



MONROE CITY COUNCIL MEETING
Tuesday, March 14, 2023 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 Payne. A prayer was offered by Councilmember Buchmiller.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie

Perry Payne

Erica Sirrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held February 28, 2023.

Councilmember Payne moved to approve the February 28, 2023. Regular City Council Meeting Minutes as corrected. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 5-0

5. Citizen input – Limit of 3 minutes per comment

6. Approval of February 2023 cash disbursements, adjustment journal and aging report. March 2023 warrant register, cash disbursements, adjustment journal and aging report.

Councilmembers reviewed and signed the February 2023 cash disbursements, adjustment journal and aging report. March 2023 warrant register, cash disbursements, adjustment journal and aging report.

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7.Business

a. Canyon View Park Improvement (landing Zone) -Central Utah Air Sports Association (CUASA)

Lindsey Ripa Burns, President CUASA, stated to the Council that the last time CUASA members attended a Council meeting they proposed the idea of expanding the landing zone for the paragliders and hang gliders. Ms. Burns gave a letter to Mayor Parsons from the Foundation for Free Flight stating that they were willing to provide funds for this project. The letter states that this is a preliminary commitment to provide a matching grant of \$16,000. Ms. Burns stated that between the hang gliders and paragliders groups they will be able to raise the matching amount of \$16,000 so there will be no cost to the City. The letter also requested that the City Council provide an easement or contract that allows perpetual use of the improved facility to the hang gliding and paragliding associations.

The improvement plan is to bring in fill dirt and spread over the rock bed near the current grass landing zone and West of the pavilion. This area is extremely rocky, so it seems the best thing to do is to cover the area with dirt, which will make a safer place for the flyers to land. Ms. Burns stated that their group understands the continued maintenance costs and will have funds to cover these costs.

The council likes this idea and asked that they work with Public Works Director Devin Magleby when they are ready to bring the dirt in. Ms. Burns and the Council discussed some of her other ideas for future improvements that include more grass, lighting at the pavilion, and possibly a grill at the pavilion. The hope is that this park will be used by the flyers and local residents.

Ms. Burns stated they would like to get started on this as soon as possible because the hang gliders are planning on having a event at the landing zone in June. Councilmember Serrine stated that we need to have better communication on when the landing zone is being used for special events. To help facilitate this Councilmember Serrine suggested that these events be treated the same as special events at our other parks where the organizations contact the City fill out a form and pay a fee for the use of the facility. Ms. Burns apologized for the lack of communication and agreed to the special event application process.

Council agreed that these are good ideas but was unsure about entering into a contract giving the flyers perpetual use of the park. Mayor Parsons stated that there have been funds spent by the City, State, and Sevier County showing our commitment to the landing zone and it has been a really good thing. The Council discussed what they were willing to agree to and decided that Canyon View Park would be an open space park which would allow the flyers an unobstructed landing area but also allow other uses at the park.

Ms. Burns asked if the council would be willing to send a letter to the organization Foundation for Freedom Flight stating their decision. She believes this will satisfy their request for a contract or easement.

83 **Councilmember Serrine moved to allow CUASA to move forward with covering rock bed**
84 **with fill dirt at the Monroe Canyon View Park, and to provide Foundation for Free Flight a**
85 **letter stating that Monroe Canyon View Park will be an open space park which will allow**
86 **for an unobstructed landing area for flyers to land. The motion was seconded by**
87 **Cartwright. A roll call vote was called. Voting yes: Councilmembers Buchmiller, Cartwright,**
88 **Mathie, Payne, and Serrine. The vote was unanimous. The motion carried. 5-0**

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90 b. Monroe Outdoor Citizen Committee Update – Shavers

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92 Mike Shaver explained that a group of citizens in our community are working on putting together a
93 committee to help improve outdoor opportunities for our area. Much of what we wanted to
94 discussed was covered in the previous agenda item in regards to the paragliders. We were in
95 attendance in the meeting with Councilmember Serrine and Sevier County Commissioners.

96

97 Mr. Shaver stated that he was not here tonight with a project proposal but wanted to give the
98 Council a follow-up report on possible projects the outdoor committee is looking into. One project
99 that seems to have support from County officials is some type of bike trail located in the southern
100 part of our county, which is Monroe. Some of the options they are exploring is a bike trail on Cove
101 Mountain, along the foothills of Monroe, or a trail that goes out through poverty flat. Mr. Shaver
102 stated that this idea is in the very early stages with no concrete plans.

103

104 The council discussed with Mr. Shaver that they are in support of this project, but funding is a major
105 factor. Mr. Shaver understands the funding obstacle and stated that there is a possibility of acquiring
106 grants that only require the City to be the sponsor, with no upfront financial obligation.

107

108 The Council discussed with Mr. Shaver many scenarios of where a bike path could be constructed
109 through and near Monroe including some of the pros and cons of the project. Mr. Shaver stated that
110 he was not here tonight for an answer from the Council, especially because he does not have a firm
111 proposal.

112

113 Mr. Shaver explained that his idea would be a two-part plan, something to facilitate the fliers and
114 another one to help the biking community. He stated that he plans on forming two committees, one
115 for each group.

116

117 Mr. Shaver thanked the Council for their willingness to listen and he will return to the Council when
118 he has a proposal for them to consider.

119

120 Council thanked Mr. Shaver for his efforts and encouraged him to work out a proposal and then
121 present it to the Council.

122

123 c. South Sevier Senior Citizen Center Building Improvements - Board Members

124

125 South Sevier Senior Citizen Board President Fran Oldroyd and Board member Terry Smith presented
126 to the Council a list of improvements needed at the Senior Citizen Center. Councilmember Cartwright
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127 stated that there is a lot of work that needs to be done at the center. She believes that the
128 basement, in its current state, is not a safe place for the American Legion to be meeting and it's very
129 inconvenient for the senior citizen center lunch program because most of their freezers and supplies
130 are stored in the basement.

131

132 The Council discussed with the board members the different options available. The best option
133 would probably be to demolish the building and build a new one but at this time there are no funds
134 available to do this. It was discussed that a grant application to the Community Development Block
135 Grant (CDBG) could be submitted in October for possible funding for some type of improvements.
136 City Recorder Allison Leavitt stated that funds would have to be committed to even have a chance of
137 a grant award. Ms. Oldroyd stated that she was unsure on an amount, but they would have some
138 funds to commit to a project.

139

140 Councilmember Mathie stated that it is apparent that there is a need to make improvements to the
141 building. Funding for this would be difficult, but we need to determine what is the best solution.
142 Making minor repairs may buy some time but eventually a major project is going to be needed.
143 Building improvements are currently on the City's capital improvement list with a medium priority
144 ranking. Councilmember Mathie asked that the project be reclassified on the list with a high priority
145 ranking

146

147 Mayor Parsons explained that he understands the need, but this would be a costly endeavor and he
148 is not comfortable adding an extra burden on the citizens of Monroe when we are having to increase
149 all rates right now. He commented on how we were able to spend a fraction of the cost of a new
150 building when we chose to remodel City Hall and would like to explore a remodeling option of the
151 current structure.

152

153 It was decided that the Senior Center Citizens building would be added to our capital improvement
154 list, within our five-year high priority section, and that Public Works Director Devin Magleby would
155 meet with employee John Draper to inspect the building to determine remodeling possibilities.

156

157 d. Consider Capital Improvement List

158

159 The Council reviewed the current capital improvement list and Mayor Parsons asked why the
160 penstock repair was not listed and would like to add this to the list since we are actively working on
161 this project. Mayor Parsons stated that while attending water conference he, Power Foreman Josey
162 Parsons, and Water Foreman Darrell Payne spoke with a vendor from Arizona that installs liners in
163 pipelines to extend the lifespan of the pipe. We had looked at this option before, but the cost was
164 significantly more than replacing the pipeline. This vendor explained to them that he could do it for
165 around \$200 per foot, which is much less than the previous options we have explored. This process
166 would minimize digging up and replacing the road, closing the road during construction, and possibly
167 reduce FERC required studies because we will only disturb the ground at the inlet of the pipeline and
168 the outlet of the pipeline. The council agreed this appears to be a viable option and we should
169 contact the vendor to get more information.

170 Councilmember Mathie asked to have Canyon View Park given a higher priority ranking because of
171 the interest shown by community members of raising money to make improvements. It was
172 discussed to place all park improvements together, if allowed, with a medium priority ranking.
173

174 **Councilmember Payne moved to accept 2023 Capital Improvement list as discussed with**
175 **changes. The motion was seconded by Councilmember Cartwright. A roll call vote was**
176 **called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Serrine.**
177 **The vote was unanimous. The motion carried. 5-0**
178

179 e. Consider Electric Purchased Power Adjustment (surcharge)
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181 Purchased power costs over the past year have increased significantly due to reduced power
182 generation from coal and hydro energy sources, and increased cost of natural gas. These reasons and
183 increased demand have also necessitated more power to be purchased on the open market, which is
184 very expensive.
185

186 City Recorder Allison Leavitt distributed information to the Council showing the increased cost of
187 purchased power. The information showed that the margin of revenue over expense has decreased
188 significantly. Using our purchase power adjustment formula, which is based on projected costs, a 4¢
189 per kWh surcharge would need to be put into place. Revenues collected from the surcharge will be
190 accounted for separately, so that we will know exactly how much has been collected. It was
191 discussed and explained that the Council could enact the surcharge up to the 4¢ per kWh until we
192 recover our losses. Power costs and collected surcharge revenue will be monitored on a constant
193 basis, to allow adjustments to be made as needed.
194

195 The Council discussed how best to recoup the losses the power department has seen for purchased
196 power only, not power department operating expenses. Our current power policy allows the Council
197 to set the surcharge at the rate of our purchased power adjustment formula.
198

199 Councilmember Mathie stated that if we motion to start the surcharge immediately when would we
200 relook at the power costs and surcharge revenue. It was suggested that this be done each quarter
201 over every month because this would provide a better picture of what is happening.
202

203 Councilmember Serrine is concerned that residents are going to think we have just increased our
204 rates and Mayor Parsons stated the difference is that we can track our power costs and surcharge
205 revenue and we can adjust or remove the surcharge.
206

207 Councilmembers Payne and Cartwright asked if we could charge 2¢ per kWh for a longer period of
208 time to recoup our losses. Councilmember Mathie asked if we think our power costs are going to
209 steadily increase why are we not just implementing a rate increase. Mayor Parsons explained we are
210 unsure of what our future power costs are going to be, and that we need to first try and recoup our
211 losses with the surcharge. In time we will have to review this matter and adjust then, but for now
212 hopefully the surcharge will help our situation and we will be able to remove it as soon as possible.

213 City Recorder Allison Leavitt will report next month on what our purchased power overage has been
214 and how much was collected from the surcharge with our March billing.

215
216 The council discussed that the trigger of the surcharge will be what our past losses have been and at
217 what rate we want to charge to recoup the loss. As we move forward, we will have a better handle
218 on how much and how long to implement the surcharge fee.

219
220 **Councilmember Buchmiller moved to approve a power purchased adjustment (surcharge)**
221 **at the rate of 4¢ per kWh. The motion was seconded by Councilmember Payne. A roll call**
222 **vote was called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and**
223 **Sirrine. The vote was unanimous. The motion carried. 5-0**

224
225 f. Consider new weed control application

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227 Scott Parsons, Green Valley Lawn Care, contacted Mayor Parsons and he would like permission to
228 spray a weed control that acts more like a sterilant, without leaching, than weed suppression. The
229 maker of the weed spray says it works best in the fall, but Scott Parsons would like to do a test area
230 equaling about one-third of the town now. The hope is that we can spray once a season instead of
231 multiple times. The spray would cost more than the weed suppression spray, but the labor costs
232 would decrease.

233
234 **Councilmember Mathie moved to approve new weed control application for a portion of**
235 **our City property. The motion was seconded by Councilmember Sirrine. A roll call vote was**
236 **called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Sirrine.**
237 **The vote was unanimous. The motion carried. 5-0**

238 239 **8. Other Business**

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241 a. Staff Reports

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243 City Recorder Allison Leavitt –

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245 No further business.

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247 Public Works Director Devin Magleby-

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249 *Been in contact with Kim Dalton to clean the waste ditch between the bridge on Jones Road and the
250 bridge at 800 S to help mitigate any potential flooding from the runoff we are expecting. Mayor
251 Parsons contacted Sevier County Sherriff Deputy Bryant Johnson about using the inmate work crew
252 to help with the work but at this time he only has two inmates on the crew. The inmates are
253 tentatively scheduled to come help with what we may need help with on March 23, 2023. Public
254 Works Director Devin Magleby will coordinate with Mr. Dalton and Deputy Johnson to see that the
255 ditch is cleaned.

256 *Sandbags- how many do we need. We do have some that have been in our shop, but we are not
257 sure how good they are. He explained that we have in the past seen flooding from the Peterson ditch
258 and if the culvert on SR118 over runs water goes into the Monroe Canal and then there is the
259 potential of flooding through the City. Can get 2000 sandbags for approximately \$600. Not sure what
260 kind of assistance with sandbags the County will be able to provide. Councilmember Serrine will check
261 on the cost of the reusable sandbags and get back with Public Works Director Devin Magleby and he
262 will order the 2000 bags.

263

264 b. Department Business-Council

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266 Councilmember Cartwright –

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268 *Mayor Parsons asked to have some gravel put into the new entrance at the cemetery.

269

270 *James and Lillie Jones have sent a request for approval of an oversized headstone to the Mayor and
271 each Councilmember. City Recorder Allison Leavitt reached out to the monument company and
272 received the dimensions of the headstone, but with the design there is no way to modify the
273 headstone to even come close to our standards. The Council stated that they do feel bad, but they
274 agree that it is best practice to follow our policy.

275

276 Councilmember Cartwright will contact Mr. and Mrs. Jones with the Council's decision.

277

278 Councilmember Mathie-

279

280 No further business

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282 Councilmember Serrine-

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284 *Applications for part-time position. Riley Barney, Darci Wagner and Kaci Anderton Colby will be
285 returning, and we have had 4 other applicants.

286

287 Councilmember Payne –

288

289 *New firefighters Jacob Dowell, Christopher Dowell, Dirk Dopp, Jordan Mills, Tanner Mills, Tyler
290 Okerlund, and Trevor Okerlund. Glad that they were there for the recent hay fire. Mayor Parsons
291 explained that during the fire it was decided that use of the City backhoe was needed to spread the
292 hay out that was burning.

293

294 *Staff went to Rural Water Conference which is always a good resource for our water department.

295

296 *Membrane water filters have been ordered to replace aging filters at our water treatment plant.

297

298 *Secondary water metering legislature has recently been passed with a section that allows a City to
299 file for an exemption to the mandate of installing meters at each service location. Mayor Parsons

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300 stated that after visiting with other Mayors and realizing the added cost to our customers it may be
301 best for our customers to file for an exemption. We have been awarded the 70/30 grant from the
302 state, but we have not accepted it yet.

303

304 Mayor Parsons explained that we are waiting on clarification from our City Attorney Eric Johnson,
305 but it appears we can be exempt because we have less than 1000 customers, open irrigation ditches,
306 and no storage. The bill will require us to install strategic meters throughout the City to track usage
307 and to help with conservation measures.

308

309 The council discussed that our citizens were very good at conserving this past year, and we will
310 continue to push conservation efforts. Our citizens are already seeing increases everywhere and this
311 is an expense that does not seem necessary.

312

313 Councilmember Buchmiller –

314

315 No Further business.

316

317 Mayor Parsons –

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319 *Charles Billingsley notified City Recorder Allison Leavitt of a structure on 300 W that is currently in
320 such a state that it is creating a safety concern and a nuisance. The property was purchased by an
321 investment company at a foreclosure sale. They started the rehab project but stopped after
322 removing the windows, and inside walls. Work on the property ceased a long time ago. Code
323 Enforcement Officer Billingsley sent them a letter giving them thirty days to remedy the problem.
324 City Treasurer Jacee Barney received a call from the owners stating that they had received the letter
325 and they would get the issues taken care of.

326

327 9. Adjournment

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329 **There being no further business to come before the Council for consideration,**
330 **Councilmember Payne moved the Regular Council Meeting adjourn at 9:24 p.m. The**
331 **motion was seconded by Councilmember Serrine. The vote was unanimous. The motion**
332 **carried. 5-0**

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334 The next regular City Council meeting is scheduled to be held on Tuesday, March 28, 2023
335 starting at 7:00 p.m. at Monroe City Office.

336

337 Approved this 25th day of April 2023.

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339

340

341 Allison Leavitt

342 Monroe City Recorder



Johnny C. Parsons

Mayor