



MONROE CITY COUNCIL MEETING
Tuesday, September 27, 2022, at 7:00 pm
NOTICE AND AGENDA

7:00 p.m.

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

2. The Pledge of Allegiance was led by Councilmember Serrine. A prayer was offered by Councilmember Cartwright.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller -absent

Janet Cartwright

Michael Mathie- absent

Perry Payne

Erica Serrine

Public Works Director Devin Magleby - absent

Power Foreman Josey Parsons

City Recorder Allison Leavitt

Planning Commission Chairperson Bart Lee

4. Consider a motion to approve the minutes of the meetings held August 23, 2022.

Councilmember Payne moved to approve the August 23, 2022 Regular City Council Meeting Minutes as submitted. The motion was seconded by Councilmember Serrine. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, and Serrine. The vote was unanimous. The motion carried. 3-0

5. Citizen input – Limit of 3 minutes per comment

6. Approval of August 2022 cash disbursements, adjustment journal.

Councilmembers reviewed and signed the August 2022 cash disbursements, and adjustment journal.

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41 **7. Business**
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43 a. Planning Commission Business: Chairman Bart Lee
44

- 45 1. Oversized shop (exceeding 1400 sq. feet) located at 570 W 1000 S. Submitted
46 by Doug Monroe.
47

48 Chairperson Bart Lee explained to the Council that Doug Monroe has submitted a building
49 permit for an oversized shop located on his 10-acre piece of property. Mr. Monroe stated
50 that the address listed is not the correct address, City Recorder Allison Leavitt will contact
51 Cydne Quitter, Sevier County Road Department, for an approximate address.
52

53 Chair Lee stated that the permit meets City standards, and the Planning Commission
54 recommends approval of Mr. Monroe's building permit for an oversized shop.
55

56 **Councilmember Payne moved to approve the oversized shop/garage located at 570 W**
57 **1000 S, submitted by Doug Monroe. The motion was seconded by Councilmember**
58 **Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne and**
59 **Sirrine. The vote was unanimous. The motion carried. 3-0**
60

- 61 2. Conditional Use Business License application for "Moni's LLC" located at 845 S
62 West Redview Dr. Submitted by Monica Espinoza.
63

64 Chair Lee stated that Monica Espinoza recently purchased a house located at 845 S West
65 Redview Dr and is requesting a conditional business license for a short-term rental business.
66

67 Chair Lee stated that the conditional business license meets our current rules, and the
68 Planning Commission recommends approval of this business license.
69

70 **Councilmember Payne moved to approve conditional use license for "Moni's LLC" located**
71 **at 845 S West Redview Dr. and submitted by Monica Espinoza. The motion was seconded**
72 **by Councilmember Cartwright . A roll call vote was called. Voting yes: Councilmembers**
73 **Cartwright, Payne and Sirrine. The vote was unanimous. The motion carried. 3-0**
74

- 75 3. Update on Chapter Two Subdivision of the Land Use Management and
76 Development Code.
77

78 Chair Lee informed the Council of the public hearing held by the Planning Commission to
79 receive comments on Chapter Two, Subdivision, of the Land Use Ordinance.
80

81 Councilmembers can contact City Recorder Allison Leavitt and she will email them a draft
82 copy of the ordinance. The next step is to update Chapter three, annexation policy, hold a

public hearing on this chapter and then the complete book will be presented to the Council for final approval.

b. Culinary Water Study Update - Parker Vercimak, Jones and DeMille

Parker Vercimak, Engineer, shared with the Council preliminary data gathered for our Culinary Water Study update. A map showing our potential growth areas and annexations was created. The map (appendix A) showed areas of low density to high density growth areas. The map shows the following:

Growth Potential Areas	Equivalent Residential Connections	Acres
High Density	308	224.9
Medium Density	228	275.7
Low Density	60	121.2
Total	596	621.8

The growth projection for the next 20 years is approximately 2.78%, pre-covid our growth rate was 2%, so a 2.78% seems reasonable. Growth rates have increased by more than this for the past few years, but Covid has caused unprecedented growth that we feel will not continue.

This study will help us prepare a reasonable plan for growth and verify that our water rights and infrastructure are adequate.

Mr. Vercimak talked about the state fire suppression requirements for communities with buildings the size of the Church located at 140 S Main. Fire Chief Josey Parsons stated that the amount of water, and length of time seems high, and he is not sure any fire department in Sevier County could meet this requirement. Mr. Vercimak stated there is a process where Monroe City could petition the state for an exception to this rule. Mr. Vercimak stated that he would help Fire Chief Parsons with this process.

In preparing the draft masterplan, the engineers would like to look at the water lines outside the City limits and their level of service, a new water tank, and an additional water source to support our spring. Council stated that at this time they do not want the water lines outside the city limits included in the study.

Mr. Vercimak will take input received from the Council tonight and report back to the Council with updates to the plan.

c. Lower Hydro Penstock Update - Parker Vercimak, Jones and DeMille

Parker Vercimak and John Spendlove, engineers, reviewed the scope of work and options for a new screening and sluice structure. Our current diversion structure is unable to reduce sediment entering the pipeline which causes excessive wear on the penstock and pelton wheel.

Engineers presented to the Council five different options (appendix B). The simplest would cost an estimated \$15,000 and the most expensive \$240,000. Council discussed each option with engineers, no decision was made tonight so that the Council could review each option thoroughly. Council agreed that it was best to spend funds to reduce sediment entering the system because of the damage the sediment causes.

Power Foreman Josey Parsons asked about penstock replacement. Mr. Vercimak explained that pipe prices have dropped a bit and there was a discussion on what type of pipe would be the best. Council asked Mr. Vercimak to watch prices and if they start increasing again to notify the Council so a decision can be made on what type of pipe and when to order. The pipe can be stockpiled in the City yard until needed to save money.

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt –

*Distributed monthly budget reports to Councilmembers

*Reviewed with the Council a texting program to help inform residents of event, outages, and other notices. Council agreed this would be a good thing to have and asked City Recorder Allison Leavitt to get with other companies for a comparison on prices and services.

*Received information concerning protection for social media posts concerning GRAMA requests. Due to the City's limited use of social media and the cost of this program Council chose to not move forward with this at this time.

Power Foreman Josey Parsons-

*Report on the CFPP project. Costs for the project are increasing, as is everything, but with coal energy being phased out this new nuclear technology power is still going to be the most cost effective for the City to pursue.

157
158 *Concerned with what the City's September power bill is going to be. During the first part of
159 September power on the open market was as high as \$1.10 per kwh, our rates range from
160 9.2 ¢ to 9.8¢. Power department is looking into the possibility of charging a surcharge
161 instead of rate increase when we experience this type of increase.

162
163 **b. Department Business-Council**

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165 Councilmember Payne –

166
167 *Irrigation system will no longer receive canal water as of September 30, 2022, so we will
168 advertise that the water will be turned off because we cannot guarantee how long the pond
169 can provide water. If there is water it will be left on until October 15, 2022, as usual. Users
170 have been good with conservation efforts making it possible to still have water despite the
171 drought conditions we are experiencing. Councilmember Payne also thanked the employees
172 for working hard to enforce water conservation rules.

173
174 Councilmember Sirrine –

175
176 *Thanked everyone for the help with the Red Rock Fly-in event. Turnout was not as large as
177 last year, but it was good flying weather so many flyers were still flying and not sure why more
178 from the community did not come out.

179
180 Interest has been expressed to create a committee to plan a fall festival, which the fly-in
181 would be included.

182
183 *Grass at the landing zone has greened up with the cooler temperatures, as it was supposed
184 to, and is being used by the flyers.

185
186 *Concern about flyers camping in unapproved areas. Planning Chairperson Bart Lee will review
187 City ordinances to see if this practice is in line with our ordinances.

188
189 *Lindsay Rippa will be the main contact for the fly-in next year. Would like to meet with her
190 before next year's event to help have a better plan of items needed from the City during the
191 event.

192
193 Councilmember Cartwright –

194
195 No further business tonight.

196
197 Mayor Parsons-

198
199 *Power department received new Dodge pick-up.
200

201 *John Spendlove reported that FERC has approved the traditional licensing process for the re-
202 licensing of the upper hydro.

203

204 *Green Valley Lawn care is aware of the puncture weed problem and are spraying them.

205

206 **9. Adjournment**

207

208 **There being no further business to come before the Council for consideration,**
209 **Councilmember Payne moved the Regular Council Meeting adjourn at 8.25 p.m. The motion**
210 **was seconded by Councilmember Sirrine The vote was unanimous. The motion carried. 3-0**
211

212 The next regular City Council meeting is scheduled to be held on Tuesday, October 11, 2022
213 starting at 7:00 p.m. at Monroe City Office.

214

215 Approved this 11th day of October 2022.

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217

218 

220 Allison Leavitt
221 Monroe City Recorder

222

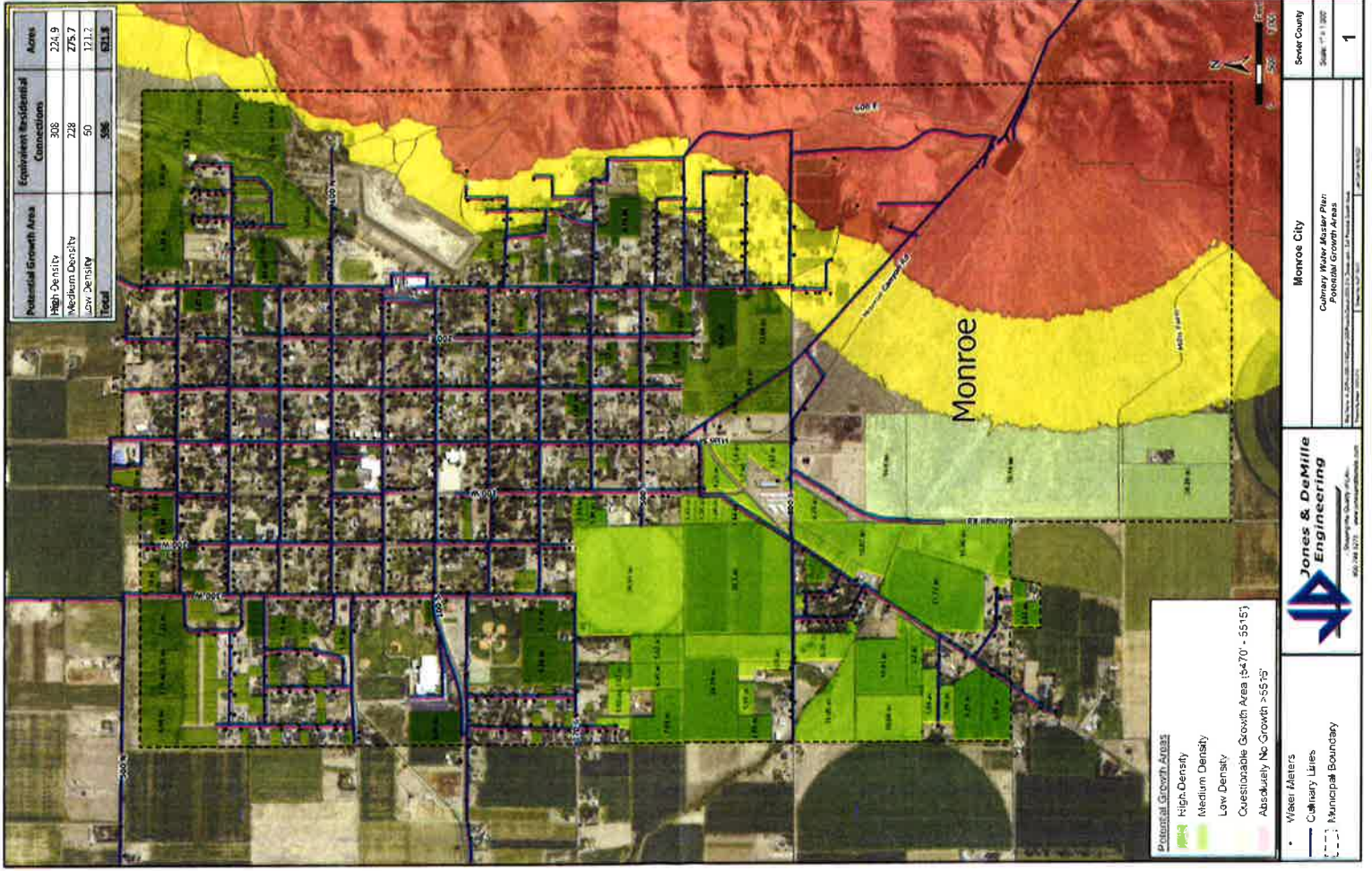
218 

Johnny C. Parsons
Mayor

223

224

APPENDIX A



APPENDIX B



MEMORANDUM

DATE: September 27, 2022
TO: Mayor Parsons
FROM: Jones and DeMille Engineering- Parker Vercimak
PROJECT: Monroe City – Lower Monroe Hydroelectric
PROJECT NO: 2107-082
RE: Screening and Sluice Structure Upgrade Feasibility

In conjunction with the design of the penstock replacement for the Lower Monroe Hydroelectric plant, Jones and DeMille Engineering, Inc. (JDE) has been tasked to review feasible alternatives to settle out a higher percentage of sediment from the water before it enters the pipeline. Currently, minimal settling capacity exists due to the lack of a sediment pool with flushing capacity, a sediment settling basin, or other means to reduce sediment loads.

The existing diversion structure (below First Lefthand Fork in Monroe Canyon) is currently unable to reduce sediment loading in stream water before it enters the pipeline. Furthermore, the 12-foot-wide weir gate has been damaged (bent), and water is currently leaking past the gate (unless operators manually backfill the gate with sediment). All alternatives analyzed increase sediment settling capacity, however, only two address the damaged weir gate. The alternatives considered are as follows:

1. Reshape the intake orifice and raise the elevation of the orifice (no changes to the weir gate).
2. Reshape the intake orifice, raise the orifice elevation, install a 4-foot-wide radial gate, reduce the current weir from 12 feet wide to 7 feet wide, and deepen stilling basin 2 feet.
3. Utilize the existing screening structure as a settling basin and utilize a Coanda intake screen added to the side of the existing structure to filter off trash and debris, or build a new screening structure at same location.
4. Installing a new Leany sluice and intake structure upstream of the current diversion structure.
5. A combination of alternatives 3 and 4.

Each option is analyzed and explained in the following paragraphs.

Alternative 1 - \$15,000

This alternative is the simplest and only consists of changing the intake shape from circular to rectangular. The new rectangular orifice will have a 300 square inch cross-sectional area, allowing for the same intake flow rate, but the rectangular geometry will allow for the intake flowline to be set at a higher elevation and thus create a small pool beneath the intake flow line which could have a positive effect on decreasing the amount of sediment in the pipeline. The

1225 North 100 West
Parker Vercimak
2022/09/27

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2022/09/27

Alternative 4 - \$240,000

Alternative 4 considers installing a new Leany sluice (NRCS design standards) and intake structure upstream of the existing diversion structure and extend the pipeline up to the new sluice and diversion. This will require removing the existing structures and extending the pipeline 60 feet upstream to the proposed sluice. The new sluice structure will consist of a concrete structure with a trapezoidal cross section that deepens and widens at a constant rate and will be designed to slow the flow of water to the point that it takes at least 3 minutes (or more) for water to enter the structure before it flows through a Coanda screen and enters the penstock intake. The bottom of the structure on the downstream end will be equipped with a small radial gate that will be opened periodically to flush out the sediment that has accumulated in the structure (will discharge back to Monroe Creek). A preliminary design of this structure has a bottom width of 2.5 feet, a floor slope of 8%, an upstream depth of 3 feet, a downstream depth of 6.36 feet, an overall length of 42 feet, and an overall width of 15.22 feet near the sluice gate. By moving this structure upstream, the city will gain approximately 10 to 15 ft of head which is a potential increase of approximately 4.1% of power generation capability. A 4-foot radial gate and a 12-foot concrete weir will also need to be installed as part of the diversion structure.

Alternative 5 - \$150,000

Alternative 5 considers installing a new diversion structure at the location proposed in alternate 4, but rather than a Leany sluice, this alternative would only include an intake structure upstream of a smaller sediment and screen structure. This alternative provides the benefit of added head, sediment settling capacity by creating a pool upstream of the new diversion structure, and a proper screen structure to skim off debris and gravel.

Preliminary design drawings will be included as an attachment with this memo. These exhibits also show the general location and sizes of the alternatives discussed above.

We appreciate and look forward to the opportunity to work on this important project. Our team has the proven capabilities to complete this work in a timely and efficient manner. We look forward to helping you shape the quality of life of those you serve. Please review this memo and let us know if there are any questions or concerns.

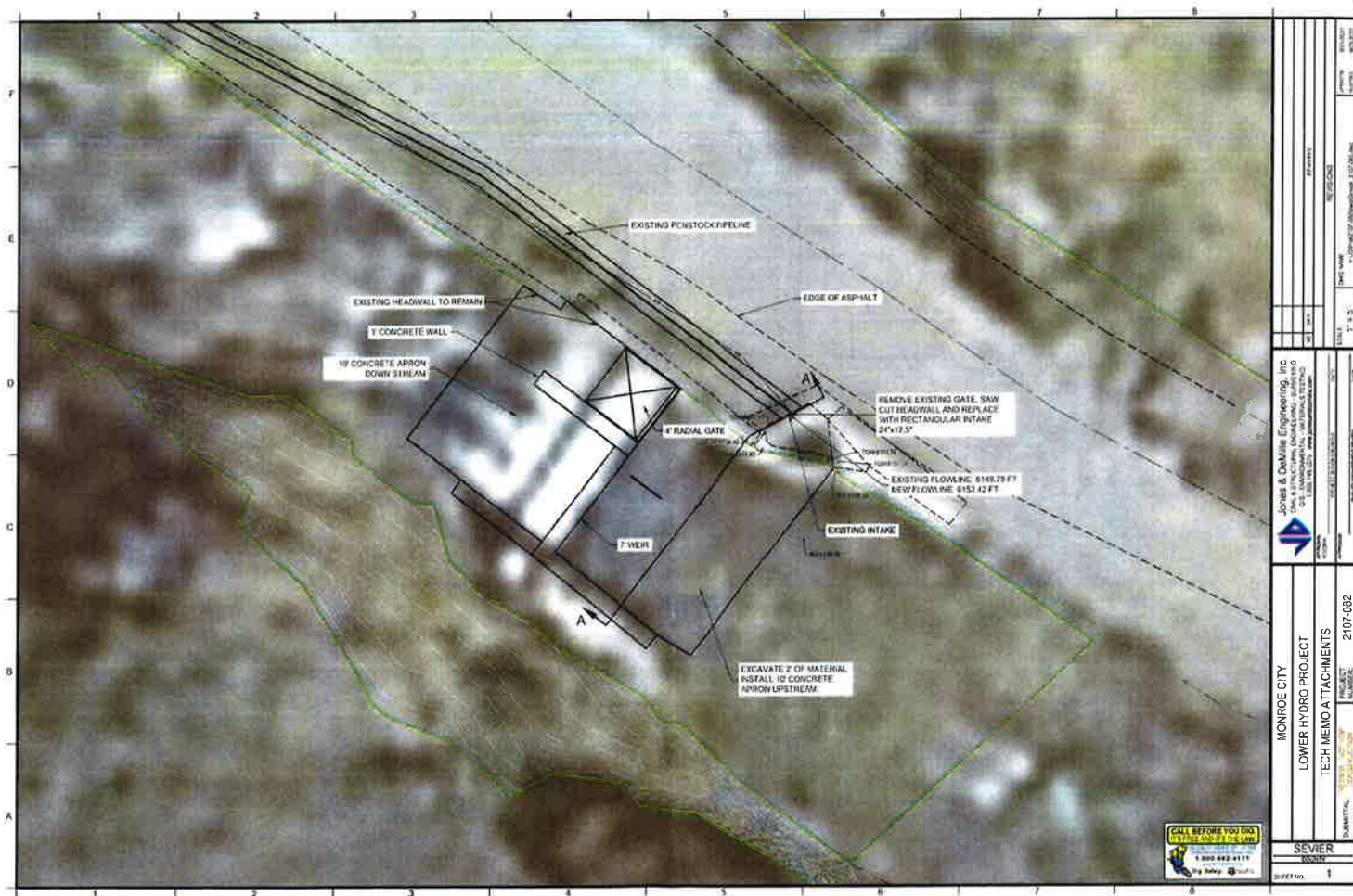
Sincerely,

JONES & DeMILLE ENGINEERING, INC.

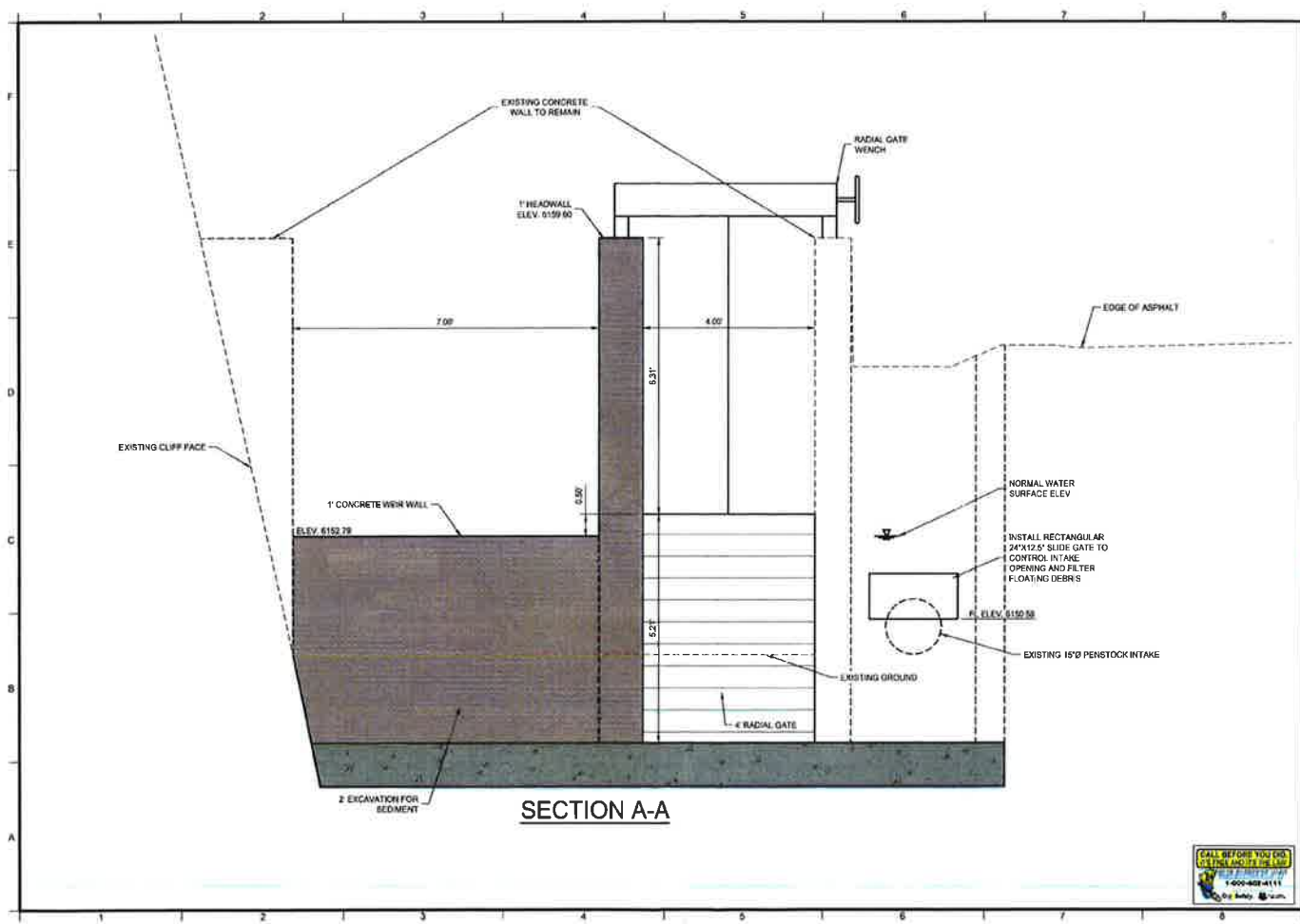


Parker Vercimak
Project Manager



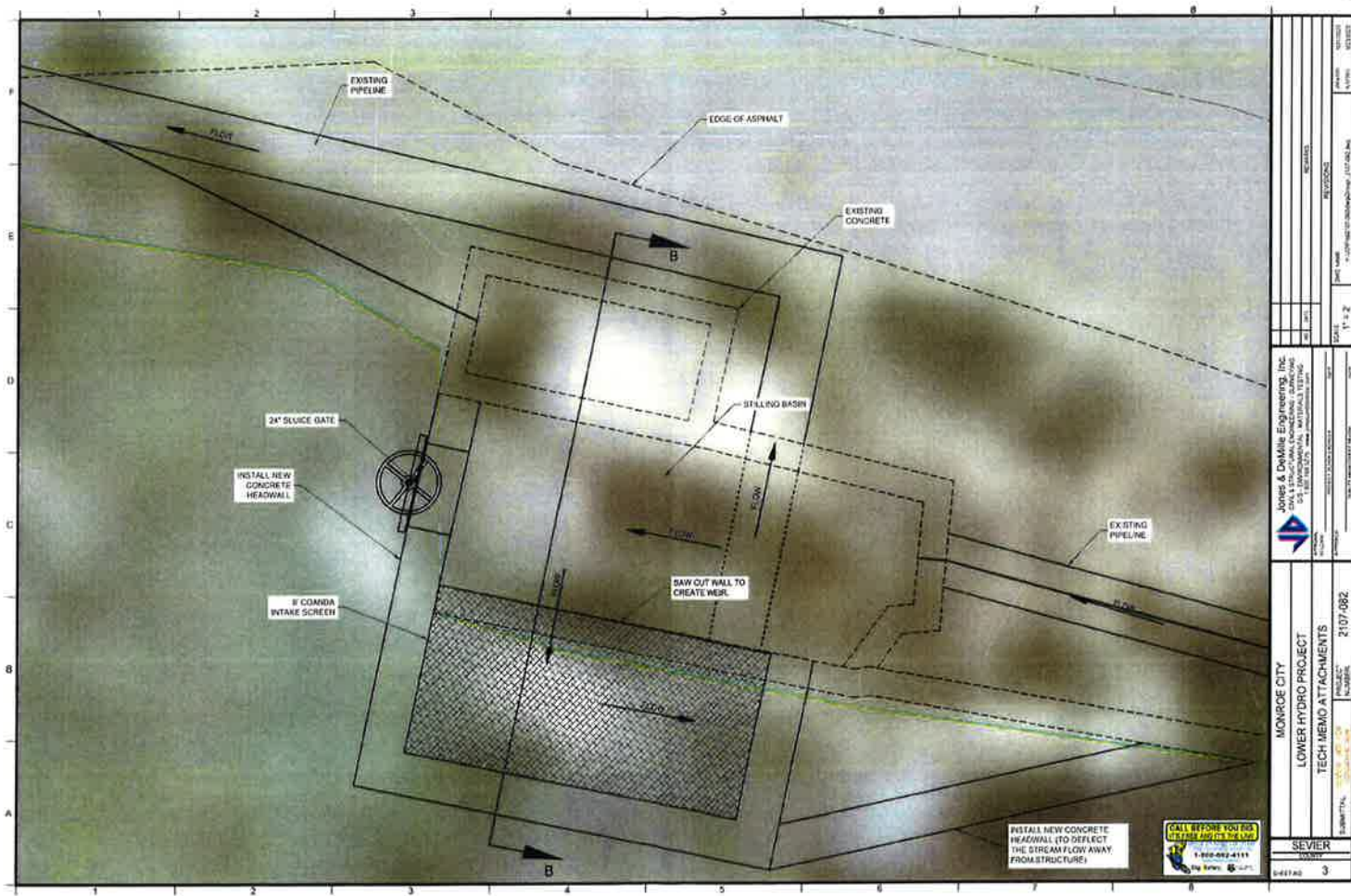


MONROE CITY LOWER HYDRO PROJECT TECH MEMO ATTACHMENTS		2107-082 PROJECT NUMBER
SEVER DESIGN		SHEET NO. 1
Jones & Oxley Engineering, Inc. 1001 S. 10th Street, Suite 100 Lincoln, NE 68502 (402) 441-1111 www.jonesoxley.com		DATE: 08/20/2018 DRAWN BY: JDO CHECKED BY: JDO PROJECT: 2107-082 SHEET: 1 OF 1

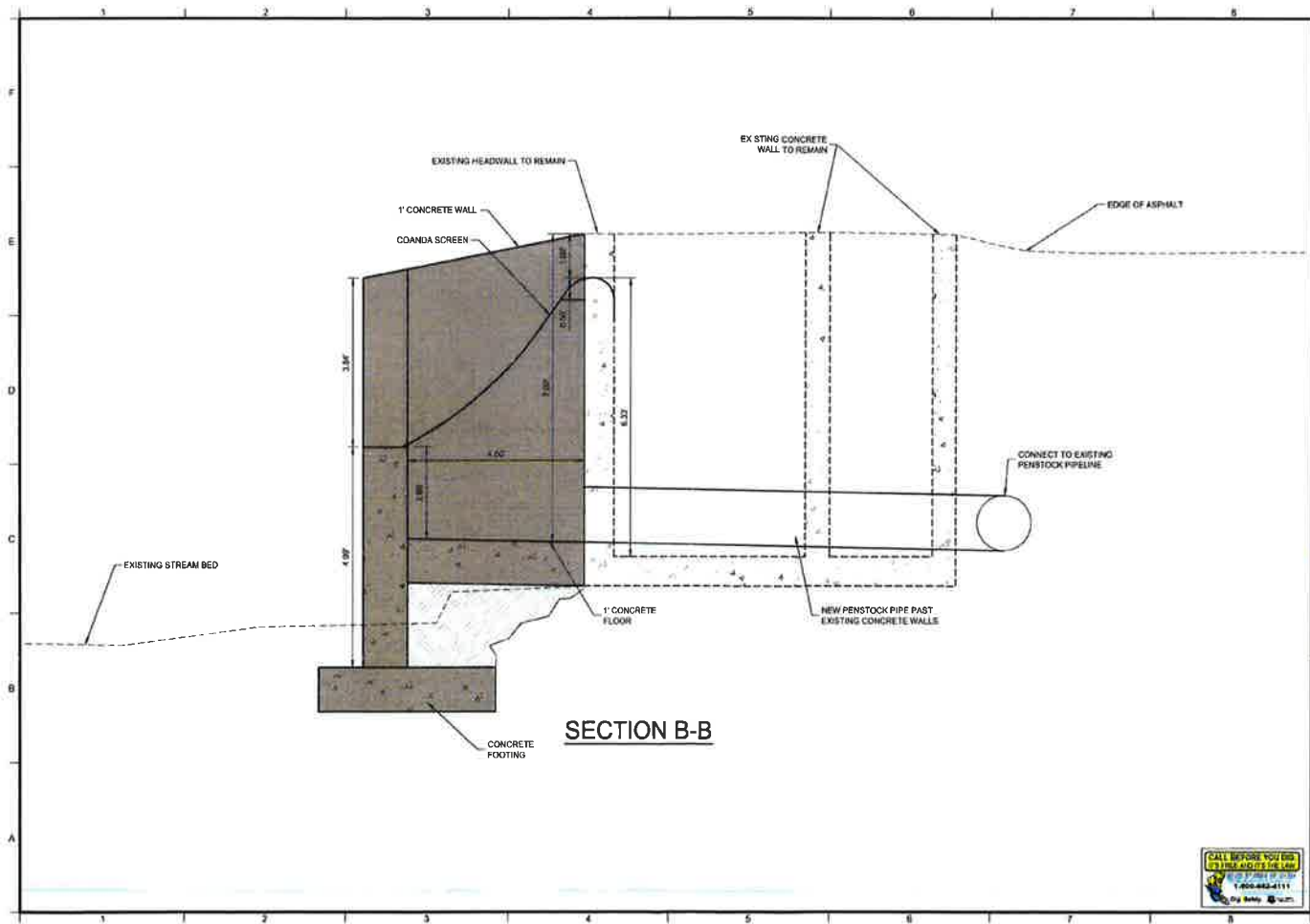


SEWER PROJECT: 2107-082 SHEET: 2		Jones & DoMille Engineering, Inc. 1001 N. 10TH AVE., SUITE 200 DENVER, CO 80202 PHONE: 303.733.1111 FAX: 303.733.1112 WWW: JONES-DO-MILLE.COM		DATE: 10/1/2011 BY: JLD CHECKED: JLD APPROVED: JLD
MONROE CITY LOWER HYDRO PROJECT TECH MEMO ATTACHMENTS		SUBMITTAL: ☒ FOR REVIEW DESIGN: ☐ FOR REVIEW CONSTRUCTION: ☐ FOR REVIEW		SCALE: 1" = 2'-0" NORTH ARROW:





MONROE CITY		JONES & DEMILLE Engineering, Inc.		DATE: 11-1-2		PROJECT: 2107-082		SHEET: 3	
LOWER HYDRO PROJECT		CIVIL ENGINEERING		11-1-2		2107-082		3	
TECH MEMO ATTACHMENTS		PROJECT: 2107-082		11-1-2		2107-082		3	
SUBMITTAL		PROJECT: 2107-082		11-1-2		2107-082		3	
SEWER		PROJECT: 2107-082		11-1-2		2107-082		3	



Jones & DeMille Engineering, Inc. 1000 N. 10TH AVE., SUITE 100 DENVER, CO 80202 (303) 733-1111		PROJECT NO. 2107-082
MONROE CITY LOWER HYDRO PROJECT TECH MEMO ATTACHMENTS		SHEET NO. 4
SUBMITTAL 2107-082		DATE 10/10/2017
SEVIER COUNTY		SCALE 1" = 2'

