

MONROE CITY COUNCIL MEETING  
10/22/2019  
MINUTES

**7:00 p.m.**

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

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

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Perry Payne

Michael Mathie

Fran Washburn

Janet Cartwright: absent

Joe Anderson: absent

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Utility Clerk Marisa Mathie

**4. Consider a motion to approve the minutes of the meetings held October 8, 2019**

**Councilmember Payne moved to approve the October 8, 2019 Regular City Council Meeting minutes as corrected. The motion was seconded by Councilmember Washburn. A roll call vote was called. Voting yes: Councilmembers Payne, Mathie, and Washburn. The vote was unanimous. The motion carried. 3-0**

**5. Citizen input** – No Business tonight

**6. Business**

a. Planning Commission Business:

1. Hi-Roe Farms Subdivision Phase 1- Jordan Mills

41 Planning Commission Chair Bart Lee presented Hi-Roe Farms Subdivision Phase 1 plat map to  
42 the City Council with a recommendation for approval from the Planning Commission.

43  
44 Chair Lee explained that as the Planning Commission has met with Jordan Mills, developer, they  
45 have discussed that this property is currently located in the flood zone and property owners  
46 will be required to follow the City's current Flood Zone Ordinance.

47  
48 Mr. Mills explained that he will have recorded CCR's which will be like  
49 that of other subdivisions currently in the City. Mr. Mills also stated that he has received an  
50 approval letter from Central Utah Health Department regarding septic systems. Mr. Mills  
51 understands that as the developer he will be responsible to install utility infrastructure, which  
52 must meet Monroe City's Construction Standards.

53  
54 Mr. Mills has also spoke with Monroe City's Public Works Director Devin Magleby concerning  
55 drainage. It was determined that phase 1 will be constructed so that phase 2 will have proper  
56 drainage.

57  
58 Mr. Mills showed the Council on the plat map that a future road for development of phase 2  
59 has been planned and this road will be in line with the existing road going into Green Valley  
60 Subdivision.

61  
62 It was discussed that these lots will be ½ acre in size and frontage will be along Jones Road so  
63 curb, gutter and sidewalk will not be required.

64  
65 **Councilmember Mathie moved to approve Hi-Roe Farms Subdivision Phase 1 as presented.**  
66 **The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes:**  
67 **Councilmembers Mathie, Payne and Washburn. The vote was unanimous. Motion carried. 3-0**

68  
69 Chair Lee stated that the Planning Commission was still working on the City's business license  
70 policy and asked if the Council had any further items, they would like the Commission to be  
71 working on. Council stated that at this time there was no other items and they appreciate the  
72 work the Commission does for the City.

73  
74 b. Consider two-year agreement with Monroe Irrigation Canal Company

75  
76 Christine Nielson, representative of Monroe Irrigation Canal Company, reviewed the agreement  
77 between the canal company and Monroe City. Ms. Nielson requested that a time limit to the  
78 agreement be removed and would like the word "debris" included in the City's responsibility of  
79 removing, not just sediment removal.

81 Mayor Parsons will sign the agreement with the changes and then Ms. Nielson will forward it to  
82 the President of the Monroe Irrigation Canal Company for his signature and then return it to  
83 the City.

84

85 **Councilmember Payne moved to accept the maintenance agreement between Monroe City**  
86 **and Monroe Irrigation Canal Company with changes. The motion was seconded by**  
87 **Councilmember Mathie. A roll call vote was called. Voting yes: Councilmember Payne,**  
88 **Mathie and Washburn. The vote was unanimous. Motion carried. 3-0**

89

90 c. Consider Street Improvement Project Completion report

91

92 Micklane Farmer, Jones and DeMille engineer, explained to the Council that the road project is  
93 now complete, except for work previously discussed that will be completed in the Spring 2020.  
94 \$70,000 will remain in the retainage account until all the work is completed.

95

96 Mr. Farmer stated that our roads are now in good condition and continued maintenance will  
97 keep them in good condition for many years.

98

99 Mr. Farmer presented to the Council a gift, including shirts, mugs and hats, from Jones and  
100 DeMille to show their appreciation to the Council and staff of Monroe City.

101

102 Councilmember Mathie asked if there are any areas of concern the City should be watching for.  
103 Mr. Farmer stated that the one-year warranty begins now and ends next October, so if any  
104 problems do arise we need to address them within the warranty period. Mr. Farmer stated  
105 that the double chip seal roads should be fine but that is where problems may develop.

106

107 Councilmember Washburn asked about the culverts draining properly. Mr. Farmer stated that  
108 the contractor has made necessary improvements and the culverts should drain properly with  
109 continued maintenance. If a problem is discovered during a storm Public Works Director Devin  
110 Magleby needs to be notified so that he can remedy the problem.

111

112 Council thanked Mr. Farmer for his efforts and good job administrating our road project.

113

114 d. Consider action on Nuisance and Property Maintenance Enforcement

115

116 Mayor explained that Mr. Charles Billingsley has begun enforcement of our nuisance and  
117 property maintenance ordinance on two of the three properties the Council recently voted on  
118 to begin the process.

119

120 Council asked City Recorder Allison Leavitt to contact Mr. Billingsley and see what the status is

121 on the two properties he is working on. Council will discuss when to proceed with the third  
122 property and the possibility of adding an additional property to Mr. Billingsley list.

123

124 e. Consider action on Right of Way violators and noticing procedures

125

126 Council reviewed a draft copy of violations to be printed on the door knocker notifications.  
127 Council approved the list and instructed Ms. Leavitt to contact Full Draw Design to proceed in  
128 preparing the notices. These door knocker notifications will be used instead of letters.

129

130 **Councilmember Mathie moved to accept the door knocker notifications as presented. The**  
131 **motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes:**  
132 **Councilmember Payne, Mathie and Washburn. The vote was unanimous. Motion carried. 3-0**

133

134 f. Consider action on Monroe View Red Hill Park development

135

136 Dave Coe informed the Council he is still waiting on a meeting with Mormon Pioneer National  
137 Heritage Area to present his proposal for assistance with funding the Monroe View Red Hill  
138 Park project.

139

140 Mr. Coe stated that individuals are basically doing what they want at the Red Hill however the  
141 water appears to be flowing over the face of the hill.

142

## 143 **7. Other Business**

144 a. Staff Reports

145

146 City Recorder Allison Leavitt

147

148 No Further Business tonight

149

150 Public Works Director Devin Magleby

151

152 • Water line repair on SR118 was completed with the assistance of Richfield City staff and  
153 their specialized equipment which washes and vacuums away the dirt near existing utility  
154 lines. There was a fiber optic line in the area and Councilmember Washburn gave  
155 permission for Mr. Magleby to contract with Richfield City for \$200.00 per hour for their  
156 services.

157

158 • Discussion on leaving aerator in the irrigation pond on throughout the winter. No  
159 decision was made. Council will discuss further at next Council meeting.

160

161 • Road signs sign installation should be completed in the up coming week. Mr. Magleby  
162 has received positive feedback from the public for the signage.

163

164 b. Department Business-Council

165

166 Councilmember Payne:

167

168 • Fire Department SCBA (self-contained breathing apparatus) are outdated. They are still  
169 in good condition however they are outdated. Sevier County is working on a grant to  
170 provide new SCBA's for each of our firemen.

171

172 Councilmember Washburn:

173

174 • Senior Citizen Center board members are working on raising additional funds for  
175 renovation of the kitchen at the center. With the CDBG grant process last year the Senior  
176 Citizen Center missed being awarded the grant by one point. The only area that additional  
177 points could have been awarded was in the self-funding portion of the grant application. If  
178 they were to contribute \$33,000, they would receive all five points available instead of last  
179 year's one point for a contribution of \$2,000.

180

181 The process of applying to the CDBG has begun and the Senior Citizen Center Board has also  
182 requested the City apply for the USDA Rural Development Community Facilities Grant. If  
183 awarded, monies from this grant could be used as the self-funding portion on the CDBG  
184 grant.

185

186 Councilmember Mathie:

187

188 No further business tonight.

189

190 Mayor Parsons:

191

192 • Sand Hollow Debris Basin; phone conference with engineer and NRCS. During the call it  
193 became apparent that some property owners along the discharge area would have an area  
194 of their property they would not be able to use. Mayor felt this would be an issue to  
195 property owners so it was decided that a meeting with all affected property owners will be  
196 held November 12, 2019 at 5:30 p.m.

197

198 Not sure what the outcome of this meeting will be nor what the financial obligation of  
199 Monroe City will be.

200

201 • Monroe City has not received an offer to restore the building located at 70 W 100 N. If  
202 no offer is received by October 29, 2019 the City could proceed in demolition of the  
203 building.

204  
205 • Monroe City power line poles that service customers on Cove Mountain need to be  
206 replaced. Sevier County Commissioners are willing to provide materials if Monroe City will  
207 provide labor to replace the poles. Mayor visited with Councilmember Payne and power  
208 department employees and it was decided to begin the process of replacing a few poles  
209 each year.

210  
211 **9. Adjournment**

212  
213 **There being no further business to come before the Council for consideration, Councilmember**  
214 **Payne moved the Regular Council Meeting adjourn at 8:03 p.m. The motion was seconded by**  
215 **Councilmember Mathie. The vote was unanimous. The motion carried. 3-0**

216  
217  
218 The next regular City Council meeting is scheduled to be held on Tuesday, November 12, 2019,  
219 starting at 7:00 p.m. at Monroe City Office.

220  
221 Approved this 12<sup>th</sup> day of November, 2019

222 *Allison Leavitt*

223 Monroe City Recorder

224

225