



MONROE CITY COUNCIL MEETING  
Tuesday, February 11, 2025, 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 Johnson and a prayer was offered by Councilmember Sirrine.

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright

Ryan Johnson

Michael Mathie -absent

Perry Payne- absent

Erica Sirrine

Public Works Director John Draper

City Recorder Allison Leavitt

County Commissioner Greg Jensen

**4. Consider a motion to approve the minutes of the meetings held January 28, 2025.**

**Councilmember Johnson moved to approve the January 28, 2025, Regular City Council Meeting Minutes as submitted. The motion was seconded by Councilmember Sirrine. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Sirrine. The vote was unanimous. The motion carried. 3-0**

**5. Citizen input – Limit of 3 minutes per comment**

**6. Approval of January 2025 warrant register, cash disbursements, adjustment journal and aging report.**

Councilmembers reviewed and signed the January 2025 warrant register, cash, disbursements, adjustment journal.

## 7. Business

a. Findings, Recommendation, and Decision of the Board of Equalization for Monroe City, Utah Special Assessment Area No 2024-1(Hot Spring Estates) and an Ordinance (2 01 2025) confirming the assessment lists and levying an assessment against certain properties in the described assessment areas, for the purpose of paying all or a portion of the cost of water, electrical and road improvements, establishing a reserve fund establishing the effective date of the ordinance; and related matters.

Board of Equalization hearings were held January 6-8, 2025, at the City Office, in which no individuals came before the board. Being that there was no business during the hearings the Board of Equalization recommends the proposed assessments be levied within Assessment Area 2024-1

**Councilmember Cartwright moved to accept the recommendation and decision of the Board of Equalization regarding the proposed assessments to be levied within the Assessment Area. The motion was seconded by Councilmember Serrine. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Serrine. The vote was unanimous. The motion carried. 3-0**

**Councilmember Serrine moved to adopt Ordinance 2 1 2025 confirming the assessment lists and levying an assessment against certain properties in the assessment area as described. The motion was seconded by Councilmember Johnson. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Serrine. The vote was unanimous. The motion carried. 3-0**

b. Consider Surplus items sealed bids

Mayor Parsons opened sealed bids for the following surplus items:

Big grease pump	water heater/steam cleaner	torpedo shop heater
Fire hydrant	old fire house siren	craftsman push mower
Gas powered water pump	cast iron pipe	brick & block
Tractor hydraulic pump	headstone remover/ cherry picker	riding lawn mower trailer
Old tires & wheels		

Councilmember Sirrine moved to accept high bids on surplus items as listed. The motion was seconded by Councilmember Cartwright . A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Sirrine. The vote was unanimous. The motion carried. 3-0

## 8. Other Business

### a. Staff Reports

City Recorder Allison Leavitt

No further business.

Public Works Director John Draper

\*75 % of irrigation meters are installed in Phase I of the irrigation meter project.

\*Pipe installation with the Monroe Canal/Storm Water project has started and is going well.

\*Purchased a used compactor from United Rental Service in Richfield.

### b. Department Business-Council

Councilmember Johnson-

\*Mayor Parsons will attend the UDOT Joint Hwy committee meeting on February 26, 2025, to request grant funding for an additional block of street improvement on Main Street. We have previously been awarded funds to improve Main Street from 100 S to 400 S, we will be asking for extra funds to extend the project to 500 S. We have experienced additional growth and traffic in this area since we originally applied for funding.

\*City Staff and Mayor Parsons will be meeting with Micklane Farmer, Jones and DeMille Engineering, to discuss a plan to begin our pavement preservation (chip sealing) on our existing roads.

Councilmember Cartwright-

\*Met with Senior Citizen committee and Sunrise Engineering to tour the kitchen facilities at the Sevier County Jail to obtain kitchen ideas for the new Senior Citizen's building. Mayor Parsons thanked Councilmember Cartwright for all her work with this project.

Councilmember Sirrine-

\*Verified with City Recorder Allison Leavitt that documents for the transfer of tennis court property to Sevier School District have been executed. All documents have been submitted to the Sevier County Records Office.

Mayor Parsons-

\*Sheriff Curtis has sent out the quarterly reports on calls for Sevier County, and Mayor asked if the Councilmembers are receiving this also. It was determined that Councilmembers are not receiving this information. City Recorder Allison Leavitt will forward to those Councilmembers that requested the information.

\*Commissioner Jensen, who is attending our meeting tonight, explained to the Council that he has been attending all the State Legislature sessions and if any Councilmembers have any concerns, please contact him.

## 9. Adjournment

**There being no further business to come before the Council for consideration, Councilmember Sirrine moved the Regular Council Meeting adjourn at 7:18 p.m. The motion was seconded by Councilmember Cartwright . The vote was unanimous. The motion carried. 3-0**

The next regular City Council meeting is scheduled to be held on Tuesday, February 25, 2025 starting at 7:00 p.m. at Monroe City Office.

Approved this 11<sup>th</sup> day of March 2025.



Allison Leavitt  
Monroe City Recorder



Johnny C. Parsons  
Mayor