - BUILDINGS		
BRENDA SORENSON	10/21/2021	\$	53.12	REIMBURSEMENT KITCHEN ITEM	104452 - CAPITAL OUTLAY - BUILDINGS		
MONROE SR. CITIZEN CENTER	10/21/2021	\$	79.94	REIMBURSEMENT KITCHEN ITEM	104452 - CAPITAL OUTLAY - BUILDINGS		
MONROE SR. CITIZEN CENTER	10/21/2021	\$	190.70	REIMBURSEMENT KITCHEN ITEM	104452 - CAPITAL OUTLAY - BUILDINGS		
MARISA MATHIE	10/21/2021	\$	250.00	SAVINGS WITHDRAWAL	102232 - EMPLOYEE SAVINGS		
SUNRISE ENGINEERING	10/22/2021	\$	562.50	ENGINEERING HOUSE WATERLIN	514042 - CULINARY TRTMT PLANT SUPPLIES		
MILES, MICHAEL	10/26/2021	\$	70.00	BALLFIELD MAINTENANCE	106437 - PARKS & RECREATION		
GRUNDY, JARED	10/28/2021	\$	22,850.00	RESTROOM LANDING	106851 - CEMETERY IMPROVEMENT PROJECTS		
MONROE CITY	10/28/2021	\$	5,259.53	PAYROLL TRANSFER	101580 - SUSPENSE		
MONROE CITY	10/28/2021	\$	22,840.96	PAYROLL TRANSFER	101580 - SUSPENSE		
UTAH STATE TREASURER	10/28/2021	\$	36.04	BEV TURNER	532130 - UNCLAIMED PROPERTY		
UTAH STATE TREASURER	10/28/2021	\$	85.40	VERONICA DEARDEN	532130 - UNCLAIMED PROPERTY		
UTAH STATE TREASURER	10/28/2021	\$	150.00	GEORGE STEWART	532130 - UNCLAIMED PROPERTY		
UTAH STATE TREASURER	10/28/2021	\$	150.00	GUNNISON VALLEY HIGH SCHOOL	532130 - UNCLAIMED PROPERTY		
Public Employees Health Program	10/28/2021	\$	600.00	JR JAZZ BASKETBALL	532130 - UNCLAIMED PROPERTY		
Public Employees Health Program	10/28/2021	\$	8.41		106413 - EMPLOYEES BENEFITS		
Public Employees Health Program	10/28/2021	\$	8.41		106713 - EMPLOYEES BENEFITS		
Public Employees Health Program	10/28/2021	\$	8.41		106813 - EMPLOYEES BENEFITS		

Public Employees Health Program	10/28/2021	\$	134.56		105313 - EMPLOYEES BENEFITS				
Public Employees Health Program	10/28/2021	\$	1,033.92		102240 - GROUP INSURANCE PAYABLE				
Public Employees Health Program	10/28/2021	\$	1,124.37	EMPLOYEE BENEFITS	584013 - EMPLOYEES BENEFITS				
Public Employees Health Program	10/28/2021	\$	1,169.00		106013 - EMPLOYEES BENEFITS				
Public Employees Health Program	10/28/2021	\$	1,402.29		514013 - EMPLOYEES BENEFITS				
Public Employees Health Program	10/28/2021	\$	1,698.29	health insurance	104413 - EMPLOYEES BENEFITS				
Public Employees Health Program	10/28/2021	\$	6,116.21		534013 - EMPLOYEES BENEFITS				
UAMPS	10/28/2021	\$	73,409.81	JULY POWER BILLING	534039 - POWER PURCHASED-UAMPS				
Utah Local Government Trust	10/28/2021	\$	4.32	EMPLOYEE BENEFITS	584013 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	7.60		106013 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	8.65	EMPLOYEE BENEFITS	106413 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	8.65	EMPLOYEE BENEFITS	106713 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	8.65	EMPLOYEE BENEFITS	106813 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	19.26		514013 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	24.10		534013 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	54.07		104413 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	160.75		105313 - EMPLOYEES BENEFITS				
Utah Local Government Trust	10/28/2021	\$	635.22		102240 - GROUP INSURANCE PAYABLE				
US POSTMASTER	10/28/2021	\$	467.20	OCT BILLING	534024 - SUPPLIES				
		\$	241,270.43						

**Monroe City
Council Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



MONROE CITY COUNCIL MEETING
Tuesday, October 26, 2021
MINUTES

6:00 p.m. Work Session

Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller - absent

Janet Cartwright - absent

Michael Mathie

Perry Payne

Erica Sirrine

1. Discussion for an annexation and development of land between Monroe City and Tyler Okerlund, Ralph & Cynthia Okerlund, Russell & Christi Okerlund, and Alan & Helen Johnson.

Mayor Parsons welcomed everyone to the work session to discuss Okerlund annexation and development plan.

Ralph Okerlund stated that he has grandchildren that are getting older and have expressed to him that they want to continue to live in Monroe, and for this reason Mr. Okerlund wants to annex his farm property west of Monroe and develop building lots for future homes.

Mr. Okerlund explained that his develop plan consists of two phases. Each phase will have fifteen .33 acre lots. Phase one would be a cul-de-sac that is accessed off SR 118, and phase two would be a cul-de-sac accessed off 370 S. Mr. Okerlund stated that the cul-de-sac would help reduce traffic flow to adjacent residential streets (500 W).

Council reviewed the proposed annexation mylar map with Mr. Okerlund and discussed what type of infrastructure improvements would need to be made. Mayor Parsons and Councilmember Payne explained that the current water line may not be sufficient to provide water service and fire flow protection to the new development and neighboring properties.

Monroe City Council
Minutes

Councilmember Payne stated that he would follow up with Public Works Director Devin Magleby on the regulations for the water line. Mr. Okerlund stated that he has been in contact with UDOT on what steps are needed to receive approval from UDOT to use SR 118 as an access to the subdivision. (SR 118 is a state highway)

Mr. Okerlund asked if there would be some type of reimbursement to him if he installed the infrastructure in the area and then future development occurred in the area. City Recorder Allison Leavitt explained that the City policy does provide for this. The policy allows a prorated rate for the first five years, the City would collect the monies from the new developer and then make payment to Mr. Okerlund.

Mr. Okerlund understands that with .33 acre lots he would be required to install asphalt road, curb, gutter, and sidewalk.

Mayor Parsons stated that land annexed into the City is required to transfer water rights that can be utilized as underground (culinary) water to Monroe City. The general rule is that one acre foot of water per residential building permit will be required. Mr. Okerlund stated that this seemed like a large amount of water required for each lot. Council discussed the water requirement, and it was decided that the City would contact Kirk Forbush, Utah Division of Water Rights Regional Engineer, for an explanation on required water rights.

It was decided that the City will do some research on the water right requirement, water line and fire flow regulations, and power development costs, then prepare a draft agreement for Mr. Okerlund to review. Then the Council will meet with Mr. Okerlund to discuss and finalize the agreement.

Tyler Okerlund is in the process of purchasing 10 acres from his parents Russell and Christi Okerlund, who also has approximately 10 acres of property in the proposed annexation, but at this time does not have plans for development, he will continue to farm this land.

7:00 p.m.

2. The regular meeting of the Monroe City Council was called to order by Mayor Parsons at 7:00 p.m.

3. The Pledge of Allegiance was led by Mayor Parsons. A prayer was offered by Councilmember Sirrine .

4. Roll Call

Mayor Johnny Parsons
Councilmembers:

Monroe City Council
Minutes

81 Dane Buchmiller -absent
82 Janet Cartwright- absent
83 Michael Mathie
84 Perry Payne
85 Erica Sirrine

86
87 Public Works Director Devin Magleby -absent
88 City Recorder Allison Leavitt

89
90 **5. Consider a motion to approve the minutes of the meetings held October 12, 2021**

91
92 **Councilmember Mathie moved to approve the October 12, 2021, Regular City Council**
93 **Meeting Minutes as submitted. The motion was seconded by Councilmember Sirrine. A roll**
94 **call vote was called. Voting yes: Councilmembers Mathie, Payne and Sirrine.**
95 **The vote was unanimous. The motion carried. 3-0**

96
97 **6. Citizen input – Limit of 3 minutes per comment**

98
99 No comments

100
101 **7. Business**

- 102
103 a. Planning Commission Business
104 b.

- 105 1. Conditional use business license for Wild Rose Rejuvenation located at 195 E
106 300 N submitted by Heather & Chris Lundgreen.

107
108 Planning Commissioner Chairperson Bart Lee stated that Heather Lundgreen is a registered
109 nurse and that she is operating this business under Dr. Sellers supervision and license.
110 Chairperson Lee explained that during the Planning Commission review of this license they
111 verified with Ms. Lundgreen that needles and product would be disposed of properly,
112 however, this was not included as a condition. Chairperson Lee stated that the Planning
113 Commission recommends approval of the conditional use business license for Wild Rose
114 Rejuvenation located at 195 E 300 N submitted by Heather & Chris Lundgreen with the
115 conditions that all state and local health department rules be followed concerning use and
116 disposal of product and equipment, and customer parking is limited so not to become an
117 issue with neighbors.

118
119 Councilmember Mathie asked about parking, and Chairperson Lee stated that she had said
120 that there would be no more than two customer vehicles at time. Chairperson Lee stated that
121 this needs to be addressed in the future as part of the conditional use to prevent issues with
122 neighbors.

Councilmember Mathie stated that as we look at our zoning changes for the commercial zone, he thinks we need to start being more selective when approving conditional use business licenses and make the commercial zone a priority. He is not against approving this conditional use license, but he would like to see as a condition a time limit for the license be included so that the business owners will have to come back to the Council for a revaluation. At that time the Council can review the business to see if it still fits in a residential zone, since once approved it can only be revoked if there is a problem.

Councilmember Payne moved to approve conditional use business license for Wild Rose Rejuvenation located at 195 E 300 N submitted by Heather & Chris Lundgreen with the condition that all state and local health department rules are followed, disposal of needles and product follow safety guidelines, and that there is adequate parking space. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Payne and Sirrine. Motion did not pass.

Councilmember Mathie stated that he would like to amend the motion to add the condition of a time limit on the license. At the end of the time limit the business owner will need to meet with the Council to reevaluate the business and impact on the area. Upon review Council will determine if the business can continue to operate as is or if changes need to be made.

Councilmember Mathie moved to amend Councilmember Payne's motion to approve conditional use business license for Wild Rose Rejuvenation located at 195 E 300 N submitted by Heather & Chris Lundgreen with the condition that all state and local health department rules are followed, disposal of needles and product follow safety guidelines, and that there is adequate parking space. Conditional business license is approved for a period of two years. The amended motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 3-0

2. Property development located at 1080 S submitted by Ronnie Jones and Doug Monroe.

Planning Commission Chairperson Bart Lee explained that Charlene "Ronnie" Jones is wanting to sell some of her lots located on 1080 S. This property was divided and platted in 1993 and it appears the road has a width of 34' wide, which does not meet the current requirement of a 57' width, and this needs to be addressed before building permits can be issued.

Doug Monroe has purchased property from Ms. Jones and has presented a sketch plan that shows the road widening after the first 2 developed lots to 47' to accommodate the next 2 lots and then the required 57' width, with a cul-de-sac turn around at the end of 1080 S.

Mayor Parsons and Councilmember Payne stated that when Jeff Nielson requested a building permit for his home in 1994, he had to purchase the lot to east of his property to provide frontage on an existing road because 1080 S (Lazy J Road) was not considered a legal road, and they expressed concern of developing these lots with a road that is only 34' wide. Chairperson Lee stated he understands their concerns and would like to work out a solution to correct what was done years ago.

Chairperson Lee reviewed Mr. Monroe's sketch plan with the Council. The sketch plan shows the existing 4 lots, one of which Ronnie Jones house is on and another showing a proposed single lot split with a 57' wide road to access Mr. Monroe's 10-acre parcel of property. If the single lot split is approved this would create an additional building lot and the possibility of development on the 10-acre parcel. Mr. Monroe stated that at this time there are no plans of developing this property, and that he is working with the property owner to the north of his property, with the hope he can purchase this property which then would provide an additional access to his 10-acre parcel.

Council discussed different options from limiting how many houses could be built on current lots, if current lots would be allowed to be divided, and who would develop the road. Council's main concern is maintaining a safe access for this development.

Councilmember Payne moved to table this agenda item until next meeting, giving time for more information to be collected. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 3-0

3. Report on rezoning public hearing.

Chairperson Bart Lee reported to the Council that the Planning Commission held a public hearing on October 19, 2021, to receive comments on the proposed zone change for expanding the commercial residential zone.

The Monroe City planning Commission's proposed changes include extending the Commercial / Residential Zone to 550 North Main Street south to 800 South Main Street. The new zoning boundaries would include one full block to the east (100 East) and one full block to the west (100 West). The Commercial / Residential zone would continue west on 100 South (SR118) to 400 West. The boundaries would extend for one block to the south to approximately 450 West (just past the tennis courts) and then turn north to SR118. The northern boundary would follow Center Street to 300 West then follow 300 West north to 70 North then follow 70 North west to the city limits. It would then follow the city limit south to SR 118 where the Commercial / Residential zone would stop.

Chair Lee stated that there were some good points made however there was also a lot of uninformed clabber at the meeting. The main focus the Planning Commission had when considering the expansion of the commercial residential zone was to include most of Monroe's businesses, such as Post Office, GG's, Alvey's Lumber, Monroe Canyon Assisted Living and Monroe Medical Clinic, all of these business are on a conditional use basis located in our rural residential zone, create a barrier between commercial residential and rural residential with a street, and prevent a property owners property being split with part in one zone and part in another zone.

Concerns expressed were that by increasing the zone would lower property values, increase taxes, create an area where bars, taverns and large apartment building or hotels could be built. Chairperson Lee explained that Amy Garrin-Clark, Sevier County Assessor, explained that in Monroe commercial and residential properties are taxed the same, Monroe's lack of a sewer system and building height restrictions would prevent a large apartment building or hotel to be built. Chairperson Lee also stated that there is no proof this would affect property values and as far as businesses coming in the local economy would dictate this and right now it would not seem profitable for a bar to come to Monroe.

Chairperson Lee stated that he and his commissioners knew this would be an uphill battle since past Councils have tried to this, but he stated that he thinks it would be irresponsible of the Council and Planning Commission not to consider what needs to be done now for future growth in Monroe.

Council and Chairperson Bart Lee reviewed the map with the proposed changes. Council did have some concerns about the extent of the proposed change. Chairperson Lee explained to the Council that including the full blocks would eliminate the problem of the zones splitting property, which has the potential to cause issues in the future. Only including those properties that have frontage on Main Street and 100 S creates a zigzag effect and this could cause confusion when trying to determine whose property was in and whose was out.

Council and Chairperson Lee discussed many alternatives and Mayor Parsons asked to have a special Council Meeting (work session) to discuss and review different options before the Council makes a decision. Everyone agreed this would be the best plan and a meeting will be scheduled to meet everyone's schedule.

c. Law Enforcement - Sheriff Curtis

Mayor Parsons explained that during the Red Rock Fly-in event the flyers recognize the burden they put on our local law enforcement, search and rescue, and emergency medical services. To show their appreciation they collected some money to be given to the Sheriff Department which Mayor Parsons gave to Sheriff Curtis.

Sheriff Curtis thanked the flyers for the cash donation and introduced Bary Barney who works with the Sevier County EMS and Search and Rescue. Sheriff Curtis explained that they do have multiple calls during this event and that him a Stacey Whitmore, event organizer, are working together to develop an accountability system for the flyers. This year there were many hours and resources spent trying to locate a lost flyer who was not lost, just never checked in after landing.

Mayor Parsons and Councilmembers thanked Sherriff Curtis and his department on their service to our community.

d. Consider reclaiming certain lots within the Monroe City Cemetery

City Recorder Allison Leavitt explained that the resolution passed during August 8, 2021, City Council meeting, has met the required waiting period for heirs to owners of certain lots listed in the resolution to claim. It was recommended by City Attorney Eric Johnson to have the Council approve reclaiming of these lots. This was only for two sections of the cemetery; City Recorder Allison Leavitt will continue to work on this reclaiming project for the other sections of cemetery.

Councilmember Sirrine moved to approve the reclaiming of certain lots within Monroe City Cemetery. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 3-0

e. Consider grant application for UDOT Joint Highway Community Project

Micklane Farmer, Jones and DeMille Engineer, explained that this grant is to repave Main St from 100 S to 400 S. UDOT only classified from 100 S to 400 S as an eligible collector street. Last year Monroe City missed the grant funding by narrow margin. Mr. Farmer explained that the new application will be submitted as a rehab project since the current road is in good condition instead of a complete redo, and this change should help the City receive the grant. The project will include curb, gutter, and sidewalk to match main street to the north.

Mr. Farmer explained that the City's liability will be around \$130,000 and the project would start in 2025.

Councilmember Mathie moved to approve applying to UDOT Joint Highway Community Project. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 3-0

286 **8. Other Business**

287
288 a. Staff Reports

289
290 City Recorder Allison Leavitt –

291
292 * Distributed monthly budget reports to the Councilmember

293
294 b. Department Business-Council

295
296 Councilmember Payne –

297
298 No further business

299
300 Councilmember Sirrine –

301
302 *Field dirt will be delivered soon for the baseball field that the high school baseball team will
303 be using.

304
305 *Mike Miles and Darci Wagner, summer park help is done for the season.

306
307 Councilmember Mathie –

308
309 *Discussed installing stop sign on 300 E with Public Works Director Devin Magleby and
310 Micklane Farmer – Micklane stated that upon his research it was suggested that a study been
311 done to see if traffic warrants a stop sign, but this situation probably does not warrant a
312 study. It is just a matter of deciding where to place the stop sign. Council discussed they
313 preferred a 4-way stop at 400 S verses a 3-way stop at 500 S. Councilmember Mathie will
314 work with Public Works Director Devin Magleby on this matter.

315
316 Mayor Parsons –

317
318 *The limb pile has been very busy since the snowstorm that took down a lot of trees and
319 limbs. Mathew Mills has been trying to keep up with pushing the limbs into a pile so that they
320 will burn faster and make room for more limb.

321
322 Citizens asked if they could speak concerning the zone change, they were unaware this should
323 have been done during citizen's input. Mayor Parsons stated that they could individually call
324 the Councilmembers and himself if they would like.

325
326 **9. Adjournment**

327 **There being no further business to come before the Council for consideration,**
328 **Councilmember Payne moved the Regular Council Meeting adjourn at 8:31 p.m. The motion**
329 **was seconded by Councilmember Sirrine. The vote was unanimous. The motion carried. 3-0**
330
331 The next regular City Council meeting is scheduled to be held on Tuesday, November 9, 2021,
332 starting at 7:00 p.m. at Monroe City Office.
333
334 Approved this Date 9th day of November, 2021
335 *Allison Leavitt*
336 Monroe City Recorder
337



MONROE CITY COUNCIL MEETING
Monday, November 1, 2021
MINUTES

5:30 p.m.

1. The special meeting of the Monroe City Council was called to order by Mayor Parsons at 5:30 p.m.

2. The Pledge of Allegiance was led by Mayor Parsons. A prayer was offered by Councilmember Buchmiller.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright- electronic

Michael Mathie - electronic

Perry Payne

Erica Sirrine

Planning Commission

Chairperson Bart Lee

Commissioners:

Gordon Dickinson

Bill Mecham

Greg Northrup

Paula Roberts

Public Works Director Devin Magleby

City Recorder Allison Leavitt

City Treasurer Jacee Barney.

4. Citizen input –

35 Mayor Parsons explained that for this meeting there would be no citizen input allowed,
36 however the Planning Commission will hold an additional public hearing on November 16,
37 2021, to receive comments on the proposed zone change from RR-1 to CR-1.

38
39 **5. Review proposed zone change from RR-1 to CR-1 affecting property located from 550 N to**
40 **800 S and 100 S to 450 W.**

41
42 Mayor Parsons explained that the Council received approximately 27 letters and comments
43 during the public hearing from our citizens expressing their concerns about the zone change. As
44 Planning Commission Chairperson Bart Lee and Council discussed the proposed zone change
45 during City Council meeting held on October 26, 2021, it became apparent that we needed to
46 have a combined work session to discuss the proposal of changing the zone. Mayor Parsons
47 asked Chairperson Lee to lead the discussion.

48
49 Chairperson Lee stated that the first purpose behind the zone change was to incorporate some
50 of the main businesses in Monroe, GG's, Alvey's Lumber, Post Office, Monroe Canyon Assisted
51 Living, and Monroe Medical Clinic, into the Commercial Residential (CR-1) Zone, instead of on a
52 conditional use basis in the Rural Residential (RR-1) Zone. Second was to increase the zone to a
53 full block to prevent a parcel of property being split between the two zones and third provide a
54 street barrier between zones to create a definite separation.

55
56 Chairperson Lee stated that after the Planning Commission's public hearing and discussion with
57 the City Council it appeared we were not all on the same page and the Planning Commission
58 does not want to propose a zone change that the City Council will not support.

59
60 Chairperson Lee had Public Works Director Devin Magleby prepare an additional map that
61 showed the proposed CR-1 zone as a half block, this would match the current CR-1 zone. The
62 other map Chairperson Lee drew a line to only include property that had frontage on Main
63 Street and 100 S.

64
65 Council and Planning Commission reviewed both maps, it appears as of tonight that the full
66 block option nor the map where property with frontage along Main St. and 100 S option will be
67 considered.

68
69 Mayor Parsons had Chairperson Lee and City Treasurer Jacee Barney mark on the map what
70 would be included in the CR-1 zone as the City Councilmembers and Planning Commissioner
71 reviewed the map starting at 550 N Main.

72 It was discussed to extend the CR-1 zone north from approximately 350 N Main to the city
73 limits, this would put the Car Wash, Post Office, GG's and Alvey's Lumber in the CR-1 zone.

75 There was discussion on why houses located within a half block at 500 W would not be included
76 in the CR-1 zone. Councilmember Payne stated that if the Ware Property on the north side of
77 road was to be a residential development in the future they would be included in the CR-1 zone
78 and houses across the street would still be in the RR-1 zone.

79
80 From 100 S Main to 800 S Main was discussed. Councilmember Payne stated that he did not like
81 the suggestion of extending the Light Industrial Commercial Zone (LIR) to 400 S Main to include
82 the assisted living and medical clinic due to the permitted uses allowed in the LIR zone.
83 Councilmember Sirrine asked about creating an island so that the assisted living and medical
84 clinic was in the CR-1 zone but the three blocks to the south could remain in the RR-1 zone.

85
86 After further discussion Mayor Parsons asked each of the Councilmembers and Planning
87 Commissioners to state what option they would prefer as of tonight, stating that their opinion
88 could change after the public hearing, but this would give the Planning Commission an idea of
89 what the City Council would support.

90
91 Chairperson Lee asked Public Works Director Devin Magleby and City Treasurer Jacee Barney to
92 create a new map showing the options discussed tonight so that this can be used during the
93 next public hearing.

94
95 Mayor Parsons stated that the Planning Commission would hold a public hearing at their next
96 Planning Commission Meeting to be held on November 16, 2021, at 7:00 p.m.

97
98 Citizens asked that notice of the meeting be mailed out to all citizens of Monroe not just the
99 affected property owners. Mayor explained that if a newsletter could be prepared and mailed
100 before the public hearing it would have a notification included in it.

101
102 **There being no further business to come before the Council for consideration,**
103 **Councilmember Payne moved the Regular Council Meeting adjourn at 6:53 p.m. The motion**
104 **was seconded by Councilmember Buchmiller. The vote was unanimous. The motion carried.**
105 **5-0**

106
107 The next regular City Council meeting is scheduled to be held on Tuesday, November 9, 2021,
108 starting at 7:00 p.m. at Monroe City Office.

109
110 Approved this Date 9th day of November, 2021

111 *Allison Leavitt*

112 Monroe City Recorder

MONROE CITY COUNCIL AGENDA REQUEST FORM

(Note: This application must be submitted no less than 4 days prior to the City Council Meeting Date by 11:00 a.m.)

DATE OF COUNCIL MEETING: ___ November 9,
2021 _____

WHO IS REQUESTING: _____ Sharee
Jones _____

PHONE #: _____ 435-619-2044 _____

TITLE OF ITEM ON AGENDA: _____ A softer approach to growth - A focus on zoning
ordinances _____

DETAILED REASON FOR REQUEST & EXPLANATION: (Use additional sheet if needed)

(Note: Agenda item will be limited to 10 minutes)

___ Tuesday, I spoke with the Property Ombudsman in Utah. He told me that a better practice for City planning is to 1st figure out zoning ordinances (permitted and conditional uses) ... define the separate zones and THEN once the ordinances are defined THEN map out the zoning boundaries. I would like to suggest a softer approach to proposing growth to residents in Monroe through 1st making more defined zoning with the permitted and conditional uses in place....zoning that helps residents feel secure that the vision of Monroe will stay agriculturally friendly, be prepared for growth, a focus on the history of the town and honors residential district. With those specific zoning ordinances in place, THEN zoning and planning can propose the zoning change in a public hearing. I believe this way, communication is more clear, citizens feel secure, knowing what they are agreeing or not agreeing to.

The property ombudsman suggested to look at other small towns as examples of what or what not to do. I would like to propose a few

ideas to the council, understanding that you are the leaders, but hopes to provide some research and helpful input that will diffuse a tense subject. I have invited Bart Lee and he said he was willing to listen to my idea on November 9th.

Thank you for your time and hard work. Please let me know if my request is permitted.

Sincerely,

Sharee
Jones

Please indicate whether any of the following have been consulted regard this matter:

Zoning Administrator X Public Works Director City Council Member (if so, provide name of member) Bart Lee

APPLICATION REQUIREMENTS

1. Application for consideration of any request before the Monroe City Council must be submitted to the Monroe City Office before 11:00 a.m. the Friday prior to the meeting.
2. Application will be submitted to the Mayor for his signature and approval.
3. If you are applying for approval of a Conditional Use Permit, Single Lot spilt, approval of a Subdivision or land use, you must go to Planning Commission first.
4. If you have any questions, please feel free to call the City Office at (435)527-4621.

**RESOLUTION 11 1 2021
ADOPTING TREE POLICY
OF MONROE CITY**

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 9th day of November 2021:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

WHEREAS, The Monroe City Electric Department strives at all times to render the highest quality of service. Trees or branches growing into power lines and roots interfering with underground service are a major cause for interruption of service for many customers.

WHEREAS, The Monroe City Electric Department has the legal right and authority to maintain its electrical transmission and distribution facilities in a manner that promotes a high standard of safe and reliable service. Similarly, customers on whose land these facilities are located have a legal obligation to allow the electric utility to perform reasonable maintenance and upkeep of its facilities and may not impede the electric utility ability to do so.

WHEREAS, To minimize service interruption and damage to its overhead and underground lines and equipment, the Electric Department performs routine maintenance on trees and brush that could potentially interfere with electrical service.

WHEREAS, To minimize service interruption customers will be required to maintain trees and brush on their property that could potentially interfere with electrical service.

NOW THEREFORE, it is hereby resolved by the City Council of Monroe, Sevier County, State of Utah that Monroe City desires to adopt Tree Policy.

THE MONROE CITY COUNCIL ADOPTED RESOLUTION 11 01 2021 ON THE 9TH DAY OF NOVEMBER 2021

(Seal)

MONROE CITY:

By _____
Johnny C. Parsons, Mayor

ATTEST:

Allison H. Leavitt, City Recorder

Resolution 11 1 2021
Monroe City
Tree Policy
11 9 2021

Monroe City Tree Policy

Trees enhance the quality of life in every community. Converting carbon dioxide to oxygen and keeping the air clean. However, diseased and/or weakened trees, along with trees planted and growing near power lines, can contribute to power outages when they come in contact with overhead electric lines. Monroe City's goal is to ensure everyone's safety and deliver reliable energy.

Many people are unaware that electric utilities have the legal right and authority to maintain its electrical transmission and distribution facilities in a manner that promotes a high standard of safe and reliable service. Similarly, customers on whose land these facilities are located have a legal obligation to allow the electric utility to perform reasonable maintenance and upkeep of its facilities and may not impede the electric utility ability to do so.

The Utah Public Service Commission has adopted rules that require electric utility customers to allow them to sufficiently perform this maintenance as a condition of service. The customer shall permit access by the electric company's representatives at all hours to maintain electric distribution facilities on the customer's premises. The customer shall permit the Monroe City to trim trees and other vegetation to the extent necessary to avoid interference with the utility lines and to protect public safety.

To determine what is reasonably safe we must follow guidelines set forth in the NESC for maintaining electric transmission and distribution lines free of trees and other vegetation that may interfere with such lines or that pose a safety hazard. Proper pruning practices should be followed as outlined by the International Society of Arboriculture (ISA) and American National Standards Institute (ANSI). The ANSI A300 standard section 5.9.2.1.4 and 5.9.2.1.5 state:

The Monroe City Electric Department strives at all times to render the highest quality of service. Trees or branches growing into power lines and roots interfering with underground service are a major cause for interruption of service for many customers.

To minimize service interruption and damage to its overhead and underground lines and equipment, the Electric Department performs routine maintenance on trees and brush that could potentially interfere with electrical service. ~~subject to budgetary limitations~~. These guidelines are consistent with the National Electric Safety Code's Safety Rules for Installation and Maintenance of Overhead Electric Supply and Communication Lines.

DEFINITIONS

Primary line: High voltage line that normally runs from pole to pole.

Secondary Line: Low voltage line or service line. Delivers power from primary line to house.

Right of Way: City owned property'

Utility Easement: Privately owned property but used by utility company to provide services.

TREE TRIMMING RESPONSIBILITIES

Monroe City Electric Department

PRIMARY LINES: High voltage lines

Tree Removal: No mature trees shall be planted directly under primary lines or in the right of way ~~utility easements~~. The Electric Department will make a reasonable effort to obtain permission to remove, in contrast to merely trimming, all trees planted inside right of ways. If permission is granted, all brush and debris will be removed and the wood that is usable will be cut in firewood lengths or log lengths as desired by the Customer.

Tree Trimming: Every effort shall be made to obtain at least three (3) years clearance on trees near overhead primary lines. Customers may elect at their own expense to arrange for a professional independent contractor to trim or remove trees on their property when said trees will pose a threat to overhead power lines.

Pole to Pole: Monroe City Electric Department is responsible for maintaining the lines between poles. If you believe that tree limbs, broken branches, or other hazards may cause issues on lines between poles, please contact Monroe City Electric Department so vegetation management personnel can inspect and assess the situation.

Hazard Defined/Corrective Measures: Trees that exist near primary power supply wires shall be considered a threat to create a disruption of electrical service. They shall be removed or trimmed, if practical, so that neither the movement of the trees nor the swinging or increased sagging of wires in wind or ice storms or at high temperatures will bring about contact between the wires and the trees. The species and size of the tree, the location of the tree and its branches, normal tree growth, the combined movement of trees and wires under adverse weather conditions, voltage, and sagging of wires at elevated temperatures are among the factors to be considered by the Electric Department in determining the extent of trimming required. In like manner, the threat of a tree's root system to underground service will be the primary matter considered in connection with tree removal associated with underground service.

Monroe City Customer

SECONDARY LINES: Low voltage lines that attach to your home

Customer Tree trimming responsibilities: The customer shall be responsible for the clearing of the utility easement on customer's property. For secondary wires the customer shall trim trees, so no limb is closer than ten (10) feet to the service wires. No tree, flowers or shrubs shall be located within a 15-foot radius of a pole so that service trucks will have full access without damage to the owner's shrubbery or landscape.

Customer tree maintenance responsibilities: The customer shall be responsible for maintaining tree clearance around the service wires. If trees need trimming, the customer should call the Electric Department to arrange a time for the Electric Department to drop the service lines so the customer or customer's contractor can trim limbs close to the service line. However, the service must be requested 48 hours in advance of tree work by calling 435-527-4621 to request this service.

Pole to meter: This is called a service line. It delivers the electricity from Monroe City Electric Department's lines directly to your meter. Maintenance of this line is the homeowner's responsibility.

Five (5) Day Trim Policy: Customers who refuse to grant the Electric Department or it's representative's permission to trim trees on their property to meet tree trimming clearance requirements for primary wires will be given notice to hire a contractor (at Customer's expense) to trim all trees to Electric Department specifications within five (5) business days.

NEW SERVICE

Primary Overhead Wires: The Customer must remove all fast growing, trees located within fifteen (15) feet at full growth of all overhead primary lines and trim all slow growing trees to a height of fifteen (15) feet, or other clearance required by the Electric Department.

Service Wires (Secondary): The Customer must trim area for service installation, so that no limb is within ten (10) feet of a service conductor. If Customer wishes to have the Electric Department trim for their new service, the Customer will absorb the actual cost of the trimming.

Developers and contractors in new subdivisions shall work with the Electric Department to clear new lines and shall remove all trees within a thirty (30) foot zone, in contrast to merely trimming or topping them, as relates to all new primary lines.

Underground Wires: The Customer, developer or contractor in any new subdivision must remove all trees located within fifteen (15) of the center of the proposed primary line prior to the same being installed.

SERVICES, STREET AND PRIVATE LIGHTS

Electric Service: Limbs will be trimmed from the service pole to the structure during routine maintenance only if the integrity of the service is in jeopardy.

Outdoor Lights: Trimming around service connectors for outdoor lights will be performed only if the integrity of the line is in jeopardy and shall not be performed for the purpose of affecting an involved light pattern.

Power Lines Off Road: Power lines off the road (back lot) provide one of the biggest challenges in maintenance service. Many Customers have allowed these areas to grow up with underbrush to provide sight or sound barriers. To allow these barriers to exist, the Customer assumes the responsibility of keeping lines clear by trimming the brush to a height of 10 feet. If it is necessary for the Electric Department to clear, the same will be cleared in accordance with Electric Department routine maintenance criteria for tree trimming and tree removal clearance guidelines.

EMERGENCY CONDITIONS

Service Interference: The first priority in an emergency is to restore service. Any trees that have been determined to be the cause of a service interruption will be cut or trimmed as necessary. The Electric Department is not responsible for the clean-up of any brush or debris caused by natural effects.

Line Interference without Interruption: Limbs on service drops do not always result in service interruptions. Where such exist, the Customer will be advised of the condition and a report given to the Electric Department Foreman to return, after emergency conditions are over, to remove limbs from service lines.

DROP SERVICE REQUEST

If you have trees that need to be trimmed near your service line, Monroe City Electric Department will disconnect the service wire free of charge to allow for safe tree work for you or your contractor. Please call 435-527-4621 to request this service at least 48 hours in advance of tree work. This advance notice will allow us to schedule a crew to drop the service. We request that you, your representative, or your tree contractor be present when your service is disconnected.

DEBRIS REMOVAL

Monroe City Electric Department will remove limbs from routine line clearance work. Larger limbs and tree trunks will be cut into manageable lengths and stacked on the property unless property owner contacts the City's Electrical Department prior to the trimming to request removal of the logs.

STORM EVENTS

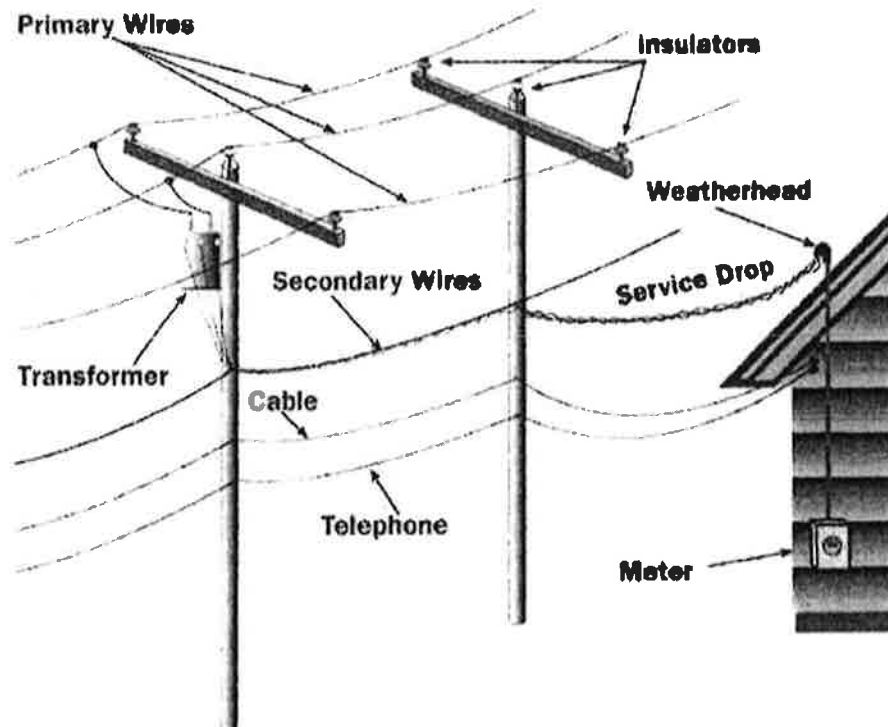
Monroe City Electric Department does not clean up brush, limbs, or trees from storm related events. Our priority is power restoration to our customers. We will clear all fallen trees and limbs from Monroe City Electric Department lines in a safe manner to restore service and prevent recurring outages. All logs and limbs are left on site, and crews will not return to remove them.

IDENTIFYING YOUR ELECTRIC SERVICE

How can you tell an electric line from a telephone or cable line?

Here are a few important items you should know:

- High-voltage electric lines are always at or near the top of the pole. These lines are usually found along neighborhood streets, but they may also be located in back yards or across open fields.
- If more than one utility line (telephone or cable) is mounted on the same pole, the high-voltage electric lines are at the top of the pole. A low-voltage electric line is located several feet below the high-voltage line. The low-voltage line attaches to your service weather head (a protective device is located where the line is connected to your residence). The diagram below should also help you to identify electric lines.



Important Note: During or after any storm event, consider all downed wires to be energized and dangerous, including telephone, fiber optic and cable TV wires. They may be in contact

with energized electric wires that are not within your view. To report downed electric wires, during regular business hours, please call the city office at 435-527-4621 or after hours please call sheriff's office dispatch 435-896-6471 or dial 911.

Secondary Power Lines (Line from Pole to House)

- It is Homeowner's responsibility to keep trees clear of the electric service line that runs from the pole to your house. If you or your tree trimming contractor are planning to trim near power lines, Monroe City, will turn off the electric service and reconnect it for free once the job is done.
- When working near power lines DO NOT attempt to trim trees near power lines, as you could put yourself in serious danger. This work can be done by a qualified tree contractor who employs workers trained to work within 10 feet of electrical hazards. Before hiring a contractor, verify that he is qualified for this type of work.

Planting a Tree?

- The National Arbor Day. Foundation encourages planning your trees. With a little research and a simple layout, you can produce a landscape that will cool your home in summer and tame the winter winds. Your well-planned yard will contain trees that grow well in the soil and moisture of your neighborhood. Your trees will be properly placed to avoid collisions with power lines and buildings, and the aesthetics will increase your property value.

Trees and Safety -

- If a tree branch breaks off and lands on an electric line (THIS IS A DANGEROUS SITUATION) call Monroe City immediately during business hours at 435-527-4621 or after hours at sheriff's dispatch 435-896.6471 or dial 911. Do not touch the branch or wire.
- Don't cut down trees or branches near power lines.
- Stay clear of power lines when removing any object caught in a tree.
- Never let your ladder touch a power line.
- Power lines are not insulated. If you touch a power line, you will be severely injured or killed. Always assume a power line is energized and dangerous.
- Make sure children do not climb trees that are anywhere near overhead power lines.
- Before you plant a tree, look up to see if it will grow too close to overhead lines as it matures.

**RESOLUTION 11 02 2021
MONROE CITY POWER DEPARTMENT
ADOPTING REVISED POWER 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 9th day of November 2021:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

WHEREAS, the Monroe City Council is authorized to determine policies of the Monroe City Power Department, which states rules, regulations, and operating procedures of the Monroe City Power Department, and

WHEREAS, The Monroe City Council desires to amend Power Policy Section III – Tree Interference. This section will now refer to Monroe City Tree Policy.

NOW THEREFORE, it is hereby resolved by the City Council of Monroe, Sevier County, State of Utah that Monroe City adopts the amended power policy including reference to Monroe City Power Policy.

THE MONROE CITY COUNCIL ADOPTED RESOLUTION 11 02 2021 ON THE 9TH DAY OF NOVEMBER 2021

(Seal)

MONROE CITY:

By _____
Johnny C. Parsons, Mayor

ATTEST:

Allison H. Leavitt, City Recorder

UTILITY EASEMENTS - RIGHTS OF WAY

Monroe City Power Department will only allow construction of power infrastructure along public streets, roads, and highways which the department has the legal right to occupy, and within legally recorded utility easements located on public lands and private property. The applicant will be responsible for securing any utility easements required for infrastructure extensions or improvements.

UTILITY CONFLICTS

It shall be the customer's responsibility to avoid conflicts which interfere with the Monroe City Power Department ability to deliver reliable power, or allow right of entry (i.e. dogs, fences, trees, shrubs, or other obstacles). The customer shall make any corrections or pay for any work done by power department to remove interferences. The Monroe City Power Department shall not be responsible for any damage to private property or for losses due to failure to supply power if such failure or interruption is without fault or neglect on the part of said power department.

TREE INTERFERENCE

Monroe City Electric Department strives to minimize service interruption and damage to its overhead and underground lines and equipment, the Electric Department performs routine maintenance on trees and brush that could potentially interfere with electrical service.

Monroe City Electric Customers will be required to maintain trees and brush on their property that could potentially interfere with electrical service. See Monroe City Tree Policy.

~~The department shall regularly review the condition of trees growing in or near public utility easements to determine if potential interference with overhead utility lines might pose a problem by reason of their growth patterns during the growing season of trees. Trees growing under or near power lines that could potentially interfere with the system will be trimmed to no less than (3) feet from the nearest line. Consideration of the line voltage and growth patterns of the particular tree will be taken into account. Trees with rapid growth may be trimmed as much as fifteen (15) feet away from the lines. The department will make a reasonable effort to contact property owners before trimming a tree or trees, but where this is not possible, and the crew is in the area with their equipment, the trees will be trimmed. Consideration will also be given to the appearance of the trimmed tree, but an owner who is not satisfied with the appearance of his or her tree may at his or her own expense, shape the tree to his or her liking. Cosmetic work may be done by the owner or by a commercial company paid by the owner but is not the~~

~~responsibility of the City. Access to easements will be obtained from the property owner wherever possible. Debris from City crew trimming operations will be removed by the City crew. Because of the safety hazard and potential for electric shock, owners are advised not to trim their own trees. If the owner does his or her own trimming, he or she agrees, not to hold the City liable for his or her failure to comply with this policy or for any accident related to his or her noncompliance. In the event the property owner refuses to permit the City crew to enter the premises to complete the required trimming work, the city may discontinue electrical power service to such property for noncompliance to the city ordinance. (See "Service Disconnects")~~

17. WILLFUL OR MALICIOUS DAMAGE---A MISDEMEANOR

It shall be unlawful for any person to **intentionally**:

- A.** Cut, break, or damage the poles used in the Monroe City Electric System.
- B.** Cut, break, damage or remove from its insulator any wire in use in said system.
- C.** Willfully alter the insulation of said system or any part thereof by the attachment of a ground wire or other contrivance.
- D.** Alter or manipulate the integrity of the Monroe City Electric System power.
- E.** Injure, molest, or destroy any property or equipment appertaining to said electric system.
- F.** Attach to, interconnect with, or utilize in any way. Monroe City's electrical voltage grid or any part of the grid infrastructure without documented authorization.
- G.** Use or obtain any electric energy except through approved means and with city approval.
- H.** Parallel private electrical generation with the distribution grid without application and department approval.
- I.** Plant or allow the growth of trees or shrubs which interfere with or damage any part of Monroe City's Power system.

Any person **performing, procuring, or advising** the performance of any said listed acts shall be