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MONROE CITY COUNCIL MEETING
Tuesday, September 26, 2023, at 6:00 pm
MINUTES

6:00 p.m.

- 1.** Work Session – Power Cost of Service Study Presentation – Utility Financial Solutions, LLC – Mark Beauchamp

Present: Mayor Johnny Parsons -absent

Councilmembers:

Janet Cartwright

Michael Mathie

Perry Payne -Mayor Pro-tempore

Erica Serrine

Dane Buchmiller -electronic

Power Foreman Josey Parsons

Streets Foreman John Draper

City Recorder Allison Leavitt

Mark Beauchamp – Utility Financial Solutions, LLC (UFS)

Mark Beauchamp, UFS President, presented to the Council an overview of what information a study conducted by his company would provide the Power Department.

The study would cover three sections; first a cost-of-service study, which would ensure that our rates recover costs with an equitably rate structure for all users. Second, financial planning, with short and long-term insights into our finances with specialized financial planning and development of key financial targets. Third, rate design, get an optimized rate plan designed with proposed changes to utility rates to cover expenses.

Mr. Beauchamp explained that the power industry has seen significant changes, especially in Utah, over the past year and it is important to know if your rates are being charged fairly across the board to our customers and that our revenue is covering our expenses.

36 The Council thanked Mr. Beauchamp for his presentation and asked him to prepare a proposal
37 with a cost estimate for the Council to consider at a future meeting.

38

39 **7:00 p.m.**

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41 **2.** The regular meeting of the Monroe City Council was called to order by Mayor Pro-Tempore
42 Councilmember Payne at 7:00 p.m.

43

44 **3.** The Pledge of Allegiance was led by Councilmember Serrine. A prayer was offered by
45 Councilmember Cartwright.

46

47 **4. Roll Call**

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49 Mayor Johnny Parsons- absent

50 Councilmembers:

51 Dane Buchmiller -Absent

52 Janet Cartwright

53 Michael Mathie

54 Perry Payne – Mayor Pro-tempore

55 Erica Serrine

56 Power Foreman Josey Parsons

57 Streets Foreman John Draper

58 City Recorder Allison Leavitt

59 Planning Commission Chairman Bart Lee

60 Prescott McCarthy

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62 **5. Consider a motion to approve the minutes of the meetings held September 12, 2023.**

63

64 **Councilmember Mathie moved to approve the September 12, 2023, Regular City Council**
65 **Meeting Minutes with corrections. The motion was seconded by Councilmember Serrine. A roll**
66 **call vote was called. Voting yes: Councilmembers Cartwright, Payne, Mathie and Serrine. The**
67 **vote was unanimous. The motion carried. 4-0**

68

69 **6. Citizen input – Limit of 3 minutes per comment**

70

71 Code enforcement officer Charles Billingsley reported to the Council about the continued issue
72 of items located in the City right of way at 160 S 200 W. Mr. Billingsley has notified the property
73 owner that the items located in the right of way in front of their property needs to be removed.
74 Two letters have been sent giving the property owner plenty of time to remedy the problem.
75 Seeing that the items are in the City's right of way Mr. Billingsley is here to inform the Council that
76 he will move forward to remove the items with the assistance of the Sevier County Sheriff's
77 department.

78

79 Councilmember Payne stated items to be removed are located on the City right of way, nothing
80 on their property will be removed at this point. The Council agreed this needs to be taken care of
81 and asked Mr. Billingsley to follow through with the clean-up of the City's right of way.

82

83 7. Business

84

85 a. Planning Commission - Chairperson Bart Lee

86

87 1. Conditional use business license application for a short-term rental (STR)
88 "Sunrise Haven Suite" located at 277 W 800 S and submitted by Shalyn and
89 Chris Dowell

90

91 Chairperson Bart Lee explained to the Council that this will be a one room suite located within
92 their house. Shalyn Dowell explained that there is a separate entrance MONROE CITY,
93 the garage to the suite and off-street parking is available.

94

95 Chair Lee stated that the Planning Commission recommends approval of this conditional use
96 business license because it meets all the City requirements.

97

98 **Councilmember Mathie moved to approve the conditional use business license application**
99 **for a Short-Term Rental "Sunrise Haven Suite" located at 277 W 800 S. Submitted by Shalyn**
100 **and Chris Dowell. The motion was seconded by Councilmember Cartwright. A roll call vote**
101 **was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was**
102 **unanimous. The motion carried. 4-0**

103

104 2. Conditional use business license application for a short-term rental (STR) "C &
105 J Enterprises LLC " located at 245 S Mtn. View Lane and submitted by John
106 and Cathy Ramage.

107

108 Chairperson Bart Lee explained to the Council that this will be a one room suite located
109 within their house and because of the limited access a fire extinguisher must be located at the
110 door of the suite and one inside of the suite.

111

112 Chair Lee stated that the Planning Commission recommends approval of this conditional use
113 business license because it meets all the City requirements.

114

115 **Councilmember Mathie moved to approve the conditional use business license application for**
116 **a Short-term Rental "C & J Enterprises, LLC" located at 245 S Mtn View Lane. Submitted by**
117 **John and Cathy Ramage. The motion was seconded by Councilmember Serrine. A roll call vote**
118 **was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was**
119 **unanimous. The motion carried. 4-0**

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121 3. Conditional use business license application for "Hair and Nails by Kathy"
122 located at 452 E 580 S and submitted by Kathy Mooney.

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Chairperson Bart Lee explained to the Council that Ms. Mooney is currently building a new house and is asking for a conditional use business license to conduct business of a salon where she will be doing hair and nails. Ms. Mooney stated that the salon will be connected to the house by a breezeway.

Chair Lee stated that the Planning Commission recommends approval of this conditional use business license because it meets all the City requirements.

Councilmember Sirrine moved to approve the conditional use business license application for “Hair and Nails by Kathy” located at 452 E 580 S. Submitted by Kathy Mooney. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

b. Monroe Trail Committee - Prescott McCarthy

Prescott McCarthy presented to the Council a trail park concept plan. The concept plan includes a nature park at the mouth of the canyon, and a nature trail system. They want to develop the park as a place for residents to get out into nature, enjoy our nearest riparian ecosystem, provide opportunities for outdoor activities, and based learning. The trail system would be within walking distance from town for all ages and levels of experience.

Mr. McCarthy is working with Michael Shaver on organizing a group of volunteers to work with the City in developing the park and trails. They understand that the City cannot fund a project like this, but they believe there are funding opportunities out there and with the City sponsoring the project these could help pay for the project.

Councilmember Payne reminded everyone that it’s more about funding for the ongoing maintenance of the improvement than the actual project themselves. Mr. McCarthy and Mr. Shaver acknowledged that this is a concern but are hoping the community volunteers will help with the maintenance.

Mr. Shaver explained that the trails would go across BLM, City, Private and National Forest property, and approval from each entity would be necessary. A study would need to be completed to check archeological, biologic, and hydraulic findings before work can begin. Mr. Shaver is hopeful that a study of the entire project could be done at one time and then the project could be completed in phases.

Mr. McCarthy showed the Council a site map with proposed ‘non-motorized’ trails totaling 50+ miles that would connect the town and valley to surrounding areas of Monroe.

165 The Council agreed this is something they believe there is a lot of interest in right now, however
166 this project will need to be done in phases. They would like to see a trail from the Monroe View
167 Red Hill to the fishing pond be the first phase.

168

169 Councilmember Mathie stated he does not see a negative impact on the community by
170 developing the trails. He sees that these trails could be used by hikers, bikers, horse riders, and
171 possibly the high school cross country program.

172

173 The Council is supportive of the concept plan that Mr. McCarthy presented tonight and asked
174 him to research costs associated with creating the trails. Mr. Timmons, Six County Community
175 Adviser, stated that he would investigate funding opportunities for this type of project.

176

177 **Councilmember Mathie moved to give official support of moving forward with plans to**
178 **develop ‘non-motorized’ trails. No funds are being committed from Monroe City currently.**
179 **The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting**
180 **yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was unanimous. The**
181 **motion carried. 4-0**

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183 C. Consider Power Cost of Service Study

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185 Power Foreman Josey Parsons discussed with the Council information received tonight during
186 the work session on a power cost service study. Power Foreman Josey Parsons recommends the
187 study because he thinks the information will help the power department in determining a rate
188 schedule that is fair to all users.

189

190 The Council discussed the possibility of other options and companies that may be able to give
191 us the same information as Utility Financial Solutions. Six County Advisor, Tyler Timmons, stated
192 that he would investigate other possibilities. Power Foreman Josey Parsons stated that he would
193 ask other utilities to see who they have used, but he knows many UAMPS members have used
194 Utility Financial Solutions and they have been very satisfied with their work.

195

196 **Councilmember Mathie moved to request a proposal from Utility Financial Solutions for a**
197 **power cost of service study for Council consideration. The motion was seconded by**
198 **Councilmember Serrine. A roll call vote was called. Voting yes: Councilmembers Cartwright,**
199 **Mathie, Payne, and Serrine. The vote was unanimous. The motion carried. 4-0**

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202 D. Consider Resolution 9 1 2023 canceling 2023 Municipal Elections

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204 This is a resolution to cancel the Monroe City November 21, 2023, municipal election and certify
205 that the number of candidates does not exceed the number of open at-large municipal offices.

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207 Candidates that have filed are Ryan Johnson, Incumbents Michael Mathie and Errica Serrine.

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Councilmember Serrine moved to adopt Resolution 9 1 2023 to cancel Monroe’s 2023 Municipal Election and certify that the number of candidates does not exceed the number of open at-large municipal offices. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was unanimous. The motion carried. 4-0

E. Appointment of Mayor Pro-tempore

Councilmember Serrine moved to appoint Councilmember Buchmiller as Mayor Pro-tempore until January 2024. The motion was seconded by Councilmember Cartwright. A roll call vote was called. Voting yes: Councilmembers Cartwright, Payne, and Serrine. Voting no Councilmember Mathie. The motion carried. 3-1

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt –

*Attended the Council of Government meeting for Mayor Parsons. Topics discussed:

October 14, 2023, eclipse – There is an expectation of up to 30,000 people coming to Sevier County to view the eclipse. County Commissioners are asking each City to advise their citizens to be prepared by having the supplies they need in case of a shortage of items such as gasoline and food.

Interlocal agreement between the City and Sevier County Road Department. This agreement needs to be in place to meet UDOT requirements. Once the County Attorney has a draft copy of an agreement it will be sent to us for review. Bobby Watts, Sevier County Road, would like to meet with members of our street department to review maps to verify who is responsible for certain roads.

Trail Committee – County is discussing their options for creating a biking trail committee for Sevier County. It was discussed at the meeting that there is a group of biking enthusiasts that have done a lot of work on the current trails, and it was questioned if a different committee is needed.

Streets Foreman John Draper –

No further business

b. Department Business-Council

252 Councilmember Cartwright –

253

254 No further business

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256 Councilmember Mathie-

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258 No further business

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260 Councilmember Serrine –

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262 *The paraglider competition committee that recently held their competition here raised \$3600
263 for a community project and they chose to donate it to the South Sevier Senior Citizen Building
264 needs.

265

266 Councilmember Cartwright was very appreciative of their donation. She suggested that if they
267 want to continue to donate to community projects that they donate to the walking trails
268 discussed earlier tonight with Prescott McCarthy.

269

270 *Lindsey Ripa-Burns, CUASA, will attend a Council meeting to report on the Red Rock Fly-in
271 event.

272

273 9. Adjournment

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275 **There being no further business to come before the Council for consideration, Councilmember**
276 **Mathie moved the Regular Council Meeting adjourn at 8:00 p.m. The motion was seconded by**
277 **Councilmember Cartwright. The vote was unanimous. The motion carried. 4-0**

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279 The next regular City Council meeting is scheduled to be held on Tuesday, October 10, 2023
280 starting at 7:00 p.m. at Monroe City Office.

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282 Approved this 10th day of October 2023.

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287 Allison Leavitt

288 Monroe City Recorder

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Johnny C. Parsons

Mayor