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MONROE CITY COUNCIL MEETING
Tuesday, January 28, 2025, at 7:00 pm

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. Councilmember Johnson offered a prayer.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright-absent

Ryan Johnson

Michael Mathie-absent

Perry Payne

Erica Serrine

Public Works Director John Draper

City Recorder Allison Leavitt

Planning Commission Chairperson Candice Barney

4. Consider a motion to approve the minutes of the meeting held January 14, 2025.

Councilmember Johnson moved to approve January 14, 2025, Regular City Council Meeting Minutes as corrected. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Payne, and Serrine. The vote was unanimous. The motion carried. 3-0

5. Citizen input – Limit of 3 minutes per comment

6. Business

a. Planning Commission - Chairperson Candice Barney

38 1. Setback allowance for an auxiliary building located at 295 E 200 S submitted by
39 Patrick Omer.

40
41 Planning Commission Chairperson Candice Barney explained that Patrick Omer submitted a building
42 permit for an auxiliary building that did not meet our 30 (thirty) foot set back. During the Planning
43 Commission meeting the Commissioners explained to Mr. Omner that the reason for the 30 (thirty)
44 foot setup back was necessary for safety reasons. Mr. Omner's lot is located at the corner of 295 E
45 200 S and our ordinance requires a 30 (thirty) foot setback on both front and side property lines.

46
47 Since the Planning Commission meeting, Mr. Omer has submitted a building permit that meets our
48 setback of 30 (thirty) feet.

49
50 This item of business no longer needs to be considered.

51
52 Lloyd Bridges submitted a building permit for an auxiliary building with a rear setback of 3 (three)
53 feet, which is not allowed because his property is in a subdivision that has a plated 10 (ten) foot
54 utility easement on all four sides of the property. Mr. Bridges did not attend the Planning Commission
55 meeting so the Commissioners tabled the item until Mr. Bridges could attend. Therefore, it was not
56 placed on the City Council Agenda.

57
58 Mr. Bridges attended the City Council Meeting hoping to have the Council approve his building
59 permit. Mayor Parsons and Chair Barney explained to Mr. Bridges that the easements are put in place
60 for current and future utilities. Mayor Parsons explained to Mr. Bridges that he has the right to appeal
61 this decision by submitting a variance request. City Recorder Allison Leavitt gave Mr. Bridges the
62 paperwork necessary to request a variance hearing with the Appeal Authority.

63
64 b. White's Sanitation Annual Visit

65
66 Max White, with White's Sanitation, came to the Council meeting for their annual visit with the
67 Council. These visits are made to keep the line of communication open between White's Sanitation
68 and the Council. Max White again thanked Monroe for being the first community to enter a contract
69 with White's Sanitation for a community wide trash collection service. Councilmember Payne
70 thanked Mr. White for the great job his company does within Monroe. It was suggested that a
71 reminder of White's Sanitation rules for trash pick-up be put in our next newsletter.

72
73 Spring Clean-up was scheduled for May 16-27, 2025.

74
75 c. Consider adopting IRS 2025 travel reimbursement rates

76
77 **Councilmember Payne moved to adopt IRS 2025 reimbursement rates. Councilmember**
78 **Sirrine seconded the motion. A roll call vote was called. Voting yes: Councilmembers**
79 **Johnson, Payne, and Sirrine. The vote was unanimous. The motion carried. 3-0**

80
81 d. Consider items to be placed on the City surplus list

82 Public Works Director John Draper presented to the Council a list of items to be added to the City's
83 surplus list.

84

85 It was decided that a \$500 minimum bid would be placed on the air compressor and items not sold
86 by March 1, 2025, would be taken to the Diamond W Auction in Joseph, UT.

87

88 **Councilmember Payne moved to place items discussed on the City's surplus list, with a**
89 **minimum bid of \$500 for the air compressor. Items not sold by March 1, 2025, will be taken**
90 **to a local equipment auction. Councilmember Johnson seconded the motion. A roll call vote**
91 **was called. Voting yes: Councilmembers Johnson, Payne, and Serrine. The vote was**
92 **unanimous. The motion carried. 3-0**

93

94 e. Consider Resolution 01 01 2025 Special Tax Assessment Lien

95

96 Item was tabled for the next meeting to give the City Attorney Eric Johnson time to prepare the
97 resolution/ordinance for the Special Assessment Area.

98

99 **7. Other Business**

100

101 a. Staff Reports

102

103 City Recorder Allison Leavitt

104

105 *Distributed monthly budget reports to Councilmembers in attendance.

106

107 Public Works Director John Draper-

108

109 *Work on the storm water drainage project will begin in the upcoming weeks. The City will
110 be responsible for approximately \$150,000 - \$200,000 in-kind labor. The Council agreed
111 employees Shad Lee and Rhett Colby could work more than their usual 20 hours per week if
112 needed.

113

114 *We have talked about purchasing a Hydro-vac in the past and this would be a good
115 investment with the storm water drainage project to help clean the sand trap boxes, and
116 other City projects. The Public Works Director John Draper stated that a few years ago
117 Richfield City employees had mentioned that Richfield City would be purchasing a new
118 hydro-vac and if this is the case Monroe City could purchase their used one. The Council
119 agreed to allow Public Works Director John Draper to look for a hydro vac and to contact
120 Richfield City employees to see if they are still planning on purchasing a new hydro vac, and
121 if so when.

122

123 b. Department Business-Council

124

125 Councilmember Serrine-

126

127 *Chad Lloyd, Sevier School District, has forward the final agreement for the tennis court
128 property transfer from Monroe City to Sevier School District.

129

130 Councilmember Payne-

131

132 No further information.

133

134 Councilmember Johnson –

135

136 No further information.

137

138 Mayor Parsons-

139

140 *Contractor working on the irrigation project is approximately 55% complete with phase I. It
141 still appears that this is going to be a two-phase project.

142

143 *Sunrise Engineering met with members of the South Sevier Senior Citizens board to discuss
144 the future plans for a new building. During the meeting the engineers stated that they would
145 like to discuss with the City the possibility of adding a new City Office building to the new
146 Senior Citizen Building. Mayor Parsons told the engineers to create a rough draft and cost
147 estimate but that he is not willing to raise property taxes to pay for a new City office building.
148 The project is still in the early stages of design, and we will just see what the engineers bring
149 back and what type of funding package we could get from CIB.

150

151 *Purchase of property to the east of the City yard has been completed. The property is paid
152 for, and the paperwork has been recorded.

153

154 It would be good if we could get this property fenced so that the dumpsters used in our
155 spring clean-up could be put on this property. If this is possible the yard could be locked at
156 night to help control what items are brought to our clean-up.

157

158 **8. Adjournment**

159

160 **There being no further business to come before the Council for consideration,**
161 **Councilmember Payne moved the Regular Council Meeting adjourn at 7:32 p.m.**
162 **Councilmember Johnson seconded the motion. The vote was unanimous. The**
163 **motion carried. 3-0**

164

165 The next regular City Council meeting is scheduled to be held on Tuesday, February 11,
166 2025, starting at 7:00 p.m. at Monroe City Office.

167

168 Approved this 11th day of February 2025.

169

170

171

172



173 Allison Leavitt

174 Monroe City Recorder

175

176

177



Johnny C. Parsons

Mayor