Mona City Public Hearing and City Council Meeting Minutes

Tuesday November 14, 2023

MEMBERS PRESENT: Randy Christensen- Mayor

TJ Pace – Councilmember

Ron Warren - Councilmember

Jay Mecham – Councilmember

Amy Stanley – Councilmember

Jay Christensen **–** Councilmember

MEMBERS ABSENT: Jay Mecham - Councilmember

STAFF PRESENT: Alicia Hills – Mona City Recorder

Michelle Dalton - Secretary

Sara Samuelson – Mona City Finance Director

Shay Morrison – Community Advisor

Dennis Gardner – Planning and Zoning Chair

OTHERS PRESENT: Myrna Trauntvein – Times News Reporter; Heidi Smith; Jaylee Carter; Tresson Coombs; Roudee Weaver; Levi Dansie; Connor Cowan

Mayor Randy Christensen called the meeting to order at 7:00 pm.

**Public Hearing**

Councilmember Stanley made motion to open the Mona City public hearing. Councilmember Pace seconded the motion to open the Mona City public hearing. The vote of the Council in favor of opening the public hearing was as follows:

Councilmember Christensen AYE

Councilmember Mecham ABSENT

Councilmember Pace AYE

Councilmember Stanley AYE

Councilmember Warren AYE

Mayor Christensen stated that the public hearing was being held for Mona City Ordinance 2023-22, updates to Mona City Code 4-2-6, Penalty; and Ordinance 2023-23, updates to Mona City Code 10-5-2, Mona City Zoning Map.

Public Comment: none

Councilmember Christensen made motion to close the Mona City public hearing. Councilmember Pace seconded the motion to open the Mona City public hearing. The vote of the Council in favor of opening the public hearing was as follows:

Councilmember Christensen AYE

Councilmember Mecham ABSENT

Councilmember Pace AYE

Councilmember Stanley AYE

Councilmember Warren AYE

**City Council Meeting**

**Opening prayer/Pledge of Allegiance:**

Councilmember Christensen led the pledge of allegiance.

Mayor Christensen led the prayer.

**Approval of Minutes:**

Councilmember Pace motioned to accept the city council meeting, executive session, and work session minutes of October 24, 2023, as written. Councilmember Christensen seconded the motion to accept the city council meeting, executive session, and work session minutes of October 24, 2023, as written.

The vote of the Council to approve the minutes of October 24, 2023 was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

**Action Items:**

* Resolution 2023-14: Update to Mona Fee Schedule

Finance Director Samuelson reported that the fee schedule will be updated to show that a $100 fee will be added for a code variance application fee.

Councilmember Stanley made motion to approve Resolution 2023-14: Update to Mona Fee Schedule.

Councilmember Warren seconded the motion to approve Resolution 2023-14: Updated to Mona Fee Schedule.

The roll call vote of the Council in favor was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* Resolution 2023-15: Update to Mona City Personnel Policy

Finance Director Samuelson reported that the personnel policy will be updated to change an employment title to ¾ time employee, clarify the office hours, as well as added wording that states that if an employee does not show up for work for 3 consecutive days in a row without notice is defined as a voluntary resignation.

Councilmember Christensen made motion to approve Resolution 2023-15: Updates to the Mona City Personnel Policy.

Councilmember Warren seconded the motion to approve Resolution 2023-15: Updates to the Mona City Personnel Policy.

The roll call vote of the Council in favor was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* Ordinance 2023-22: updates to Mona City Code 4-2-6; Penalty

Councilmember Pace made a motion to approve Ordinance 2023-22: updates to Mona City Code 4-2-6; Penalty.

Councilmember Stanley seconded the motion to approve Ordinance 2023-22: updates to Mona City Code 4-2-6; Penalty.

The roll call vote of the Council to approve Ordinance 2023-22: updates to Mona City Code 4-2-6; Penalty, was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* Ordinance 2023-23: updates to Mona City Code 10-5-2; Mona City Zoning Map

Councilmember Christensen made a motion to approve Ordinance 2023-23: updates to Mona City Code 10-5-2; Mona City Zoning Map. Councilmember Warren seconded the motion to approve Ordinance 2023-23: updates to Mona City Code 10-5-2; Mona City Zoning Map. The roll call vote of the Council to approve Ordinance 2023-23: updates to Mona City Code 10-5-2; Mona City Zoning Map, was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

**Community Advisor Shay Morrison**

* **CDBG application:** Morrison updated the Council on the progress of the CDBG application and what still needs to be completed.

Councilmember Stanley made motion to approve main street lighting for the CDBG Project.

Councilmember Christensen seconded the motion to approve main street lighting for the CDBG Project.

The roll call vote of the Council in favor of the approving main street lighting for the CDBG Project was as follows:

Councilmember Christensen AYE

Councilmember Mecham ABSENT

Councilmember Pace AYE

Councilmember Stanley AYE

Councilmember Warren AYE

* **Subdivision Assistance:** Morrison reported that the names of the consultants has been released, of which **t**here are two companies locally. Mona City will receive up to $14,000 in assistance to update the Mona City Code to meet the new Senate Bill 174 requirements.
* **Rural Communities Opportunity Grant Application:** Morrison stated that this grant closes on this upcoming Friday. Councilmember Stanley reported that she has not been able to find any contractors who will do a bid for the snack shack upgrade**.** It was decided that the city will not be able to have the information ready by Friday and will retry for the grant in the future.
* **Thriving Communities Application:** Morrison reported that he is applying for the funding with Six County and if Mona City is in support that he has attached the letter that needs to be signed by the mayor.
* **Guiding Our Growth Survey Results:** Morrison reported on topics that were in alignment with the State overall, and then stated that he would send the link with all of the results for the Council’s review.
* **Procurement Policy:** Morrison stated that he had put this item on the agenda but that Mona City’s procurement policy had been updated six months ago, so it did not need to be addressed.
* **Community Advisor Program Update:** Morrison reported on the items that the Community Advisor Program handles, which include general plans, ordinance updates, policy and procedure updates, CIB and CDBG applications, checklists for master fee resolutions, revenue sources, forms and flyers, grant applications, etc. He stated that they presently are not doing personnel issues, such as human resource duties.

**Secretary/Treasurer Report:**

* **Business license** **– Patricia Ridgeway – Twisted Fork food truck**

Councilmember Pace made a motion to approve the Ridgeway business license. Councilmember Warren seconded the motion to approve the Ridgeway business license. The roll call vote of the Council for acceptance of the Ridgeway business license was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

**Planning and Zoning:**

* **Don & Pauline Smith – Accessory Building Permit – 141 East 700 South**

Planning and Zoning Chair Dennis Gardner reported that the Smith building permit met all Mona City code and was approved by the Planning and Zoning Commission. There will be power but no water to the building.

Councilmember Warren made motion to approve the Smith accessory building permit.

Councilmember Christensen seconded the motion to approve the Smith accessory building permit.

The roll call vote in favor of accepting the Smith building permit was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* **Tina Royce – Solar Panel Permit – 699 Platt Lane**

Planning and Zoning Chair Gardner reported that he was unaware of a solar panel permit, so it was tabled until further information could be obtained.

**Finance Report:**

The Mona City and Recreation Disbursement Listings for 10/11/2023 to 11/07/2023 and 11/08/2023 to 11/14/2023 were presented.

Councilmember Pace made a motion to approve the finances as presented. Councilmember Warren seconded the motion to approve the finances as presented.

The roll call vote of the Council to approve the finances as presented was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

**Gas and Roads and Water Report:**

New employee Brad was welcomed to Mona City as the Gas and Water and Roads worker. He stated that the leaf vac needs new tires and he suggested having solid tires put onto it. Mayor Christensen instructed him to find what is needed.

**Sewer:**

Mayor Christensen read a text from Brent Arns at the sewer plant. He stated that the plant is running well and the membranes are doing their job. He said that concentrations are where they should be, the new membranes have been ordered, and Jeff is working on one of the drum screens to get it back into operation. Arns also asked about the status of auger and when will they start working on implementing it.

**Recorder:**

* **Schedule election canvass for December 5, 2023:** Recorder Hills reported that the canvass for the General Election needed to be held before the next City Council Meeting and suggested having the canvass on December 5, 2023.

Councilmember Warren made motion to schedule a special meeting on December 5 to canvass the general elections.

Councilmember Pace seconded the motion to schedule a special meeting on December 5 to canvass the general elections.

The vote of the Council to have a special meeting on December 5, 2023 to canvass the general election was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* **2024 Meeting Schedule Proposal:**

Recorder Hills presented the proposed 2024 Mona City Council and Mona City Planning and Zoning meeting schedules.

Councilmember Christensen made motion to approve the 2024 meeting schedules.

Councilmember Stanley seconded the motion to approve the 2024 meeting schedules.

The vote of the Council to accept the meeting schedule was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

* **Code Review: 11-11-6 Variances**

Recorder Hills reviewed code 11-11-6 and presented the Council with the process that a variance must go through before it may be approved by the Council.

**Council Business:**

Councilmember Stanley stated that on December 2, Santa will be at the community center from 10-2. She also reported that she will be putting up the garland on the park fence, but the county is going to decorate the rest of the fence. Also, the office Christmas tree will be put up next week.

Councilmember Stanley reported that rec basketball is started and they are advertising to hire a tumbling coach.

Councilmember Pace had nothing to report.

Councilmember Christensen stated that he has been working on CDBG and going through the process to get it ready.

Councilmember Mecham was absent.

Councilmember Warren reported that the new employees are on track and working well. He said that for now Bryson will be kept on as an employee until one of the new employees is certified.

Councilmember Warren also reported that the transportation master plan is going through its final phases, and Jones and Demille will present it when it is completed.

Councilmember Warren also stated that he will have the stop sign on 900 south and 100 east installed.

**Public Comment:**

Heidi Smith said that she would like to thank the staff for all their hard work.

**Adjournment**

Councilmember Warren made a motion to adjourn the meeting at 8:07 pm. Councilmember Pace seconded the motion to adjourn. The council vote to adjourn the meeting at 8:07 pm was as follows:

Councilmember Christensen: AYE

Councilmember Mecham: ABSENT

Councilmember Pace: AYE

Councilmember Stanley: AYE

Councilmember Warren: AYE

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Randy Christensen, Mayor Alicia Hills, Mona City Recorder