

MONROE CITY COUNCIL MEETING  
APRIL 23, 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

Janet Cartwright

Fran Washburn

Michael Mathie

Joe Anderson -excused

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Planning Commission Chairman Bart Lee

John Hughes

Charles Billingsley

**4. Consider a motion to approve the minutes of the meetings held April 9, 2019**

**Councilmember Mathie moved to approve the April 9, 2019 Regular City Council Meeting Minutes as submitted. The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmember Payne, Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0**

**5. Citizen input –**

Citizens David Wagner and Monte Meacham with Monroe City Pickleball Club addressed the Council on the possibility of constructing a pickleball court. Mr. Wagner explained that pickleball is a sport much like tennis that is quickly gaining popularity among all ages, especially middle age and up.

44 Mayor Parsons asked Mr. Wagner what was needed for a pickleball court. Mr. Wagner  
45 explained they need a court which is smaller than a tennis court with the same type of surface  
46 and tennis court type net.

47

48 Mr. Wagner suggested the following three options:

- 49 1. Use the existing basketball court located south of the Community Center. The  
50 surface would need to be inspected and possibly touched up before applying the  
51 tennis court type surfacing, install a net, painting the lines and fencing. The  
52 basketball standards could stay in place and still be used. The fencing is not a must  
53 but would help in containing the balls within the court.
- 54 2. Use one of the existing tennis courts. Portable lines and nets would be used so that  
55 the court could still be used as a regular tennis court for the high school programs.  
56 Mr. Wagner was not sure on how portable lines and nets would work, but if the  
57 Council favored this option, he would gather more information on this type of court.
- 58 3. Build a new facility.

59

60 Council discussed all the different options and favored using the basketball court because this  
61 would be less expensive and could be done quickly. Council asked Mr. Wagner and Mr.  
62 Meacham to research and provide to the Council what the cost and labor would be to use the  
63 basketball court south of the Community Center as a pickleball court.

64

65 Mr. Wagner and Mr. Meacham thanked the Council for their support of this project and will  
66 obtain the information requested and submit it to City Recorder Leavitt for our next Council  
67 meeting.

68

69 Citizen Bart Lee expressed his concerns with the possibility of flooding this year and issues with  
70 the waste ditch. Mr. Lee asked that the Council contact the Sevier County Commissioners to  
71 express property owners concerns and request help from the County in cleaning of the waste  
72 ditch.

73

74 Mayor Parsons explained that Public Works Director Devin Magleby has been in contact with  
75 Commissioner Ogden, who understands their concerns, however at this time the County  
76 Commissioners are of the opinion that this is not their responsibility. Mayor stated that Monroe  
77 City has hired Kim's Excavation to clean the waste ditch that is located within Monroe City limits  
78 and LeRon Ware has contracted with Kim's Excavation to clean from the city limits to SR 118 at  
79 the expense of property owners in this area.

80

81 Mr. Lee was glad to here something was being done, however he feels the County  
82 Commissioners should take some responsibility in the process and would like the City to  
83 continue talking with Commissioners in support of property owners who could possibly be  
84 flooded by poor maintenance of the waste ditch.

85

## 86 **7. Business**

87           a.       Planning Commission Business:  
88                   1. Proposed Luxury Estates Subdivision Plat amendment – 3-313-30 &  
89                   3-313-31 combining two parcels into one. Located at 409 W 300 N submitted by  
90                   John Hughes.

91  
92                   Mr. Hughes presented a copy of an amended Luxury Estates Subdivision plat  
93                   map. The subdivision is being amended to accommodate combining lot 3-313-30  
94                   and lot 3-313-31 from two lots into one lot. Serial number 3-313-31 will be the  
95                   new serial number.

96  
97                   Planning Commissioner Chairman Bart Lee stated that the amendment meets  
98                   Monroe City requirements and the Planning Commission recommends approval  
99                   of the amended Luxury Estates Subdivision plat map.

100

101       **Councilmember Payne moved to accept the amended Luxury Estates Subdivision plat map**  
102       **Combining lot 3-313-30 and lot 3-31-3-31 from two lots into one lot with new serial number**  
103       **3-313-31 submitted by John Hughes, with Luxury Estates Subdivision. The motion was**  
104       **seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmember**  
105       **Payne, Cartwright, Washburn, and Mathie. The vote was unanimous. The motion carried. 4-0**  
106

107       Mayor Parsons signed the mylar maps so Mr. Hughes could record the amended plat map with  
108       the Sevier County Recorder’s Office.

109

110               b.       Public Hearing for the purpose to accept public comments concerning proposed  
111               updates to the Monroe City General Plan. Changes include but are not limited to the  
112               following sections; (1) Section 1 Introduction. (2) Section 2 Land Use. (3) Section 5 Public  
113               Services and Facilities. (4) Section 6 Transportation. (5) Moderate Income Housing Plan.

114

115       Mayor Parsons opened the Public Hearing in order to accept public comments on proposed  
116       updates to the Monroe City General Plan.

117

118       There were no public comments.

119

120       Council reviewed the updates and requested the updated Monroe City General Plan be on the  
121       next regular scheduled City Council Meeting agenda to consider adoption.

122

123       Mayor Parsons closed the public hearing.

124

125               c.       Review Nuisance and Property Maintenance Ordinance including job description  
126               and procedures for the Code/Zoning Enforcement Officer.

127

128       Council reviewed the following changes:

- 129 • Insert a section to address when a tree or shrub location constitutes an  
130 imminent danger to the health, safety or wellbeing of the public.
- 131 • Remove the section concerning timeline on moving weekly trash cans  
132 from front property lines.

133  
134 Council discussed section G concerning items parked on City right of way. Section G states  
135 trailers, camper, boats, RVs or other mobile equipment or motor vehicles parked upon streets  
136 for seven days or longer in substantially the same location would be a violation of the new  
137 ordinance.

138  
139 Currently if a vehicle, trailer or RV's are licensed they have been considered to not be a  
140 violation. Council discussed some citizens currently have licensed vehicles and trailers in the  
141 right of way which are never moved, and this prevents the right of ways from being used as  
142 they are intended. After some discussion the Council decided to leave section G as is with time  
143 frame included.

144  
145 Mr. Billingsley presented to the Council a copy of Richfield City's Littering ordinance, which  
146 addresses the City right of ways.

147  
148 Mr. Billingsley went on to explain that if the Council were to adopt a littering ordinance this  
149 would also help with enforcement when someone places trash or vehicles etc. in front of  
150 another property owner's property in the right of way. Council would like to vote to adopt a  
151 littering ordinance at their next Council meeting following a public hearing to receive public  
152 comments on the ordinance.

153  
154 Councilmember Cartwright asked if it is against City ordinance for someone to live in a camp  
155 trailer at an established residential site. City Recorder Leavitt explained that our ordinance only  
156 allows one single family residence on a building lot. As the City receives complaints, a letter of  
157 non-compliance is mailed to property owner. Mayor Parsons stated that he has signed three  
158 letters this past week to property owners informing them that it appears they are in non-  
159 compliance of our zoning ordinance and that they need to remedy the problem immediately.

160  
161 d. Review report of non-compliant nuisance property owners from Charles  
162 Billingsley

163  
164 Council reviewed the list of non-complaint nuisance property owners submitted by Charles  
165 Billingsley. Mr. Billingsley stated that there were 13 properties on his list, and he felt like  
166 Monroe is a clean City with just a few exceptions.

167  
168 The new nuisance and property maintenance ordinance states that the first letter could be sent  
169 from Mr. Billingsley notifying them of the non-compliant issues on their property. Mayor  
170 Parsons would rather this letter come from the City, because he feels the property owner may  
171 be more responsive to this rather than a letter coming from a third party. If the property owner

172 does not respond to the first letter, then we would hire Mr. Billingsley to follow through with  
173 the enforcement of the ordinance. Mayor is considering the possibility of hand delivering the  
174 first letter so that a plan could be developed with the property owner.

175

176 Mr. Billingsley is okay with however the Council wants to handle things, he just stated that he  
177 sends them the first letter with pictures of their property and a copy of the ordinance and  
178 recommends the City does the same.

179

180 Mayor Parsons recommends the process to go as followed;

- 181 • Councilmembers personally inspect the properties on the list.
- 182 • Prioritize the list.
- 183 • Council to vote on which properties to act on.
- 184 • If property owner in making a concerted effort in cleaning their property,  
185 the time line would be extended with Council approval.

186 It needs to be understood only a few properties at a time can be done due to budget  
187 constraints.

188

189 Council discussed, but did not determine, to allow a property owner to build a fence so that  
190 their items would not be visible from the street

191

192 Council would like to vote on the Nuisance and Property Maintenance Ordinance at our next  
193 Council meeting after holding a public hearing to hear comments from the public. The job  
194 description for a code enforcement officer will also be on the agenda for a vote at our next  
195 Council meeting

196

197 e. Consider Water Department moving forward in bonding with Division of State  
198 Water to secure funding to purchase water meters.

199

200 Councilmember Washburn asked Ms. Leavitt to explain terms of the funding from Utah Division  
201 of State Water. Ms. Leavitt explained that the funding was a loan with an interest rate of 3.07%.  
202 The Division of State Water Resources would loan up to 85% of the costs submitted for the  
203 project. The project is a total of \$220,000 with the city providing \$33,000 of shared costs. These  
204 costs will be recouped as we bill for our labor costs. These funds will allow our Water  
205 Department to purchase and replace all our non-reading meters.

206

207 Repayment would be \$13,000 a year for a term of fifteen years. The Water Department did pay  
208 off a bond this year in the amount of \$18,000 a year so the Water Department would not be  
209 adding an additional expense to their budget.

210

211 **Councilmember Washburn moved to proceed in bonding with Utah Division of State Water**  
212 **Resources for funds to replace non-reading water meters. The motion was seconded by**  
213 **Councilmember Payne. A roll call vote was called. Voting yes: Councilmember Payne,**  
214 **Cartwright, Washburn and Mathie. The vote was unanimous. The motion carried. 4-0**

215  
216 f. Consider action on property located at 70 W 100 N.

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218 Mayor Parsons explained that Mr. Maxfield has decided not to donate the property located at  
219 70 W 100 N, so the Council needs to determine what action needs to be taken. The two options  
220 at this time, one is to follow through with the abatement of dangerous building or try and  
221 purchase the property during the Sevier County tax sell to be held on May 23, 2019.

222  
223 Council discussed the concern of the City being out bid at the tax sale, then we would have to  
224 start over with a new owner.

225  
226 Mayor Parsons stated that we have been actively working on this issue for over a year, and he  
227 would like to get this taken care of. Council discussed the possibility of offering Mr. Maxfield a  
228 sum of money along with an agreement to pay in arrears property taxes. Council agreed this  
229 may be the best avenue and discussed the amount of no more than \$5000.00.

230  
231 **Councilmember Payne moved to offer Mr. Maxfield owner of property located at 70 W 100**  
232 **N, \$5000.00 and agreement to pay in arrears taxes. The motion was seconded by**  
233 **Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmember Payne,**  
234 **Cartwright, Washburn and Mathie. The vote was unanimous. The motion carried. 4-0**

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236 **8. Other Business**

237 a. Staff Reports

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239 City Recorder Allison Leavitt:

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241 \* Distributed budget reports. Asked Councilmembers to set a time to come in and begin  
242 working on next year's budget. Our tentative budget will be voted on during our regular Council  
243 meeting held on May 14, 2019.

244  
245 Park/Cemetery Superintendent Bob Lee:

246  
247 \*Visited with Councilmember Anderson about the Sevier School District participating financially  
248 with maintenance at the park.

249  
250 \*The new sidewalk between the two fields was installed this week and grass will be planted  
251 soon. The sidewalk was originally going to be six-foot wide, however contractor Jared Grundy  
252 donated his time and extended the sidewalk to eight feet wide.

253  
254 \*As a citizen of Monroe Mr. Lee expressed his concern of the City enforcing the property  
255 maintenance ordinance discussed earlier in the meeting. Council agrees with his concerns and  
256 recognizes there is fine line in protecting all property owners.

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Public Works Director Devin Magleby

\*Street Improvement Project will begin on Monday April 19, 2019. Starting point will be Monroe Canyon Road including culverts.

\*Flood prevention maintenance-

- Waste ditch in the City limits has been cleaned by Kim’s Excavation.
- Mathew Mills completed cat work near the irrigation pond to prevent high water run-off from damaging the pond and the possibility of water coming down Main Street.
- Sevier County will only clean the culvert located on 500 N. No other assistance in cleaning of the waste ditch will be done.

\*Micklance Farmer with Jones and DeMille engineering revised the estimate on the cemetery expansion. The total is now approximately \$306,000.00 for the expansion with gravel roads and planting grass, which replaces the asphalt roads and using sod for the grass. The cemetery expansion is listed on our capitol improvement project for 2020. Council would like to apply to the CIB for a 50/50 grant/loan funding package.

\*Flow meter for the irrigation meter needs an additional part which will cost around \$1000.00. This brings the repair to a total of around \$3000.00. This repair will recalibrate the old meter with new sensors. A new meter would cost between \$6000.00 to \$8000.00. Mr. Magleby stated the repairs will be enough for our needs.

b. Department Business-Council

Councilmember Cartwright: No further business tonight.

Councilmember Payne: No further business tonight.

Councilmember Washburn: No further business tonight.

Councilmember Mathie: No further business tonight.

Mayor Parsons:

\*Clean-up efforts at the rock pit have been completed.

\*Contacted Maury Parsons and he will allow an access from his property to a trail by the rock pit, so we can move forward on this project.

\*The aerator for the irrigation pond has been ordered and should be delivered next week.

\* Reported that Rick Chevalier has removed the building from the Red Hill property and would like to send him a thank you letter for completing the clean-up detail at the Red Hill property.

301 **9. Adjournment**

302 **There being no further business to come before the Council for consideration, Councilmember**  
303 **Payne moved the Regular Council Meeting adjourn at 8:44 p.m. The motion was seconded by**  
304 **Councilmember Mathie. The vote was unanimous. The motion carried. 4-0**

305

306 The next regular City Council meeting is scheduled to be held on Tuesday, May 14, 2019 starting  
307 at 7:00 p.m. at Monroe City Office.

308

309 Approved this 14<sup>th</sup> day of May, 2019

310 *Allison Leavitt*

311 Monroe City Recorder

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