



MONROE CITY COUNCIL MEETING  
Tuesday, June 28, 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 Mayor Parsons. A prayer was offered by Councilmember Buchmiller.

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie-absent

Perry Payne

Erica Serrine -absent

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 14, 2022**

**Councilmember Payne moved to approve the June 14, 2022 Regular City Council Meeting Minutes with corrections. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, and Payne. The vote was unanimous. The motion carried. 3-0**

**5. Citizen input – Limit of 3 minutes per comment**

**6. Business**

a. Planning Commission Business: Chairperson Bart Lee

39 1. Conditional Use License "Saralynn's-Snips-N-Styles" located at 454 E 600 S.  
40 Submitted by Saralynn Turner

41 Chairperson Bart Lee explained that Saralynn Turner has submitted a conditional business  
42 license application for "Saralynn's-Snips-N-Styles" located at 454 E 600 S.  
43 This business will be an in-home beauty salon and meets all City criteria.

44  
45 Chair Lee stated that the Planning Commission recommends approval of the conditional use  
46 business license for Saralynn's-Snips-N-Styles.

47  
48 **Councilmember Buchmiller moved to approve conditional use license for "Saralynn's-**  
49 **Snips-N-Styles" located at 454 E 600 S and submitted by Saralynn Turner. The motion was**  
50 **seconded by Councilmember Cartwright . A roll call vote was called. Voting yes:**  
51 **Councilmembers Buchmiller, Cartwright, and Payne. The vote was unanimous. The motion**  
52 **carried. 3-0**

53  
54 2. Conditional Use License "Muz and Poppies, LLC" located at 380 E 300 N.  
55 Submitted by Hadley Dowell.

56  
57 Chairperson Bart Lee explained that Hadley Dowell has submitted a conditional business  
58 license application for "Muz and Poppies, LLC" located at 380 E 300 N. This business will be a  
59 specialty cut flower farm.

60  
61 Chair Lee stated that the Planning Commission recommends approval of the conditional use  
62 business license for Muz and Poppies, LLC.

63  
64 **Councilmember Buchmiller moved to approve conditional use license for "Muz and**  
65 **Poppies, LLC" located at 380 E 300 N and submitted by Hadley Dowell. The motion was**  
66 **seconded by Councilmember Cartwright . A roll call vote was called. Voting yes:**  
67 **Councilmembers Buchmiller, Cartwright, and Payne. The vote was unanimous. The motion**  
68 **carried. 3-0**

69  
70 3. Consider change lot line for parcel 1-M20-95 and 1-M20-96. Located at 137 N  
71 Main. Submitted by Judy Walters representative Katie Hunsaker.

72  
73 Chairperson Bart Lee stated that Katie Hunsaker is a realtor representing property owner  
74 Judy Walters. Ms. Walter is wanting to adjust property lines of her two adjoining lots.

75  
76 The new lot to be created has been reviewed by the health department and the new owner  
77 must replace the cesspool septic system with an updated septic system. The frontage meets  
78 commercial zone requirements but not residential zone requirements, meaning the lot  
79 cannot be used as a house.

80  
81 Chair Lee stated that the Planning Commission recommends approval of this lot line change.

82

83 **Councilmember Buchmiller moved to approve lot line change for parcel 1-M20-95 and 1-**  
84 **M20-96 located at 137 N Main and submitted by Judy Walters and representative Katie**  
85 **Hunsaker. The motion was seconded by Councilmember Cartwright. A roll call vote was**  
86 **called. Voting yes: Councilmembers Buchmiller, Cartwright, and Payne. The vote was**  
87 **unanimous. The motion carried. 3-0**

88  
89 Chair Lee stated that the Planning Commissioners are on board of making changes to the  
90 Planning Commission policy and procedures in regard to replacing one commissioner each  
91 year as previously discussed.

92  
93 City Recorder Allison Leavitt will make the changes to the policy for Commission and Council  
94 approval.

95  
96 b. Consider Monroe City Office hours

97  
98 Mayor Parsons explained to the Council that due to limited outside employees working on  
99 Fridays he would like them to consider closing the City office at 1:00 p.m. On-call employee  
100 will manage necessary tasks. Office staff may need to vary working hours to maintain their  
101 hours. Mayor Parsons would like to start new hours as of August 1, 2022.

102  
103 **Councilmember Payne moved to approve changing Monroe City Office hours to 9:00 a.m.**  
104 **- 1:00 p.m. on Fridays starting August 1, 2022. The motion was seconded by**  
105 **Councilmember Buchmiller. A roll call vote was called. Voting yes: Councilmembers**  
106 **Buchmiller, Cartwright, and Payne. The vote was unanimous. The motion carried. 3-0**

107  
108 c. Consider adoption of Ordinance 6 01 2022 adopting and levying a transportation  
109 sales and use tax of on all non-exempt sales and uses, and related matters.

110  
111 Mayor Parsons explained during the training provided by the Six County Association of  
112 Governments he learned about this highway option sales and use tax which Monroe is  
113 eligible to collect to help with road maintenance.

114  
115 **Councilmember Payne moved to adopt Ordinance 6 01 2022 adopting and levying a**  
116 **transportation sales and use tax on all non-exempt sales and uses, and related matters.**  
117 **The motion was seconded by Councilmember Cartwright. A roll call vote was called.**  
118 **Voting yes: Councilmembers Buchmiller, Cartwright, and Payne. The vote was unanimous.**  
119 **The motion carried. 3-0**

120  
121 **7. Other Business**

122  
123 a. Staff Reports

124  
125 City Recorder Allison Leavitt

126  
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127 No further business  
128 Public Works Director Devin Magleby

129  
130 No further business

131  
132 b. Department Business-Council

133  
134 Councilmember Buchmiller –

135  
136 No further business

137  
138 Councilmember Payne –

139  
140 No further business

141  
142 Councilmember Cartwright –

143  
144 \*Things are continuing to move along with the Veteran’s Memorial and Cemetery  
145 Expansion. Appreciates all those who are helping with these projects.

146  
147 Mayor Parsons –

148  
149 \*Attended ceremony where Snow College honored Ralph Okerlund, former Monroe Mayor,  
150 and City Councilmember, by naming their newest program Ralph Okerlund School of  
151 Technical Education. Recognition was for his dedication to rural communities and local  
152 education programs. Mayor Parsons stated it was very impressive and well deserved by  
153 Ralph Okerlund.

154  
155 **8. Adjournment**

156  
157 **There being no further business to come before the Council for consideration,**  
158 **Councilmember Payne moved the Regular Council Meeting adjourn at 7:18 p.m. The**  
159 **motion was seconded by Councilmember Buchmiller The vote was unanimous. The**  
160 **motion carried. 3-0**

161  
162 The next regular City Council meeting is scheduled to be held on Tuesday, July 12, 2022  
163 starting at 7:00 p.m. at Monroe City Office.

164  
165 Approved this 12<sup>th</sup> day of July 2022.

166  
167   
168 Allison Leavitt  
169 Monroe City Recorder

167   
168 Johnny C. Parsons  
169 Mayor