

MONROE CITY COUNCIL MEETING
JUNE 23, 2020
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 Mathie.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright- absent

Michael Mathie

Perry Payne - absent

Erica Serrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Planning Commission Chairperson Bart Lee

4. Consider a motion to approve the minutes of the meetings held June 9, 2020

Councilmember Serrine moved to approve the June 9, 2020 Regular City Council Meeting Minutes as submitted. The motion was seconded by Councilmember Mathie. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and Serrine. The vote was unanimous. The motion carried. 3-0

5. Citizen input –

Dave Coe stated that he has visited with Sherly Silversmith, with the Piute Tribe and Bureau of Indian Affairs, and she has expressed an interest in making improvements at the “Red Hill”. Ms. Silversmith along with of few others, are coming Thursday, June 25, 2020 at 10:00 a.m. to tour the “Red Hill”. Mayor Parsons and Councilmember Buchmiller both stated that he would be able to accompany them at the “Red Hill.”

44 Mr. Coe said that Ms. Silversmith stated that there are grant funds from The Bureau of Indian
45 Affairs that could help with improvements at the “Red Hill”.

46

47 **6. Business –**

48

49 a. Planning Commission Business – Chairperson Bart Lee

50

51 Planning Commission Chairperson Bart Lee was contacted by telephone to conduct Planning
52 Commission Business with the Council.

53

54 1. Single lot split submitted by Joe and Melody Demaris for property located at
55 110 E 400 S.

56

57 Planning Commission Chairperson Bart Lee explained to the Council that Joe and Melody
58 Demaris have submitted a single lot split located at 110 E 400 S. The plat map they have
59 submitted meets Monroe City Land Use requirements and the Planning Commission
60 recommends approval for the single lot split.

61

62 **Councilmember Serrine moved to approve the single lot split submitted by Joe and Melody**
63 **Demaris for property located at 110 E 400 S. The motion was seconded by Councilmember**
64 **Buchmiller. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and**
65 **Serrine. The vote was unanimous. The motion carried. 3-0**

66

67 2. Single lot split submitted by Walt LeFevre for property located at 265 E 400 S.

68

69 Planning Commission Chairperson Bart Lee explained to the Council that Walt LeFevre has
70 submitted a single lot split located at 265 E 400 S. The plat map he has submitted meets
71 Monroe City Land Use requirements and the Planning Commission recommends approval for
72 the single lot split.

73

74 Mr. LeFevre stated he did not want his lot split recorded with Sevier County at this time. City
75 Recorder Allison Leavitt explained to Mr. LeFevre that he has completed the process with
76 Monroe City, and he will be the one to record this with Sevier County.

77

78 **Councilmember Mathie moved to approve the single lot split submitted by Walt LeFevre for**
79 **property located at 265 E 400 S. The motion was seconded by Councilmember Serrine. A roll**
80 **call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and Serrine. The vote**
81 **was unanimous. The motion carried. 3-0**

82

83 3. Monroe Hot Springs Estates Subdivision amendment to combine lots 3-63-20
84 & 3-63-21 into one lot. Submitted by Jeff Kidder for property located at
85 approximately 330 N 460 E.

86

87 Planning Commission Chairperson Bart Lee explained to the Council that Jeff Kidder has
88 submitted a proposed subdivision amendment to combine lots 3-363-20 & 3-63-21 in Monroe
89 Hot Springs Estates Subdivision to form a single lot. The plat map submitted meets Monroe City
90 Land Use requirements and the Planning Commission recommends approval for the subdivision
91 amendment.

92
93 City Recorder Allison Leavitt explained to Mr. Kidder that a mylar map will need to be prepared
94 by their surveyor for the Mayor's signature.

95
96 **Councilmember Mathie moved to approve the Monroe Hot Springs Estates Subdivision**
97 **amendment to combine lots 3-63-20 & 3-63-21 into one lot. Submitted by Jeff Kidder for**
98 **property located at approximately 330 N 460 E. The motion was seconded by Councilmember**
99 **Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and**
100 **Sirrine. The vote was unanimous. The motion carried. 3-0**

101
102 b. Approval of Resolution 6 02 2020 adopting the 2020-2021 Building Authority of
103 Monroe City annual budget.

104
105 **Councilmember Buchmiller moved to approve Resolution 6 02 2020 adopting the 2020-2021**
106 **Building Authority of Monroe City annual budget. The motion was seconded by**
107 **Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller,**
108 **Mathie, and Sirrine. The vote was unanimous. The motion carried. 3-0**

109
110 c. Approval of Resolution 6 03 2020 adopting the 2020-2021 Monroe City annual
111 budget including employee cost of living adjustment of 3%, employee merit
112 increases, and certified tax rate.

113
114 **Councilmember Sirrine moved to approve Resolution 6 03 2020 adopting the 2020-2021**
115 **Monroe City annual budget including employee cost of living adjustment of 3%, employee**
116 **merit increases, and certified tax rate. The motion was seconded by Councilmember**
117 **Buchmiller. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and**
118 **Sirrine. The vote was unanimous. The motion carried. 3-0**

119
120 d. Approval of Resolution 6 04 2020 adopting amended Monroe City 2019-2020 fiscal
121 year budget.

122
123 Clarification on items in the resolution including the CARES grant monies for the library. City
124 Recorder Allison Leavitt explained this was money received as a grant to cover increased costs
125 to the library due to COVID-19.

126
127 **Councilmember Mathie moved to approve Resolution 6 04 2020 adopting the amended**
128 **Monroe City 2019-2020 fiscal year budget. The motion was seconded by Councilmember**

129 **Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Mathie, and**
130 **Sirrine. The vote was unanimous. The motion carried. 3-0**

131
132 e. Consider disposal of property located at approximately 50 W 100 N. and set public
133 hearing date.

134
135 Mayor Parsons explained that this property is adjacent to the new parking lot for the Lion's
136 Park, which consists of approximately 1980 sq. feet. Purpose for disposing of this property is to
137 square up the east property line. On the advice of City Attorney David Church, a public hearing
138 needs to be held to receive public comment on disposal of property and then Council can
139 negotiate the terms for the sale of the property based on public comments and what is best for
140 the City.

141
142 Council reviewed the map of the property and discussed options of use for this property. It was
143 explained that this piece of property is not large enough to be built on and not wide enough to
144 create a flag lot.

145
146 Council would like to hold the public hearing on July 14, 2020. City Recorder Allison Leavitt will
147 take care of noticing requirements.

148
149 **Councilmember Mathie moved to move forward with the process to dispose of property**
150 **located at approximately 50 W 100 N and set public hearing date of July 14, 2020 at 7:00 p.m.**
151 **The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes;**
152 **Councilmembers Buchmiller, Mathie, and Sirrine. All were in favor. The motion carried. 3-0**

153
154 **7. Other Business**

155
156 a. Staff Reports

157
158 City Recorder Allison Leavitt -

159
160 *Distributed last budget report for the 2019-2020 budget year. Bills dated in June 2020 will be
161 paid in July 2020 with the expense charged to the 2019-2020 budget year.

162
163 Public Works Director Devin Magleby -

164
165 *Started pumping water from the canal to the irrigation pond to keep up with demand.
166 Councilmember Mathie asked if this is normal to begin pumping at this time. Public Works
167 Director Devin Magleby said that we are pumping a little earlier than usual.

168
169 *Water Master Ron Mills asked Public Works Director Devin Magleby if the City planned on
170 transferring their Monroe Canal shares this year to the South Bend Canal. Mr. Mills stated that
171 the process takes some time and would like to get the process started if the City does plan on

172 transferring it. Council stated that the City would not rent their Monroe Canal shares this year
173 and instructed Public Works Director Devin Magleby to contact Mr. Mills and have him transfer
174 our Monroe Canal shares to our South Bend Canal shares.

175

176 *Scott Coleman will haul the gravel for the “Red Hill” road improvement project. Mr. Coleman
177 can haul the gravel needed in a day or two, but it would take the City crew considerably longer
178 because we do not have the large equipment that Mr. Coleman has. There is some grader and
179 backhoe work that the City crew will need to perform before Mr. Coleman can start hauling
180 gravel. Mr. Coleman is aware of the conditions of this area and will take responsibility for
181 damage to his equipment.

182

183 *Council instructed Public Works Director Devin Magleby to move forward on fencing the Lion’s
184 Park parking lot in a straight line on the east side.

185

186 b. Department Business-

187

188 Councilmember Buchmiller –

189

190 *Visited with power department employees about planned projects, which will be funded
191 through the current rate increase. The penstock is high on the priority list and research on what
192 Federal Energy Regulatory Commission (FERC) requirements are has been started. A reclosure
193 for the substation and a large transformer for the high school, that has been leaking, has been
194 ordered.

195

196 *The upper hydro was down for a few days and it is now back up and running. A split in the
197 penstock is what caused the outage.

198

199 *John Spendlove, Jones and DeMille engineer, explained that he had emailed the scope of work
200 including estimated costs for the relicensing of the lower hydro, which expires in 2027. In 2022
201 the process needs to be started. Mr. Spendlove proposed that the traditional relicensing
202 process be used, which FERC recommends for small projects such as ours. Mr. Spendlove gave a
203 brief explanation on what FERC may require as far as the relicensing process. FERC and other
204 agencies may require additional studies, such as in the 1990’s relicensing process they required
205 a fishery study to see if fish were present in the three streams, which there were none.

206

207 Mr. Spendlove stated this is a 3 to 3 ½ year process, because it takes time to send out the
208 collected information to the different agencies and allow comment periods for their response.
209 Mr. Spendlove anticipates that this is a 30-year license.

210

211 The contract proposed is on an hourly basis estimated at \$39,800.00, this does not include any
212 studies. Studies would be an additional fee and may have to be contracted out to an
213 independent consultant.

214

215 In comparison the Cold Spring licensing and permitting costs were just over \$45,000.00.
216 Councilmember Buchmiller asked if the Cold Spring licensing required any additional studies.
217 Mr. Spendlove explained an archeological study was required.

218
219 Councilmember Buchmiller asked when the relicensing would start. Mr. Spendlove stated that
220 FERC requires you start five years before the expiration. No work would be started until the
221 2022 budget year.

222
223 Councilmember Buchmiller stated this proposal looks great and he trusts the opinion of Mr.
224 Spendlove, however, he feels it is his responsibility to obtain a few additional opinions and
225 quotes. This is just a matter of doing his due diligence on a project of this size.

226
227 Councilmember Buchmiller asked Mr. Spendlove what the timeline is on beginning the process.
228 Mr. Spendlove stated that the deadline is 2022, and that he had started this process at Daniel
229 Peterson's, past Power Superintendent, request. Mayor Parsons would like a decision made
230 before 2022. Councilmember Buchmiller just clarified if the time frame was next week or if he
231 could have a couple of months. It was determined Councilmember Buchmiller would have a
232 few months to obtain additional opinions and quotes.

233
234 Council thanked Mr. Spendlove for his time and information.

235
236 Councilmember Mathie-

237
238 *Citizen has expressed concern about the drainage grate located at 400 N and 200 E and would
239 like it marked with some type of hazard signage. Public Works Director Devin Magleby
240 explained that it is located well within the city right of way and that the drainage device is
241 needed to control flooding. Councilmember Mathie stated the concern is where the concrete
242 around the grate is slightly raised, an accident may be caused by those riding their 4-wheelers,
243 even though they are not supposed to be riding in the right of way they do. Public Works
244 Director Devin Magleby agreed some type of marking would be good and he will follow through
245 on this.

246
247 *Staker Parsons is finishing up warranty work. Applying magnesium chloride (mag) to Bohman
248 Road, drainage, and work on remaining dirt roads within the city limits were discussed as
249 possible items to spend the remaining grant funds. A meeting will be planned to review the
250 project to determine where the remaining funds should be spent. The project must be
251 completed by September 2020.

252
253 Councilmember Serrine-

254
255 *No camping signs for the "Red Hill" have been installed and City employee Shad Lee is cleaning
256 the area every Tuesday.

257

258 *Council discussed opening the splash pad while we are in the COVID-19 low risk level. It was
259 determined that the splash pad can be opened on Thursday June 24 with posted signs
260 encouraging social distancing as recommended by the local health department.

261
262 *Install road base gravel or infield red dirt in the areas at the Mtn. View Park that are muddy all
263 the time. Mayor Parsons would like City employee Kaycee Roberts to be certified to spray for
264 weeds.

265
266 *Grading on the property near 300 E for the paragliders is continuing to be done, with the
267 paragliders helping with clearing rocks in the area.

268
269 Mayor Parsons –

270
271 *Jamison Christensen, Engineer, informed Mayor Parsons about COVID-19 stimulus money to
272 help with community improvements. Mr. Christensen stated that there is no set amount of
273 money nor guarantee of funds, but from his understanding this money could be used to
274 construct a community center. Mr. Christensen will ready plans with cost estimates for a
275 community center, at no cost to the city at this time. If the money becomes available Mr.
276 Christensen will have the project ready to be presented to the Council for support and
277 approval.

278
279 *24th Celebration with the COVID-19 increased cases in our area. On the recommendations
280 from the low risk level guidelines and our local health department the activities can be held by
281 encouraging social distancing, wearing of facial masks, and gloves. Mayor Parsons would like to
282 encourage those who are a high-risk candidate take the necessary precautions to protect
283 themselves. City Recorder Allison Leavitt showed the Council the adjusted map of the park
284 booths showing that the booths will be setup on the grass area of the elementary school at ten
285 feet apart and the food booths have been spread out with 5 booths on 100 N and 4 booths on
286 Main St. Usually the booths are abutted up to each other and all food booths are on 100 N.
287 Tickets for the BBQ will be sold near the library instead of near the serving lines, servers will
288 wear masks, and gloves. 3 on 3 will spread out, do symptom check, require contact information,
289 and sanitizing of the ball and players hands in between games. All of these
290 recommendations came from Central Utah Health Department Director Nathan Seline.

291
292 *Celebration activities will include the children's parade. Raffle and BBQ tickets will be available
293 online to help with social distancing. The poster will state that all activities are subject to cancel
294 due to COVID-19 regulations.

295
296 **8. Adjournment**

297
298 **There being no further business to come before the Council for consideration,**
299 **Councilmember Mathie moved the Regular Council Meeting adjourn at 8:08 p.m. The motion**
300 **was seconded by Councilmember Serrine. The vote was unanimous. The motion carried. 3-0**

301
302 The next regular City Council meeting is scheduled to be held on Tuesday, July 14, 2020,
303 starting at 7:00 p.m. at Monroe City Office.
304
305 Approved this 14th day of July, 2020
306 *Allison Leavitt*
307 Monroe City Recorder
308
309