



MONROE CITY COUNCIL MEETING

Tuesday, December 14, 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 November 9, 2021**
- 5. Citizen input**
- 6. Approval of December 2021 warrant register, November 2021 cash disbursements, adjustment journal, and aging report.**
- 7. Business**
 - a. Planning Commission Business**
 1. Conditional use business license for "Maxine's Sweet Retreat Macaroons" located at 322 W 100 N submitted by Jeanette Roberts.
 2. Conditional use business license for "Emily J Aesthetics" located at 255 S 100 W submitted by Emily Erickson.
 3. Subdivision amendment for Parson's Corner Subdivision Phase III - Sharla Marshall
 4. Subdivision vacation and amendment for Monroe Hot Springs Estates- Trevor Gadd, Jones & DeMille
 5. Monroe City proposed zone change from RR-1 to CR-1 affecting property located from 550 N Main to 800 S Main and 100 S (SR118) to 600 W.
 - b. Discuss Okerlund Annexation Development Agreement**
 - c. Consider adopting Ordinance 12 1 2021 changing RR-1 to CR-1 from 550 N Main to 800 S Main and 100 S (SR 118) to 600 W.**
 - d. Consider adopting Ordinance 12 2 2021 changing RR-1 to CR-1 from 550 N Main to 200 S Main and 500 S Main to 800 S Main and 100 S (SR118) to**

600 W.

8. Other Business

a. Staff Reports

b. Department Business-Council

9. Adjournment

Posted this 12th day of December 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 12/13/2021 at 3:51 PM



MONROE CITY COUNCIL MEETING
Tuesday, November 9, 2021, at 7:00 pm
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

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 26, 2021, and November 1, 2021

Councilmember Payne moved to approve the September 26, 2021, and November 1, 2021, Regular City Council Meeting Minutes as corrected. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

5. Citizen input – Limit of 3 minutes per comment

Dave Coe stated that during the public hearing to receive comments on the rezoning issues there was a discussion considering the lack of citizens attending City Council meetings and Planning Commission meetings. Mr. Coe asked if these meeting could be changed to a different day of the week since there are many in the community that are involved with their church obligations, which prevents them from attending on Tuesday's. Mayor Parsons stated that this was unlikely since Tuesday is a better night for members of the Council.

Mr. Coe informed the Council that he is making plans to begin a Chamber of Commerce for Monroe. This is an organization that can be a good thing for the City, since it promotes businesses in Monroe and does fundraising for needed projects.

Bart Lee stated that his family members were employed by Richfield's Chamber Commerce, for many years, and this organization has no budget, which means they must generate their own money through donations from businesses. Mayor Parsons explained to Mr. Coe that this organization would have to be self-funded.

Bob Lee explained that during the Special Council Meeting held November 1, 2021, at the community center he was told by citizens in attendance that the proposed zoning change would affect property owner's animal rights. Mayor Parsons explained that the animal rights would not change, and that currently the animal rights are the same in all Monroe City's zones. There may be an exception if your property is located in a subdivision which has adopted a CCR's restricting animals. Bob Lee asked that those in attendance that had told him this, correct their distributed information to reflect the correct information.

6. Approval of November 2021 warrant register, October 2021 cash disbursements, adjustment journal, and aging report.

Councilmembers reviewed and signed the 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

Mayor Parsons turned the time over to Recorder/Elections Official Allison Leavitt.

Copies of the official 2021 Municipal General Election Canvass Report were distributed to those present.

The municipal general elections for 2021 combined the Monroe 8 and 9 precincts into one precinct. There were 1411 registered voters in these combined precincts with 555 ballots cast equaling 39.33% participation.

Monroe City Council
Minutes
11 9 2021

The results of the 2021 Monroe City Municipal General Election are as follows:

Mayor – 4 year

Johnny Parsons	490	100.00%
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Councilmember - 4 year

Perry Payne	450	51.55%
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Janet Cartwright	423	48.45%
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Proposition #12 (RAP Tax)

Yes	266	48.01%
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No	288	51.99%
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Councilmember Mathie moved to accept the 2021 Monroe City Municipal General Election canvass as submitted above. The motion was seconded by Councilmember Buchmiller. A roll call vote was called. Voting yes: Councilmember Cartwright, Buchmiller, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

b. Sevier County Community Theater- Eric Carter

Council discussed that this was a pledge made by the Council in 2017 to help provide funds for the community theater. It was determined then to donate \$500 per year with payment made every two years. These funds are paid from the Power Departments community improvement project budget line item.

Councilmember Buchmiller moved to approve \$1000.00 donation to the Sevier County Community Theater. The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

c. A softer approach to growth - A focus on zoning ordinances - Sharee Jones

Sharee Jones thanked the Council for giving her time tonight to express her opinion on the proposed RR-1 and CR-1 zone changes. She handed out to the Council a packet explaining her position.

Ms. Jones suggested a softer approach to proposing growth to residents in Monroe by first making a more defined zones with the permitted and conditional uses in place, this helps

113 residents feel secure that the vision of Monroe will stay agriculturally friendly, be prepared
114 for growth, a focus on the history of the town and honors the residential district.

115 Ms. Jones stated that she believes that the City Council and Planning Commission are
116 focused on the mapping and boundary changes, and she thinks we should be focusing on the
117 ordinances first. In her opinion the current land use codes are too broad and she would like
118 to see the ordinances be refined, with more zones to create better, more thought-out
119 delineations.

120 Ms. Jones presented the idea of having multiple zones to help buffer residential zone
121 property from commercial zone operations. Such as Light, Medium, Historical,
122 Administrative and Public Land Use commercial zones.

123 Council discussed with Ms. Jones her suggestions and agreed to review the information she
124 presented tonight, however they did not commit to tabling the zone change at this time.

125 Ms. Jones stated that she has been in contact with the State of Utah Property Ombudsman
126 and he is willing to come to Monroe to present a zoning training, for the public, City Council,
127 and Planning Commission members.

128 It was explained that the City is currently working on updating our Land Use Ordinances with
129 a grant provided by UDOT. The suggestions heard tonight will be considered as the
130 permitted and conditional uses are reviewed.

131 Ms. Jones thanked the Council again for their time and stated that she thinks that if they will
132 do the buffer zones, property owners in the residential zones will not be as concerned.

133 d. Consider Resolution 11 1 2021 Monroe City Tree Policy

134 Mayor Parsons explained that with the recent snowstorm it has become more apparent that
135 we need to adopt a tree policy to address and state who is responsible for trees that may
136 interfere with our power lines.

137 Councilmember Buchmiller stated that the policy explains the difference between the
138 primary lines (power departments responsibility) and secondary lines (customer's
139 responsibility) and when the customer must trim or remove the tree and when the power
140 department will trim, or remove, a tree. The tree policy specifies when it is the City's
141 responsibility and when it is the property owner's responsibility. Basically, if it is the primary
142 line the Power Department will maintain, trim or remove the tree, if it is the secondary line,
143 it is the property owner's responsibility to maintain and trim the trees to the Power
144 Departments specifications.

145 Councilmember Mathie would like the name to be changed to Tree Maintenance Policy.

Councilmember Buchmiller moved to adopt Resolution 11 1 2021 Monroe City Tree Maintenance Policy. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

e. Consider Resolution 11 2 2021 to amend Monroe City Power Department Policy

Power Department Policy Section "Tree Interference"- wording will be replaced with a reference to our tree maintenance policy.

Councilmember Buchmiller moved to adopt Resolution 11 2 2021 amending Monroe City Power Department Policy. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

f. Approval of employee holiday bonus and volunteer gifts.

Council reviewed holiday bonus amounts from 2020, and decided to approve the same amounts and gifts as last year.

Councilmember Sirrine moved to approve 2021 employee holiday bonus and volunteer gifts to be the same as last year. The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

g. Set November and December City Council Meeting schedule

Councilmember Payne moved to cancel November 23, 2021, due to Thanksgiving Holiday. Motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Sirrine. The vote was unanimous. The motion carried. 5-0

h. Consider accepting bid(s) for City surplus items

Mayor Parsons opened two bids for Monroe City surplus items.

Both bids were for the 1991 White GMC bucket truck, which the Council had set a minimum bid of \$5000.00 at the time the truck was put on the City's surplus list.

Kaycee Yardley bid \$5550.00

Randy Draper bid \$5600.00

Councilmember Payne moved to accept bid for the 1991 White GMC bucket truck for \$5600.00 from Randy Draper. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne and Serrine. The vote was unanimous. The motion carried. 5-0

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt –

*No further business

Utility Clerk Mathie-

*No further business

Public Works Director Devin Magleby-

*Water leak was reported at approximately 90 S Main on Saturday November 6, 2021, and it was determined repair could wait until Monday November 8, 2021. Water leak has been repaired and hopefully we can get asphalt for road repair before the batch plant is shut down for the winter. The leak was caused by a rock not pipe failure.

b. Department Business-Council

Councilmember Serrine –

*No further business

Councilmember Buchmiller –

*Has received a lot of phone calls from property owners concerning the proposed zone change. Appreciates the work Sharee Jones has done, and the comments received from the public regarding the zone changes and City ordinances. The current land use ordinances seem to be very broad and Councilmember Buchmiller would like them to be reviewed and tighten up to protect our citizens and property owners.

Councilmember Cartwright –

*It has been a disadvantage to for her to be involved in the discussion concerning the proposed zoning changes since she has had to participate through electronic means. Her opinion is that things have been blown way out of portion, and it concerns her that after the public hearing at the past Planning Commission that most of those in the audience got up and left with agenda action items still to be discussed by the Planning Commission. Looks forward to being back in December to meet face to face and have a conversation with the Council and citizens. Would like to see things done with facts not fiction.

209 Councilmember Mathie –

210 *Reviewed information forwarded to him from Jones and DeMille Engineering concerning
211 when to install stop signs. It does appear that our traffic issues on 300 E do not meet the
212 ratio needed to have a stop sign, however he still thinks it would help slow traffic down on
213 300 E. He would like to see a 4-way stop at the intersection of 400 S and 300 E, this seems to
214 make more sense than a 3-way stop at the intersection of 500 S and 300 E

215 Councilmember Payne –

216 *Reported and Josey Parsons was elected to fire chief beginning January 1, 2022.

217 Mayor Parsons–

218 *Veteran’s Day Program will be held on November 11, 2021, at 10:30 a.m. at the Lion’s Park.

219 **9. Adjournment**

220 **There being no further business to come before the Council for consideration,**
221 **Councilmember Mathie moved the Regular Council Meeting adjourn at 8:11 p.m. The**
222 **motion was seconded by Councilmember Buchmiller . The vote was unanimous. The**
223 **motion carried. 4-0**

224
225 The next regular City Council meeting is scheduled to be held on Tuesday, December 14,
226 2021 starting at 7:00 p.m. at Monroe City Office.

227
228 Approved this 14th day of December 2021.

229 Allison Leavitt

230 Monroe City Recorder

231

232

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
10.2222 - STATE WITHHOLDING TAX PAYABLE						
UTAH STATE TAX COMMISSION	PR120321-466			State Income Tax	12/07/2021	796.31
10.2231 - Long Term Disability						
LONG TERM DISABILITY INSU	PR120321-468			Long Term Disability	12/07/2021	89.46
10.4422 - PUBLIC NOTICES						
THE RICHFIELD REAPER	46393			LEGALS, ELECTION RESULTS	11/17/2021	55.00
10.4424 - SUPPLIES						
Full Draw Designs	FD2397			CHECKS, RECEIPTS, SIGN	11/26/2021	229.00
GG'S MARKETPLACE	03-1046289			SUPPLIES	10/23/2021	53.86
MOUNT OLYMPUS WATERS	10203041 11262			WATER FOR OFFICE	11/26/2021	52.16
SEVIER OFFICE SUPPLY	992838-0			PAPER	11/08/2021	49.47
SEVIER OFFICE SUPPLY	993820-0			TONER	11/24/2021	555.34
						\$939.83
10.4428 - TELEPHONE						
CENTURY LINK	250774845			PHONE	11/12/2021	47.32
CENTURY LINK	CH 12072021			CITY HALL PHONE	11/25/2021	159.45
						\$206.77
10.4429 - UTILITIES						
DOMINION ENERGY	CH 12072021			CITY HALL GAS	11/05/2021	27.64
MONROE CITY	CH 12072021			CITY HALL	11/17/2021	79.21
MONROE CITY	MRQ 12072021			CITY MARQUEE	11/17/2021	7.48
						\$114.33
10.4432 - ENGINEERING						
JONES & DEMILLE	0126410			FEMA ASSISTANCE	11/19/2021	1,041.25
10.4434 - ACCOUNTING AND AUDITING						
KIMBALL & ROBERTS	11202021			JUNE 30, 2021FIN STATEMENTS	11/20/2021	6,400.00
10.4437 - PROFESSIONAL AND TECHNICAL						
ETJ LAW INC	1967			LEGAL SERVICES	11/17/2021	660.00
10.4446 - SUNDRY						
ROCKY MOUNTAIN POWER	12072021			STREET LIGHT	11/17/2021	18.54
10.5038 - ELECTION JUDGES						
SEVIER COUNTY	109833			ELECTION, BALLOTS	11/30/2021	2,572.80
10.5324 - SUPPLIES						
CENTURY LINK	FD12092021			FD PHONE	11/25/2021	80.18
10.5327 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			FD FUEL	11/15/2021	577.44
10.5329 - UTILITIES						
DOMINION ENERGY	FH 12072021			FIREHOUSE GAS	11/05/2021	136.15
MONROE CITY	FS12072021			FIRE DEPARTMENT	11/17/2021	83.13
						\$219.28
10.6024 - SUPPLIES						
ALVEY LUMBER CO.	B156084			SUPPLIES	11/10/2021	20.99
ESRI	94148833			COMPUTER MAINTENANCE	11/29/2021	600.00
HAWLEY ROCK PRODUCTS, I	4629			CRUSHED ROCK	11/03/2021	104.47
SUNRISE ENVIROMENTAL S	126251			PAPER TOWELS, VULCAN QUARTS, I	11/16/2021	157.72
SUNRISE ENVIROMENTAL S	126251			PAPER TOWELS, VULCAN QUARTS, I	11/16/2021	138.00
						\$1,021.18
10.6026 - VEHICLE MAINTENANCE						
JORGENSEN FORD	5029038 1			PART	11/08/2021	6.99
10.6027 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			ST FULE	11/15/2021	577.44
10.6028 - TELEPHONE						
CENTURY LINK	SH12072021			SHOP PHONE	11/25/2021	42.32
10.6029 - UTILITIES						
DOMINION ENERGY	SH 12072021			SHOP GAS	11/05/2021	14.67
MONROE CITY	MAINT 12072021			MAINTENANCE	11/17/2021	85.15
MONROE CITY	PRH SHD 12072			PARKING SHED	11/17/2021	1.16
						\$80.98
10.6424 - SUPPLIES						
ALVEY LUMBER CO.	B155717			OIL	11/04/2021	2.29
ALVEY LUMBER CO.	B155945			SCREWDRIVER SET	11/08/2021	3.99
ALVEY LUMBER CO.	B156435			MISC HARDWARE	11/17/2021	5.98
ALVEY LUMBER CO.	B156478			PAINT, SHARPIE	11/18/2021	7.47
ALVEY LUMBER CO.	B156696			SPRAY PAINT	11/22/2021	5.49
Full Draw Designs	FD2397A			SIGN	11/26/2021	125.00
ON THE GO	29615			RESTROOM RENTAL	11/30/2021	105.00
TOWNCLOUD, INC	02-1952650			WATER	11/01/2021	3.79
						\$259.01
10.6425 - EQUIPMENT MAINTENANCE						
UNITED SERVICE & SALES, IN	70074			BELTS	11/16/2021	155.91

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
10.6427 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			PARK FUEL	11/15/2021	69.99
10.6429 - UTILITIES						
DOMINION ENERGY	CC 12072021			CC GAS	11/05/2021	36.55
DOMINION ENERGY	OLDFS 1207202			OLD FS GAS	11/05/2021	32.98
MONROE CITY	BLL PRK 120720			BALL PARK REST	11/17/2021	14.15
MONROE CITY	CC 12072021			CC UTILITY	11/17/2021	30.79
MONROE CITY	CNYN VW 12072			CANYON VIEW PRK	11/17/2021	10.38
MONROE CITY	CON LT 1207202			CON LIGHTS	11/17/2021	3.65
MONROE CITY	FS 12072021			FS UTILITY	11/17/2021	4.90
MONROE CITY	LNS PRK 12072			LIONS PARK STAGE	11/17/2021	1.16
MONROE CITY	LNS PRK RST 1			LIONS PARK RESTROOM	11/17/2021	52.24
MONROE CITY	RD ARNA 12072			RIDING ARENA	11/17/2021	27.06
MONROE CITY	RP ARNA 12072			ROPING ARENA	11/17/2021	4.81
MONROE CITY	SPLSH PD 1207			SPLASH PAD POWER	11/17/2021	0.27
MONROE CITY	TNS CRT 12072			TENNIS COURT	11/17/2021	10.24
						\$229.18
10.6714 - Young Adult Books						
SEVIER OFFICE SUPPLY	993823-0			BOOKS	11/24/2021	25.58
10.6724 - SUPPLIES						
ALVEY LUMBER CO.	B156494			BOLTS	11/18/2021	9.20
SEVIER OFFICE SUPPLY	993287-0			TONER	11/16/2021	80.99
						\$90.19
10.6728 - TELEPHONE						
CENTURY LINK	LIB12092021			LIB PHONE	11/25/2021	39.78
10.6729 - UTILITIES						
DOMINION ENERGY	LIB 12072021			LIB GAS	11/05/2021	60.68
MONROE CITY	LIB 12072021			LIBRARY POWER	11/17/2021	43.61
						\$104.29
10.6824 - SUPPLIES						
ALVEY LUMBER CO.	B156752			PAPER TOWEL	11/23/2021	22.78
ALVEY LUMBER CO.	B157060			STELL POST	11/30/2021	12.00
MOUNTAINLAND SUPPLY CO.	S104383489.001			ELBOW SLIP	11/01/2021	29.50
MOUNTAINLAND SUPPLY CO.	S104385827.001			ELBOW, COUPLING	11/02/2021	8.92
PETERSON PLUMBING	2725566			DRIP TREES	11/19/2021	1.16
SEVIER COUNTY SHERIFF'S	12072021			CEM WORK CREW	11/30/2021	90.00
SUNRISE ENVIROMENTAL S	126251			PAPER TOWELS, VULCAN QUARTS, I	11/16/2021	295.36
						\$459.72
10.6827 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			CEM FUEL	11/15/2021	192.48
10.6829 - UTILITIES						
MONROE CITY	CEM 12072021			CEM SHOP	11/17/2021	0.53
MONROE CITY	CEM MN 120720			CEM BLDG POWER	11/17/2021	8.54
						\$9.07
51.4024 - SUPPLIES						
ALVEY LUMBER CO.	B155546			MISC HARDWARE	11/01/2021	29.99
ALVEY LUMBER CO.	B155584			BOX CONNECTOR, CORD	11/01/2021	11.68
ALVEY LUMBER CO.	B155661			ADAPTER, SLIP TEE, PIPE	11/03/2021	54.49
ALVEY LUMBER CO.	B155733			ELBOW COUPLING HARWARE	11/04/2021	11.19
ALVEY LUMBER CO.	B155999			WRENCHES	11/09/2021	53.98
ALVEY LUMBER CO.	B156088			DRIVE GUIDE SET	11/10/2021	16.99
ALVEY LUMBER CO.	B156345			ELEC TAPE	11/15/2021	8.59
ALVEY LUMBER CO.	B156753			NUTS	11/23/2021	0.90
ALVEY LUMBER CO.	B156760			CONNECTOR	11/23/2021	6.19
ALVEY LUMBER CO.	B156775			TUBE, EPOXY	11/23/2021	11.48
ALVEY LUMBER CO.	B156777			KNIFE	11/23/2021	4.29
MOUNTAINLAND SUPPLY CO.	S104407212.001			METER RING & LID	11/16/2021	730.98
PETERSON PLUMBING	2688935			STOCK SUPPLIES	09/20/2021	1,964.31
PETERSON PLUMBING	2709090			STOCK SUPPLIES	10/22/2021	925.68
PETERSON PLUMBING	2714677			SILICONE	11/01/2021	13.96
PETERSON PLUMBING	2717324			RETURN	11/05/2021	-55.43
PETERSON PLUMBING	2717442			ROBERTSON REPAIR	11/08/2021	66.50
PETERSON PLUMBING	2722995			SALT	11/16/2021	218.54
PETERSON PLUMBING	2723971			887 S 300 E REPAIR	11/17/2021	909.17
PETERSON PLUMBING	2724149			COUPLING	11/17/2021	79.72
PETERSON PLUMBING	2723570			STOCK SUPPLIES	11/18/2021	2,504.01
PETERSON PLUMBING	2725572			METER PIT REPAIRS	11/19/2021	97.26
PETERSON PLUMBING	2729560			METER EXT PIN, CLAMP	11/30/2021	440.52
SCHOLZEN PRODUCTS COM	3034751-00			MONTHLY RENTAL	11/22/2021	52.80
						\$8,157.79
51.4027 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			WT FUEL	11/15/2021	104.99
51.4028 - TELEPHONE						
CENTURY LINK	WA 12022021			WATER PHONE	11/25/2021	81.61

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
51.4029 - UTILITIES						
MONROE CITY	CUL WLL 120720			CUL WELL POWER	11/17/2021	35.60
MONROE CITY	WAT TRT 120720			WATER TREAT PLANT	11/17/2021	405.84
MONROE CITY	WLLHS 1207202			WELL HOUSE	11/17/2021	9.88
						\$451.32
51.4037 - PROFESSIONAL AND TECHNICAL						
CENTRAL UTAH PUBLIC HEA	1211 1212			PUBLIC WATER SAMPLE 1211 1212	10/31/2021	80.00
CENTRAL UTAH PUBLIC HEA	12092021			PUBLIC WATER SAMPLE 1367, 1368	11/30/2021	80.00
CHEMTECH-FORD	21H1193			RADIOLOGICALS	11/18/2021	530.00
						\$690.00
53.4024 - SUPPLIES						
IRBY	S012738707.001			CONDUIT, NEUTRAL	11/29/2021	12,909.50
IRBY	S012748418.001			TWISTLOCK	12/01/2021	292.50
						\$13,202.00
53.4027 - GASOLINE AND OIL						
RHINEHART OIL INC	IN-512422-21			EL FUEL	11/15/2021	227.48
53.4029 - UTILITIES						
MONROE CITY	SSSCC 1207202			SS SEN CIT CENTER	11/17/2021	145.34
53.4031 - DATA PROCESSING						
PELORUS METHODS	210101-21			SOFTWARE & SUPPORT	12/01/2021	1,650.00
TOWNCLOUD, INC	3060			COMPUTER SOFTWARE	12/10/2021	75.00
						\$1,725.00
53.4038 - ADVERTISING-OTHER SERVICES						
KSVC 980 AM	22049-4			11-01-2021-11-29-2021	11/29/2021	150.00
53.4046 - SUNDRY						
USDA FOREST SERVICE	BF040804AC020			HYDRO EXPENSES	11/23/2021	965.44
57.4035 - ADMINISTRATIVE SERVICES						
SEVIER COUNTY	109819			LANDFILL BILLINGS DEC 2021	11/30/2021	5,226.00
58.4029 - UTILITIES						
MONROE CITY	IRR PND 120720			IRRIGATION POND	11/17/2021	24.39
72.4080 - EQUIPMENT & SUPPLIES - WRESTLING						
THE SHIRT STOP	28943			WRESTLING HATS	11/08/2021	132.60
72.4086 - EQUIPMENT & SUPPLIES - BOYS BASKETBALL						
THE SPORTKEEPER	29626			WHISTLE, SCOREBOOKS	12/01/2021	208.43
72.4087 - EQUIPMENT & SUPPLIES - GIRLS BASKETBALL						
THE SPORTKEEPER	29619			BASKETBALL	11/30/2021	89.99
						\$48,717.68

**Monroe City
Payment Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

ROBERTS, KAYCEE	46395	11/22/2021	\$ 600.00	EMPLOYEE SAVINGS			
TIP TOP TREE SERVICE	46396	11/23/2021	\$ 375.00	POWER LINE			
TIP TOP TREE SERVICE	46396	11/23/2021	\$ 1,300.00	TREE REMOVAL 400 N			
Public Employees Health Program	46397	11/23/2021	\$ 8.41				
Public Employees Health Program	46397	11/23/2021	\$ 8.41				
Public Employees Health Program	46397	11/23/2021	\$ 8.41				
Public Employees Health Program	46397	11/23/2021	\$ 134.56				
Public Employees Health Program	46397	11/23/2021	\$ 1,033.92				
Public Employees Health Program	46397	11/23/2021	\$ 1,124.37	EMPLOYEE BENEFITS			
Public Employees Health Program	46397	11/23/2021	\$ 1,169.00				
Public Employees Health Program	46397	11/23/2021	\$ 1,402.29				
Public Employees Health Program	46397	11/23/2021	\$ 1,698.29	health insurance			
Public Employees Health Program	46397	11/23/2021	\$ 6,116.21				
UAMPS	46398	11/23/2021	\$ 42,483.79	MONTHLY BILLING			
Utah Local Government Trust	46399	11/23/2021	\$ 4.32	EMPLOYEE BENEFITS			
Utah Local Government Trust	46399	11/23/2021	\$ 7.60				
Utah Local Government Trust	46399	11/23/2021	\$ 8.65	EMPLOYEE BENEFITS			
Utah Local Government Trust	46399	11/23/2021	\$ 8.65	EMPLOYEE BENEFITS			
Utah Local Government Trust	46399	11/23/2021	\$ 8.65	EMPLOYEE BENEFITS			
Utah Local Government Trust	46399	11/23/2021	\$ 19.26				
Utah Local Government Trust	46399	11/23/2021	\$ 24.10				
Utah Local Government Trust	46399	11/23/2021	\$ 54.07				
Utah Local Government Trust	46399	11/23/2021	\$ 160.75				
Utah Local Government Trust	46399	11/23/2021	\$ 635.22				
DIAMOND K LANDSCAPING	46400	11/24/2021	\$ 12,190.00	LANDSCAPING TREES			
MONROE CITY	46401	11/24/2021	\$ 5,883.20	PAYROLL TRANSFER			
MONROE CITY	46401	11/24/2021	\$ 24,970.16	PAYROLL TRANSFER			
CENTRAL UTAH PUBLIC HEALTH	46402	11/24/2021	\$ 185.00	SPLASH PAD LICENSE			
			\$ 184,486.42				

**Monroe City
Council Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

MONROE CITY
CONDITIONAL USE
REQUIRED SUBMITTALS

1. Fully dimensioned site plan to include (when applicable):
 - a. Location of buildings (with setbacks shown).
 - b. Parking, landscaping, storage and garbage areas.
 - c. Location and profiles of any proposed signs.
2. Legal description of property (when applicable).
3. Building plans (when applicable).
4. Any other information which will aid the Planning Commission in making a proper determination.
5. Copy of property plat of the area.
6. A letter describing the proposed conditional use and reasons or justification for the granting of such use. Such letter should address why the conditional use will not be in contrast to the public interest and whether or not the proposed use will be in keeping with the character of the existing zoning area.

NOTE: The Planning Commissioners and all other officers and employees of the City act in advisory capacity to the City Council, and have no authority to make binding decisions or to make authoritative representations, approvals or determinations other than in a purely advisory and recommending capacity.

House Bill 181 / 2018 Passed
Microenterprise Home Kitchen Act / 2021 Passed
Cottage food law Utah / Wyoming

MONROE CITY
CONDITIONAL USE APPLICATION

Date: September 15, 2021

Applicant: Jeanette M. Roberts

Address: 322 W. 160 N Monroe

Phone: 435-531-3341

Property Owner: Richard & Jeanette Roberts

(If not the same as applicant)

Address: _____

Phone: _____

Address of property covered by this request: 322 W. 160 N. Monroe

Zoning: Residential

Existing use of premises: Home

Proposed use of premises: Home - Baker

Owner's Signature: Richard & Jeanette Roberts Date: _____

Date of Planning Commission Meeting: _____

Planning Commission Recommendation: _____

Chairperson's Signature: _____ Date: _____

Date of City Council Meeting: _____

Decision of City Council: _____

Mayor's Signature: _____ Date: _____

**MONROE CITY
BUSINESS LICENSE APPLICATION**

Date: 9-15-21

Calendar Year: 2021-22

Circle one: **NEW** **RENEWAL**

1. Name of Business Maxine's Sweet Retreat Macarons Tele # 435-531-3341

Address of Business 322 W. 160 N. Monroe

Mailing Address Same

Type of Business Home Baker

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

Name: Jeanette Roberts

Name: No Partnership

Address: 322 W. 160 N

Address: _____

City, State: Monroe, Utah

City, State: _____

Telephone # 435-531-3341

Telephone # _____

Birth date: 10-04-1980

Birth date: _____

3. Manager's Name (none)

Address _____ Tele# _____

City, State, Zip: _____

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

Signature of Applicant: Jeanette M. Roberts

5. Total amount due: \$25.00

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: Maxine's Sweet Retreat Macarons

Business Address: 322 W. 100 N. Monroe

Business Phone Number: 435-531-3341 Date of Inspection _____

AREA OF INSPECTION	DETAILS	CONFORMS YES / NA
Smoke Detectors	At least one on every level. Tested monthly. Batteries changed two times each years.	yes
Exit Doors/Hallways	All exit doors are to remain clear and free of obstructions; boxes, storage, deliveries, etc.	yes
Extinguishers	At least one :23A10BC" 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. ~~XXXXXXXXXXXX~~	yes

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

Homeowner: Richard & Jeanette Roberts

Signature: Jeanette M. Roberts

MONROE CITY
CONDITIONAL USE APPLICATION

Date: 11/3/21
Applicant: Emily Erickson
Address: 255 S 100 W
Phone: 801-946-1837

Property Owner: Trent and Emily Erickson
(If not the same as applicant)
Address: 255 S 100 W
Phone: 801-946-1837

Address of property covered by this request: 255 S 100 W
Zoning: _____
Existing use of premises: room in house
Proposed use of premises: single room
Owner's Signature Emily Erickson Date: 11-3-21

Date of Planning Commission Meeting: _____
Planning Commission Recommendation: _____

Chairperson's Signature: _____ Date: _____

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

Mayor's Signature: _____ Date: _____

**MONROE CITY
BUSINESS LICENSE APPLICATION**

Date: 11.3.21

Calendar Year: 2021

Circle one: **NEW** **RENEWAL**

1. Name of Business Emily J Aesthetics Tele # 8019461837
Address of Business 255 S 100 W
Mailing Address 255 S 100 W
Type of Business skincare technician

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

Name: _____

Name: _____

Address: _____

Address: _____

City, State: _____

City, State: _____

Telephone # _____

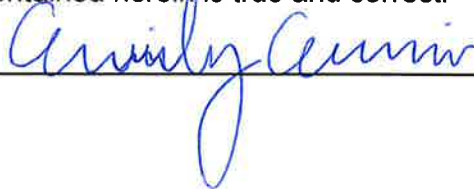
Telephone # _____

Birth date: _____

Birth date: _____

3. Manager's Name Emily Erickson
Address 255 S 100 W Tele# 8019461837
City, State, Zip: Monroe, UT 84754

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

Signature of Applicant: 

5. Total amount due: \$25.00

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: Emily J Aesthetics

Business Address: 255 S 100 W

Business Phone Number: 801-946-1837 Date of Inspection 11.3.21

AREA OF INSPECTION	DETAILS	CONFORMS YES / NA
Smoke Detectors	At least one on every level. Tested monthly. Batteries changed two times each years.	Yes
Exit Doors/Hallways	All exit doors are to remain clear and free of obstructions; boxes, storage, deliveries, etc.	Yes
Extinguishers	At least one :23A10BC" 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.

Homeowner: Emily Erickson

Signature: Emily Erickson

Emily J Aesthetics Business:

I will be opening a business inside my home at 255 S 100 W, I will be offering facials, chemical peels, and waxing. I have supplies to properly sanitize my tools and dispose of things properly. I have a separate bedroom where the clients will be coming into. I will take 3-4 clients a day and one at a time. There is plenty of parking space in front of my house. I am state licensed as a Master Esthetician.

STATE OF UTAH
DEPARTMENT OF COMMERCE
 ACTIVE LICENSE

Emily Jayne Walkenhorst

EFFECTIVE
 08/06/2020

EXPIRATION
 09/30/2023

REFERENCE NUMBER(S), CLASSIFICATION(S) & DETAIL(S)

11860311-1109 Master Esthetician

 SIGNATURE OF HOLDER

IMPORTANT LICENSURE REMINDERS:

- Your license is valid until the expiration date listed on this form. Approximately 60 days prior to this expiration you will receive an email with renewal information.
- Please note the address listed below is your public address of record for the Division. All future correspondence from the Division will be mailed to this address or emailed to the email on record. If you move or change your email, it is your responsibility to keep DOPL informed. Maintaining a current address AND email with DOPL is the easiest way to ensure continuous licensure.

EMILY JAYNE WALKENHORST
 255 S 100 W
 MONROE UT 84754

Please visit our web site at
www.dopl.utah.gov should you have any
 questions in the future.

STATE OF UTAH
DEPARTMENT OF COMMERCE
DIVISION OF OCCUPATIONAL & PROFESSIONAL LICENSING
ACTIVE LICENSE

EFFECTIVE DATE: 08/06/2020

EXPIRATION DATE: 09/30/2023

ISSUED TO: Emily Jayne Walkenhorst



REFERENCE NUMBER(S), CLASSIFICATION(S) & DETAIL(S)

11860311-1109 Master Esthetician

 SIGNATURE OF HOLDER

JOE SCHUSTER: PANDORA COMMERCE SUPPORT
 DEANS RTT DAILY PRINTER DATE: DECEMBER, 2021
 CHICAGO BY: REX PRINTER DATE: DECEMBER, 2021

2021

MONROE CITY CORPORATION
ORDINANCE 12 1 2021

AN ORDINANCE AMENDING THE MONROE CITY'S LAND USE MANAGEMENT AND DEVELOPMENT CODE REGULATIONS AND CORRESPONDING ZONING MAP.

WHEREAS, the City of Monroe ("City") has enacted a Land Use Management and Development Code Regulations.

WHEREAS, the Mayor and City Council of Monroe City have comprehensively examined proposed amendments as approved and submitted by the Planning Commission and have determined the proposal to be in the best interest of the City and the best interest of the citizens, inhabitants, owners, occupants or users of the property within the City; and

WHEREAS, the Planning Commission held a public hearing on the proposed amendment to the Land Use Management and Development Code Regulations and corresponding zoning map., pursuant to §10 -9a-204-205, Utah Code Annotated 1953, as amended; now, therefore,

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MONROE, SEVIER COUNTY, STATE OF UTAH:

SECTION 1. The Land Use Management and Development Code Regulations will be amended as follows:

Monroe City's Commercial Residential Zone (CR-1) will be amended to extend the current CR-1 zone to 550 N Main to 800 South Main including property line closet to the half block point. Then from 100 S (SR118) 600 W including property line closet to the half block point.

SECTION 2. Effective Date. This ordinance shall become effective immediately upon adoption, posting and publication of a summary in The Richfield Reaper as provided in §10-3-77, Utah Code Annotated 1953, as amended.

PASSED and APPROVED this 14th day of December 2021.

CITY OF MONROE

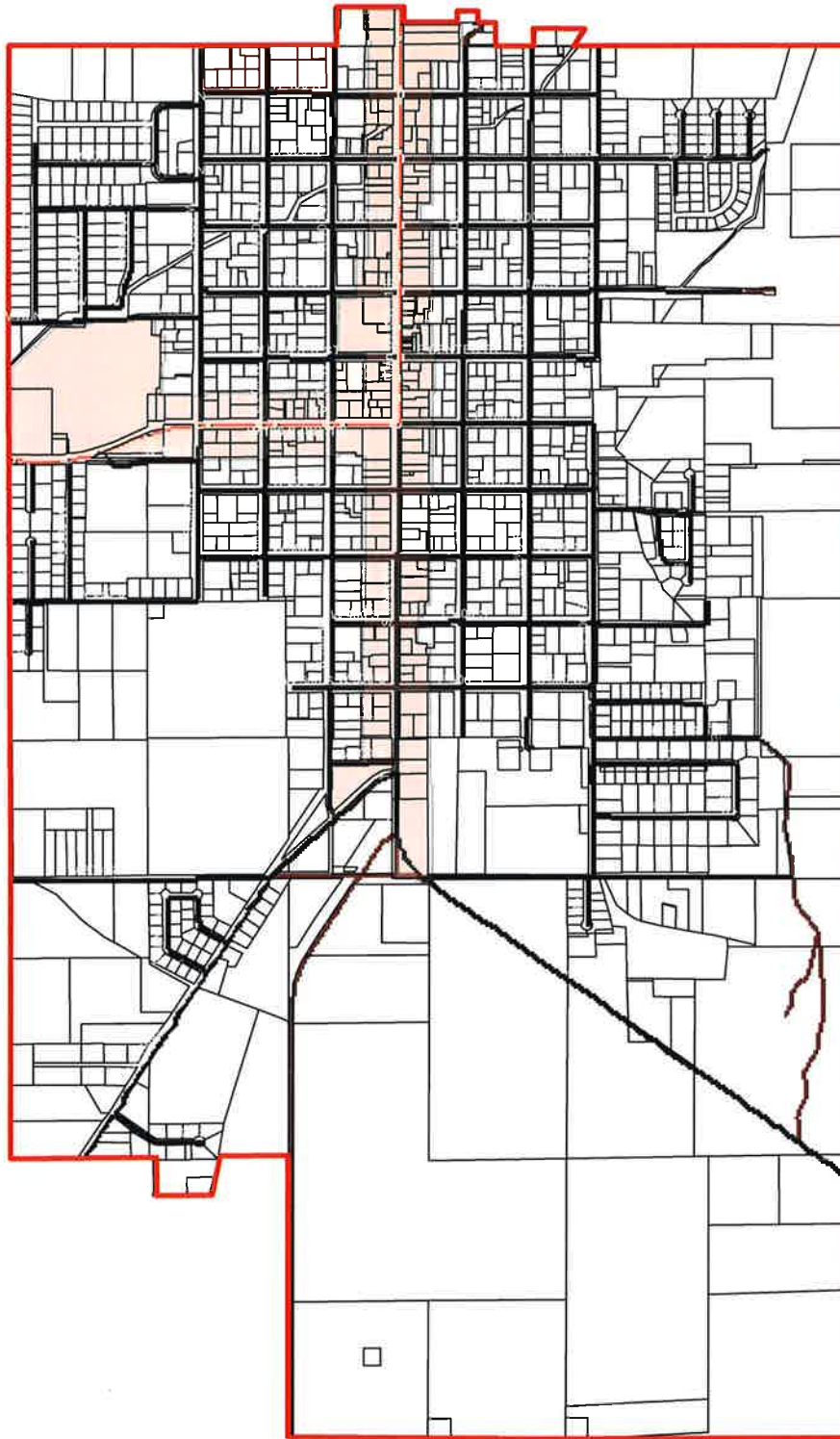
Johnny C. Parsons, Mayor

ATTEST:

Allison H. Leavitt, City Recorder

(Seal)

Monroe City Proposed Zoning 11/16/2021



Monroe City Corporation
"Little Green Valley"



MONROE CITY CORPORATION
ORDINANCE 12 2 2021

AN ORDINANCE AMENDING THE MONROE CITY'S LAND USE MANAGEMENT AND DEVELOPMENT CODE REGULATIONS AND CORRESPONDING ZONING MAP.

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WHEREAS, the Planning Commission held a public hearing on the proposed amendment to the Land Use Management and Development Code Regulations and corresponding zoning map., pursuant to §10 -9a-204-205, Utah Code Annotated 1953, as amended; now, therefore,

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MONROE, SEVIER COUNTY, STATE OF UTAH:

SECTION 1. The Land Use Management and Development Code Regulations will be amended as follows:

Monroe City's Commercial Residential Zone (CR-1) will be amended to extend the current CR-1 zone to 550 N Main to 200 S Main and from 600 S Main to 800 S Main including property line closet to the half block point. Then from 100 S (SR118) 600 W including property line closet to the half block point.

SECTION 2. Effective Date. This ordinance shall become effective immediately upon adoption, posting and publication of a summary in The Richfield Reaper as provided in §10-3-77, Utah Code Annotated 1953, as amended.

PASSED and APPROVED this 14th day of December 2021.

CITY OF MONROE

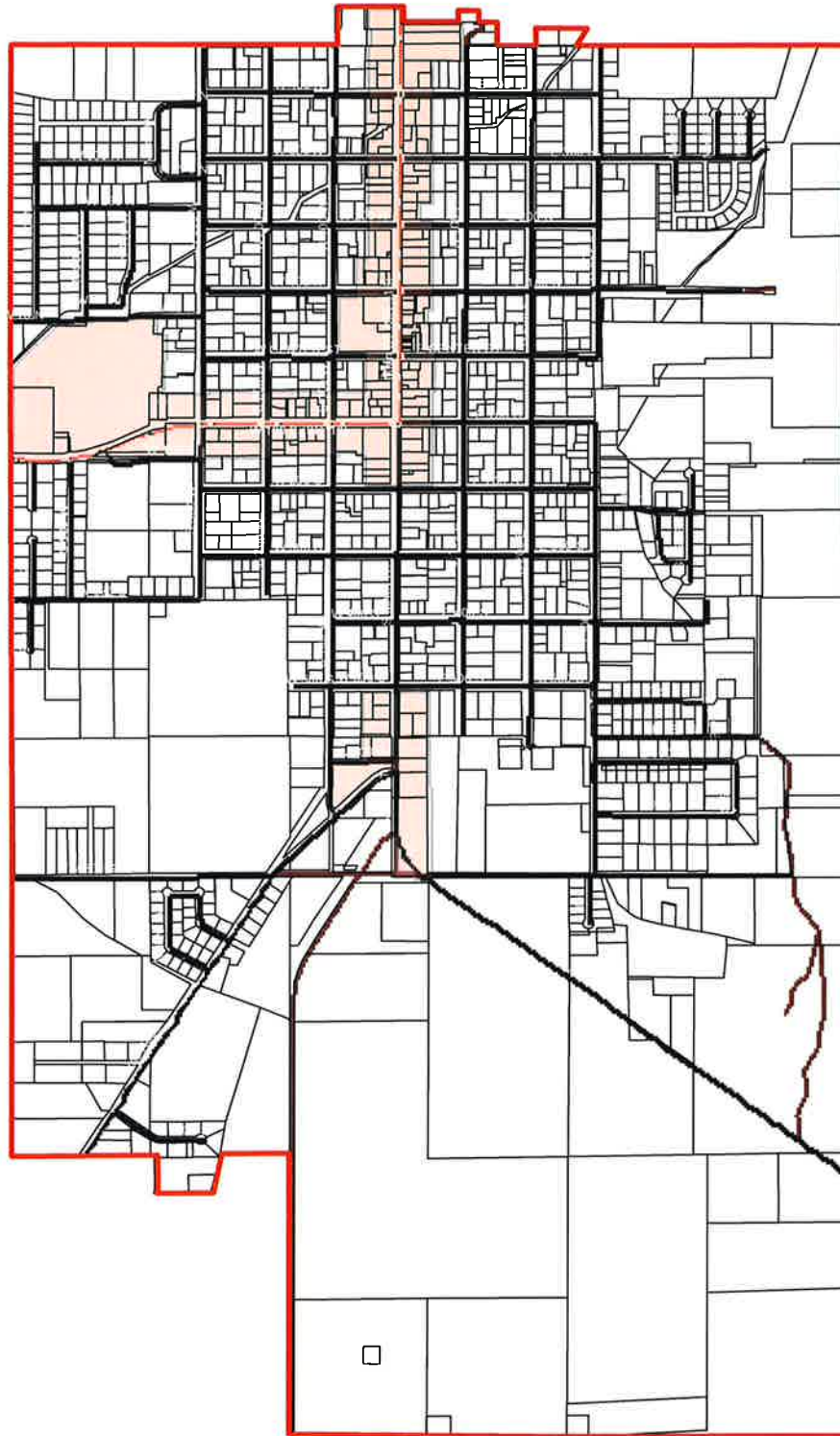
Johnny C. Parsons, Mayor

ATTEST:

Allison H. Leavitt, City Recorder

(Seal)

Monroe City Proposed Zoning 11/16/2021



Monroe City Corporation
"Little Green Valley"

