

**MINUTES OF THE CITY OF HARRISVILLE
CITY COUNCIL MEETING**

Tuesday, April 26, 2011
7:00 p.m.
Council Chambers
363 West Independence Blvd.
Harrisville, Utah 84404

PRESENT: Mayor Richard Hendrix, Council Member Bruce Richins, Council Member Michelle Tait, Council Member Grover Wilhelmsen.

STAFF: Max Jackson, Police Chief; Jennifer Morrell, City Recorder; Bill Morris, City Administrator.

VISITORS: Ruth Pearce, Jeff Pearce

7:00 P.M. CITY COUNCIL MEETING

1. Mayor Richard Hendrix called the meeting to order and welcomed all visitors. He excused Council Member Crowther.

2. Council Member Allen led the Pledge of Allegiance and offered the opening ceremony.

3. CONSENT ITEMS

a. **Approve the minutes of April 12, 2011 as presented.**

MOTION: Council Member Tait motioned to approve the minutes of April 12, 2011 as presented. Council Member Richins seconded the motion. All Council Members voted aye. Motion passed.

4. PUBLIC COMMENTS

None.

5. BUSINESS ITEMS

a. **Discussion and possible action on Resolution 2011-01 Comcast Franchise Agreement.**

Jennifer Morrell explained that the current agreement with Comcast would be expiring in October and staff decided to move forward in renewing it with a ten year agreement. Council Member Tait asked if anyone knew about the details of Comcast pulling their service from Morgan County. Mayor Hendrix mentioned that Ms. Morrell was working with Comcast to install cable in an area of the City that has never had service. He sees this as a good indication they are not going to pull their service out of our community.

Council Member Allen asked what the City makes off of the annual 5% gross revenue. Pamela Crosbie said the City receives \$5,000 each quarter. Council Member Allen asked Ms. Crosbie to confirm that the payments were made in a timely manner. She said they were. Council Member Tait asked why there was no franchise agreement with the satellite dish companies. Ms. Crosbie and Ms. Morrell discussed how utility easements function and indicated that Comcast was putting their cable under physical property located within the City.

Council Members discussed whether Comcast will still be in existence ten years from now. Mayor Hendrix pointed out that this is just a franchise agreement which allows them to come into the City and lay their cable and provide that service. Ms. Morrell reminded Council Members that it also included the collection of the franchise fee which is a source of revenue for the City.

MOTION: Council Member Allen motioned to approve Resolution 2011-01 Comcast Franchise Agreement. Council Member Wilhelmsen seconded the motion. Roll call vote was taken. All Council Members voted yes. Motion passed.

6. PUBLIC COMMENTS

None.

7. MAYOR/COUNCIL FOLLOW UP

Council Member Wilhelmsen said that Ms. Morrell has the new Heritage Days website nearly completed. Ms. Morrell said the site is functioning but is not complete although it should be easy to use and navigate when it is done.

Mayor Hendrix asked the Council how they feel about a City Facebook page. Council Member Richins shared information he received in a social media class held at the ULCT conference regarding the use of Facebook and how it was used for emergency purposes by Herriman City. Council Member Tait noted that most businesses have one. Ms. Morrell discussed the pros and cons as far as records management and liability is concerned. Council Members felt it would be a good way to get more information out to residents and receive feedback. Mayor Hendrix said it might be something the Council discusses further.

8. ADJOURN

Mayor Hendrix moved to adjourn at 7:25 p.m.

7:30 P.M. WORK SESSION

1. Discussion on FY 2011-12 budget.

Treasurer Lynn Fortie explained there is a shortfall of \$99,704 between the projected revenue and proposed expenses. He also mentioned there is some distortion in the budget because the park reconstruction is being funded from park impact fees that have already been collected.

Mayor Hendrix pointed out that all of the changes from the previous meeting have been included in this second draft including the wage adjustments. Mayor Hendrix and Mr. Fortie discussed changing the payback period to the motor pool as a way to save money. Mr. Fortie suggested increasing the payback period from 3 years to 4 years for the Police Department and from 4 years to 5 years for Public Works. This would decrease our obligation and save \$79,000 each year. Mayor Hendrix also mentioned there would be a savings in maintenance costs because all of the new vehicles would be under warranty.

Lynn Fortie and Council Members discussed each page of the budget worksheet.

Page 1 – Mr. Fortie said he has been conservative in forecasting the money coming in noting there has been a decrease in sales tax revenue. He is not sure what is going to happen when the new Wal-Mart in Ogden opens. He also pointed out that he has been generous with revenue projections and said it could be worse. He has calculated a 5% drop noting the Riverdale Home Depot had a 10% drop when the Ogden Home Depot opened.

Council Member Tait heard there are many people who will not shop at our Wal-Mart but may return if it is cleaned up. Her understanding is that they drive to the Wal-Mart in Brigham City.

Page 2 – Mr. Fortie said the revenue from court fines has gone down, something they are also seeing in Riverdale. Bill Morris pointed out that the court program Coris is collecting fines on items and sending them to the state, something they were not doing before. Council Member Allen said the statistics he sees show crime is going down and has decreased by 5%. Bill Morris also noted that people are choosing to go to jail rather than pay a fine. Chief Jackson said that it is something he has seen in our court.

Council Member Allen asked about the reduction in youth baseball revenue. Pamela Crosbie said there have not been as many people signing up and some of our teams have been cancelled due to a lack of players. Mr. Fortie noted the use of reserved park development funds and explained it is not true revenue because it is money we already have.

Page 4 – Council Member Richins suggested that the membership to the Ogden/Weber Chamber of Commerce should be removed. Everyone agreed that we would not renew our subscription.

Page 5 – Mr. Fortie explained that the salaries and wages were decreasing for the Justice Court because wages were being reallocated. Jackie VanMeeteren now has 75% of her wages coming from the Police Department budget and 25% from the Justice Court.

Page 6 – Council Member Allen asked about the entertainment and food expense. Ms. Crosbie said it is for going away parties, the annual Christmas party, and to offset costs of the Council retreat.

Page 7 – Council Members and Staff discussed the RAMP fees and how much still needs to be spent. Mr. Fortie said all of it is still there and it will all go towards the park reconstruction costs. Council Member Allen questioned the codification expense. Mr. Morris explained that cost was for putting the ordinances on the web site and publishing the code books. Mayor Hendrix added they check for spelling errors, etc.

Page 6 – Chief Jackson said there is a concern that the revenues coming from the schools are not covering the cost of the school resource officer. He said we have a resource officer at Orion Jr. High for 4 hours each day, 9 months of the year. He noted that the school districts may need to start paying more because the current rate does not cover wages and benefits.

Chief Jackson said Pleasant View has hit the \$1 million mark the last three years and explained that we have an additional officer and a bigger case load and we are doing it for less money. Council Member Richins asked why Pleasant View was spending more and Chief Jackson replied it is because they are paying their officers more due to longevity.

Council Member Richins asked why the motor pool payments are going up so much. Mayor Hendrix explained it is due to new vehicle purchases. Chief Jackson said the money from the sale of the old vehicles will go back into the motor pool. Council Member Richins noted that the vehicles we have purchased will have a better resale value. Chief Jackson added that the maintenance cost is lower on trucks and the gas mileage is almost as good as the cruisers. He said the real benefit will be seen when it is time to sell them and agreed that the resale value is much better.

Council Member Allen asked for clarification on extending the time on the motor pool payments. He also expressed concern that the budget for the Police Department keeps increasing when the other departments have decreased their budgets. He asked for justification on the major increase to the motor pool and gasoline expenses. Mr. Morris explained that the old vehicles had maintenance issues and has required us to purchase new vehicles.

Chief Jackson explained how he computed the costs for fuel. Mr. Morris asked where the animal control bill is paid from and Ms. Crosbie explained it is under non-departmental. Mr. Fortie questioned the part time wages. Chief Jackson said it was for court security and also reported that their grant money helped to free up other equipment money this year to buy new computers for Jackie VanMeeteren and Jennie Knight.

Chief Jackson said they get \$12,500 from the state for liquor revenue. He has budgeted \$15,000 for alcohol enforcement but said it will be reimbursed by the state. He said the same was applicable for seat belt enforcement and EUDL (Enforcement of Underage Drinking Laws). It is paid back by the state.

Council Member Richins asked why the police officers always leave their vehicles running. Chief Jackson said it is not something they do any longer because of a new power adapter that allows them to shut their cars off without having to shut down their computers. He noted that during the summer time there was a problem with the computers not working if there was no air flow or too much heat.

Chief Jackson justified their physical fitness incentive saying it keeps their guys more healthy and looking better and there is less down time from injuries. He said each member of his department has the possibility of making \$325 maximum if they pass everything. Pamela Crosbie said it is a morale booster and Chief Jackson added that it is not mandatory but an incentive for those who choose to participate.

Chief Jackson also mentioned that the Lexipol expense would go down again this year. He said Lexipol is providing policy and procedure guidance to half the law enforcement agencies in the state.

Page 11- Council Member Richins asked about salaries and wages for the building inspector and if he gets paid whether inspections are done or not. Mayor Hendrix said he was an employee of the city and his salary was not dependent on the amount of work done. Council Member Richins mentioned they had discussed getting someone on a contract basis. Mayor Hendrix said he is aware that is what some cities do.

Page 12 – Council Member Richins asked how much the motor pool payments would be reduced by extending the payback. Lynn Fortie said it would reduce the annual budget by \$51,000. Mr. Fortie also explained there was a reallocation of salaries and wages with 20% of Gene Bingham's wage coming from the storm water fund and 80% coming from the Public Works budget, 20% of Byan Fife's wages coming from Recreation and 80% from Public Works, and 50% of Jake Meibos's wages coming from the storm water fund and 50% from Public Works. Mr. Morris mentioned that Mr. Bingham is concerned about staffing for the 2012-13 fiscal year. Council Member Tait asked about the possibility of selling concessions once the splash pad opens as a way to generate revenue. Council and Staff discussed the pros and cons of doing that as well as when the splash pad might open.

Page 13 – Discussed part time wages for staff member who is on call for the splash pad.

Page 15 – Mayor Hendrix discussed the use of LED lamps for the street lights and mentioned the cost has come down. He would like to pick a specific area that is metered and install some LED lights to see if there is a cost savings. Council discussed what areas might be feasible to test this with the cabin parking lot mentioned as a possible option. Mayor Hendrix mentioned that smaller towns are doing this and using the savings in electricity to replace old lights with new LED's. Council Member Richins asked what the suggested payback is. Mayor Hendrix said the cities he talked to averaged 50-60% savings.

Mayor Hendrix said there will be a \$2 increase in the sewer fee paid by residents which will be effective in July. He said the garbage expenses are looking better and mentioned his meeting with Waste Management this week. He said they have told him that an accurate inventory can be done. Council Member Allen feels like that is something the City should have them do.

Council Member Richins asked when the contract with Waste Management was expiring because the HOA's all go with ACE. Mayor Hendrix said he has given his approval to Waste Management to make an offer to the HOA's to provide service to them. Council Member Richins suggested putting the garbage service out for bid to make the companies fight for our business.

Page 23 – Council Member Allen asked for clarification on the motor pool fund. He also asked about the Easter egg hunt. Staff discussed some suggestions for how it could run better. Some of the problems are adults helping their kids which results in some children getting quite a few eggs while others only find 1 or 2.

Mayor Hendrix said this budget will be tentatively approved at the next meeting.

Mayor Hendrix moved to adjourn the Work Session at 8:50 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

RICHARD HENDRIX
Mayor

ATTEST:

JENNIFER MORRELL
City Recorder

Approved this 10th day of May, 2011