



MONROE CITY COUNCIL MEETING
Thursday, May 12, 2022, at 7:00 pm
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 Councilmember Cartwright prayer was offered by Councilmember Buchmiller.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Perry Payne

Erica Serrine arrived at 7:15 p.m.

Michael Mathie

Public Works Director Devin Magleby

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meeting held April 26, 2022

Councilmember Mathie moved to approve the April 26, 2022, Regular City Council Meeting Minutes as corrected. The motion was seconded by Councilmember Payne. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Payne, and Mathie . The vote was unanimous. The motion carried. 4-0

5. Citizen input – Limit of 3 minutes per comment

Garth “Tooter” Ogden introduced himself to the City Council as the incumbent candidate running for Sevier County Commissioner Seat B. Commissioner Ogden stated he thinks he has been successful in working with Cities in our County and holds quarterly meetings with Mayors or Councilmembers to hear their concerns. Currently working on the transportation plan for Sevier County so as development happens the roads will meet the needs.

Monroe City Council
Minutes
5 12 2022

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Commissioner Ogden has been supportive of Monroe City’s landing zone improvements, new air-pack system equipment and radios for our volunteer fire department. Commissioner Ogden serves on the Community Impact Board (CIB) and works hard to represent our County.

Commissioner Ogden left the Council with the message of that he wants to continue serving the citizens of Sevier County and with his knowledge and desire to work hard he is the best candidate.

Council thanked Commissioner Ogden for his comments tonight.

6. Approval of May 2022 warrant register, April 2022 cash disbursements, adjustment journal, and aging report.

Councilmembers reviewed and signed the May 2022 warrant register, April 2022 cash disbursements, adjustment journal, and aging report.

7. Business

- a. Consider fees and rules for Food Truck Rally and Farmer Market participants.

This agenda item was discussed after item (c) to allow Councilmember Serrine to be involved in the discussion.

Councilmember Serrine explained that Ken Castles, Big Daddy’s Deli Food Truck, has contacted vendors for this year’s food truck rally, but does not want to be in charge of collecting the City fee from participants in the rally. We were waiting to see how Richfield City was going to handle this, and their Council has decided to not charge a fee since the vendors are not actually on the park itself.

Council discussed that a charge is needed to help defer costs associated with the rally. Our employees set out no parking cones and trash cans to facilitate the event. Council decided to charge a \$50 fee for each night that they are here. This fee can be paid at the City Office or online, if they do not pay, they will no longer be allowed to participate in the rally. An email will be sent to each vendor, who has expressed an interest to be a vendor to Mr. Castles and Councilmember Serrine, on the fee schedule, rules to be followed, and permits needed.

Sharlene Rasband, asked the Council about holding a farmer’s market on the park during the food truck rally. Ms. Rasband explained that she has contacted the State Department of Agriculture and is working on obtaining the required permits, and she has vendors expressing interest in participating. Ms. Rasband stated that by law she will be required to

82 monitor the event and that she was willing to collect money from each vendor to cover City
83 expenses. It was decided that on a trial basis she would collect \$10 from each vendor and
84 remit this to the City. Ms. Rasband will forward copies of required permits to the City office.
85 It was discussed that at times there may be bands that want to perform during the rally.
86 Council stated that as long as the band is not charging admission, they are good with them
87 providing entertainment during the event.

88
89 June 13, 2022 is the first schedule food truck rally event, it will then continue on every other
90 Monday throughout the summer.

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92 Council stated that they support this event, however they do not want it to become a City
93 event but will help facilitate the event where possible.

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95 b. Consider adoption of Monroe City 2022-2023 tentative budget and budget
96 message

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98 City Recorder Allison Leavitt reviewed the tentative budget and budget message with the
99 Council and those in attendance.

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101 Mayor Parsons informed the Council that the budget includes a 6% cost of living
102 adjustment. This is what state is recommending.

103
104 Councilmember Serrine arrived 7:15 p.m.

105
106 **Councilmember Mathie moved to adopt the Monroe City 2022-2023 tentative budget and**
107 **budget message. The motion was seconded by Councilmember Payne. A roll call vote was**
108 **called. Voting yes: Councilmembers Buchmiller, Cartwright, Payne, Mathie and Serrine.**
109 **The vote was unanimous. The motion carried. 5-0**

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111 c. Set time and date for public hearing to receive comments on the 2022-2023
112 annual budget.

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114 **Councilmember Payne moved to hold the public hearing to receive comments on the**
115 **2022-2023 annual budget for May 24, 2022, at 7:00 p.m. The motion was seconded by**
116 **Councilmember Serrine. A roll call vote was called. Voting yes: Councilmembers**
117 **Buchmiller, Cartwright, Payne, Mathie and Serrine. The vote was unanimous. The motion**
118 **carried. 5-0**

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120 **8. Other Business**

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122 a. Staff Reports

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124 City Recorder Allison Leavitt –

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No further business tonight.

Public Works Director Devin Magleby –

*Sevier County Road Department has graded and applied the mag on Bohman Road to help with dust control.

*In preparation for the secondary water meter project new gps equipment is needed at a cost of \$2500. Our current gps equipment is very outdated and will not be sufficient in collecting the data needed for the project. In the past the cost has been divided between the water, streets, and electric department because all three departments use the equipment.

The secondary meter project is going to need a lot of data gathering. We need to document where the riser is located, what type of riser is installed and what is needed to install a meter. At first Public Works Director Devin Magleby thought he could train a seasonal worker to collect the data, but as he received further information on what is needed, he thinks it would be better if he himself collects the information, since there are many variables in what needs to be recorded.

The project is estimated at \$4 million; we can apply for a 70% grant which the state will offer until 2023, each year after they will reduce the amount of grant. This metering of secondary water is a state mandate to encourage conservation.

Council gave permission to advertise and hire a seasonal worker to help Water Foreman Darrell Payne with water department needs for the summer. City Recorder Allison Leavitt with submit job information to workforce services with a closing date of May 20, 2022.

b. Department Business-Council

Councilmember Buchmiller –

No further business.

Councilmember Payne –

*Riley Blackham has been hired as a new volunteer firefighter with the fire department. Council was good with this action.

*After review of the irrigation department budget, a rate increase is going to be needed to cover department expenses. This will be addressed during a public hearing held to receive comments from the public once a rate is determined.

168
169 *Working on details to replace old water lines located outside City limits. Cost of this project
170 will be covered by fees customers with meters outside the City limits pay. An additional
171 base rate fee is applied each month to help with maintenance costs This work will need to
172 be contracted out due to the City crew's current workload.

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174 Councilmember Cartwright-

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176 *Concerned with American Legion members insisting on using the American Legion meeting
177 room in the basement at the Sr. Center. She made arrangements for them to meet at the
178 Community Center after telling them that the ramp entrance is too dangerous, but they are
179 still insisting on meeting in the basement room.

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181 Councilmember Cartwright will notify American Legion members that the City has again
182 expressed the importance of them not using the ramp to access the American Legion room
183 in the basement and to hold their meetings at the community center until a safe access is
184 constructed.

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186 Councilmember Mathie –

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188 *Mayor Parsons asked Councilmember Mathie to contact Scott Parsons, owner of Green
189 Valley Lawn Care, personally to express concerns with the current weed sprayer. There are
190 many streets and areas being missed and the weeds are out of control. Councilmember
191 Mathie agreed to this.

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193 Councilmember Serrine –

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195 *Pavilion for landing zone has been delivered and Grundy Construction has been hired to
196 erect the building.

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198 *Concerned that Monroe Canyon Assisted Living Center is wasting water when watering
199 their property. Councilmember Serrine will contact management of the Monroe Canyon
200 Assisted Living Center.

201
202 *Received good comments on the appearance of parks.

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204 *Followed up with Councilmember Buchmiller on creating a calendar on our website for
205 park and community center reservations

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207 *Attended Six County Government of Association Region Growth Conference.

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209 Mayor Parsons –

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211 *Monroe City is eligible to apply for the option highway tax through the state. City Recorder
212 Allison Leavitt will follow-up with the State Tax Commission to see what the City needs to do
213 to receive this tax.

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215 **9. Adjournment**

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217 **There being no further business to come before the Council for consideration,**
218 **Councilmember Payne moved the Regular Council Meeting adjourn at 8:04 p.m. The**
219 **motion was seconded by Councilmember Sirrine The vote was unanimous. The motion**
220 **carried. 5-0**

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222 The next regular City Council meeting is scheduled to be held on Tuesday, May 24, 2022
223 starting at 7:00 p.m. at Monroe City Office.

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225 Approved this 24th day of May 2022.

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Allison Leavitt
231 Monroe City Recorder

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Johnny C. Parsons
Mayor