



MONROE CITY COUNCIL MEETING
Thursday, June 18, 2026, 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. Councilmember Bagley offered a prayer.

3. Roll Call

Mayor Johnny Parsons
Councilmembers:
Jason Bagley
Candice Barney - absent
Ryan Johnson
Michael Mathie
Perry Payne
Public Works Director John Draper
City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meeting held May 26, 2026

Councilmember Payne moved to approve the May 26, 2026, Regular City Council Meeting Minutes as submitted. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

5. Citizen input -Limit of 3 minutes per comment

Mary K. Outzen, President of the South Sevier Senior Citizen Board, addressed the Council. She expressed gratitude for the City's responsiveness to four requests she had previously submitted, which had all been fulfilled, including work on the parking lot. She reported that the Senior Citizen Board had updated its fiscal year to align with a July-June cycle, adopted a new budget, enacted new bylaws, and raised approximately \$5,000 toward the new community building.

Ms. Outzen offered two additional requests: first, that the Council consider Jack Hammond as Grand Marshal for the 24th of July Parade, noting his service to the community through the American Legion

and the Senior Citizen Board; and second, that the 24th of July flyer identify the Breakfast in the Park as a Senior Citizen fundraiser. Both requests were acknowledged favorably by the Council.

6. Approval of May 2026 warrant register, cash disbursements, and adjustment journal.

Councilmembers reviewed and signed the May 2026 warrant register, cash, disbursements, adjustment journal.

7. Business

- a. Consider property nuisance abatement 395 S 200 E - Code Enforcement Officer Trevor Peterson

Code Enforcement Officer Trevor Peterson was unable to attend. Property owner Wes Von Rolleston appeared before the Council to address the matter. He acknowledged that the accessory structure on his property had not been permitted and expressed no ill will regarding the enforcement process. He reported that four loads of debris and materials had already been removed from the property and taken to the City dumpster as previously directed. He noted that the structure itself, used for personal storage, was clean inside and contained no junk or animals.

Council discussed the setback requirements, noting that the rear setback is 3 feet for structures located more than 10 feet behind the house, provided there are no utility conflicts. Councilmember Mathie asked whether the resolution was to have the property owner apply for a building permit and bring the structure into compliance, and the consensus was that this was the appropriate path forward. City Recorder Allison Leavitt provided Mr. Von Rolleston and renter Martin Gallegos with a building permit application, and the Council instructed them to complete the permit and submit it to the City as soon as possible. The county inspector would then inspect the structure to determine what, if any, modifications were required.

Mr. Von Rolleston also brought two additional matters to the Council's attention: a fence line dispute with a neighboring property owner, the Council clarified this was a private matter between landowners, not a City issue, and a broken irrigation line at his neighbor's property that had been exposed since the installation of new irrigation meters approximately one week prior, leaving both properties without irrigation water. The Council acknowledged the issue and indicated the Public Works Director John Draper would follow up with Water Foreman Darrell Payne to determine whether the repair responsibility fell to the City or the landowner.

Councilmember Payne moved that the property owner at 395 S 200 E obtain a building permit and have the structure inspected by the county inspector in the proper manner. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

- b. Consider Ordinance 6 03 2026 amending Monroe City Subdivision Ordinance- Talon Gadd

Planning Commissioner Talon Gadd presented the proposed amendments to the Monroe City Subdivision Ordinance on behalf of the Planning Commission. He explained that Kendall Welch from Jones and DeMille Engineering had updated the ordinance to bring it into compliance with state

requirements, and that the Commission had reviewed the full document, approximately 90 pages, and engaged in thorough discussion before arriving at their recommendations.

The Commission proposed several targeted changes: a spelling correction on page 9; removal of clarifying language on page 14; a note on page 41 affirming that hydraulic modeling improvement costs are the developer's responsibility; a terminology change on page 41, Section B, from "feasibility for utilities" to "letter of provided utilities" to improve clarity; the addition of language on page 42 allowing for submission of additional information and materials when necessary; and a new requirement that developers list all utilities to be provided when submitting a plat, so that the Council can confirm all promised improvements are completed prior to final approval.

It was explained the practical reasoning behind the utility's disclosure requirement, referencing a prior subdivision where a natural gas provider delayed completion, creating ambiguity about whether the utility was required. The Council agreed that having developers commit in writing to specific utilities at the time of subdivision plat submission would prevent issues at the time of final approval.

Mayor Parsons raised the issue of water rights associated with farmland being developed, expressing concern that developers may sell off water rights/shares prior to subdivision. Councilmembers agreed this warranted further attention, with the consensus being that the City should have first consideration when water rights/shares are transferred during the subdivision process. This topic was noted for future review.

Councilmember Johnson moved to adopt Ordinance 6 03 2026 amending Monroe City Subdivision Ordinance. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

c. Consider Ordinance 6 01 2026 Enacting Utah Wildland Urban Interface Code

Revised WUI map per Council recommendations was presented to the Council.

Councilmember Payne moved to adopt Ordinance 6 01 2026 Enacting Utah Wildland Urban Interface Code. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

d. Consider 24th of July Parade Grand Marshall and 24th of July Activities

The Council considered nominations for the 24th of July Parade Grand Marshal. Names discussed included Jack Hammond, as suggested by Ms. Outzen, and Ron Mills, who was put forward by Councilmember Payne. Councilmember Payne spoke to Ron Mills's extensive contributions to the community, including approximately 20 years of service with the fire department and his instrumental role in the water system merger between South Monroe Water and Monroe City.

Dave Coe discussed plans for the 24th of July Hoopin' Hotrod Car Show, which runs from 6:00 to 9:00 PM the evening before the parade, concurrent with the City BBQ. Participants receive barbecue tickets as

part of their entry fee. This information and breakfast in the park as a Senior Citizen fundraiser, in response to Ms. Outzen's earlier request will be on the 24th of July Poster.

Dave Coe additionally presented a proposal for a second car show to be held on August 29th at Lions Park, to be followed by a movie at the local theater. He proposed a cruise route along Main Street using the two inside lanes, with turnarounds at the RV Park and post office. The Council was generally supportive, and it was agreed that the Sevier County Sheriff's Department would be notified, though no formal road closure would be required.

Councilmember Payne moved to select Ron Mils as our 2026 Grand Marshal for the 24th of July Parade. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

Councilmember Perry Payne will contact Mr. Mills.

e. Appointment to Monroe Trails Committee - Mayor Parsons

Mayor Parsons reported that committee member Prescott McCarthy had stepped down from the Monroe Trails Committee after accepting a contracting role that created a potential conflict of interest. In his place, Graydon Bascom was recommended as his replacement. City Recorder Allison Leavitt noted that Mr. Bascom works in a forestry-related capacity and had received approval from his employer confirming there would be no conflict of interest with serving on the committee. The Council acknowledged the appointment without objection.

f. Approval of Resolution 6 01 2026 adopting the 2026-2027 Building Authority of Monroe City Annual Budget

Mayor Parsons presented the 2026-2027 Building Authority of Monroe City Annual budget.

City Recorder Allison Leavitt noted that this resolution covers the annual budget for the Building Authority, which includes payments related to Ekker Park and the cemetery.

Councilmember Mathie moved to adopt Resolution 6 01 2026 adopting the 2026-2027. Building Authority of Monroe City annual budget. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

g. Approval of Resolution 6 02 2026 adopting the 2026-2027 Monroe City Annual Budget including certified tax rate

Mayor Parsons presented to the Council Monroe City's 2026-2027 Annual Budget which includes the certified tax rate and cost of living increase for City employees.

Councilmember Payne moved to adopt Resolution 6 02 2026 adopting the 2026-2027 Monroe City annual budget including employee cost of living increase, employee merit pay increases, and certified tax rate. Councilmember Johnson seconded the motion. A roll call vote was

called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

- h. Approval of Resolution 6 03 2026 adopting amended Monroe City 2025-2026 fiscal year budget

Mayor Parsons presented to the Council an amendment to the Monroe City 2025-2026 fiscal year budget.

City Recorder Allison Leavitt explained that the amended budget reflects a significantly elevated figure due to grant awards received during the 2025-2026 fiscal year, specifically \$1,700,000 for a new well and funds for pickleball court construction, both of which must be included in the current 2025-2026 fiscal year's budget even though expenditures will occur in the following year.

Councilmember Mathie moved to adopt Resolution 6 03 2026 adopting the amended Monroe City 2025-2026 fiscal year budget. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

- i. Consider Ordinance 6 02 2026 Enacting Compensation Increases for Specific City Officers

City Recorder Allison Leavitt explained that under a state law enacted in 2024, compensation increases for department heads and statutory employees must be formally adopted by ordinance. The Council had previously agreed to a 3% across-the-board increase, and this ordinance formalizes that decision.

Councilmember Payne moved to adopt Ordinance 6 02 2026 Enacting compensation increases for specific City officers. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

- i. Consider options to minimize well drilling noise disturbance

The Council was informed that the bid opening for the new well-drilling project is scheduled for Tuesday June 23, 2026, with work expected to begin approximately three weeks thereafter. Councilmember Payne was designated as Mayor Pro Tem in Mayor Parsons's absence for the bid opening.

Some bidders have indicated a preference for 24-hour drilling operations, which, while technically in conflict with the City's noise ordinance, would shorten the active drilling period to approximately ten days, followed by a mandatory 24-hour pump test.

The nearest residences are located approximately 800 feet from the well site, below the dance studio. The Council acknowledged that noise from diesel generators, work lights, and the drill truck would be noticeable to nearby residents. Options discussed included offering hotel accommodations to affected residents for the duration of drilling, or the installation of a temporary sound wall (estimated at approximately \$50,000, which would draw from project funds). The hotel accommodation option was viewed as the most practical and good-will-generating approach, and it was noted that a similar offer made during a recent Aurora project resulted in no residents accepting the rooms.

The Council also noted that the City is generally obligated to accept the lowest responsive bid and cannot disqualify a bidder solely for proposing 24-hour operations. Public Works Director John Draper agreed to approach affected residents on behalf of the City. A distance threshold of 1,000 feet from the well was established as the radius within which residents would be offered accommodations.

Councilmember Mathie moved to contact residents within 1,000 feet of the well drilling site to inform them of the upcoming activity and offer hotel accommodations for the duration of drilling. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

- j. Review quotes and consider purchase of replacement of irrigation pump in the HiRoe Hydro building

Public Works Director John Draper reported that the irrigation pump used to transfer water from the South Bend Canal to the irrigation pond had failed due to a loose nut on the impeller that damaged the shaft. A 1980 backup pump is currently in use but is less efficient and unable to precisely maintain target flow rates. The new pump would operate on a Variable Frequency Drive (VFD) for improved efficiency.

The lowest quote received for the pump itself was \$11,372, with total installation costs anticipated to reach approximately \$15,000. An additional quote of \$20,000 was also received, and a third quote was expected. The Council acknowledged that the purchase was necessary and that funding would be identified through the irrigation budget. The Council authorized staff to proceed with the purchase of the best-value pump.

Councilmember Mathie moved to approve the purchase of a replacement irrigation pump in the HiRoe Hydro building. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt-

- The Request for Proposals (RFP) for the pickleball court project was posted the same day as the meeting. A mandatory virtual pre-bid meeting is scheduled for July 9th, with proposals due electronically by July 20th. The Council will review and select a proposal on July 21st, with a formal presentation to the Council on July 28th.
- Picnic tables ordered for the fly-in event were delivered shortly after being ordered. Park Foreman Rhet Colby was informed of the delivery and stated he would try to have them ready in a couple of weeks.
- The air conditioning unit at the Senior Citizen Center had experienced a malfunction; the refrigerant coil had frozen solid. A repair technician was contacted, but repairs could not be completed until the unit thawed.

- Multiple vendors have contacted the City about transitioning from legacy telephone landlines to Internet-based phone service. City Recorder Allison Leavitt noted that Granite Communications had offered a quote at nearly half the current cost, and that industry representatives have indicated traditional landlines may be phased out over time. She was directed to obtain additional quotes from other vendors for comparison before any decision is made.
- Reported that progress on the irrigation meter installation has revealed some data reconciliation challenges, including address mismatches and meters showing anomalous readings due to water being turned back on after installation. Billing will continue to be assessed by acreage until all meters are properly identified and assigned. A reimbursement claim of approximately \$8,000 was submitted to the grant for staff time related to the meter installation oversight and on-call response.

Public Works Director John Draper

- Irrigation pumping from the South Bend Canal is scheduled to resume the following morning. The Council discussed the importance of encouraging large water users to restrict irrigation during the hours of 10:00 AM to 6:00 PM and noted that voluntary compliance had been effective previously. Staff were directed to follow up with known large users who may not be complying.
- Parks staff, specifically Park Foreman Rhett Colby and seasonal employee Gage Campbell, were commended for their performance. Public Works Director John Draper noted that this was the first summer the City has had two dedicated parks employees, and their work has been exceptional. A third parks employee, JD Anderton, had given notice of resignation to pursue other employment.
- A temporary worker obtained through Elwood Staffing was praised for his contributions to the water meter installation project, though a non-hire agreement with the staffing agency prevents the City from bringing him on as a direct employee at this time.
- The splash pad was noted to be heavily used, and Park Foreman Rhett Colby was credited with diligently monitoring and testing the water quality multiple times daily. Public Works Director John Draper will follow up to ensure testing samples are submitted to the Health Department per Councilmember Bagley's recommendation.

b. Department Business-Council

Councilmember Payne –

- Six Monroe City firefighters had recently attended a fire convention for training and expressed appreciation for the City's support of that professional development opportunity.

Councilmember Johnson-

No further business.

Councilmember Bagley-

No further business.

Councilmember Mathie-

No further business.

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325 Mayor Parsons –
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327 No further business.

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329 **10. Adjournment**

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331 **There being no further business to come before the Council for consideration, Councilmember**
332 **Mathie moved the Regular Council Meeting to adjourn at 8:04 p.m. The motion was seconded**
333 **by Councilmember Payne . The vote was unanimous. The motion carried. 4-0**

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335 The next regular City Council meeting is scheduled to be held on Tuesday, July 14, 2026 starting
336 at 7:00 p.m. at Monroe City Office.

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338 Approved this 14th day of July 2026.

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342 Allison Leavitt
343 Monroe City Recorder


Johnny C. Parsons
Mayor