



MONROE CITY COUNCIL MEETING

Tuesday, August 9, 2022 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 elected official**
- 3. Roll Call**
- 4. Consider a motion to approve the minutes of the meeting held July 12, 2022**
- 5. Citizen input -Limit of 3 minutes per comment**
- 6. Approval of August 2022 warrant register, July 2022 cash disbursements, adjustment journal, and aging report.**
- 7. Business**
 - a. Planning Commission Business: Chairman Bart Lee**
 - a. Conditional Use Business License for "Colby Airbnb" located at 350 S Main and submitted by Kaci and Rhett Colby.
 - b. Conditional Use Business License for "Love thy Lash" located at 380 N 300 W and submitted by Kayla Nay.
 - b. CIB -Culinary Water Capital Facility Grant Award - Jones & DeMille**
 - c. Consider approving 2022 Fraud Risk Assessment Questionnaire**
 - d. Appointment of Mayor Pro-Tempore**
- 8. Other Business**
 - a. Staff Reports**
 - b. Department Business-Council**
- 9. Adjournment**

Posted this 8th day of August 2022

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
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MONROE CITY COUNCIL MEETING
Tuesday, July 12, 2022, 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 Mayor Parsons. A prayer was offered by Councilmember Sirrine.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller - absent

Janet Cartwright

Michael Mathie

Perry Payne

Erica Sirrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held July 12, 2022

Councilmember Mathie moved to approve the July 12 2022 Regular City Council Meeting Minutes with corrections. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Mathie, Cartwright, Payne and Sirrine. The vote was unanimous. The motion carried. 4-0

5. Citizen input – Limit of 3 minutes per comment

6. Approval of May 2022 warrant register, April 2022 cash disbursements, adjustment journal, and aging report.

38 **7. Business**

39
40 a. Discuss 24th of July Celebration - 24th Committee

41
42 Committee Chair Vickie Winegar and Shalice Brady introduced new members of the
43 committee April Bagley and Jill Smith (absent), they will be over the parade for the next 3
44 years.

45
46 The committee asked the Council for input on new members for next year, to
47 replace Ms. Winegar and Ms. Brady. Council did not immediately have any
48 suggestions but agreed to be thinking about this.

49
50 Mayor Parsons stated that Troy Fillmore, owner of Tree Top Tree Service has offered to
51 display a large American flag from his tree trimming truck during the 24th of July celebration.
52 It was decided to have him park in Bullies parking lot during the parade, at the cemetery for
53 the Veteran's Memorial dedication and near the old bus barn at the middle school for the
54 fireworks.

55
56 It was discussed that the parade line-up would begin near 700 S again this year. This allows
57 the residents at the Monroe Canyon Assisted Living Center to see the parade, and it worked
58 well last year.

59
60 Randi Sue Barney and Becky Deaton, committee members over park concession vendors,
61 have been asked by a vendor if they could sell popcorn along the parade route before and
62 during the parade. Council agreed to this if they were instructed to keep money exchange
63 simple and no crisscrossing main street.

64
65 Ms. Barney and Ms. Deaton stated that all food booths were filled, and they would be in
66 contact with Jason Bagley, Central Utah Health Department, on new food vendors
67 regulations. So far there are a lot more vendors this year than last year. Having non-food
68 vendors on the elementary grounds are still going well.

69
70 Council thanked the committee for all their hard work with the 24th of July celebration.

71
72 b. Consider approval of updated travel reimbursement rate 7-2022

73
74 IRS has increased travel reimbursement due to the increase in fuel costs.

75
76 **Councilmember Mathie moved to approve updated travel reimbursement rate for July**
77 **2022. The motion was seconded by Councilmember Cartwright . A roll call vote was called.**

Voting yes: Councilmembers Mathie, Cartwright, Payne and Serrine. The vote was unanimous. The motion carried. 4-0

c. Consider to canceling July 26, 2022, City Council Meeting

Councilmember Payne moved to cancel the July 26, 2022, regular City Council Meeting pending no business action is required. The motion was seconded by Councilmember Cartwright . A roll call vote was called. Voting yes: Councilmembers Mathie, Cartwright, Payne and Serrine. The vote was unanimous. The motion carried. 4-0

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt –

*Reviewed Council 24th of July Celebration assignments.

Public Work Director Devin Magleby-

*Limb pile is out of control; it appears that people from all over the county are using the limb pile and it is designed for Monroe residents only. Council discussed different options and decided on going back to the key lock, verses the combination lock we are now using. Public Works Director Devin Magleby will look into getting a lock that the key can not be duplicated and a deposit will be required for those requesting the key.

*Ron Mills, water master, told Public Works Director Devin Magleby that the canal companies held an emergency meeting to explain to canal users that with the drought conditions there is no guarantee that water can be delivered into September. Water is now coming only from Otter Creek. Council instructed Public Works Director Devin Magleby to continue working with Mr. Mills and we will hope that we get some storms to help with watering needs. We will continue to enforce our watering restrictions and if needed the pond will be shut down to allow it to recharge.

b. Department Business-Council

Councilmember Serrine –

*Red Rock Fly-in will be September 26, 2022- October 1, 2022. Would like to sponsor the evening on the park with peach cobbler and a band. A grant application to Sevier County Travel Council has been submitted for \$3000.00, which should cover the cost of the event.

120
121 This year the event will include a second week, for flyer competition.

122
123 *Scott Parsons, Green Valley Lawn Care, looked at the grass at the landing zone and stated
124 that the City may need to cut back on watering. This type of grass will green up as the
125 weather cools down and watering more will not green it up while the weather is hot. The
126 flyers like and appreciate the grass.

127
128 *Weed spraying has been done around the restrooms at the landing zone.

129
130 Councilmember Cartwright –

131
132 *Things are going well at the Veteran's Memorial and is confident that all will be ready for
133 the dedication ceremony on July 23rd. Cameras will be installed at the memorial to help
134 with security.

135
136 *Flagpole in the Southeast corner of the will be repaired so that a flag can be flown.

137
138 Councilmember Payne –

139
140 *Concerned about people allowing their dogs on the splash pad. The sign does say no
141 animals allowed on the splash pad. Not sure how to stop people from misusing the splash
142 pad.

143
144 Councilmember Mathie –

145
146 *Concerned with weeds along roadside. City Recorder explained she had contacted Green
147 Valley Lawn Care and their entire staff have been sick with COVID-19. All are well now, and
148 they are working hard to get caught up.

149
150 *Concerned with delinquent agriculture pump bill. City Recorder Allison Leavitt will work
151 with City Treasurer Jacee Barney to remedy the problem.

152
153 *Might be hosting the Babe Ruth Baseball State tournament next year for ages 8-14, this
154 could bring over 60 teams to Monroe.

155
156 Mayor Parsons –
157

*City Recorder Allison Leavitt applied to the State Forestry Grant program for money to purchase trees. We received the grant in the amount of \$4850 to purchase diversified type of trees for our parks and cemetery. These trees will be available for pick up in September.

9. Adjournment

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

The next regular City Council meeting is scheduled to be held on Tuesday, August 9, 2022 starting at 7:00 p.m. at Monroe City Office.

Approved this 9th day of August 2022.

Allison Leavitt
Monroe City Recorder

Johnny C. Parsons
Mayor

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
10.2220 - FICA PAYABLE						
INTERNAL REVENUE SERVIC	PR081222-465			Social Security Tax	08/05/2022	168.44
INTERNAL REVENUE SERVIC	PR081222-465			Medicare Tax	08/05/2022	39.40
						\$207.84
10.2221 - FWT PAYABLE						
INTERNAL REVENUE SERVIC	PR081222-465			Federal Income Tax	08/05/2022	135.03
10.2222 - STATE WITHHOLDING TAX PAYABLE						
UTAH STATE TAX COMMISSION	PR072922-466			State Income Tax	07/28/2022	106.80
UTAH STATE TAX COMMISSION	PR072922-466			State Income Tax	08/03/2022	1,732.37
UTAH STATE TAX COMMISSION	PR081222-466			State Income Tax	08/05/2022	64.65
						\$1,903.82
10.2230 - EMPLOYEE RETIREMENT PAYABLE						
UTAH RETIREMENT SYSTEM	PR070122-467			State Retirement	07/28/2022	-67.71
UTAH RETIREMENT SYSTEM	PR070122-467			401k	07/28/2022	-26.47
UTAH RETIREMENT SYSTEM	PR081222-467			State Retirement	08/05/2022	217.48
UTAH RETIREMENT SYSTEM	PR081222-467			401k	08/05/2022	2.45
						\$125.75
10.2231 - Long Term Disability						
LONG TERM DISABILITY INSU	PR072922-468			Long Term Disability	07/28/2022	11.01
LONG TERM DISABILITY INSU	PR072922-468			Long Term Disability	08/03/2022	106.17
LONG TERM DISABILITY INSU	PR081222-468			Long Term Disability	08/05/2022	6.79
						\$123.97
10.4414 - 24TH & MISCELLANEOUS EXPENSES						
ALVEY LUMBER CO.	B169922			24TH SUPPLIES	07/19/2022	48.95
ALVEY LUMBER CO.	B170000			24TH SUPPLIES	07/20/2022	23.54
ALVEY LUMBER CO.	B170049			SHOP SUPPLIES	07/21/2022	15.00
ALVEY LUMBER CO.	B170073			24TH SUPPLIES	07/21/2022	132.75
ALVEY LUMBER CO.	B170120			24TH SUPPLIES	07/21/2022	19.96
ALVEY LUMBER CO.	B170138			24TH SUPPLIES	07/22/2022	21.66
ALVEY LUMBER CO.	B170154			24TH SUPPLIES	07/22/2022	4.11
ALVEY LUMBER CO.	B170161			24TH SUPPLIES	07/22/2022	28.99
ALVEY LUMBER CO.	B170174			24TH SUPPLIES	07/22/2022	44.93
BLACK LOTUS SIGNS	24TH BANNER			24TH BANNER	07/13/2022	58.00
Full Draw Designs	FD2786			PIONEER DAY POSTERS, FLYERS	07/05/2022	294.00
Full Draw Designs	FD2820			GRAND MARSHAL VEHICLE DECAL	07/31/2022	54.00
INTERMOUNTAIN FARMERS	1017548551			BURLAP BAGS	07/15/2022	299.00
LARSEN'S ACE HARDWARE	834135			CANDY	07/20/2022	569.63
LARSEN'S ACE HARDWARE	834591			RAFFLE PRIZES	07/22/2022	997.78
ON THE GO	32157			24TH RENTALS	07/31/2022	215.00
ON THE GO	32159			24TH RENTALS	07/31/2022	695.00
THE SHIRT STOP	32614			PLAQUE FOR JANET AND CHILDREN	07/18/2022	119.00
						\$3,641.30
10.4418 - 24TH BBQ EXPENSES						
PETERSON PLUMBING	2872805			BBQ WATER	07/29/2022	84.90
10.4424 - SUPPLIES						
MOUNT OLYMPUS WATERS	1203041 070822			WATER	07/08/2022	69.74
SEVIER OFFICE SUPPLY	1006513-0			SUPPLIES	07/15/2022	157.88
SEVIER OFFICE SUPPLY	1006513-0C			SUPPLIES	07/15/2022	-133.80
SEVIER OFFICE SUPPLY	1006515-0			PAPER	07/15/2022	139.80
UTAH INDEPENDENT BANK	RENTAL 22			BOX RENTL	07/14/2022	25.00
						\$258.62
10.4428 - TELEPHONE						
CENTURY LINK	300736021			TELEPHONE	07/12/2022	12.89
GRANITE TELECOMMUNICATI	566972895			TELEPHONE-CITY HALL	07/01/2022	405.99
						\$418.88
10.4429 - UTILITIES						
MONROE CITY	CITY OFFICE 07/			POWER USAGE	07/15/2022	114.90
10.4446 - SUNDRY						
ROCKY MOUNTAIN POWER	0722			STREET LIGHT	07/19/2022	19.94
10.5324 - SUPPLIES						
ALVEY LUMBER CO.	A87310			FIRE DEPARTMENT	07/07/2022	12.45
ALVEY LUMBER CO.	B170549			FIRE DEPARTMENT	07/29/2022	3.58
						\$16.03
10.5326 - VEHICLE MAINTENANCE						
JAY'S DIESEL SERVICE	56131J			FIRE TRUCK	07/13/2022	897.46
10.5328 - TELEPHONE						
CENTURY LINK	FD 0722			TELEPHONE	07/25/2022	80.75
10.5329 - UTILITIES						
DOMINION ENERGY	FD 0722			GAS SERVICE	07/13/2022	11.43
10.6024 - SUPPLIES						
ALVEY LUMBER CO.	B169038			SHOP SUPPLIES	07/05/2022	16.98
ALVEY LUMBER CO.	B169198			SHOP SUPPLIES	07/07/2022	-7.99

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
ALVEY LUMBER CO.	B170335			SHOP SUPPLIES	07/26/2022	7.99
UTAH BARRICADE	31619			SIGNS	07/19/2022	841.28
						\$858.26
10.6029 - UTILITIES						
DOMINION ENERGY	SHOP 0722			GAS SERVICE	07/13/2022	7.59
MONROE CITY	MAINTENANCE			POWER USAGE	07/15/2022	62.92
MONROE CITY	MARQUEE 07/22			POWER USAGE	07/15/2022	8.54
MONROE CITY	PARKING SHED			POWER USAGE	07/15/2022	1.42
						\$80.47
10.6030 - STREET MAINTENANCE						
Green Valley Lawn Care	42688			WEED CONTROL	07/15/2022	4,182.00
STEVE REGAN CO.	1300114			STREET SUPPLIES	07/15/2022	528.00
						\$4,710.00
10.6424 - SUPPLIES						
ALVEY LUMBER CO.	B169175			SENIOR CITIZEN CENTER	07/07/2022	38.96
ALVEY LUMBER CO.	B169383			PARK SUPPLIES	07/11/2022	19.92
ALVEY LUMBER CO.	B169462			PARK SUPPLIES	07/12/2022	70.36
ALVEY LUMBER CO.	B169471			PARK SUPPLIES	07/12/2022	2.09
ALVEY LUMBER CO.	B169500			PARK SUPPLIES	07/12/2022	32.25
ALVEY LUMBER CO.	B169911			PARK SUPPLIES	07/19/2022	40.98
ALVEY LUMBER CO.	B169939			PARK SUPPLIES	07/19/2022	19.50
ALVEY LUMBER CO.	A87380			PARK SUPPLIES	07/20/2022	9.98
ALVEY LUMBER CO.	B169991			PARK SUPPLIES	07/20/2022	18.99
ALVEY LUMBER CO.	B1700036			PARK SUPPLIES	07/20/2022	11.99
ALVEY LUMBER CO.	B170195			PARK SUPPLIES	07/22/2022	30.98
ALVEY LUMBER CO.	B170439			PARK SUPPLIES	07/27/2022	9.58
Full Draw Designs	FD2770			COMMUNITY CENTER RULES	07/20/2022	59.20
LARSEN'S ACE HARDWARE	833871			PAINT	07/18/2022	41.99
ON THE GO	32089			RESTROOM RENTAL	07/31/2022	1,020.70
PETERSON PLUMBING	2856681			SPLASH PAD PARTS	07/01/2022	105.11
PETERSON PLUMBING	2859124			PARK- SPRINKLERS	07/07/2022	400.40
PETERSON PLUMBING	2859973			PARK SIGN	07/08/2022	5.28
PETERSON PLUMBING	2862072			PARK- SPRINKLERS	07/12/2022	156.75
						\$2,095.01
10.6429 - UTILITIES						
DOMINION ENERGY	CC 0722			GAS SERVICE	07/13/2022	7.59
DOMINION ENERGY	OLD FD 0722			GAS SERVICE	07/13/2022	7.16
MONROE CITY	ARENA 07/22			POWER USAGE	07/15/2022	5.70
MONROE CITY	BALLPARK RES			POWER USAGE	07/15/2022	29.82
MONROE CITY	CANYON VIEW			POWER USAGE	07/15/2022	9.00
MONROE CITY	COMMUNITY CE			POWER USAGE	07/15/2022	74.85
MONROE CITY	CONCESSION/LI			POWER USAGE	07/15/2022	5.25
MONROE CITY	LIONS PARK RE			POWER USAGE	07/15/2022	19.76
MONROE CITY	LIONSPARK STA			POWER USAGE	07/15/2022	1.25
MONROE CITY	MT VIEW LIGHT			POWER USAGE	07/15/2022	99.68
MONROE CITY	OLD FS 07/22			POWER USAGE	07/15/2022	5.07
MONROE CITY	RIDING ARENA			POWER USAGE	07/15/2022	0.80
MONROE CITY	SPLASHPAD 07/			POWER USAGE	07/15/2022	80.99
MONROE CITY	TENNIS COURT			POWER USAGE	07/15/2022	33.46
						\$380.38
10.6720 - AUDIO BOOKS						
BLACKSTONE PUBLISHING	2051316			AUDIO BOOKS	07/05/2022	34.94
10.6721 - BOOKS, GENERAL FUND						
SEVIER OFFICE SUPPLY	1006313-0			BOOKS	07/12/2022	41.57
SEVIER OFFICE SUPPLY	1007154-0			BOOKS	07/29/2022	12.79
SEVIER OFFICE SUPPLY	979307-0?			PAST DUE INVOICE	07/31/2022	26.38
						\$80.74
10.6724 - SUPPLIES						
ALVEY LUMBER CO.	B170452			LIBRARY	07/27/2022	64.99
10.6727 - LARGE PRINT BOOKS						
CENGAGE LEARNING	78165511			BOOKS	07/15/2022	83.20
10.6728 - TELEPHONE						
GRANITE TELECOMMUNICATI	566972895			TELEPHONE-LIBRARY	07/01/2022	119.25
10.6729 - UTILITIES						
DOMINION ENERGY	LIBRARY 0722			GAS SERVICE	07/13/2022	7.59
MONROE CITY	LIBRARY 07/22			POWER USAGE	07/15/2022	73.60
						\$81.19
10.6824 - SUPPLIES						
ALVEY LUMBER CO.	B169541			CEMETERY	07/13/2022	2.99
ALVEY LUMBER CO.	B169576			CEMETERY	07/13/2022	12.77
ALVEY LUMBER CO.	B170009			CEMETERY	07/20/2022	12.47
ALVEY LUMBER CO.	B170281			CEMETERY SUPPLIES	07/25/2022	25.98
ALVEY LUMBER CO.	B170404			CEMETERY SUPPLIES	07/27/2022	12.66
ALVEY LUMBER CO.	B170502			CEMETERY SUPPLIES	07/28/2022	11.96

**Monroe City
Payment Approval**

Vendor	Invoice No.	PO Number	Activity No.	Description	Date	Amount
CENTRAL ELECTRIC SUPPLY	300347			CEMETERY SUPPLIES	07/20/2022	192.67
PETERSON PLUMBING	2872556			FILTER	07/29/2022	19.56
SEVIER COUNTY SHERIFF'S	INMATE CREW 0			INMATE CREW JULY 2022	07/31/2022	270.00
THE SHIRT STOP	30642			SHIRTS	06/13/2022	93.30
						\$654.36
10.6829 - UTILITIES						
MONROE CITY	CEMETERY 072			POWER USAGE	07/15/2022	0.80
51.4024 - SUPPLIES						
ALVEY LUMBER CO.	B169091			WATER SUPPLIES	07/06/2022	11.99
ALVEY LUMBER CO.	B169109			WATER SUPPLIES	07/06/2022	1.95
ALVEY LUMBER CO.	B169597			WATER SUPPLIES	07/14/2022	7.49
ALVEY LUMBER CO.	B170089			WATER SUPPLIES	07/21/2022	7.99
ALVEY LUMBER CO.	B170142			WATER SUPPLIES	07/22/2022	4.79
ALVEY LUMBER CO.	A87397			WATER SUPPLIES	07/25/2022	5.49
ALVEY LUMBER CO.	B170365			WATER SUPPLIES	07/26/2022	12.48
ALVEY LUMBER CO.	B170371			WATER SUPPLIES	07/26/2022	3.59
ALVEY LUMBER CO.	B170392			WATER SUPPLIES	07/27/2022	17.18
PETERSON PLUMBING	2856435			STOCK TANS MILS	07/01/2022	523.24
PETERSON PLUMBING	2860130			WATER DEPARTMENT	07/08/2022	222.60
PETERSON PLUMBING	2862054			JONES RD REPAIRS	07/12/2022	1,537.18
PETERSON PLUMBING	2864501			STOCK	07/15/2022	1,848.64
PETERSON PLUMBING	2830306			WATER PLANT	07/29/2022	282.29
PETERSON PLUMBING	2872579			STOCK	07/29/2022	21.52
SCHOLZEN PRODUCTS COM	3037977-00			CYLINDER MONTHLY RENTAL	07/19/2022	52.80
						\$4,561.22
51.4025.1 - MAINTENANCE						
STAKER & PARSON COMPANI	800851-1			MAINTENANCE MAIN STREET 370 S A	07/22/2022	16,100.00
51.4028 - TELEPHONE						
CENTURY LINK	WATER 0722			TELEPHONE	07/25/2022	86.03
51.4029 - UTILITES						
MONROE CITY	CULINARY WEL			POWER USAGE	07/15/2022	890.00
MONROE CITY	HYDRO 0722			POWER USAGE	07/15/2022	1,545.40
MONROE CITY	WATER TREATM			POWER USAGE	07/15/2022	306.16
MONROE CITY	WELLHOSUE 07			POWER USAGE	07/15/2022	11.13
						\$2,752.69
53.4024 - SUPPLIES						
ALVEY LUMBER CO.	B170052			POWER SUPPLIES	07/21/2022	80.01
Full Draw Designs	FD2809			UTILITY BILLS	07/19/2022	480.00
IRBY	S012823568.004			SUPPLIES	07/05/2022	371.25
IRBY	S013083529.001			SUPPLIES	07/06/2022	890.00
						\$1,821.26
53.4026 - VEHICLE MAINTENANCE						
BIPS AUTO PARTS	821888			POLE TRUCKS	07/06/2022	110.12
53.4029 - UTILITIES						
MONROE CITY	SR. CITIZEN CE			POWER USAGE	07/15/2022	293.79
53.4031 - DATA PROCESSING						
TOWNCLOUD, INC	3492			SUBSCRIPTION	07/01/2022	50.00
53.4038 - ADVERTISING-OTHER SERVICES						
KSVC 980 AM	22049-12			ADVERSTISING	07/15/2022	150.00
57.4035 - ADMINISTRATIVE SERVICES						
SEVIER COUNTY	112790			LANDFILL BILLINGS AUGUST	07/29/2022	6,635.25
58.4024 - SUPPLIES						
ALVEY LUMBER CO.	B170483			IRRIGATION SUPPLIES	07/28/2022	22.68
58.4029 - UTILITIES						
MONROE CITY	IRRIGATION PO			POWER USAGE	07/15/2022	26.79
72.4056 - SUNDRY - VETERANS MEMORIAL						
ALVEY LUMBER CO.	B169498		4	VETERANS MEMORIAL	07/12/2022	64.92
ALVEY LUMBER CO.	B169607		4	VETERAN'S MEMORIAL	07/14/2022	25.16
ALVEY LUMBER CO.	B169874			VETERAN'S MEMORIAL	07/18/2022	6.29
ALVEY LUMBER CO.	A87382		4	VETERAN'S MEMORIAL	07/20/2022	16.49
ALVEY LUMBER CO.	B170004		4	VETERAN'S MEMORIAL	07/20/2022	1.56
CENTRAL ELECTRIC SUPPLY	299822		4	VETERAN'S MEMORIAL	07/12/2022	17.78
CENTRAL ELECTRIC SUPPLY	109761		4	VETERAN'S MEMORIAL	07/20/2022	-6.07
HAWLEY ROCK PRODUCTS, I	6943			VETERAN'S MEMORIAL	07/07/2022	50.54
HAWLEY ROCK PRODUCTS, I	6978			VETERAN'S MEMORIAL	07/07/2022	69.85
HAWLEY ROCK PRODUCTS, I	7001			VETERAN'S MEMORIAL	07/13/2022	469.00
HAWLEY ROCK PRODUCTS, I	7043		4	VETERAN'S MEMORIAL	07/19/2022	485.00
						\$1,200.52
72.4088 - EQUIPMENT & SUPPLIES - BOYS BASEBALL						
Full Draw Designs	FD2790			BASEBALL SPONSOR BANNER	07/05/2022	67.34
						\$51,161.90

**Monroe City
Payment Approval**

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

MARGARET HAWKS	47001	7/13/2022	\$	5,707.00	24TH OF JULY MEAT	104418 - 24TH BBQ EXPENSES
ROBERTS, KAYCEE	47038	7/13/2022	\$	375.00	EMPLOYEE SAVINGS	102232 - EMPLOYEE SAVINGS
US POSTMASTER	47039	7/14/2022	\$	289.20	WATER CCRS	514024 - SUPPLIES
BLUE SCORCH TEES	47040	7/14/2022	\$	80.00	SHIRTS FOR RILEY	514024 - SUPPLIES
CARTER, BRAYTON	47041	7/14/2022	\$	116.38	Deposit Refund: 3075	532410 - CUSTOMERS' DEPOSITS
AMERICAN LEGION POST #37	47042	7/15/2022	\$	301.55	FLAGS FOR PARK, SC	104424 - SUPPLIES
COLONIAL FLAG & SPECIALTY CO	47043	7/15/2022	\$	8,154.14	FINAL PAYMENT ON	724056 - SUNDRY - VETERANS MEMORIAL
ESPINOZA, MONICA	47044	7/15/2022	\$	200.00	Deposit Refund: 1138	532410 - CUSTOMERS' DEPOSITS
MARZIALE, CAROL	47045	7/15/2022	\$	200.00	Deposit Refund: 4254	532410 - CUSTOMERS' DEPOSITS
RURAL COMMUNITY CONSULTAN	47046	7/15/2022	\$	562.50	INTERACTION COSTS	104437 - PROFESSIONAL AND TECHNICAL
RURAL COMMUNITY CONSULTAN	47046	7/15/2022	\$	1,260.00	DEVELOPMENT COST	104437 - PROFESSIONAL AND TECHNICAL
STUBBS, MIKE	47047	7/15/2022	\$	200.00	Deposit Refund: 4263	532410 - CUSTOMERS' DEPOSITS
WIRIG, EVAN	47048	7/15/2022	\$	200.00	Deposit Refund: 2128	532410 - CUSTOMERS' DEPOSITS
JOSEY PARSONS	47049	7/18/2022	\$	43.00	UAMPS TRAVEL/MEA	534023 - TRAVEL
JOSEY PARSONS	47049	7/18/2022	\$	225.00	UAMPS TRAVEL/MILE	534023 - TRAVEL
MONROE CITY	47050	7/19/2022	\$	450.00	CONCESSION CHANG	104414 - 24TH & MISCELLANEOUS EXPENSES
MONROE CITY	47051	7/19/2022	\$	100.00	POOPERSCOOPERS 2	104414 - 24TH & MISCELLANEOUS EXPENSES
MONROE CITY	47052	7/19/2022	\$	550.00	BBQ CHANGE 2022	104418 - 24TH BBQ EXPENSES
MONROE CITY	47053	7/19/2022	\$	10.00	THEME WINNER 2021	104414 - 24TH & MISCELLANEOUS EXPENSES
MONROE CITY	47054	7/19/2022	\$	300.00	DRAWING CHANGE 2	104414 - 24TH & MISCELLANEOUS EXPENSES
CLARK WILLIAMS	47055	7/20/2022	\$	75.00	MARK KING PARADE	104414 - 24TH & MISCELLANEOUS EXPENSES
CLARK WILLIAMS	47055	7/20/2022	\$	450.00	6 COMMITTEE	104414 - 24TH & MISCELLANEOUS EXPENSES
SQUIRTIN' DIRT POWER WASHIN	47056	7/20/2022	\$	150.00	POWER WASHING M	724056 - SUNDRY - VETERANS MEMORIAL
R & S WILD WOODS	47057	7/20/2022	\$	160.00	MUG ENGRAVING FO	724056 - SUNDRY - VETERANS MEMORIAL
MONROE CITY	47058	7/21/2022	\$	7,320.04	PAYROLL TRANSFER	101580 - SUSPENSE
MONROE CITY	47058	7/21/2022	\$	23,722.59	PAYROLL TRANSFER	101580 - SUSPENSE
TATE MOBILE DETAILING	47059	7/22/2022	\$	230.00	DETAILING JOSEY	534024 - SUPPLIES
BIG WAVE AV	47060	7/22/2022	\$	1,500.00	SOUND FOR 24TH OF	104414 - 24TH & MISCELLANEOUS EXPENSES
SHAWN HAND	47061	7/22/2022	\$	1,200.00	BAND FOR FIREWOR	104414 - 24TH & MISCELLANEOUS EXPENSES
MONROE CITY	47062	7/25/2022	\$	1,100.00	24TH WORKING BON	104414 - 24TH & MISCELLANEOUS EXPENSES
JONES & DEMILLE	47063	7/26/2022	\$	260.19	FLOOD PLAIN DEVEL	104432 - ENGINEERING
JONES & DEMILLE	47063	7/26/2022	\$	835.75	DOUG MONROE HIGH	104436 - SUBDIVISION INSPECTION FEES
JONES & DEMILLE	47063	7/26/2022	\$	3,692.37	UPPER RELICENSING	534050 - HYDRO-PLANT EXPENSES
Public Employees Health Program	47064	7/26/2022	\$	8.41		106413 - EMPLOYEES BENEFITS

Public Employees Health Program	47064	7/26/2022	\$	8.41		106713 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	8.41		106813 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	168.20		105313 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	1,011.88		102240 - GROUP INSURANCE PAYABLE	
Public Employees Health Program	47064	7/26/2022	\$	1,189.34	EMPLOYEE BENEFITS	584013 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	1,236.44		106013 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	1,474.31		514013 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	1,794.35	health insurance	104413 - EMPLOYEES BENEFITS	
Public Employees Health Program	47064	7/26/2022	\$	6,469.52		534013 - EMPLOYEES BENEFITS	
RICK'S RICHFIELD MONUMENT	47065	7/26/2022	\$	18,056.00	STONE FOR VETERAN	724056 - SUNDRY - VETERANS MEMORIAL	
SQUIRTIN' DIRT POWER WASHIN	47066	7/26/2022	\$	45.00	POWER WASHING CI	104414 - 24TH & MISCELLANEOUS EXPENSES	
SUTTON BETTI	47067	7/26/2022	\$	14,500.00	PAYMENT FOR BRON	724056 - SUNDRY - VETERANS MEMORIAL	
UAMPS	47068	7/26/2022	\$	85,387.82	JUNE POWER BILL	534039 - POWER PURCHASED-UAMPS	
Utah Local Government Trust	47069	7/26/2022	\$	4.32	EMPLOYEE BENEFITS	584013 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	7.60		106013 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	8.65	EMPLOYEE BENEFITS	106413 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	8.65	EMPLOYEE BENEFITS	106713 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	8.65	EMPLOYEE BENEFITS	106813 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	19.26		514013 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	24.10		534013 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	45.42		104413 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	180.26		105313 - EMPLOYEES BENEFITS	
Utah Local Government Trust	47069	7/26/2022	\$	677.05		102240 - GROUP INSURANCE PAYABLE	
JOSEY PARSONS	47070	7/28/2022	\$	500.00	EMPLOYEE SAVINGS	102232 - EMPLOYEE SAVINGS	
MONROE, DOUGLAS	47071	7/28/2022	\$	1,206.00	FULL GORILLA APPAR	724081 - EQUIPMENT & SUPPLIES - FOOTBAL	
US POSTMASTER	47072	7/29/2022	\$	444.00	JULY BILLING 2022	534024 - SUPPLIES	
UTAH STATE TAX COMMISSION	7272022	7/27/2022	\$	9,904.83	2022 2ND QTR SALES	532120 - SALES TAX PAYABLE	
			\$	269,378.66			

**Monroe City
Council Approval**

Received and reviewed monthly budget report for department

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

MONROE CITY
CONDITIONAL USE APPLICATION

Date: July 14, 2022
Applicant: Kaci Anderton / Rhett Colby
Address: 350 South Main Monroe VT 84754
Phone: 435-201-4210

Property Owner: April and David Anderton
(If not the same as applicant)
Address: 195 East Center Monroe VT 84754
Phone: 435-201-9737

Address of property covered by this request: 350 South Main Monroe VT
Zoning: Commercial
Existing use of premises: Residence
Proposed use of premises: Air Bnb
Owner's Signature _____ Date: _____

Date of Planning Commission Meeting: July 19, 2022
Planning Commission Recommendation: _____

Chairperson's Signature: _____ Date: _____

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

Mayor's Signature: _____ Date: _____

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: Colby Airbnb

Business Address: 350 South Main Monroe UT 84754

Business Phone Number: 435-201-4210 Date of Inspection 7-14-22

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 on :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: ^{April} ~~April~~ Anderton

Signature: [Signature]

April and Dave Anderton
Kaci Anderton and Rhett Colby
350 N Main Street
Monroe, UT 84754

June 15, 2022

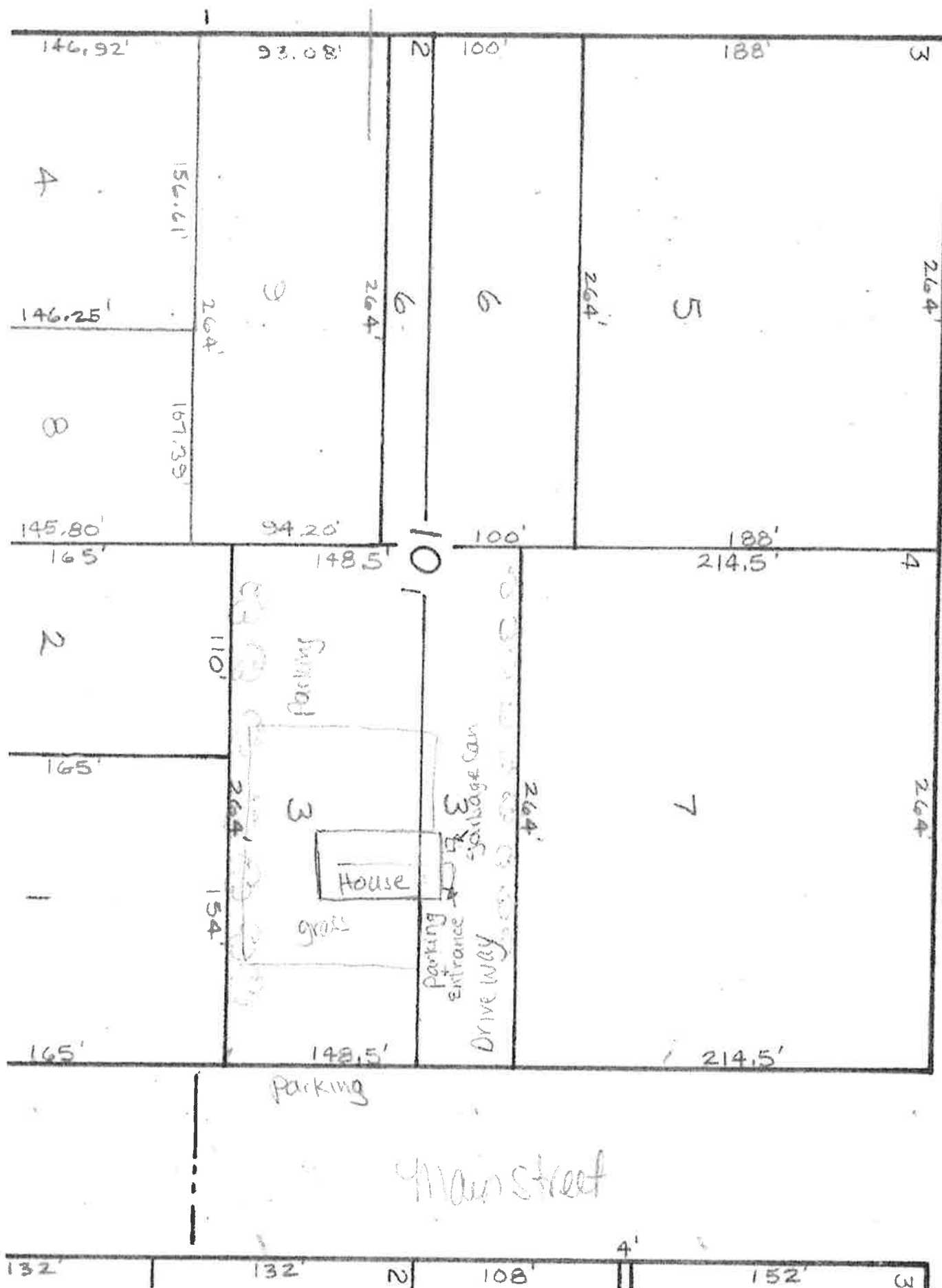
To Monroe City Planning Commission:

Thank you for considering our application for an Airbnb conditional use permit.

1. Attached please find the site map with the designation of buildings, landscaping, storage, and garbage areas.
2. Legal Description: BEG 1.50 CH S OF NE COR OF LOT 1 BLK 10 PLAT A MONROE CITY SURVEY W 4 CH N 2.25 CH E 4 CH S 2.25 CH TO BEG AREA .90 ACRE
3. Location and profiles of any proposed signs: We will not be installing a sign at this time. If the airbnb is successful and signage is needed we will request permission and follow signage rules as per Monroe City policy.
4. Additional Information: None
5. Copy of Plat Map: See attached.
6. The airbnb will be in the basement area of the home. There is a separate basement entrance along the drive-way that has ample parking for an occasional renter. There is also available parking along Main Street in front of the home. Rhett and Kaci will occupy the main floor as their residence, and they will insure residential noise control and general neighborly actions are followed. The approval of the airbnb will not affect the current zoning of the home.

Thank you.

Dave Anderton
April Anderton
Kaci Anderton
Rhett Colby



Property Record Card

Sevier

**ANDERTON DAVID C &
APRIL D**

Account: 0067062

Parcel: 1-M14-3

350 S MAIN ST
MONROE, UT 84754

Tax Area: 08 - MONROE

Acres: 0.900

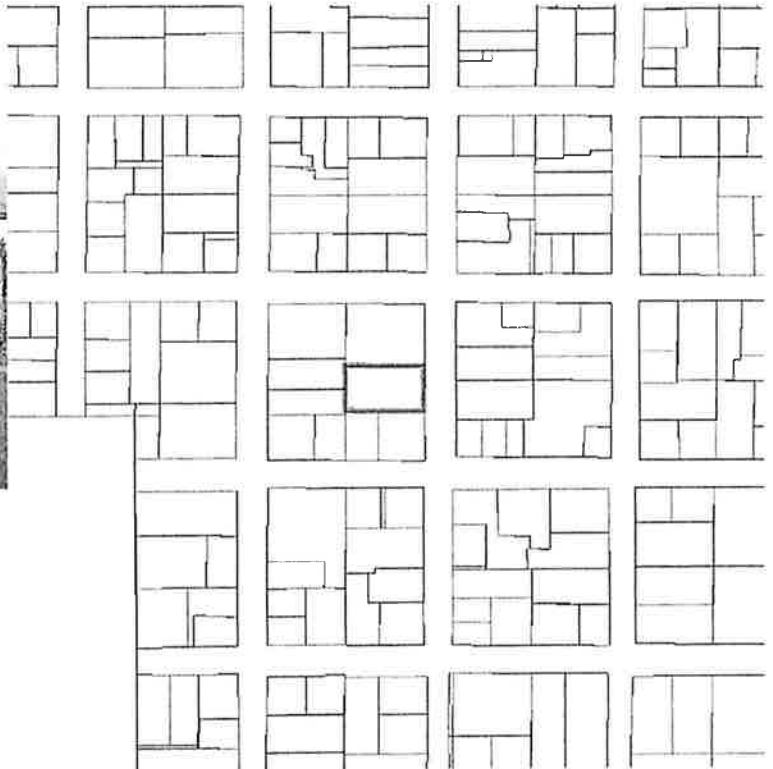
Situs Address:
350 S MAIN ST
MONROE, 84754

Value Summary

Model	Value	Override
Building (1)	\$95,796	N/A
Unattached Improvements (1)	\$250	N/A
Land (1)	\$46,200	N/A
Total	\$142,246	\$142,246

Legal Description

BEG 1.50 CH S OF NE COR OF LOT 1 BLK 10 PLAT A MONROE CITY SURVEY W 4 CH N 2.25 CH E 4 CH S 2.25 CH TO BEG AREA .90 ACRE



Transfer History

Entry Number	Book/Page	Date Recorded	Deed Type
00418763	B: 0777 P: 0308	Nov 19, 2020	Warranty Deed
00417895	B: 0774 P: 1483	Oct 7, 2020	Death Certificate Affidavit of Identity
00417896	B: 0774 P: 1489	Oct 7, 2020	Warranty Deed
00321176	B: 478 P: 521	Oct 23, 2003	Warranty Deed
00308852	B: 434 P: 270	Apr 5, 2002	Resolution
00308851	B: 434 P: 258	Apr 5, 2002	Resolution
00165924	B: 72 P: 308	Dec 4, 1969	Affidavits
00164534	B: 72 P: 66	Mar 12, 1969	Warranty Deed
00163329	B: 71 P: 484	Jul 22, 1968	Warranty Deed
00161358	B: 71 P: 71	Apr 24, 1967	Affidavits

MONROE CITY
CONDITIONAL USE APPLICATION

Date: 03.13.22

Applicant: Kayla Nay

Address: 380 N. 300 W. Monroe

Phone: 435.201.7966

Property Owner: Wendie & Michael Nay

(If not the same as applicant)

Address: 650 W. 650 S. Richfield

Phone: 435.201.2752

Address of property covered by this request: 380 N 300 W.

Zoning: _____

Existing use of premises: _____

Proposed use of premises: _____

Owner's Signature Wendie Nay Date: 6/14/22

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: _____

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: Love Thy Lash

Business Address: 390 N. 300 W.

Business Phone Number: 435-201-7966 Date of Inspection 06/14/22

AREA OF INSPECTION	DETAILS	CONFORMS YES / NA
Smoke Detectors	At least one on every level. Tested monthly. Batteries changed two times each years.	<u>YES</u>
Exit Doors/Hallways	All exit doors are to remain clear and free of obstructions; boxes, storage, deliveries, etc.	<u>YES</u>
Extinguishers	At least on :23A10BC" extinguisher. Service every 5 years. Permanently mounted in common area of home.	<u>YES</u>
Storage	Storage of combustibles inside of furnace room, around furnace or gas water heater is not permitted (paints, gas, etc.)	<u>YES</u>
Electrical Concerns	Extension cords shall not be used as permanent wiring for a period exceeding 3 days. Breakered plug strips are allowed.	<u>YES</u>
Breaker Panel	Must maintain 36" clearance. Never tape across breakers.	<u>YES</u>
Electrical Outlets	Must have approved covers in place.	<u>YES</u>
Address	Must be visible from street (free from bushes, shrubs, etc.)	<u>YES</u>
Space Heaters	Keep all combustibles clear.	<u>YES</u>

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

Homeowner: Wendie Nays

Signature: Wendie Nays

My name is Kayla Nay. I am a licensed Master Esthetician. I'm licensed through the state of Utah. I have been doing lashes for the last 8 years. Now that I've moved back home, I'm ready to own my own business. I plan on having 20 clients MAX. I have room up to 4 cars in the driveway, but I'll only have one client at a time on premises. Lash extensions don't cause any noise or mess that would disrupt the neighbors. My business liability insurance is ready to go through American Family Insurance. I'm ready to use my cute little studio as soon as it's okay with the city of Monroe.

Kayla Nay



State of Utah

SPENCER J. COX
Governor

DEIDRE HENDERSON
Lieutenant Governor

Department of Workforce Services

CASEY R. CAMERON
Executive Director

GREG PARAS
Deputy Director

NATE McDONALD
Deputy Director

July 28, 2022

Johnny Parsons, Mayor
Monroe City
10 North Main Street
Monroe, UT 84754

Re: NOTICE OF AWARD - Monroe City - Culinary Water Capital Facility

Dear Mayor Parsons:

On July, 20, 2022, the Community Development Office by permission of the Permanent Community Impact Fund Board authorized a **\$25,000 grant** to Monroe City for the following scope of work:

Conduct an existing water system review by: Reviewing and updating existing system data. Determine appropriate growth rate based on available census, state, county, and community data including past 5 years (min) of connection data. Determine existing and future projected connections and associated demands. Analyze future growth and build-out projections for a 20-year planning period and identify deficiencies of existing infrastructure. Develop dynamic hydraulic model to simulate both existing conditions and future buildout with results published on PDF and paper maps/map books showing system pressures, flow rates, etc. System static pressure checks. Data to be reviewed for pressure variations and applicable data included in hydraulic model. Evaluate existing infrastructure elements, including sources, water rights, treatment and storage facilities, pressure stations, and distribution lines. Summarize available water rights. Summarize sources physical capacity. Summarize system component conditions.

Prepare a Culinary Master Plan Report by: Summarize findings from step 1 tasks in written report including recommendations for infrastructure improvements to remedy current and/or future deficiencies. Provide maps of recommended improvement locations. Update existing geodatabase and GIS web map. Meet with Monroe City to review results of study, strategize funding, and make final revisions to report, as necessary.

Based upon the information provided by Monroe City, the following sources of funding will be available for the Project:

Permanent Community Impact Board Funds - Grant \$25,000 (50%)

Issuer - Cash Contribution \$25,000 (50%)

TOTAL \$ 50,000

Please note that all expenses incurred within the above scope of work are eligible for reimbursement as of the date of this letter. Invoices will be reimbursed at 50% of total which is the CIB portion of the funding.

No reimbursements can occur until the contract is fully executed. The grant contract is a two-year contract, and the general plan must be completed within that two-year contract period. Prior to final reimbursement, a copy of the plan shall be submitted to the CIB.

Sincerely,

Candace Powers
Permanent Community Impact Fund

Cc: Brenda Brown, CIB
Zach Leavitt, CDO
Tyler Timmons, Six County AOG



Permanent Community Impact Fund, 140 East 300 South ~ SLC, Utah 84111 • Telephone 385-341-0199
Relay Utah 711 • Spanish Relay Utah 1-888-346-3162
<https://jobs.utah.gov/housing/> • Equal Opportunity Employer/Programs

A proud partner of the americanjobcenter network

Fraud Risk Assessment

Continued

*Total Points Earned: 325 / 395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	✓	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	✓	5
b. Procurement?	✓	5
c. Ethical behavior?	✓	5
d. Reporting fraud and abuse?	✓	5
e. Travel?	✓	5
f. Credit/Purchasing cards (where applicable)?	✓	5
g. Personal use of entity assets?	✓	5
h. IT and computer security?	✓	5
i. Cash receipting and deposits?	✓	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	✓	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?		20
7. Does the entity have or promote a fraud hotline?	✓	20
8. Does the entity have a formal internal audit function?	✓	20
9. Does the entity have a formal audit committee?	✓	20

*Entity Name: Monroe City

*Completed for Fiscal Year Ending: 2022 *Completion Date: 8/9/2022

*CAO Name: Johnny C Parsons *CFO Name: Allison Leavitt

*CAO Signature: _____ *CFO Signature: Allison Leavitt

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?			✓	
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".			✓	
4. Are all the people who have access to blank checks different from those who are authorized signers?			✓	
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?			✓	
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".			✓	
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control