

MONROE CITY COUNCIL MEETING
FEBRUARY 12, 2019
MINUTES

6:30 p.m. Public Information meeting to update city citizens on progress of our 2019 Street Improvement Project.

Lyndon Friant and Micklane Farmer with Jones and DeMille presented a map of the City's streets which showed the proposed treatment to each street. There was one citizen, Mr. Jason Williams, who attended the information meeting. Mr. Friant and Mr. Farmer reviewed the map with Mr. Williams and Councilmembers.

7:00 p.m.

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

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

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Perry Payne

Janet Cartwright

Fran Washburn

Michael Mathie

Joe Anderson (excused)

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Lyndon Friant- Jones & DeMille

4. Consider a motion to approve the minutes of the meetings held January 22, 2019

Councilmember Payne moved to approve the January 22, 2019 Regular City Council Meeting Minutes as presented. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Payne, Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0

5. Citizen input -None

6. Approval of February 2019 warrant register, January 2019 cash disbursements, and adjustment journal.

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Councilmembers approved and signed the February 2019 warrant register, January 2019 cash disbursements and adjustment journal.

7. Business

- a. Public Hearing to provide citizens with pertinent information about the Community Development Block Grant program and to allow for discussion of possible applications.**

Mayor Parsons stated that the purpose of tonight’s hearing is to solicit input from our citizens about ways to enhance our community and meet community needs.

Mayor Parsons opened the public hearing for the CDBG program and stated that the purpose of the public hearing is to provide citizens with pertinent information about the Community Development Block Grant program and to allow for discussion of possible applications for the 2019 funding cycle. It was explained that the grant money must be spent on projects benefiting primarily low and moderate-income persons. The Six County Association of Governments Region, in which Monroe City is a member, is expecting to receive approximately \$770,000 in the new program year. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time. Mayor Parsons said that eligible activities include: Construction of public works and facilities, fire stations, acquisition of real property and provisions of public services like food shelters.

City Recorder Allison Leavitt reported that in the past Monroe City has received CDBG grant funds for the following projects.

- 1981 - \$47,153.00 for construction of the Hi-roe pumping and generating facility.
- 1996 - \$80,000.00 to purchase a new fire truck.
- 1999 - \$24,312.00 to renovate a storage building at Mtn. View Park for a new community center for community use.
- 2002 - \$43,661.00 to purchase 22 sets of personal protective gear for the local volunteer fire department.
- 2005 - \$73,000.00 to hire an architectural/engineering firm to study the city library building and come up with plans and blue prints to make better use of the existing building and make it compliant with current ADA and building codes or recommend other remedies.

Councilmembers reviewed the City’s capital improvement plan which is part of the regional “Consolidate Plan.” This list shows which projects the City has identified as being needed in our community. The plan is updated each year and the Council will update their capital improvement plan for the 2019-2020 year during agenda item 7-h.

The public hearing was then opened for questions, comments and input from citizens on possible projects that would best serve the needs of the community.

There were no comments from citizens.

83 Council discussed a few options that might qualify for a CDBG grant. Public Works Director, Devin
84 Magleby, stated that if the CDGB program helped the City with construction of the Hi-roe pumping and
85 generating facility, maybe we should look into funding from the CDGB program for construction of an
86 additional irrigation pump to utilize the City's Monroe Canal water shares.

87 Councilmember Fran Washburn stated he would like the City Council to support the South Sevier Senior
88 Citizens kitchen remodel project.

89 Mayor Parsons closed the public hearing.

90

91 **b. Consider Wyatt Johansen Eagle Scout Project to replace roof on pavilion at the Lion's**
92 **Park.**

93 Wyatt Johansen would like to install a new roof on the pavilion, that covers the picnic tables, located at
94 the Lion's Park as his Eagle Scout project.

95

96 Mr. Johansen explained that the cost would be \$2826.30. This includes removal of the asphalt shingles
97 and installation of corrugated metal roofing along with new fascia and soffit. His plan is to have it match
98 the Lion's park restroom roof.

99

100 Council explained that before work could start, he would need to get a building permit, and the Council
101 would like him to work closely with our Park Superintendent Bob Lee. The council asked Mr. Johansen to
102 notify the City office when he was ready to start this project so that we can have White's Sanitation
103 deliver a large dumpster for roofing material removed from the pavilion.

104

105 Mr. Johansen stated that he still needs to meet with the Eagle Scout review board for approval of this
106 project before he can proceed. Once his project is approved, he believes the project can be completed
107 in two weekends.

108

109 **Councilmember Mathie moved to accept Mr. Wyatt Johansen Eagle Scout project to remove and**
110 **replace roofing at the pavilion located at the Lion's Park in the amount of \$2826.30. The motion was**
111 **seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Payne,**
112 **Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0**

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114 **c. Consider ratify Resolution 2 1 2019 Grievance Procedure under the Americans with**
115 **Disabilities Act.**

116 **Councilmember Mathie moved to adopt Resolution 2 1 2019 Grievance Procedure under the**
117 **Americans with Disabilities Act. The motion was seconded by Councilmember Payne. A roll call vote**
118 **was called. Voting yes: Councilmembers Payne, Cartwright, Washburn, and Mathie. The vote was**
119 **unanimous. The motion carried. 4-0**

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121 **d. Consider ratify Resolution 2 2 2019 Section 504 and ADA Effective Communication**
122 **Policy.**

123 **Councilmember Payne moved to adopt Resolution 2 2 2019 Section 504 and ADA Effective**
124 **Communication Policy. The motion was seconded by Councilmember Mathie. A roll call vote was**

125 called. Voting yes: Councilmembers Payne, Cartwright, Washburn, and Mathie. The vote was
126 unanimous. The motion carried. 4-0

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128 **e. Consider ratify Resolution 2 3 2019 Language Access Plan.**

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130 Councilmember Washburn moved to adopt Resolution 2 3 2019 Language Access Plan. The motion
131 was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers
132 Payne, Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0

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134 **f. Consider ratify Resolution 2 4 2019 Section 504 and ADA Reasonable Accommodation**
135 **Policy.**

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137 Councilmember Cartwright moved to adopt Resolution 2 4 2019 Section 504 and ADA Reasonable
138 Accommodation Policy. The motion was seconded by Councilmember Payne. A roll call vote was
139 called. Voting yes: Councilmembers Payne, Cartwright, Washburn, and Mathie. The vote was
140 unanimous. The motion carried. 4-0

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142 **g. Consider action on property located at 70 W 100 N.**

143 *Previous address listed as 67 W 100 N was incorrect. Address of 70 W 100 N was verified with the
144 Sevier County Road Department.

145

146 Mayor Parsons read an email from Inspector Jon Tingey, with Thermal West Industrial Inc. to the
147 Council. The asbestos inspection was conducted on Friday and the report states “the sheet vinyl in the
148 center restroom and the drywall in the remodeled area contain asbestos. The material can be left in
149 place during demolition, the demolition contractor needs to be made aware that they are present.”

150

151 Mayor Parsons stated that with the asbestos testing results he would like the Council to entertain a
152 motion giving him permission to contact the building owner Merrick Maxfield about moving forward
153 with his offer to donate the property to the City.

154

155 Mayor Parsons explained that once the City’s has possession of the property the Council could advertise
156 for bids to demolish and clean-up the property.

157

158 **Councilmember Payne moved to allow Mayor Parsons to contact Merrick Maxfield, owner of property**
159 **located at 70 W 100 N to work out details on the donation of his property. The motion was seconded**
160 **by Councilmember Washburn. A roll call vote was called. Voting yes: Councilmembers Payne,**
161 **Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0**

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163 **h. Consider 2019 Capital Improvement List**

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165 Mayor Parsons explained to the Council that the City Capital Improvement list must be reviewed on an
166 annual basis. A draft list was included in each Councilmembers packet for them to review.

167

168 Council discussed the different projects they would like to see on the list.

- 169 • Funding to help with demolition cost for building located at 70 W 100 N.
- 170 • Revise City's storm damage conflict with Monroe Canal Company. Right now, the City's uses the
- 171 canal as the main drainage route during storms.
- 172 • Installation of an irrigation pump on 300 W to use Monroe Canal Shares.
- 173 • Cemetery expansion.

174

175 The Capital Improvement list is a tool the Council may use to plan for future needs of Monroe. The
176 council would like the demolition of the building located at 70 W 100 N to be included on the CIB 1 -year
177 list. If the Council decides to move forward with CIB funding, the application deadline for the first
178 trimester is June 1, 2019 with review meetings July, August, September and funding meeting in October
179 2019.

180

181 Councilmember Cartwright would like to have the cemetery expansion listed as a high priority with
182 completion within the next couple of years.

183

184 **i. Consider canceling Regular City Council Meeting to be held 2-26-2019.**

185

186 **Councilmember Payne moved to cancel the regular City Council meeting to be held 2-26-2019 unless**
187 **there is business presented to City Recorder prior to 2-22-2019. The motion was seconded by**
188 **Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Payne,**
189 **Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0**

190

191 **8. Other Business**

192 a. Staff Reports

193 City Recorder Allison Leavitt

194

195 * Distributed budget reports.

196

197 Public Works Director Devin Magleby

198

199 *Green Dump truck is having radiator problems and the crew is unable to use it. The truck is a 1979 and
200 has served its purpose. Mr. Magleby thinks it is time to start thinking about replacing
201 this truck. It does not need to be replaced with a brand-new truck, just a more reliable one. Council
202 agreed and instructed Mr. Magleby to start looking for a truck to purchase to replace the green dump
203 truck.

204

205 *Water Conference will be held in St. George February 26 through March 1. This conference provides
206 CEU's, which our certified water operators must have to remain certified.

207

208 b. Department Business-Council

209 Councilmember Cartwright – No further business tonight

210 Councilmember Payne-

211 *Informed the Council that the Power Department will need to purchase some power poles in the
212 future. The cost of these will be over the Councilmember authority, so he just wanted them to know this
213 would be coming up.

214

215 Councilmember Washburn-

216 *Asked about a battery purchased by the water department. Mr. Magleby explained it was for the
217 power department and it will be corrected before the bill is paid.

218 Councilmember Mathie- No further business tonight.

219 Mayor Parsons-

220 *Utility Clerk Marisa Mathie is doing a good job and would like to give her a merit raise in the amount of
221 \$1.00 per hour starting in the current pay period. Ms. Mathie is paid from the water fund and
222 Councilmember Washburn was in favor of the wage increase.

223 *Red Hill road work will begin soon, weather permitting.

224 *Roads are being crack sealed now because it's best to do it when it's cold, and these cracks need to be
225 sealed before we start the street project.

226 **9. Adjournment**

227 **There being no further business to come before the Council for consideration, Councilmember**
228 **Mathie moved the Regular Council Meeting adjourn at 7:52 p.m. The motion was seconded by**
229 **Councilmember Washburn. The vote was unanimous. The motion carried. 4-0**

230

231 The next regular City Council meeting is scheduled to be held on Tuesday, March 12, 2019,
232 starting at 7:00 p.m. at Monroe City Office.

233

234 Approved this 12th day of February 2019

235 *Allison Leavitt*

236 Monroe City Recorder

2/12/19

Roll

Wyatt Johansen
Lyndon Frewst
Micklane Farmer

237