



HARRISVILLE CITY

363 West Independence • Harrisville, Utah 84404 • (801) 782-4100

MAYOR:

Michelle Tait

COUNCIL MEMBERS:

Richard S. Hendrix
Grover Wilhelmsen
Steve Weiss
Blair Christensen
Max Jackson

CITY COUNCIL AGENDA

363 West Independence Blvd

August 11, 2020

TO COMPLY WITH CDC RECOMMENDATIONS
ELECTRONIC PARTICIPATION IS RECOMMENDED

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"In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the City Recorder at 801-782-4100, providing at least three working days advance notice of the meeting."

7:00 P.M. CITY COUNCIL MEETING

Presiding: Mayor Michelle Tait

Mayor Pro Tem: Steve Weiss

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE & OPENING CEREMONY [Mayor Tait]
3. CONSENT ITEMS
 - a. Approve the minutes of May 12, 2020 and June 9, 2020 as presented.
4. BUSINESS ITEMS
 - a. Discussion/possible action to adopt Harrisville Resolution 20-12; a resolution adopting the 2020 Tax Rate for Tax Year 2020. [Bill Morris]
 - b. Discussion/possible action to award bid for 1100 North Pocket Park. [Glen Gammell]
 - c. 750 West Project Discussion. [Glen Gammell]
5. PUBLIC COMMENTS - (3 minute maximum)
6. MAYOR/COUNCIL FOLLOW-UP:
7. CLOSED EXECUTIVE SESSION: Utah State Code §52-4-205(1)(a): The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion of character, professional competence, or physical or mental health of individual(s).
8. ADJOURN

DATE POSTED: August 6, 2020

BY: Jennie Knight, City Recorder

I, Jennie Knight, certify that I am the City Recorder of Harrisville City, Utah, and that the foregoing City Council agenda was posted and can be viewed at City Hall, on the City's website www.cityofharrisville.com, and at the Utah Public Notice Website at <http://pmn.utah.gov>. Notice of this meeting has also been duly provided as required by law.

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
May 12, 2020
363 West Independence Blvd
Harrisville, UT 84404**

Present: Mayor Michelle Tait, Council Member Richard Hendrix, Council Member Grover Wilhelmsen, Council Member Steve Weiss, Council Member Blair Christensen.

Staff: Bill Morris, City Administrator, Jennie Knight, City Recorder, Ronda Kippen, Community Planner, Rick Hill, Bailiff, Mark Wilson, Police Chief, Sean Lambert Public Works Director, Glen Gammell, Lynn Fortie, Treasurer, Bryan Fife, Parks and Recreation Director, Zachary Loveland, Public Works.

Visitors: Blake Leonelli, Arnold Tait, Lacey Crittenden, Nathan Averill, ? Nelson.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

2. Opening Ceremony.

Council Member Christensen led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of March 10, 2020 as presented.

MOTION: Council Member Weiss motioned to approve the minutes of March 10, 2020 as presented. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action to adopt Harrisville Ordinance 508; Large Project Master Planned Communities/Mixed Use/In-Fill Amendments and General Plan Overlay Map for the same.**

Ronda Kippen explained that as this new ordinance was being administered, there were some inconsistencies, with questions regarding what the city is or is not looking for; site standards, what kind of buildings, landscaping and other items that were not clear when we wrote the code. She said this is common when adopting code. We initially adopt the code and then when trying to administer the code, additional items need to be clarified. There were two key things missing that she felt were putting the city at risk. First, the code called for each developer to bring in a development agreement, this put the city at risk. From a planning perspective she, as the city planner, along with Bill, as the attorney, Planning Commission and the City Council, would have to review the development agreement word for word to make sure the agreement would not put the city at risk over something that could take us to court. Typically, jurisdictions handle this by having a standardized agreement, instead of allowing developers to provide their own agreements.

There are also additional things added to the code which will make better applications for review. Under the current code, we could receive an application from a developer with basic information that staff would be basing a recommendation off of. She recommends having consistency with what reports the city requires to review a development. She also feels holding

developers accountable to be familiar with neighboring properties as well. What is outlined in the code, needs to be submitted at the time of application across the board. Ronda Kippen outlined the changes in this proposed ordinance which will help give staff opportunity to make good recommendations to the planning commission and city council regarding new developments.

Bill Morris further explained Council Member Wilhelmsen wanted to hold developers more accountable with the ordinance. He adjusted some of the language in the ordinance to include transportation plans and studies, pointing out if UDOT requires a study for access on Highway 89, the city should have the change to review that study. He also included geotechnical studies. This ordinance covers two parts. Project areas over 100 acres, and residential/In-fill areas. These changes are consistent in both parts. This covers the issues with legislative power to follow for the courts. There is a different standard to follow with administrative functions versus a legislative function. This gives broader standards that allow for a better product. Staff will be very hands on with developers to make sure we are getting the documents to make a good decision.

MOTION: Council Member Hendrix motioned to adopt Harrisville Ordinance 508; Large Project Master Planned Communities/Mixed Use/In-Fill Amendments and General Plan Overlay Map for the same. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

b. Discussion/possible action to adopt Harrisville Resolution 20-07; Update Solid Waste Collection, Disposal, and Recycling Agreement and Fees.

Blake Leonelli, Waste Management, explained this agreement has warranted a review for quite some time. They are looking to create consistent agreements for all their clients. There are no really major changes to the agreement, it is fairly consistent with the service we have been given in the past. Bill Morris explained Lynn Fortie recommended a small increase of \$.10 to cover any changes with the municipal fee.

Council Member Hendrix asked why there is a discrepancy between the Waste Management charge and the municipal fee. Bill Morris explained we collect about 5% over the Waste Management charge to cover the costs of Spring and Fall Clean Up, and any overhead the city pays. He said when things return back to a more normal state, we can conduct an audit. Blake Leonelli said they conduct audits in tandem with cities frequently. They can provide what is being billed for, and a city employee can follow the garbage truck and make appropriate counts on the cans that are present. There are also outside companies that do this for a cost. He admitted there are valid concerns with imperfect service.

Council Member Hendrix said when the city started the recycle program, there was no option to opt out, to lower the garbage service fees. He asked if there has been an increase in the number of residents over the years that want to opt out of recycle services. Blake Leonelli responded there are two items to consider: there is current language included to mandate participation, and often times when residents opt out, they need a second garbage can. Over the years, he has appreciated the relationship they have with cities. Recent changes to

recycling have made items more valuable as commodities. They have seen positive strides in the right direction with recycling.

Council Member Hendrix suggested creating a survey to poll resident preferences. Blake Leonelli said they can do an analysis for data points of what the participation looks like. Mayor Tait asked if Waste Management should be the one to conduct the survey. Bill Morris suggested both. Blake Leonelli said there is a small percentage of residents who opt out. He pointed out there is bad data out there and when a new article is published or incorrect data, people often request to opt out, often times changing their minds after they have discontinued service. Council Member Hendrix asked if one person puts garbage into a recycling bin, does it contaminate the entire load. Blake Leonelli confirmed this can happen. There are people who treat the recycling bin as a second trash. He explained it is his job to educate residents to the proper recycling material.

MOTION: Council Member Jackson motioned to adopt Harrisville Resolution 20-07; Update Solid Waste Collection, Disposal, and Recycling Agreement and Fees. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

c. Discussion/possible action to adopt Harrisville Ordinance 509; Wall Avenue Zoning Map Amendment.

Mayor Tait informed Council the developer withdrew their application earlier today. We do not have any more information at this time, unfortunately, but speculation is the situation with the economy. Council agreed to approve this zoning change in case another project may be interested in this area. Bill Morris said the zoning change would remain in place for a period of 18 months before reverting back to the original zoning. This has been recommended by the planning commission for approval. The appropriate site plan is attached as the concept plan, which is required by ordinance for the zoning change request. Section two of the ordinance outlines this zoning change would be valid for 18 months and then revert back to RE-15. If another developer came in, a new concept plan could be presented as approved, making the process easier.

MOTION: Council Member Weiss motioned to adopt Harrisville Ordinance 509; Wall Avenue Zoning Map Amendment. Council Member Christensen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

d. Discussion/possible action to adopt Harrisville Resolution 20-05; Electronic Meeting Policy.

Bill Morris explained this adopts an electronic meeting policy which we have not had in place until now. State code require a policy be in place to conduct electronic meetings. Several models were used but many did not address pandemic situations. Staff was able to modify the models for appropriate use and to meet our needs at this time.

MOTION: Council Member Hendrix motioned to adopt Harrisville Resolution 20-05; Electronic Meeting Policy. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

e. Discussion/possible action to set a public hearing for June 9, 2020 for purposes of amending the FY2019-20 budget in accordance with UCA 10-6-127.

Lynn Fortie explained this is a formality to set a public hearing required by state law if there are amendments necessary at the end of the current fiscal year.

MOTION: Council Member Wilhelmsen motioned to set a public hearing for June 9, 2020 for purposes of amending the FY2019-20 budget in accordance with UCA 10-6-127. Council Member Hendrix seconded the motion. All Council Members voted aye. Motion passed.

f. Discussion/possible action to adopt tentative FY2020-21 budget in accordance with UCA 10-6-113; and set a public hearing on proposed final budget for June 9, 2020.

Lynn Fortie reviewed the budget summary outlining the changes for the next fiscal year. The tentative budget includes: no merit increases for employees, health benefit increase of 5.8%, retirement rates remained the same with exception to Tier II hybrid, which has a small increase. New equipment purchases include: police have asked for two vehicles, public works is moving to leasing vehicles, and new cabin features. Lynn Fortie said he will update the budget to reflect the change made with adopting the solid waste contract. Council Member Hendrix asked what the current certified tax rate is. Lynn Fortie said he does not know off the top of his head but could provide that figure. Council Member Hendrix asked Council if they should consider maintaining the tax rate; he realizes the city would have to go through truth and taxation. Council Member Jackson asked how we are doing with projections on the current year. Lynn Fortie responded the current year estimated a use of fund balance. Mayor Tait pointed out we are doing well considering the estimated deficit. She said we are approving a tentative budget. Lynn Fortie explained he leaves the tentative budget the same until final adoption unless someone requests a change, then he makes the change. He explained with additional purchases of product over the last two months, we should expect an increase in sales tax, which is on a two-month lag, but will give a better indication after May's financials are complete.

Council Member Jackson asked how much the projected deficit was from last year. Lynn Fortie explained about the same as this proposed. Council Member Hendrix pointed out an error in the summer camp fund, which was corrected. Bill Morris suggested Council review the tentative budget and submit any questions to Lynn Fortie or the appropriate department head.

Council Member Hendrix asked about the leasing proposal. Glen Gammell explained when he and Sean Lambert were reviewing the budget to see how they can save money, they felt the resale value on vehicles does not match the costs of purchasing. There is money spent on the rotation of the trucks with cost increases for tires, oil changes, etc. There is a company who leases vehicles to cities. He reviewed the prices of leasing versus purchasing. For a cost of \$4,500 per year per vehicle, they can have a new vehicle each year. These will be full warrantee, oil changes, and state licensing. He is looking to change out the entire fleet. The current trucks do not service the city properly for snow removal. They currently only have one truck which is capable of servicing small areas. They will be moving back to diesel trucks. He further explained the current trucks transmissions cannot handle the snow plowing. Leasing vehicles will save money in the long run. The actual snow plow trucks will be purchased and stay with the city for a long time. The day to day trucks will be leased. He reviewed the costs of operating the street sweeper. He would like to rent a street sweeper and sell the current sweeper. There will also be no need for the dump truck with the high lift, since this was used for waste disposal with the street sweeper. Bill Morris asked if the rental of the street sweeper includes wages. He also suggested combining with other small cities in the area who might be interested to decrease the costs even more.

Council Member Jackson clarified the 350's would be day to day trucks that are leased and the larger trucks would be purchased. Council Member Weiss asked for confirmation they get new trucks every year. Glen Gammell responded yes. He explained they will keep the 09 Dodge 1500 because this fuels the mowers. He said when Parks and Recreation Director Fifes truck payments are up, we will consider leasing a new vehicle for him as well. Council Member Jackson asked if service is included. Glen Gammell explained any service before 5,000 miles is included. If for some reason a truck needed service, he would service himself with OEM parts. Mayor and Council agreed this is a good area for improvement.

MOTION: Council Member Hendrix motioned to adopt tentative FY2020-21 budget in accordance with UCA 10-6-113; and set a public hearing on proposed final budget for June 9, 2020. Council Member Jackson seconded the motion. All Council Members voted aye. Motion passed.

g. Discussion/possible action to adopt Harrisville Resolution 20-06; Interlocal Agreement for Street Maintenance Projects.

Bill Morris explained UDOT standards required we send projects out to bid when we use Class C Road Funds. North Ogden was originally part of this agreement, but they do not have any projects this year. Council Member Jackson asked for further clarification. Sean Lambert explained the more work available, the better rate we get. This agreement is only for 2020 Road Projects. Mayor Tait said this is a great way to save money.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 20-06; Interlocal Agreement for Street Maintenance Projects. Council Member Christensen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes

Council Member Wilhelmsen **Yes**
Council Member Hendrix **Yes**

Motion passed 5-0.

h. Discussion/possible action to adopt Harrisville Resolution 20-08; Municipal Wastewater Planning Program.

Bill Morris explained in 2012 the state adopted a new rule to address sewer management. Even though this report is done annually, and Sean submits the report, we pass a resolution as proof that this was reviewed. In the past we have had presentations addressing grease pits and sewer lines, the number of connections we have, and how many more we can support to properly determine fees. We should be reviewing this every year in the spring. Council Member Hendrix asked about the difference in sewer rates. Sean Lambert clarified the current sewer rate.

MOTION: Council Member Christensen motioned to adopt Harrisville Resolution 20-08; Municipal Wastewater Planning Program. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson **Yes**
Council Member Christensen **Yes**
Council Member Weiss **Yes**
Council Member Wilhelmsen **Yes**
Council Member Hendrix **Yes**

Motion passed 5-0.

i. Discussion/possible action to approve conceptual concept for 1100 North Pocket Park.

Sean Lambert explained with the completion of 1100 North and Colony 6, there is a small portion of land that was dedicated to the city for a pocket park. The city engineer's office put together a concept design as to how this area could be used. Mayor and Council discussed the area and potential of the land.

MOTION: Council Member Jackson motioned to approve the concept plan for 1100 North Pocket Park. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

j. Discussion/possible action to adopt Resolution 20-09; Housing Authority.

Bill Morris explained as we are doing Community Reinvestment agency areas, we are required to set 10% aside for housing. He would prefer to use this money in our own city. We do not have an estimate of how much these areas will create and we are still a few months out, but the 10% of that income will be ear marked for affordable housing. Back when Gene Bingham was with the city, he worried about how we would address areas in the city that become blighted. With Community Reinvestment areas, we can help our neighborhoods that have become blighted. Mayor Tait asked who the authority is on this. Bill Morris responded the Council Members are appointed as the authority. If we do not adopt a housing authority of our own, this money will be given to another community. Council Member Jackson asked about enforcement. Bill Morris explained there is no enforcement, he will be the agent through this policy, with the Mayor as the Chief Executive Officer of the authority.

Bill Morris also explained housing authorities give money that can be used for down payments on first time homes, or to reroof homes in blighted areas.

MOTION: Council Member Hendrix motioned to adopt Resolution 20-09; Housing Authority. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

5. Public Comments - (3 minute maximum)

No public comments were offered.

6. Mayor/Council Follow-Up:

Council Member Wilhelmsen said he has major concerns on 1100 North with running stop signs and speeding. Council has talked about signage in the past. There are residents in the area with privately purchased speed signs. He hopes drivers are watching the green signs to warn of children in the area. He feels the city should do anything we can to help remind people to slow down. He realizes we can only do so much, but wants to make sure we are taking a proactive approach. Council has responded to complaints on 750 West; he feels this needs to be discussed and brought forward. Council Member Hendrix commented traffic will slow when Larsen Lane opens back up. Sean Lambert reported part of the 2020 road projects is road striping. He has not personally seen issues on 1100 North but admitted he drives that during the day. He welcomed Council to review the striping plan. He cautioned that costs can increase quickly.

Council Member Weiss commented if we cannot make changes now, how are we do address this; especially in light of the pandemic and keeping our police force safe. He asked how the police department is handling this. Bill Morris explained the difficulty with issuing citations and handling court cases during this period. He said they had planned for court to resume on June 1, 2020 but were informed of a Supreme Court order to keep the courts closed indefinitely. He meets weekly and conducts court over the phone, trying to get defendants pled in. He informed Council there has been a nation-wide speeding problem during the pandemic. They are pulling people over and issuing warnings. Council Member Jackson said there are ways to enforce the laws without making contact.

Bill Morris explained some of the economic issues people are facing and how that impacts the courts ability to charge appropriate fines. He said they may start holding court on Zoom platform. Council Member Weiss said he agrees with Council Member Wilhelmsen. He witnessed a young man on a dirt bike go right through a stop sign. Bill Morris pointed out there are problems with vehicles racing in the BDO. The Weber County Fairgrounds have been keeping their gates locked to help. Ogden City Police and the Weber County Sheriff's Office are trying to put a stop to this.

a. Heritage Days

Mayor Tait invited Bryan Fife to explain how Heritage Days is impacted this year. Bryan Fife gave a brief overview of events that will be impacted due to COVID-19. He reviewed an outline of expenses that have been budgeted but not always spent. The MC costs have increased each

year to meet what is comparable. The entertainment has varied each year as well. Some of the challenges this year faces are lack of MC services and most events will not be allowed due to social distancing requirements. The MC had to lay off all of his employees and is looking at liquidating his business due to the effects of COVID-19. With his experience and equipment, the city is looking at significant increase in costs to provide those services. Other cities are paying more for the same service.

He has been in contact with Fireworks West. He requested a refund for the fireworks show but the contact did not have an answer for that. Mayor Tait explained there has been some discussion of combining this event with Marriott-Slaterville and have a firework show in a common location. She contacted Commissioner Harvey to see if the event could be held at the fairgrounds. Bryan Fife pointed out this is a 10-minute show, just to clarify, most cities spend twice to three times as much for a longer show. The firework provider as committed to August 1, 2020 date, if this changes, he will need to be notified.

Bill Morris said the main concern is whether a mass gathering permit will be issued through the health department to even hold an event. Right now, we are at Orange Risk, with no idea when Yellow Risk will be implemented. Council Member Weiss said if things open too soon, we might be in a worse situation by then. Bill Morris pointed out after being at Orange Risk for one week, there was a spike of another 11 cases in Weber County. Council Member Weiss expressed concern with spending this amount of money on an event that may not happen. Bill Morris said a lot of events have been canceled. There is no decision on whether the Weber County Fair will happen. Council Member Weiss said if Heritage Days is canceled this year, it will help balance the reserve better, since we have no idea what will happen.

Bill Morris asked about the next few years. Council Member Hendrix said he estimates only about 5% of attendees are Harrisville residents at Heritages Days. He has concern holding this event when we are not getting Harrisville residents in attendance. Mayor Tait asked if Council is okay with holding quarterly activities instead, that are less costly and have more resident support. Council Member Christensen said he feels quarterly events might encourage more participation. Council Member Weiss said that would allow staff to be more flexible with what is happening right now, and not spend a lot of money. Those smaller events are much more affordable. Bryan Fife pointed out the Movie in the Park is free right now as long as the church is willing to run it. Bill Morris asked for direction for staff, whether or not to remove the Heritage Days budget for the amended budget and next years celebration, with exception to Fireworks West, who have already been paid. Mayor and Council agreed to remove Heritage Days budget until further notice. Council Member Hendrix asked for clarification on the fireworks. Mayor Tait said staff will work something out. Bill Morris suggested trying to get a refund, if possible, otherwise we look at holding some type of small event or combined event.

Bryan Fife explained the fence project that was completed last fiscal year, had a few residents who opted out of the project. One resident has lost her husband recently and would like to be considered for the project now. Council Member Hendrix asked for some more clarification. Bryan Fife explained there are two or three residents who opted out of the project because of shrubbery and growth on the fence line they did not want to lose, but this resident would have participated, except her husband opted out. He is happy to schedule this project but would like Council approval since this project has already been completed. Mayor Tait asked if this is something Council is willing to allow. Bryan Fife clarified this will benefit the city with maintenance. Council Member Weiss said he is willing as long as the resident does her part to be ready. Bryan Fife clarified the help that was given to previous residents who participated. This particular fence is held up by railroad ties that will have to be removed. Mayor Tait asked if the estimate is comparable to last years pricing. Bryan Fife confirmed yes. Council Member Hendrix asked for specifics. Bryan Fife said he will do what he is asked to do and can do as

much as they need him to. Council agreed to allow the resident participation with the resident doing the prep work and Bryan Fife helping out where needed. Bryan Fife said this likely would not happen until after July.

7. Adjourn.

MOTION: Council Member Hendrix motioned to adjourn. Council Member Weiss seconded the motion. All Council Members voted aye. Meeting adjourned at 9:15 pm.

ATTEST:

MICHELLE TAIT
Mayor

JENNIE KNIGHT

City Recorder

Approved this 9th day of June, 2020

**MINUTE OF HARRISVILLE CITY
CITY COUNCIL MEETING
June 9, 2020
363 West Independence Blvd
Harrisville, UT 84404**

Present: Mayor Michelle Tait, Council Member Richard Hendrix, Council Member Grover Wilhelmsen, Council Member Steve Weiss, Council Member Blair Christensen, Council Member Max Jackson.

Staff: Mark Wilson, Police Chief, Lynn Fortie, Treasurer, Bill Morris, City Administrator, Sean Lambert, Public Works Director, Bryan Fife, Recreation Director, Jennie Knight, City Recorder.

Visitors: Gary Robinson.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Tait called the meeting to order and welcomed all visitors.

2. Opening Ceremony.

Council Member Jackson led the pledge of allegiance and conducted the opening ceremony.

3. Business Items.

- a. **PUBLIC HEARING: Harrisville City Council will take comments for or against Harrisville Resolution 20-10; a resolution amending the city budget for FY2020 in accordance with UCA §10-6-127.**

MOTION: Council Member Weiss motioned to open a public hearing on Harrisville Resolution 20-10; a resolution amending the city budget for FY2020. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

Lynn Fortie explained the amendments made are an estimate for the remaining part of the year. He does not go line item by line item, rather adjusts a few accounts that are exceeding to balance out the departments. In the Administrative Department, engineering was increased. He increased grant expenditures in the police department, which has a subsequent balance on the revenue side. Capital Projects was adjusted on streets and equipment. The appropriation of these funds is balanced and we should get reimbursed for this money in next year's budget. Bill Morris explained the purchase of the park property was made with impact fees. Lynn Fortie further explained he makes adjustments to the larger items so departments do not go over projections.

Gary Robinson inquired to the status of sidewalks at City Hall. Lynn Fortie said he is not able to respond to that, he does not have that information. Bill Morris said he is not aware of any sidewalk projects and pointed out this item includes street projects as well. Lynn Fortie said the street projects include both Larsen Lane and 1100 North, which we will be receiving reimbursement for. Gary Robinson asked if sidewalks are paid for by residents or the city. Bill Morris explained sidewalks are installed by developers, he does not understand what question is being asked. Gary Robinson asked who covers the wear and tear on sidewalks. Bill Morris said the city replaces sidewalk in need of repairs unless the damage was done by the resident.

Gary Robinson said he feels there is a misunderstanding by residents of this policy and this should be included in the newsletter. Mayor Tait pointed out this is a subcategory of capital projects fund for streets and sidewalks. Gary Robinson asked for clarification to be made to residents since his neighbors have asked him about this.

MOTION: Council Member Jackson motioned to close the public hearing. Council Member Weiss seconded the motion. All Council Members voted aye. Motion passed.

b. PUBLIC HEARING: Harrisville City Council will take comments for or against Harrisville Resolution 20-11; a resolution adopting the final city budget for FY2021 in accordance with UCA §10-6-113.

Lynn Fortie outlined the changes made since adoption of the tentative budget; which include removal of summer camp revenue/expenses, police department request for changes to the grant revenue/expenses and increase to the "Air Card" line item. Recreation increased "Buildings and Grounds" for tree removal, and restroom facilities in Public Works. The "Miscellaneous" account was increased for a new secondary water valve at the bowery. RAMP Grant revenue was increased, we receive reimbursement on that. The only other change, not included in the hard copy budget, is the certified tax rate which he would like Council to adopt with the final budget. The resolution may be adopted at the next meeting, but for accuracy, he suggested the rate be included in the final budget adoption. This will increase the General Property Tax Revenue. He understood Council agreed to eliminate Heritage Days for at least the next year or two. He asked about Fireworks. Mayor Tait requested Fireworks remain in the budget.

MOTION: Council Member Hendrix motioned to open the public hearing on Harrisville Resolution 20-11; a resolution adopting the final city budget for FY2021. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

Gary Robinson said when he was on the council there was a practice of how much was put in the rainy-day fund. Lynn Fortie clarified this used to be 15% but is now 25%. Gary Robinson said the city used to always put in the amount to the rainy-day fund. For the last few years, we keep increasing and spending more money. He feels we are not getting any more money and should cut expenses. He recommended combining departments such as Recreation and Public Works to save money. He feels it unnecessary to get two new police cars every year. He said if employees do their jobs more, they should be getting smarter. When he worked, he did not have to be micro managed. He said the city needs to cut expenses not increase them. He feels the golf course will not be bringing in housing for 3-4 years. If cuts are not made, taxes will have to increase. He said all other cities are cutting expenses by 10-20%.

Council Member Jackson asked how much we are using of the rainy-day fund. Mayor Tait clarified there were plenty of years where we put the full 25% into the rainy-day fund. Recently we have not been able to put in the full amount but are still putting money in each year. We are not that far under where we used to be and she would like to see us go back up. Council Member Jackson pointed out 90% of certain budgets is for personnel. As far as equipment goes, in the grand scheme of things, it is better to have equipment that is not going to be a liability to the city.

MOTION: Council Member Weiss motioned to close the public hearing. Council Member Hendrix seconded the motion. All Council Members voted aye. Motion passed.

- c. **Discussion/possible action to adopt Harrisville Resolution 20-10; a resolution amending the city budget for FY2020 in accordance with UCA §10-6-127.**

No further discussion was given.

MOTION: Council Members Wilhelmsen motioned to adopt Harrisville Resolution 20-10; a resolution amending the city budget for FY2020. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

- d. **Discussion/possible action to adopt Harrisville Resolution 20-11; a resolution adopting the final city budget for FY2021 in accordance with UCA §10-6-113.**

Council Member Hendrix asked for clarification on a line item in Public Works under maintenance listed as Transportation Tax Expenditure, which is new to him. Bill Morris said this is money received from the Transportation Tax that was adopted with state legislation a few years ago. Lynn Fortie confirmed this is the new tax. Council Member Wilhelmsen asked for clarification on the rainy-day fund and how much we are putting back in. Mayor Tait explained we have been working hard all year and are as close as we have ever been. We have solid numbers through April but only projections for May and June to finish out this fiscal year. Lynn Fortie said the latest projection is approximately \$80,000 or close to that. Often times things come through we were not expecting. Council Member Wilhelmsen said he can see the concerns, but with COVID-19 and other things trickling down from this, every city is going to be affected. Bill Morris reminded Council we have cut budget by three employees and cut out Heritage Days. Council Member Wilhelmsen agreed we are trying to do all we can.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 20-11; a resolution adopting the final city budget for FY2021 with amendments. Council Member Christensen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

- e. **Discussion/possible action to approve 2020 Street Maintenance Projects.**

Sean Lambert explained with recent approval of combining our Street Maintenance Projects with Pleasant View to receive a low bid. The low bid for projects came back for Staker Parsons. Bill Morris thanked Director Lambert for cooperating with other cities to lower our costs.

MOTION: Council Member Wilhelmsen motioned to award the bid to the low bid from Staker Parsons for Street Maintenance Projects. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

f. Discussion on Parks and Recreation regulations and 2020 Splash Pad season.

Bill Morris explained he and Director Fife recently spoke regarding issues with implementing recreation regulations and opening the splash pad season. They will be reviewing current recreation regulations and possibly make some amendments to or repeal some of our old resolutions and adopt new policy. This will come down in the future. With regard to the splash pad, until recently we have been shut down according to local health department regulations and waiting for additional equipment. The earliest the splash pad can be opened would be July 1st and then meeting social distancing requirements would be extremely difficult and likely require an employee to man the splash pad at all times. North Shore is open but people are supposed to be keeping a 6 ft distance. Our splash pad is not large enough to accommodate more than 8-9 people at a time. South Ogden and Roy are both struggling to meet the social distancing requirements and may have to shut down. After reviewing the operating costs and other issues, staff is recommending keeping the splash pad closed to be fiscally wise. They are seeking Council input on this.

Council Member Wilhelmsen asked if we go through the process to open, would we end up like the other splash pads and have to close and if there is a penalty. Director Fife explained there is no penalty he is aware of other than the time and money spent and then to risk being shut down. Council Member Weiss expressed concern with spending this money and risking the shutdown. Director Fife said related costs are mostly to cover the time of employees. We would not be able to open until July 1st and then have to put an employee there to monitor at all times. He is already seeing the day care vans pulling in to see if the splash pad is open. Council Member Wilhelmsen asked if the day cares are an issue. Director Fife said there have been ongoing issue with day cares that have even been brought to council in the past to address. These bring in a lot of kids at one time. Bill Morris said we are not looking for a vote, just by consensus. Mayor Tait said this will be sad for the residents of the city. Director Fife said he is receiving calls every day wanting to know the status. Council Member Hendrix said he is hesitant to shut this down but is worried about liability issues if someone caught the virus. Mayor Tait asked if the closure would allow staff the extra time, they are in need of to address other projects. Director Fife said they have already been using this extra time. Council Member Hendrix pointed out this is a small splash pad and when installed we opted not to put a fence around it. Mayor Tait said with reluctance she agrees. Council unanimously agreed to close the splash pad for the 2020 season.

4. Public Comments - (3 minute maximum)

Gary Robinson asked for an update on the status of the Larsen Lane project. He also stated there has been some crime at the end of Independence and no report back to the homeowners. He said there used to be a greater police presence at the end of the street that he is not seeing anymore. He asked if the city will turn into an "HOA" city. He has concerns with some of the agenda items for Planning Commission creating high restrictions on homeowners. Mayor Tait reported the police force is running with one less man.

Trent Nelson, Justice Court Judge, gave an update of the status of the Justice Court. He explained the Supreme Court has shut down the day to day activities of the court. We are currently transitioning to encourage more participation and are trying to do much remotely. There will be additional transitions time in the future before having people come in person to court. Bill Morris pointed out they have been proactive to address these issues. Judge Nelson gave a quick update and encouraged Council feedback on how quickly they would like to see the court reopen. Bill Morris reported court will be held for the first time tomorrow over Zoom. There have been a lot of theft and domestic violence. He and Nikki have called defendants but here are a lot that need to be contacted. He has taken special consideration due to the pandemic with regard to jobs and personal finances. He does not know how this will affect the fines and forfeiture in addition to police not writing as many tickets.

Judge Nelson explained several courts have paused their day to day activities, because we have not pushed things, we have continued our court. There is an extensive amount of people still to be seen and he is not allowed to issue warrants under the direction from the Supreme Court. So that leverage is not there with defendants. They are running up against a bigger calendar and are readily giving extensions for people who are suffering. We are pushing on to try to get things done. When we have in person court, warrants can be issued.

Bill Morris informed Council court has been moved to 8:00am. He asked if police have addressed the issue of bailiffs. Police Chief Wilson said they will have coverage for bailiffs. Bill Morris explained Nikki Green has moved into the front office and defendants can check in and then wait in their car. Judge Nelson said they are still trying to contact defendants by phone. Pretrials will be held, without entering the court room, once a resolution is reached Nikki follows up with the Judge. Any jury trials will be put out until the end of the year. Judge Nelson asked for any criteria the city is requiring for when they hold court in person. This is likely to be a month or so away. Chief Wilson said they have masks available for those who may not come with one. Bill Morris said there is funding available to purchase masks or other necessary supplies. He will work with the Mayor, Chief Wilson, and Emergency Management Coordinator Zack Loveland to determine the use of available funding. Council Member Hendrix asked if this funding can be used to support small businesses. Bill Morris explained the city can determine that, yes. Another example, would be to absorb business license renewal fees for the next year.

5. Mayor/Council Follow-Up:

Council Member Jackson reported the marker for Chief Terikee has become oxidized. Yesterday a group of people from the Weber Heritage Foundation stopped at the marker. The committee chairman, Tyler Malmrose, spoke to them. They talked about getting a new marker and the foundation offered to help with that. He would like to see this happen. Bill Morris said staff may have a connection with a provider to have this new marker made. He asked for the language to be typed up before it becomes unreadable. Council Member Jackson hopes with the foundation recognition, this marker will be visited more often.

6. CLOSED EXECUTIVE SESSION: Utah State Code §52-4-205(1)(a): The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion of character, professional competence, or physical or mental health of individuals(s).

MOTION: Council Member Weiss motioned to close the public meeting and enter into a Closed Executive Session. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

Mayor and Council convened into a Closed Executive Session.

MOTION: Council Member Weiss motioned to close the Closed Executive Session and reopen the public meeting. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

7. Adjourn.

Mayor Tait declared the meeting adjourned at 8:21pm.

ATTEST:

MICHELLE TAIT
Mayor

JENNIE KNIGHT

City Recorder

Approved this 11th day of August, 2020

**HARRISVILLE CITY
RESOLUTION 2020-12**

2020 TAX RATE

**A RESOLUTION OF HARRISVILLE CITY, UTAH, ADOPTING THE
2020 TAX RATE, TAX YEAR 2020.**

WHEREAS, Harrisville “City” is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, the City has followed all procedures required by statute in adopting a Tax Rate for Tax Year 2020;

WHEREAS, the Single Levy Certified Tax Rate Worksheet, Report 713 has been reviewed by the County Auditor and found to be true and correct;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City, Utah, that the Property Tax Rate of 0.000802 for Tax Year 2020 as agreed is hereby ratified effective July 1, 2020, and said rate is now duly adopted and approved.

Section 1: Effective Date. This Ordinance shall be effective immediately upon posting or publication.

PASSED AND ADOPTED by the City Council on this 11th day of August, 2020.

MICHELLE TAIT, Mayor

Harrisville City

ATTEST:

JENNIE KNIGHT, City Recorder

Roll call vote is as follows:		
Richard Hendrix	Yes	No
Grover Wilhelmsen	Yes	No
Steve Weiss	Yes	No
Blair Christensen	Yes	No
Max Jackson	Yes	No

HARRISVILLE CITY

PROPOSED TAX RATE FOR TAX YEAR 2020

DESCRIPTION	2020	2019	CHANGE	PERCENTAGE CHANGE
Proposed Tax Rate	0.000802	0.000875	(0.000073)	-8.3%
Property Tax	\$ 344,619	\$ 338,261	\$ 6,358	1.9%



Mayor Michelle Tait

CITY *of* HARRISVILLE

363 West Independence Blvd · Harrisville, Utah 84404 · (801) 782-4100 · Fax (801) 782-1600

Memorandum

To: Mayor and City Council
From: Glen Gammell
Date: August 5, 2020
Re: 1100 North Mini (Pocket) Park

Summary:

This Memorandum concerns a proposed mini or “pocket” park on the east side of 1100 North that has been previously discussed with the City Council as part of an adjacent subdivision approval. I have obtained the required bids to complete this project. This Pocket Park will be paid for using Park Impact Fees. These funds are already provided in the Budget, and now can be allotted by the City Council.

Bids:

Four (4) companies were contacted, only two (2) responded to the bid as follows:

1. E.K Bailey – \$80,562.00
2. Montgomery Excavation – \$96,165.50
3. B.K Fox – no response.
4. Lush Lawn – no response.

Recommendation:

Based upon the forgoing bids, I recommend selecting the low bid and request the Mayor and City Council approve the bid of \$80,562.00 awarded to E.K Bailey.

BID TABULATION

Harrisville City - 1100 N. Pocket Park

Bid Opening: August 4, 2020

Item	Description	Qty	Unit	E.K. Bailey		Montgomery Exc.	
				Unit Price	Total	Unit Price	Total
1	Clear and Grub (approx. 0.4 AC)	1	LS	\$ 8,280.00	\$ 8,280.00	\$ 8,700.00	\$ 8,700.00
2	Rough Grading	1	LS	9,360.00	9,360.00	5,400.00	5,400.00
3	Untreated Base Course (4" thick)	100	ton	28.80	2,880.00	26.00	2,600.00
4	Sprinkler System	1	LS	9,500.00	9,500.00	12,650.00	12,650.00
5	Topsoil	160	cy	30.00	4,800.00	71.50	11,440.00
6	Hydroseed	13,000	sf	0.24	3,120.00	0.22	2,860.00
7	Weed Barrier Fabric (4.1 oz)	1,550	sf	0.50	775.00	0.60	930.00
8	Gray Drainage Rock (3" thick)	15	cy	78.00	1,170.00	181.50	2,722.50
9	Decorative Landscape Boulders	16	ton	223.00	3,568.00	98.00	1,568.00
10	Concrete Saw Cut	28	lf	13.00	364.00	7.00	196.00
11	Concrete Flatwork	530	sf	8.40	4,452.00	10.72	5,684.00
12	Fence and Gates	400	lf	27.00	10,800.00	28.60	11,440.00
13	"Poligon" SSG 8'x9' Metal Table Shade Structure or "approved equal"	1	LS	14,893.00	14,893.00	20,475.00	20,475.00
14	Solar Light and Pole	1	ea	6,600.00	6,600.00	9,500.00	9,500.00
TOTAL (Items 1-14)				\$	80,562.00	\$	96,165.50
<i>Alternate Bid Item</i>							
A1	Sod	13,000	sf	0.65	8,450.00	0.70	9,100.00

Project Engineer *Matthew L. Houston*

Date 08/05/20





Mayor Michelle Tait

CITY *of* HARRISVILLE

363 West Independence Blvd · Harrisville, Utah 84404 · (801) 782-4100 · Fax (801) 782-1600

Memorandum

To: Mayor and City Council
From: Glen Gammell
Date: August 6, 2020
Re: Proposed Remodel for Parks and Recreation Building

Summary:

This Memorandum concerns the Parks and Recreation building located at Harrisville Main Park. The building was built in 1972 and has since been remodeled on the outside only. The interior of the building has not been remodeled. The bathrooms do not meet ADA guidelines, new toilets need to be installed, as well as a new heater, shelves and lighting for storage. Several things need to be updated to meet OSHA guidelines as well. The office space has an asbestos ceiling, no air conditioning, and no ample desk space or power outlets. In conjunction with the proposed 750 West Project, staff has decided to maintain the Parks and Recreation Facility at the current location. This would potentially save the city over \$500,000 by not including a new parks facility at the 750 West location. This project will be paid for using Capital Improvements to fix the aging building. Two bids were solicited for this project from Singleton Construction and KBW Construction.

Bids:

Singleton Construction – \$35,320.00

KBW Construction – contacted me later and said they are too busy with other projects.

Recommendation:

Based upon the foregoing bids, I recommend selecting the only submitted bid and request Mayor and City Council approve the bid of \$35,320.00 awarded to Singleton Construction.

Singleton Construction Inc

1288 North 150 West
 Harrisville, UT 84404
 782-4321
 fax 782-4417

Estimate

Date	Estimate #
6/28/2020	418

Name / Address
Harrisville City 363 Independence Blvd Harrisville, Utah 84404

Project

Description	Total
Project:: Harrisville Parks building @ 1350 Hwy 89 Harrisville, Utah Remodel office, move stairs in shop and remodel two restrooms Office Demo wall sheeting ceiling and walls Framing over exterior walls Electrical Eight new outlets, move and replace three light fixtures, two tube, led, wraparound lens Power to new AC, Heating Unit One mini split AC, Heating Unit Insulation walls & ceiling Drywall walls & ceiling Paint one tone walls & ceiling one door Steel bars on two windows Move stairs in shop using existing stairs, build new landing @ top of stairs, install new handrail match existing Formica desk counter 14 feet long x 24" wide, One counter 4 feet long x 24" wide Middle Restroom Demo wall & ceiling sheeting Enlarge restroom door Framing over exterior wall Electrical Move light switch, replace light fixture, replace exhaust fan and vent to outside Insulation wall & ceiling Drywall walls & ceiling Painting walls, cling & one door One door and frame, casing and base Plumbing Replace toilet, replace tub sink with 24" x 24" sink Replace heat register North Restroom Demo wall & ceiling sheeting	
Thank You Gary	Total

Singleton Construction Inc

1288 North 150 West
Harrisville, UT 84404
782-4321
fax 782-4417

Estimate

Date	Estimate #
6/28/2020	418

Name / Address
Harrisville City 363 Independence Blvd Harrisviile, Utah 84404

Project

Description	Total
Framing over exterior walls Enlarge man door Electrical Move light switch Move wire in wall to enlarge door Exhausted fan vent to outside Insulation exterior walls, ceiling Drywall walls & ceiling Painting walls, ceiling and one door One man door, frame, casing, base Replace heat register Plumbing Replace one toilet, install one tub sink 24" x 24" sink Fillin existing toilet sewer pipe	
Total	35,320.00
Thank You Gary	Total \$35,320.00