



MONROE CITY COUNCIL MEETING
Tuesday, August 26, 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 Mayor Parsons. Councilmember Cartwright offered a prayer.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright

Ryan Johnson - absent

Michael Mathie

Perry Payne

Erica Sirrine

Public Works Director John Draper

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meeting that was held August 12, 2025

Councilmember Mathie moved to approve August 12, 2025, Regular City Council Meeting Minutes as corrected. Councilmember Sirrine seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

5. Citizen input – Limit of 3 minutes per comment

6. Business

a. Planning Commission - Chairperson Candice Barney

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36
37 **1. Consider recommendation amending Monroe City Land Use Ordinance**
38 **(a). Family Food or Recreational Production - Limiting number of pigs allowed**
39 **per parcel of land.**
40

41 Planning Commissioner Chair Candice Barney thanked those Councilmembers that attended
42 their special meeting held August 5, 2025, to discuss the Family Food or Recreational Production
43 and the Wellhead Zone general requirements.

44 The Planning Commission held a public hearing during their August 19, 2025, regular Planning
45 Commission to receive comments concerning amendments to these two sections of the
46 Monroe City Land Use ordinance.

47
48 Chair Barney explained that the Planning Commission is recommending that the Family Food or
49 Recreation Productions be amended to only allow two (2) pigs/hogs, three (3) months or older
50 per parcel of land.

51
52 The Council discussed the wording for the amendment and agreed to the terms limiting the
53 number of pigs/hogs but felt the wording of the policy was unclear and could cause confusion
54 for our property owners and City staff. The Council would like the section referring to the limit
55 of how many pigs/hogs a property owner may have on their property to be clearly stated at the
56 end of the document. This will be easier for everyone to understand that a property owner may
57 only have two pigs/hogs three months or older. Five thousand (5,000) sq. feet allowance applies
58 and is required for pigs/hogs.

59
60 Council will take action on the Planning Commission recommendation during business item (d)

61
62 **(b). Amendment to development in Wellhead Protection Zone**
63

64 Chair Barney explained that the Planning Commission is recommending an amendment to the
65 Wellhead Protection Zone ordinance to allow limited development in this zone. The
66 amendment states the following:

67 *Zone One no development

68 *Zone Two development allowed with no culinary water connection nor septic system.

69 All buildings must be constructed on a concrete foundation designed to prevent
70 subsurface infiltration of potential contaminants, and no storage or handling of
71 hazardous material.

72 *Zone Three development but no new septic system is allowed.

*Zone Four – Traditional septic system is allowed but must have a minimum lot size of two-acres.

Council will take action on the Planning Commission recommendation during business item (d).

2. Consider Conditional Use Business License - Tamara Parsons

Chair Barney explained to the Council that Tamara Parsons submitted a business license application for a home occupation business. This business includes holding sport activities, practice, instruction camps, and family functions. It was determined this was a permitted use and the license was issued.

Tonight Ms. Parsons is here to request permission to allow Ashlyn Thalman to hold dance lessons in the gym until she can build a dance studio of her own. Ms. Thalman has been in the process for some time to secure a place for her dance studio, however things have not moved along as quickly as she had hoped.

Ms. Parsons stated to the Council that she understands there are rules in place to protect residential zones, but 97% of Ms. Thalman's students live in Monroe, which shows this studio is beneficial to our residents. Ms. Parsons explained that she has told Ms. Thalman that she would only be able to use her gym as a dance studio on a temporary basis, and she would only be able to use the gym until April 2026.

Chair Barney explained that the Planning Commission recognizes the benefits of a dance studio in Monroe, however the ordinance does not allow for this type of business in a residential zone. Home occupations are only allowed for those residing in the home and Ms. Thalman does not live with Ms. Parsons. The dance studio would also bring a lot of traffic to 400 S, which is a dead-end street. Because of these reasons the Planning Commission does not recommend a conditional use business license be approved for Ms. Thalman's dance studio.

The Council discussed that they understand Ms. Thalman has been working for nearly a year to obtain a piece of property to build a dance studio and is close to finalizing the purchase, but this does not change the fact that we need to follow our ordinances.

It was suggested to Ms. Thalman that she consider renting the City's Community Center to hold dance classes until she can find a more suitable place. Ms. Thalman stated she would look into this as a temporary solution.

Councilmember Payne moved to deny the Conditional Use Business License submitted by Tamara Parsons. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

b. "Utah Main Street" - Magnify Monroe - Angie Card

Tabled Ms. Card was not in attendance.

c. Consider Resolution 8 2 2025 - Interlocal Agreement with Sevier County Building Department

Sevier County has asked Monroe City to enter into an interlocal agreement with Sevier County Building Department. The agreement states that Sevier County Building Department will continue to provide building inspections and in turn will keep all fees collected.

Councilmember Mathie, moved to approve Interlocal Agreement with Sevier County Building Department . Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

d. Consider adopting Ordinance 8 1 2025 - Amending Monroe City Zoning Ordinance Title 13.13.0 Definitions Family Food or Recreational Production

Councilmember Payne, moved to adopt Ordinance 8 1 2025 – Amending Monroe City Zoning Ordinance Title 13 .13.0 Definitions Family Food or Recreational Production with noted changes. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

e. Consider adopting Ordinance 8 2 2025 - Amending Monroe City Zoning Ordinance Title 13.10 Wellhead Protection Zone, and providing various text amendments for clarity and correctness to the Monroe City Zoning Ordinance

Councilmember Cartwright, moved to adopt Ordinance 8 2 2025 - Amending Monroe City Zoning Ordinance Title 13.10 Wellhead Protection Zone, with noted changes. Councilmember Sirrine seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Mathie, Payne, and Sirrine. The vote was unanimous. The motion carried. 4-0

f. Consider changes to South Sevier Senior Citizen / Monroe City Community Building project

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Mayor Parsons explained that in visiting with Travis Kyhl with R6 Council he recommended that if the Senior Citizens Center was going to be rented to the public that the project should be named the Monroe City Community Building not South Sevier Senior Citizens Center. Changing the name to reflect what the use would be will help with funding opportunities. Mr. Kyhl also recommended that we downsize the building to a point where the cost would be between \$2 million and \$ 2.5 million.

Councilmember Mathie stated that if we have to cut down the building to the point that it will not meet the community and senior citizens nutrition program needs, maybe we should wait a few years until we have the funds to meet the needs.

Councilmember Cartwright explained that the nutrition program is more than just meals for the seniors. It's a way to get the seniors out of their house and to socialize, which helps with their mental health.

The Council discussed many different options, and it was decided to have a special Council meeting with Sunrise Engineering to work on plans for the community building with changes discussed tonight.

The Council determined that a special Council meeting be noticed for September 9, 2025, at 6:00 p.m.

Councilmember Cartwright moved to change South Sevier Senior Citizen Building project to Monroe City Community Center Building project. Councilmember Serrine 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

2. Other Business

a. Staff Reports

City Recorder Allison Leavitt –

No further business.

Public Works Director John Draper

190 *With the rainstorm we had on August 16, 2025, our cold spring water production has dropped
191 dramatically. Parker Vercimak with Jones and DeMille Engineering has been contacted and he
192 will work with the City to see what can be done.

193
194 Mayor Parsons explained that the water that was coming off the mountain during the rainstorm
195 was very thick black mud.

196
197 The employees are being proactive and clearing areas around the power hydro's and we are
198 working with funding agencies for funds to help mitigate flooding from the Monroe Canyon Fire.

199
200 *Councilmember Mathie asked about the house flooding on 420 E during the rainstorm Monroe
201 experienced on August 24, 2025. Mayor Parsons stated that he had also been up to the home
202 that was flooded, and it was discussed that this home does sit lower than other homes in the
203 area.

204
205 This storm brought an extraordinary amount of water to this area. Power Foreman Josey
206 Parsons was on call and the new water inlets into the canal were all plugging and needed
207 clearing during the storm.

208
209 Councilmember Mathie asked about the enforcement of property owners filling their driveways
210 with gravel or asphalt, which affects the drainage. It was discussed that it is against the City's
211 policy to do this, and we need to be more proactive in enforcement. It was suggested that we
212 put a reminder in a City newsletter about the policy of placing gravel in the right-of-way and
213 might ask the local companies that sell gravel to Monroe City property owners to tell the
214 owners that they should contact the City before spreading the gravel.

215
216 **b. Department Business-Council**

217
218 Councilmember Payne –

219
220 *Attended the UAMPS annual conference at Lake Tahoe. It was very informative, and Mayor
221 Parsons did very well with his presentation on our public involvement with our public power
222 picnic. Some Mayors told Mayor Parsons and Councilmember Payne that they were going to
223 start holding their public power picnics again because of Mayor Parsons presentation.

224
225 Councilmember Mathie –

227 No further business.

228

229 Councilmember Cartwright –

230

231 No further business.

232

233 Mayor Parsons –

234

235 *Still attending a lot of meetings concerning the Monroe Canyon Fire. There is a lot of funding
236 from the federal government for a lot of different items needed. One project that should come
237 soon is water gauges placed in the creek to warn of water rising and weather stations placed on
238 the mountain to give us as much information as possible and as soon as possible.

239

240 *Sevier County sent a trackhoe over to assist in clearing some log jams in the Monroe Creek.
241 After seeing the situation concerning the log jams Mayor Parsons has asked Public Works
242 Director John Draper to start looking for a used trackhoe for the City to purchase. We would like
243 to get one that is used, and in good enough shape that in a few years we can sell it if needed to
244 recoup the money spent now. Mayor Parsons explained that even though Sevier County and
245 other agencies have been good to help, we need to be self-reliant and, in a position, to take
246 care of our own needs.

247

248 *Austin Mitchell, crossing guard, has given her two-week notice, so we will be hiring a new
249 person for this position. Cemetery Foreman Shad Lee has volunteered to cover the crossing
250 guard duties until we can find a qualified applicant.

251

252 *Unsure if access restrictions to Thompson Basin for the paragliders has been lifted at this time.

253

254 3. Adjournment

255

256 **There being no further business to come before the Council for consideration,**
257 **Councilmember Mathie moved the Regular Council Meeting adjourn at 8:24 p.m. The**
258 **motion was seconded by Councilmember Payne . The vote was unanimous. The**
259 **motion carried. 4-0**

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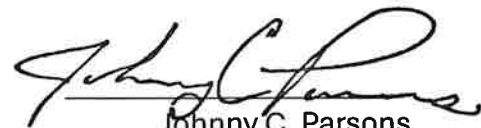
261 The next regular City Council meeting is scheduled to be held on Tuesday, September 9,
262 2025 starting at 6:00 p.m. at Monroe City Office.

263

264 Approved this 21st day of October 2025.

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266 
267
268 Allison Leavitt
269 Monroe City Recorder


Johnny C. Parsons
Mayor