

MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, June 24, 2014 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404

Present: Mayor Bruce Richins, Council Member Michelle Tait, Council Member Jeff Pearce, Council Member Grover Wilhelmsen, Council Member Jennifer Jensen. [Council Member Morrell is excused.]

Staff: Pam Crosbie, Finance Clerk, Bryan Fife, Recreation Director, Jennie Knight, City Recorder.

Visitors: Ruth Pearce, Riley Crezee, Cherie Crezee, James Pohlman, Trey Pohlman.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Richins called the meeting to order and welcomed all visitors. Mayor Richins excused Council Member Morrell.

2. Opening Ceremony.

Mayor Richins led the pledge of allegiance and opening ceremony.

3. Consent Items.

- a. Approve the minutes of June 10, 2014 as presented.

Council Member Tait pointed out a clerical error in the paragraph including the motion to approve the FY 2014-15 final budget for the fiscal year ending June 30, 2014. The ending date should be June 30, 2015.

MOTION: Council Member Tait motioned to approve the June 10, 2014 minutes including the change of the ending date to June 30, 2015. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. Discussion/possible action to approve Harrisville City Resolution 2014-06; a resolution amending personnel policies and procedures manual to include miscellaneous amendments.

Pam Crosbie pointed out the changes to the policy, clarified any capable adult may be employed rather than age specifications. This is consistent with the state guidelines. Council Member Pearce asked for clarification of the wordage included in certain sections. Clarification was made as to the proper wordage; items one through ten are

stricken from the policy. Mayor Richins explained that we employ individuals under the age of 16 for recreation. Pam Crosbie clarified the state regulations for youth under the age of 16, and this resolution is consistent with meeting those state guidelines. This resolution only includes specific sections that will be modified.

Pam Crosbie pointed out what constitutes proper use of city vehicles. Department heads shall determine which individuals are allowed to operate or be a passenger in city owned vehicles. This allows employees to have a passenger in their vehicle if they are called into work. Council Member Jensen asked if they are allowed to have a non employee in the vehicle. Pam Crosbie said she contacted the Trust to verify that this is covered. She clarified the difference between employees, non employees and Council Members, the trust requires monthly notification that she provides for each employee. An additional change allows the city the right to conduct background checks on any city volunteers. Mayor Richins asked to remove the words “by the” from Amendment 3, item 7. The last sentence will now read “The policy should comply with any requirement established in accordance with any Utah Bureau of Criminal Identification.”

Council Member Jensen pointed out this should not be difficult to implement. Council Member Pearce said these changes are being implemented state wide. Mayor Richins explained the history behind this change. Pam Crosbie said the police department saw this as a need. Mayor Richins stated there have been serious issues in our area regarding this. Pam Crosbie explained if volunteers are representing the city, this will protect the city.

Mayor Richins informed Council Amendment 4 updates the policy with the addition of our new recreation department; making four departments rather than the previous three.

MOTION: Council Member Wilhelmsen motioned to approve Harrisville City Resolution 2014-06; a resolution amending personnel policies and procedures manual to include miscellaneous amendments with the clerical change. Council Member Pearce seconded the motion. A Roll Call vote was taken.

Council Member Jensen	Yes
Council Member Pearce	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

Motion passed 4-0.

- b.** Discussion/possible action to approve Harrisville City Ordinance 467; an ordinance amending section 11.10.020 of the land use ordinance relating to home occupation/ making technical changes; severability; and providing an effective date.

Mayor Richins pointed out the changes that are included in this ordinance. A few items were stricken to make things more clear; clientele and parking issues are addressed. Council Member Pearce pointed out there must be state certifications met for auto body work, and asked if this includes mechanics as well. Mayor Richins said he does not know. Council Member Jensen asked about the outdoor storage clarifications; could

outdoor storage could be interpreted as a shed. Council Member Tait said she interprets this to be storage of materials. Mayor Richins said the reason behind the restriction is to not cause an eye sore in the neighborhood. Mayor and Council gave discussions about the definitions of the terms. Mayor Richins said he interprets this to not have materials open to the environment.

Member Tait said item “f” shows the work must be done in an enclosed structure. She has concern that this may limit the amount and type of work possible at residences too much.

Council Member Jensen asked about the limit of “8” children at any time. She suggested looking at the number of children allowed during preschool hours. She feels this should be clarified from the amount of children allowed in a day care. Council Member Tait wondered if this is determined by state licensing. Council Member Wilhelmsen said he thought day care centers are licensed by the state. Council Member Jensen suggested these be listed as two different items, preschool and day care. Council Member Tait expressed concern with the restriction in items “e” and “j”. She pointed out there was an issue a few years ago regarding similar restrictions. Council Member Wilhelmsen suggested making sure the state guidelines are being met with our municipal code. Mayor and Council agreed this will need to be clarified. Council Member Pearce suggested tabling this ordinance and taking a new look.

MOTION: Council Member Jensen motioned to table Harrisville City Ordinance 467; an ordinance amending section 11.10.020 of the land use ordinance relating to home occupation/ making technical changes; severability; and providing an effective date. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.

- c. Discussion/action on advice and consent to Mayor’s Appointments:
 - a. Appointment of Jennifer Morrell as Mayor Pro Tem.

Mayor Richins explained his vision for this mayor pro tem is to be rotated every six months through the council seating order. This will rotate seat assignments every six months and reappoint the mayor pro tem.

MOTION: Council Member Tait motioned to ratify the appointment of Jennifer Morrell as the Mayor Pro Tem for a term of six months. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

- b. Appointment of Bryan Fife as Park & Recreation Department Director.

Council Member Jensen informed Council of the success with the baseball/softball referees this season. They were loud enough for everyone to hear and did a great job. Council Member Tait asked Bryan Fife how long he has been overseeing the recreation programs. He responded 4 years. Mayor Richins said he enjoys that we are now in

control of hiring the referees now. Council Member Jensen said there have been some good referees in the past but these kids did a great job.

MOTION: Council Member Pearce motioned to ratify the appointment of Bryan Fife as the Recreation Director. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.

Council Members thanked Bryan for his efforts and loyalty with the city.

- d. Discussion /possible action on assigning the Youth City Council to organize and set-up the Weber County Fair Booth for 2014.

Mayor Richins said this is a staff suggestion for the Youth City Council to organize this booth. Council Member Tait said depending on the time of the fair, she will out of town August 10th through the 16th. Council Member Jensen said she will be available, and offered to get someone else to help. Jennie Knight will provide the information for the fair booth, and try to find examples of previous fair booths. Mayor and Council agreed to give this item to the youth city council.

- e. Discussion/possible action to approve Harrisville City Resolution 2014-07; a resolution adopting the 2014 Tax Rate, Tax Year 2014.

Mayor Richins said this resolution is a formality to adopt the year's certified tax rate; the final budget was adopted at a previous meeting. Adopting the resolution makes it official. He pointed out there is always a slight fluctuation on this rate. Jennie Knight displayed the current and proposed rate. Mayor Richins asked for any comments.

MOTION: Council Member Pearce motioned to approve Harrisville City Resolution 2014-07; a resolution adopting the 2014 Tax Rate, Tax Year 2014. Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.

Council Member Jensen	Yes
Council Member Pearce	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

Motion passed 4-0.

5. Public Comments - (3 minute maximum)

Ryley Crezee, 678 W. 2825 N., Pleasant View, wanted to express his enjoyment participating in baseball this year. He commented he thought the referees were great. He played 7th grade baseball this season.

6. Mayor/Council Follow-Up.

Mayor Richins said he had one change to make on the new resident brochure; updating the planning commission with the new members. Mayor and Council discussed the new resident brochure. Council Member Jensen asked if she has seen this. Council Member Wilhelmsen was not present at the last meeting. Mayor Richins passed around a copy of the brochure. Council Member Jensen said this is a great resource. Mayor Richins said he would like to personally deliver some as his schedule allows, and distribute some others in the community. Council Member Jensen commented there are a lot of new residents in her area. Mayor Richins pointed out there is a lot of good information contained in the brochure.

Council Member Pearce reported he attended the water conservation tour. He said he received good information about where we get our water. Mayor Richins said Bona Vista does buy water from Weber Basin as well. Council Member Pearce said they took a tour of Pineview Reservoir, and were able to see how this is setup to hold through an earthquake. He also reported the outdoor garden is definitely worth seeing. This is a resource to find out what drought tolerant plants are available. He suggested Council consider attending in the future.

Council Member Pearce suggested Council attend a tour of the sewer plant. Mayor Richins said this will be scheduled in the future.

Council Member Tait reported they played disc golf with 4 of the youth city council. She has 4 new applicants. She noticed hole number three was removed. Bryan Fife said this has been put back in with the conclusion of the recreation season. He said next year they will pull out holes 1,2,3, and 4 for the recreation season. Council Member Jensen said taking recreation pictures was an issue with the disc golfers this year. Bryan Fife said this will be solved with temporarily removing holes 1-4.

7. Adjourn.

Mayor Richins motioned to adjourn at 7:45 pm.

8. HERITAGE DAYS WORK SESSION

Mayor Richins said Council Member Morrell contacted him earlier with some suggestions for this discussion. She expressed that Robin Stout who is doing the pinewood derby needs some help. Mayor Richins asked if Council Member Wilhelmsen would be willing to help. Council Member Jensen suggested some scouts could help. Mayor Richins said maybe some scout leaders. Council Member Wilhelmsen will contact Robin Stout to see what help he needs.

Council Member Jensen reported on the kendama tournament. She got in contact with individual running this event. There will be \$3 charge that day per child. She would like to hold the tournament during the night session; they give away a large kendama as the grand prize. The provider collects the money. Council Member Jensen clarified participants bring their own kendama, he may have a few available.

Mayor Richins reported Jennifer Morrell said she is having a Heritage Day's committee meeting Thursday evening. Mayor Richins asked if Council Member Jensen would contact Council Member Morrell about the meeting.

Council Member Morrell wanted Council to go over a timeline of events; starting with the parade at 9:00. These events should be solidified in the Thursday meeting. Mayor and Council discussed the option of allowing a food vendor to serve breakfast. Discussion was given to the setup times for vendor booth and the logistics of having food vendors already opened at this time.

Council Member Jensen asked for suggested times to hold the Kendama tournament. She indicated she would not like this to run at the same time as the pinewood grand prix. Mayor and Council discussed the length of time necessary to run all of the heats for the pinewood grand prix. This will largely depend on the number of participants. Mayor and Council discussed several other event options; wheelbarrow race, cupcake walk, musical chairs, bubble blowing contest, or a watermelon eating/spitting contest. Council Member Jensen said she does not have a sponsor for the 3 on 3 basketball tournament. She suggested changing this to a 3 on 3 soccer tournament. She said the soccer tournament coordinators would handle this event themselves. Mayor Richins asked where this event would be held. Council Member Jensen said possibly on the other side of the detention basin.

Council Member Wilhelmsen would like to know where they stand as far as volunteers, reminding Council of the background check requirement. He pointed out there are a lot of events that will need help with volunteers.

Mayor and Council agreed to hold the sawdust scramble at 11am. Mayor Richins pointed out some events will have to overlap.

Council Member Jensen suggested having a facebook page contest. She suggested having a contest for people to sign up as volunteers and give out an incentive to participants. Ruth Pearce asked if Frisbee golf discs could be given as a prize.

[Council Member Wilhelmsen was excused.]

Jennie Knight pointed out any newsletter information will need to be submitted by Friday to be included in the July Newsletter.

Council Member Jensen said she will contact Roy Days to see if she can get help with the 3 on 3 soccer tournament.

Mayor Richins said they need to follow-up with the Grand Marshall; Anderson's will be out of town.

Mayor Richins asked if some other items need to be penciled into the timeline. Jennie Knight reminded Council of the disc golf tournament. Mayor and Council agreed to have some of these events in the morning. Possibly begin the disc golf at 10am. These include teams of 4; with increments of time set for each team.

Council Member Jensen said the youth city council can help with the recreation booth activities. These will all be free. She will check with Bryan Fife on what items the recreation booth will include.

Mayor Richins asked about the chalk art contest. Council Member Jensen said there should be blocks partitioned off for the chalk art on the walking path. Mayor and Council gave discussion about how and where to get the chalk. Mayor Richins suggested keeping this simple.

Dale and Penny Hanzlik will be running bingo starting at 10am and ending at 5pm.

Mayor and Council gave discussion about where to locate the large bingo tent, incrementing the events to not overlap during the talent acts. They gave discussion on when to distribute prizes.

Mayor Richins said Walmart has offered volunteer help. He met with the manager, Jerry Golden, she gave him the website information to submit for what we need. She will provide volunteers and whatever time that employee volunteers for, Walmart will pay Harrisville in cash for the next Heritage Days. There is also a request by letter on the corporate site.

Council Member Jensen will follow-up with the Home Depot activity. This can be run like a booth with a starting time of 1pm.

Mayor Richins said Maurices will go through their marketing director to see if they will be able to donate. Chili's committed to selling gift certificates half price, with free kid's meals. Big 5, assistant manager lives in Harrisville, will see what they can provide.

Council Member Tait suggested maybe some disc golf supplies. She also said Smith's usually donates water.

[Dale and Penny Hanzlik arrived]

Dale Hanzlik said at any given time they give some free advertisement when they announce bingo prizes. He suggested letting sponsors know they are getting this for their donations.

Mayor Richins asked for Council's help contacting local businesses. Council Member Jensen will contact Smiths, Café Rio, and America First, Lee's, Rock Bottom sales, and Home Depot.

Council Member Tait will contact Pier 49, the dentist office, Zeppe's, Jiffy Lube, Javiers, and any other business in the strip mall across from Walmart. Council Member Pearce will contact Cal-Ranch, Smith & Edwards, Petco, Hastings, and possibly other businesses in that area. Mayor Richins will contact Walmart for parade candy.

Mayor and Council discussed events like the grand prix, bingo, and other events will need prizes.

Mayor Richins motioned to adjourn at 8:49 p.m.

ATTEST:

BRUCE RICHINS

Mayor

JENNIE KNIGHT

City Recorder