



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

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Dane Buchmiller

Janet Cartwright

Michael Mathie

Perry Payne

Erica Serrine

Public Works Director Devin Magleby

City Recorder Allison Leavitt

Power Foreman Josey Parsons

Jackie Coombs - UAMPS, Manager of Corporate and Members Relations

Mackenzie Monthey – UAMPS, Smart Energy Manager

Laura Whitworth – UAMPS Manager of Administrative Services

Code Enforcement Officer Charles Billingsley

4. Citizen input – Limit of 3 minutes per comment

Law Enforcement Concerns-

Deputy Travis Avery introduced himself to the Council as the deputy assigned to Monroe. If the Council and staff have any concerns, contact Deputy Avery and he will follow through with the Sheriff Department.

38 Councilmember Serrine asked for increased coverage at the gravel pit, as it is warming up more
39 people are there, and she is worried about their safety. Deputy Avery stated that they try to
40 keep a close eye on the City's hot pots, and he will inform Deputies to include the gravel pits
41 as an area of concern.

42

43 The council thanked Deputy Avery for his efforts and coming to our meeting.

44

45 **5. Business**

46

47 a. Planning Commission - Chairperson Bart Lee

48

49 1. Conditional use business license "Mystic Manor Airbnb" located at 40 N 100
50 E. Submitted by Mikki Webb.

51

52 Chairperson Bart Lee stated that Mikki Webb has submitted a conditional use business
53 application on Airbnb. Ms. Webb meets our requirements, and the Planning Commission
54 recommends approval of this request.

55

56 **Councilmember Payne moved to approve the conditional use business license for "Mystic
57 Manor Airbnb" located at 40 N 100 E and submitted by Mikki Webb. The motion was
58 seconded by Councilmember Serrine. A roll call vote was called. Voting yes:
59 Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Serrine. The vote was
60 unanimous. The motion carried. 5-0**

61

62 2. Conditional use business license "Jones Road Rental" located at 1171 S Jones
63 Road. Submitted by Mikki Webb.

64

65 Chairperson Bart Lee stated that Mikki Webb has submitted a conditional use business
66 application for a residential rental. Ms. Webb meets our requirements, and the Planning
67 Commission recommends approval of this request.

68

69 **Councilmember Payne moved to approve the conditional use business license for "Jones
70 Road Rental" located at 1171 S Jones Rd and submitted by Mikki Webb. The motion was
71 seconded by Councilmember Mathie. A roll call vote was called. Voting yes:
72 Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Serrine. The vote was
73 unanimous. The motion carried. 5-0**

74

75 Chairperson Lee reported to the Council that the public hearing to change our agricultural
76 residential zone to rural residential zone went well. There were a few property owners at
77 the hearing who asked for clarification on the change. Chair Lee stated that it was explained
78 that the change would not affect their property rights it would align the zone with the

Monroe City Council

Minutes

3 28 2023

79 current use. There will no longer be an agricultural residential zone in our Monroe Land Use
80 Ordinance.

81

82 b. Consider UAMPS Smart Energy Programs- Mackenzie Monthey, UAMPS, Manager
83 of Smart Energy

84

85 Mackenzie Monthey, UAMPS, reviewed with the Council UAMPS energy efficiency programs.
86 There are four sections in this program; home energy savings program, cool cash program,
87 see “ya” later refrigerator program, and commercial lighting program. The goal of this
88 program is to help reduce energy use which lowers the demand on our energy sources.

89

90 Home energy savings rebate programs include rebates for customers replacing old
91 appliances with new energy efficient appliances. The cool cash program offers rebates for
92 customers installing or updating heating and/or air conditioning systems in their homes. See
93 “ya” later refrigerator rebate program is to offer an incentive for customers to recycle old
94 fridges. Commercial lighting program is a rebate program for commercial customers to
95 update to a more energy efficient light fixtures.

96

97 Ms. Monthey explained that UAMPS will work with our customers in submitting and
98 receiving their rebates. Monroe City will submit a budget amount to UAMPS, and they will
99 administer the program. If there is a need to adjust the budget Ms. Monthey will work with
100 Power Foreman Josey Parsons to resolve the matter.

101

102 The home energy savings program provides rebates for customers replacing old appliances,
103 new construction is not eligible because they are already installing energy efficient
104 appliances and this program is designed to replace high energy using appliances with lower
105 energy using appliances. Ms. Monthey showed some examples of what the rebate amounts
106 may be per appliances. Monroe City will set their own amounts as they see fit. These
107 appliances must also be on the UAMPS approved list of energy saving appliances.

108

109 The cool cash rebate program is for heating and air conditioning units that will offer rebates,
110 but the systems must be installed by licensed individuals. This program does include central
111 air conditioning, evaporative coolers, ductwork, and various types of heat pumps.

112

113 The see “ya” later refrigerator rebate may not be available in our area if we do not have
114 someone that offers this service. Because the refrigerator program is a recycling program
115 that involves recycling freon and then possibly the metal.

116

117 The commercial lighting program would involve inspections by Power Foreman Josey
118 Parsons and a signed agreement with UAMPS and Monroe City.

Monroe City Council

Minutes

3 28 2023

119 The Council asked Ms. Monthey what the benefit would be to our power department if they
120 choose to participate in this program. Ms. Monthey explained that the program does not
121 save a significant amount of power, but it helps make the customer feel better and be more
122 aware of the importance of conserving energy. Ms. Monthey stated that this program has
123 been available for 14 years and cities are still joining.

124

125 The Council supports the conservation measure this program brings. Councilmember Payne
126 would like to table this item to allow more time to review the programs and to determine a
127 budget amount.

128

129 The Council agreed to table this item and no motion was made.

130

131 Ms. Monthey thanked the Council for their time and explained if the City chooses to move
132 forward, she will provide us with advertising materials to inform our customers about the
133 programs.

134

135 c. Foothill walking trail project - Prescott McCarthy

136

137 Prescott McCarthy provided the Council with a map showing some proposed walking trails
138 he would like to develop in the foothills of Monroe. Mayor Parsons asked if he was a
139 member or if he had been in contact with the community committee that has recently
140 visited with the Council about a biking trail in the same area. Mr. Prescott stated that he has
141 been invited to be a member of the community committee but that he missed the meeting
142 they recently had.

143

144 The Council reviewed the maps with Mr. Prescott, and he expressed his interest in providing
145 a walking trail along the foothills from the Red Hill hot pots to the mouth of Monroe Canyon.
146 Mr. Prescott also stated that there are a lot of deer trails in the foothills that would make for
147 good walking trails.

148

149 The Council has no definite opinion on developing trails in the foothills, but they did
150 recommend to Mr. Prescott that he present his idea to the community committee because
151 these trails are going to provide access to both riders and walkers.

152

153 Mr. Prescott thanked the Council for their time, and he will contact the community
154 committee.

155

156 d. Consider property abatement - 90 N 300 W

157

158 Code Enforcement Officer Charles Billingsley explained to the Council that he sent a letter to
159 the property owners of 90 N 300 W about the safety issues on their property. The time limit
160 given to remedy the problems has passed and it is now time to proceed with an abatement
161 of the property.

162

163 The Council discussed whether we should move forward with an abatement of the property
164 which would include boarding the house up and removing the tires or condemning the
165 structure. Being that there are not sufficient grounds at this time to demolish the structure
166 the Council decided to notify the property owners that the City will move forward with
167 remedying the safety issues and they will be financially responsible.

168

169 **Councilmember Cartwright moved to approve property abatement for property located at**
170 **90 N 300 W. The motion was seconded by Councilmember Mathie. A roll call vote was**
171 **called. Voting yes: Councilmembers Buchmiller, Cartwright, Mathie, Payne, and Serrine.**
172 **The vote was unanimous. The motion carried. 5-0**

173

174 **6. Other Business**

175

176 a. Staff Reports

177

178 City Recorder Allison Leavitt –

179

180 *Distributed department monthly budgets.

181

182 Power Foreman Josey Parsons –

183

184 No further business.

185

186 Public Works Director Devin Magleby –

187

188 *Inmate Crew came and filled the old sandbags, and they are holding up.

189

190 *Employees went and helped Ralph Eyre cut and remove trees behind his house in the
191 canyon that are in or near Monroe Creek. The added concern is what havoc maybe caused
192 to the City diversion when the water really gets flowing during the runoff season. Mr. Eyre
193 has burned what he can in the creek but does the City want to do additional work up above?
194 The Council discussed with Mr. Eyre and Public Works Director Devin Magleby what has
195 happened in past high-water years. It was decided that there is no way to out guess mother
196 nature. The current plan will be to keep an eye on things and be able to act if needed.

197

198 *The State has issued a new requirement that will require Monroe City to verify that all our
199 water lines are lead free. This even includes individual property owner lines because the
200 new rule states that Monroe City is responsible for the last free flowing tap. The property
201 owner will have to cover the testing costs, but we are responsible for verifying. This is like
202 the backflow rule which allows a City employee to enter a person's home to check their
203 backflow device. The new rule does not require the homeowner to replace their pipe, they
204 just need to be made aware of it.

205

206 Public Works Director Devin Magleby stated that we have documentation of what our water
207 lines are made of from our past waterline replacement projects. Those that we cannot
208 provide evidence of being lead free is when we will have to hire Sunrise Engineering to
209 confirm what material the pipes are made of. As far as private residents, it will be based on
210 when the home was built, and the possibility of lead being used solder pipes together.

211

212 Sunrise Engineering was awarded the bid by the State to help cities, with a GIS tool, to
213 determine and document that the pipes are lead free. The State is offering loan/grant funds
214 to help with the cost. Public Works Director Devin Magleby would like to apply for funding
215 assistance, even though we may not meet the criteria needed to be awarded funds.

216

217 There are still a lot of questions to be answered and the Council gave permission to put in an
218 application.

219

220 b. Department Business-Council

221

222 Councilmember Serrine –

223

224 *Parents of boys playing baseball for South Sevier High School had a meeting with members
225 of the Sevier School District Administrators to present their case on why the high school
226 boy's baseball should continue to use the City fields and not use the high school fields.
227 Councilmember Serrine was not able to attend so Park Foreman Kaycee Roberts attended.

228

229 It was stated during the meeting, from a district administrator, that Monroe City was
230 difficult to work with and would not allow the high school baseball team to use our fields.
231 Kaycee Roberts represented the City well and clearly stated that this was not the case, the
232 only request the City had been for better communication from coaches to city park
233 employees.

234

235 Councilmember Serrine was notified that work is being done so that the high school will no
236 longer need our fields. The work may not be completed before the end of this season but for
237 sure for next year season.

Monroe City Council

Minutes

3 28 2023

238

239 Councilmember Mathie explained to the Council that he is not against the high school using
240 our fields, but the high school needs to understand that their use of our fields does take a
241 toll on the dirt, batting cages, and the grass. It would be better if they would practice on
242 their field at the high school and play games at our facilities. They are causing a lot of wear
243 and tear in our fields.

244

245 *Interlocal agreement between Monroe City and Sevier School District expired in 2014. It
246 was discussed during the January meeting that we either redo the agreement to make it
247 current or add an addendum. City Recorder Allison Leavitt and Councilmember Serrine stated
248 in the meeting that we would rather have an agreement that would expire/renew every five
249 years instead of an addendum. Chad Lloyd, Sevier School District Business Administrator,
250 forwarded Councilmember Serrine an addendum this week with a 50-year term. The Council
251 was not happy with this, they are willing to enter into an interlocal agreement that may
252 automatically renew every five years but will not agree to a 50-year addendum.

253 Councilmember Serrine will follow-up with Mr. Lloyd on a new contract and then we may
254 have our attorney review it before signing.

255

256 Councilmember Mathie –

257

258 *Mayor Parsons stated that he visited with Scott Parsons, Green Valley Lawn Care, and the
259 new weed spray was ordered, and he believes it has been delivered. Scott Parsons will spray
260 until it is gone and keep track of where he sprayed so we can compare.

261

262 Councilmember Buchmiller –

263

264 *Is in support of the UAMPS energy program because it will help our customers feel good
265 about conservation. The budget amount is not a large amount.

266

267 Councilmember Payne –

268

269 No further business.

270

271 Councilmember Cartwright –

272

273 *Upset that no one was notified of the basement flooding at the Senior Citizens Building for
274 over a week, we now have a bill for over \$7000 for clean-up. We are unsure of what caused
275 the flooding so the insurance will not pay for the clean-up work.

276

277 Not sure what to do about this building but feels like the City needs to be actively involved in
278 making things better with the building. Councilmember Cartwright will begin looking at
279 different options to find funding.

280 Mayor Parsons stated that he met with the Six County representatives yesterday and they
281 are unaware of any grants funds to help remodel the building.

282

283 Councilmember Cartwright explained that it is good for the seniors to come to the center
284 where they can play pool, quilt, and socialize with one another.

285

286 The Council agrees it is particularly important for the seniors to have a place, but as usual it
287 is a funding issue.

288

289

290 **7. Adjournment**

291

292 **There being no further business to come before the Council for consideration,**
293 **Councilmember Payne moved the Regular Council Meeting adjourn at 8:33 p.m. The**
294 **motion was seconded by Councilmember Buchmiller. The vote was unanimous. The**
295 **motion carried. 5-0**

296

297 The next regular City Council meeting is scheduled to be held on Tuesday, April 11, 2023
298 starting at 7:00 p.m. at Monroe City Office.

299

300 Approved this 25th day of April 2023.

301

302

303

304

305 
Allison Leavitt

306 Monroe City Recorder

307



Johnny C. Parsons
Mayor