



MONROE CITY COUNCIL MEETING  
Tuesday, September 10, 2024, 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. Councilmember Payne offered a prayer.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright

Ryan Johnson- absent

Michael Mathie

Perry Payne

Erica Serrine

Power Foreman Josey Parsons

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held August 27, 2024.

**Councilmember Payne moved to approve the August 27, 2024, Regular City Council Meeting Minutes with corrections. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was unanimous. The motion carried. 4-0**

5. Citizen input – Limit of 3 minutes per comment

John Larson is concerned with the demand power charge on his bill. Mr. Larson stated that when he first had the 3-phase power installed he was told that when his usage went down there would be no demand charge. This past month he used approximately \$20 worth of power and was charge nearly \$100 because of the demand charge.

38 Mayor Parsons explained per City policy that 3-phase services are charged the demand charge  
39 no matter their usage. Power Foreman Josey Parsons explained that the reason behind the  
40 demand charge is that the power department is required to provide power on demand, and  
41 this brings associated infrastructure costs. If Mr. Larson wanted to remove the 3-phase  
42 infrastructure the demand charge would be removed, but Mr. Larson stated that he needs the  
43 3-phase power to run the equipment he has installed even though he uses much less than he  
44 did when he was running his business. Mr. Larson is upset because his shop power costs are  
45 more than his house when running the air conditioner all the time.

46  
47 Mr. Larson asked if the policy could be reviewed and possibly amended for customers such as  
48 him. Mayor Parsons explained that the policy could be reviewed but no decision could be  
49 made tonight.

50  
51 6. Approval of August 2024 warrant register, cash disbursements, and adjustment journal.

52  
53 Councilmembers reviewed and signed the August 2024 warrant register, cash,  
54 disbursements, adjustment journal.

55  
56 7. Business

57  
58 a. Consider Annual Tree Lighting and combined activities with "The Greystone" –  
59 Michael Shaver

60  
61 Mike Shaver, The Greystone, presented to the Council a plan for "The Greystone" to host Mr.  
62 and Mrs. Santa Claus during our annual tree lighting, meaning that Mr. and Mrs. Santa Claus  
63 would be inside their building instead of outside on the stage. The City will still make the  
64 arrangements for Mr. and Mrs. Santa Claus and provide treats. Mr. Shaver stated that they  
65 are still in the planning stages and are thinking about other activities for the evening.  
66 Councilmember Serrine will contact Dave Coe, owner of the theater, to see if he would like to  
67 be involved the event.

68  
69 It was discussed that this is not to change our traditional tree lighting just add to it.

70  
71 **Councilmember Mathie moved to accept offer from Mike Shaver, "The Greystone" to host  
72 Mr. and Mrs. Santa Claus in their building during our annual tree lighting event.**

73 **Councilmember Serrine seconded the motion. A roll call vote was called. Voting yes:  
74 Councilmembers Cartwright, Mathie, Payne, and Serrine. The vote was unanimous. The  
75 motion carried 4-0.**

76  
77 b. Consider RFQ submittals for Senior Citizen Building Project

78 Sunrise Engineering was the only engineering firm to respond to our request for  
79 qualifications (RFQ). After reviewing their submittal, the Council was comfortable in  
80 awarding them as the engineering firm for the Senior Citizen Building Project.

81  
82 **Councilmember Cartwright moved to approve Sunrise Engineering as the engineering firm**  
83 **for the Senior Citizen Building Project. Councilmember Payne seconded the motion. A roll**  
84 **call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne and Serrine.**  
85 **The vote was unanimous. The motion carried 4-0**

86  
87 c. Consider 2024 Fraud Assessment Questionnaire

88  
89 **Councilmember Payne moved to approve 2024 Fraud Risk Assessment Questionnaire.**  
90 **Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes:**  
91 **Councilmembers Cartwright, Mathie, Payne and Serrine. The vote was unanimous. The**  
92 **motion carried 4-0**

93  
94 d. Consider cancellation of September 24, 2024 -Regular Council Meeting

95  
96 Canceling regular Council Meeting scheduled for September 24, 2024, unless urgent business  
97 needs to be considered.

98  
99 **Councilmember Payne moved to cancel the regular Council meeting scheduled for**  
100 **September 24, 2024. Councilmember Cartwright seconded the motion. A roll call vote was**  
101 **called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Serrine. The motion**  
102 **carried 4-0**

103  
104 8. Other Business

105  
106 a. Staff Reports

107  
108 City Recorder Allison Leavitt –

109  
110 No further business.

111  
112 Power Foreman Josey Parsons-

113  
114 \*Discussed cost associated with the 1.4 MG generator - \$4.3 million. The 750 KW generator  
115 is the one that Shane Minor with Wheeler Caterpillar is recommending because it should  
116 meet our needs. Council understands the need to obtain an energy source for when coal is  
117 gone and would like a little more information before deciding on this matter.

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119 Power Foreman Josey Parsons will be meeting with a representative from Dominion Energy  
120 (natural gas supplier) about availability of natural gas for our own generator.  
121

122 \*Mayor Parsons asked Power Foreman Josey Parsons and Councilmember Payne to review  
123 our policy concerning the demand charge and Mr. Larsons request from earlier in the  
124 meeting.  
125

126 b. Department Business-Council  
127

128 Councilmember Sirine –  
129

130 \*Received the interlocal agreement with Sevier School District. City Recorder Allison Leavitt  
131 has had Mayor Parsons sign it and returned it to the school district.  
132

133 \*Pickleball court paint for the basketball court at Mtn. View Park would be approximately  
134 \$2500 and it was decided this would not be a suitable service project for a large group.  
135

136 Councilmember Cartwright-  
137

138 No further business.  
139

140 Councilmember Payne –  
141

142 \*Would like streets, and driveways checked on after large rainstorms for any maintenance  
143 needs.  
144

145 Councilmember Mathie –  
146

147 \*Attended ULCT annual conference last week. Good conference with information on grants  
148 that cater to smaller communities which we may qualify for. City Recorder Allison Leavitt will  
149 work with our Community Advisor Tyler Timmons on obtaining further information on these  
150 grants.  
151

152 Mayor Parsons-  
153

154 \*Met with engineers concerning irrigation lines where individuals have been allowed to tap  
155 into the main line for their service. Needs were assessed and details will be worked out with  
156 the contractor during the secondary water meter installation project. (800 S and Canyon  
157 Road)  
158

159 \*Presented our Stormwater Improvement Project to the Permanent Community Fund Board  
160 (CIB) and was placed on the funding priority list. Final funding decision will be made during  
161 the CIB board meeting to be held on October 3, 2024.

162

163 Nate Young, Monroe Canal, believes the total project can be done in one year.

164

165 **9. Adjournment**

166

167 **There being no further business to come before the Council for consideration,**  
168 **Councilmember Serrine moved the Regular Council Meeting adjourn at 7:51 p.m.**  
169 **Councilmember Payne seconded the motion. The vote was unanimous. The motion**  
170 **carried. 4-0**

171

172 **The next regular City Council meeting is scheduled to be held on Tuesday, October**  
173 **8, 2024 starting at 7:00 p.m. at Monroe City Office.**

174

175 **Approved this 8<sup>th</sup> day of October 2024.**

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182



**Allison Leavitt**  
**Monroe City Recorder**



**Johnny C. Parsons**  
**Mayor**