



# HARRISVILLE CITY

363 W. Independence Blvd · Harrisville, Utah 84404 · 801-782-4100  
www.cityofharrisville.com

MAYOR:  
Michelle Tait

COUNCIL MEMBERS:  
Grover Wilhelmsen  
Steve Weiss  
Blair Christensen  
Max Jackson  
Kenny Loveland

## CITY COUNCIL AGENDA

April 11, 2023

[Zoom Meeting Link](#)

Meeting ID: 863 1126 8046

Passcode: 169729

### 7:00 Pm City Council Meeting

Presiding: Mayor Michelle Tait

Mayor Pro Tem: Blair Christensen

1. **Call to Order** [Mayor Tait]
2. **Opening**
  - a. Pledge of Allegiance [Council Member Wilhelmsen]
3. **Consent Items**
  - a. Approval of meeting minutes for March 14<sup>th</sup>, 2023 as presented.
4. **Business Items**
  - a. Annual Easter Egg Hunt [Presented by YCC member Maren Burrows]
  - b. Discussion/possible action to purchase new Public Works trailer. [Justin Shinsel]
  - c. Discussion/possible action to approve annual subscription with Higher Ground for LIVE911 Agreement. [Chief Wilson]
  - d. Sales and Franchise Tax Revenue Bond Discussion. [Jennie Knight]
5. **Public Comments** - (3 Minute Maximum)
6. **Mayor/Council Follow-Up**
  - a. City incorporation anniversary April 9, 1962.
7. **Adjournment**

The foregoing City Council agenda was posted and can be viewed at City Hall, on the City's website [www.cityofharrisville.com](http://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.

In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Requests for assistance may be made by contacting the City Recorder at (801) 782-4100, at least three working days before the meeting.

Posted: By: Jack Fogal, City Recorder.

**MINUTES  
HARRISVILLE CITY COUNCIL  
March 14, 2023  
363 West Independence Blvd  
Harrisville, UT 84404**

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Minutes of a regular Harrisville City Council meeting held on March 14, 2023 at 7:00 P.M. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

**Present:** Mayor Michelle Tait, Council Member Max Jackson, Council Member Kenny Loveland, Council Member Blair Christensen, Council Member Grover Wilhelmsen.

**Excused:** Council Member Stephen Weiss, Bryan Fife, Parks and Rec Director.

**Staff:** Jennie Knight, City Administrator, Mark Wilson, Police Chief, Justin Shinsel, Public Works Director, Jack Fogal, City Recorder, Jessica Hardy, Finance Director, Brody Flint, City Attorney.

**Visitors:** Mark Horton, Arnold Tait, Kyley Slater, Carlos Aguilar, Wendy Wright, Luana Middleton, Don Mecham, Michael Shinsel, Ashley Craft, Lina Gaz, David Anderson, Gary Worthen.

**1. Call to Order.**

Mayor Tait called the meeting to order and welcomed all in attendance.

**2. Opening Ceremony.**

Council Member Loveland opened with the Pledge of Allegiance.

**3. Consent Items.**

**a. Approval of Meeting Minutes for February 14<sup>th</sup>, 2023 as Presented.**

**Motion:** Council Member Wilhelmsen made a motion to approve the meeting minutes for February 14<sup>th</sup>, 2023 as presented, second by Council Member Jackson.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**b. Advice and Consent of Mayor's Appointment of City Recorder.**

**Motion:** Council Member Loveland made a motion to confirm the appointment of Jack Fogal as City Recorder, second by Council Member Christensen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**4. Oath of Office.**

Jennie Knight administered the Oath of Office to Jack Fogal.

**5. Business Items.**

**a. Presentation- Live 911 by Weber County Sheriff's Lieutenant Mark Horton.**

Lieutenant Horton explained this new program allows officers to listen to calls coming in through 911 emergency lines. The benefit is officers will be receiving information first hand instead of receiving notes on their way to emergency calls. The program tracks phone calls as they are coming in; giving officers an exact location of where the call is coming from allowing officers the ability to start towards the emergency call quicker because they are not waiting for dispatch to relay the information. Officers will arrive on scene with more first-hand information about the call. This will enable them to make potentially live saving decisions. This has allowed cities using this program to decrease response time by up to 2 minutes. The Weber County Sheriff's Office already purchased hardware, and are offering it to other agencies so they do not need to purchase the hardware except for the tracking pucks that go with the officers. The City would need to purchase license agreements if they want to use the program. The County is working on geo-fencing schools so if a 911 call originates from school grounds all officers get an alert notifying them of the call on school grounds.

Council Member Jackson said this is a good idea, because there is a delay when dispatch takes calls and Officers responding. He believes this would help to mitigate that. Lieutenant Horton claimed after reviewing response times since the program was implemented at the Sheriff's Department, they are seeing near 2-minute reductions in response time. He explained you do not need a license for every officer. The City would only need licenses to cover the amount of on duty officers. The County purchased 12 licenses and share them between on duty officers.

Council Member Loveland asked Chief Wilson what he thought of the program. Chief Wilson said he likes the program; it will be good for the citizens and officers. Council Member Wilhelmsen said he likes that it allows the officers to hear everything, and that it could result in lives being saved. Lieutenant Horton said it does add some de-escalation possibilities as well. Officers having first-hand knowledge of the situation can allow them to know what kind of response is needed before arriving to the scene.

Council Member Loveland asked what commitment is required if we were to purchase license agreements. Lieutenant Horton said it is year to year because the Sheriff's Office has already purchased the necessary hardware.

Chief Wilson asked if this is a program the Council would like to explore further. The Council asked Chief Wilson to get prices and any more information they would need.

**b. Discussion/Possible action to adopt Resolution 23-02: a resolution to adopt interlocal agreement with Weber County for 2023 and 2025 Municipal Elections.**

Jennie Knight explained this is a renewal of the municipal election agreement with Weber County. This agreement would end in January of 2026. The City is still responsible for filing, candidacy and meeting public notice requirements. The County helps conduct primary elections. The County has a set price of \$2.25 per registered voter. If another jurisdiction is sharing a ballot the prices are decreased. Council Member Loveland asked if the cost is per registered voter or on votes cast. Jennie Knight clarified that the price is based per registered voter in the City.

**Motion:** Council Member Christensen made a motion to adopt Harrisville Resolution 23-02: a resolution to adopt interlocal agreement with Weber County for 2023 and 2025 Municipal Elections, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**c. Discussion/possible action to grant approval for the Environmental Study for West Harrisville Road Funding.**

Justin Shinsel said over the last few years the City has been looking at grants and funding to improve the roads. The City has received funding for improvements on West Harrisville Road between Highway 89 to the railroad tracks, but to receive this funding an environmental study must be completed. He included this in the Capital Improvement budget last year. The cost will be between \$35,000-\$40,000. He is asking for the Council's approval to start the study, so they can meet construction goals. Council Member Jackson asked for clarification on where these funds for the road were coming from. Justin Shinsel explained this is a federal transportation grant, the City has a required match of 10-15% of the roughly \$3,000,000 project. This project will include curb, gutter, sidewalk, and repaving. He is working with Bona Vista and the railroad to upgrade infrastructure under the railroad while the pavement is torn up. After the study he will work with the City Engineer and a UDOT representative to continue the project. They are looking at a totally different striping plan to mitigate parking issues and include a bike lane. The goal is to make our community bike and walk friendly.

**Motion:** Council Member Loveland made a motion to grant approval for the Environmental Study for West Harrisville Road Funding, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**d. Discussion/possible action to adopt Resolution 23-03: a resolution to authorize the application for and in support of Representative Blake Moore FY24 community project funding request.**

Jennie Knight explained staff and Mayor Tait have been working to find grant funding for the new municipal complex. This is ear-marked for community project funding overseen by Representative Moore. Mayor Tait met with Representative Moore to explain the project and struggles that small cities have when trying to complete projects of this scale. Representative Moore's staff provided the application information to Mayor Tait. The City is trying to secure \$3,000,000 in funding for the new road between 750W and Highway 89. Justin Shinsel has included a memo dated March 8<sup>th</sup> 2023 asking for the adoption of this resolution. He has included letters of support from local City Mayors, Representative Wilcox, the Sheriff, Commissioner Froerer, North View Fire and others in the community. He is asking for Council's support to move forward with the application for this ear marked funding. The Public Works team has gotten everything put together in roughly 10 days. Council Member Loveland said if this helps the City, he supports it. Mayor Tait said hopefully this will help us move forward with the new municipal complex. Council Member Loveland expressed appreciation for all the letters from the community showing support for the project. Mayor Tait thanked the Public Works team for moving so quickly to meet the deadlines for this request.

**Motion:** Council Member Jackson made a motion to adopt Harrisville Resolution 23-03: a resolution to authorize the application for and in support of Representative Blake Moore FY24 community project funding request, second by Council Member Loveland.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**e. 2024 Budget Discussion.**

Jennie Knight explained staff is trying to anticipate all the costs that need to be included in the budget. She thanked the Council for making the hard decision to increase property taxes, it has allowed the City to balance the budget. The City has used development funds to balance the budget during previous years. If the Council had not made that hard decision we would have been in a deficit as some development has stalled. During the January retreat Staff tried to provide the Council with preliminary budgets. Staff is going to continue to provide the Council with more information. Jennie Knight explained that no decision needs to be made tonight. Jessica Hardy has been trying to anticipate exact numbers for the City's budget. Jessica Hardy said we have not been told what principle and bond payments will be for the additional issuance of bonds. We are transferring funds from the general funds to pay the debt service. These funds are used to pay the bond payment. Council Member Jackson asked when we need to vacate the current Public Works building. Jennie Knight explained that the building needs to be vacated by January of 2025. Public Works is on track to be out of the building by the required date. Construction on the new building will start this summer. Last year planners did not have the best idea of cost per square foot, this year we have a better idea of the costs for the new buildings. The Bond Counsel said that if the resolution expires in May, the City will have to go through a resolution for new issuance. Council Member Jackson asked if it could entail a higher interest rate. Jennie Knight explained it is hard to say, but could affect it. The City opted to do a 25-year bond instead of 30-year, which will make the payment higher but will be paid off faster. The reason for this discussion is so the Council is aware of timelines related to the bonds.

Elizabeth Hansen is the new YCC adult advisor. She is looking to increase their involvement in the City government and activities. The YCC is asking for an additional \$3,500 to be included in their budget.

Jennie Knight explained a tentative budget needs to be adopted in May. Jessica Hardy said she will get preliminary tax rate values in the next few weeks. Council Member Jackson asked if everyone is going to compile what they think they need to reconcile it with available funds. Jessica Hardy said yes that is how they will do it. Jennie Knight explained staff can present a balanced budget this year.

## **6. Public Comments - (3 Minute Maximum)**

Mayor Tait opened the public comment period.

Gary Worthen said he is on the Weber County Sheriff's Mounted Posse. The Posse has combined with another group called Utah Mounted Thunder. They do competitions all over the state. They are going to start having more events than in the past at the location in Harrisville City. At nights there will be more people practicing than ever. They want to pull the community into these events. Gary Worthen explained that there may be more noise complaints due to these events and practices. There are no live rounds on the property they only use blanks.

Ashley Craft thanked Mayor Tait and City Council for the work they do. She wants to bring up an animal abuse case. She presented a petition from citizens of the city and surrounding county. The abuse started in December of 2022. The petition is asking for action items that are; the animals are seized, possible suit against the individual responsible, discussion about the City's contract with Animal Control and an investigation into Animal Control's handling of the case.

Wendy Wright commented that she supports Ashley Craft. She said many in attendance are in support.



David Anderson said he is in full support of Ashley Craft. He believes something needs to be done. He wants the City Council and Mayor Tait to be involved in this case.

Luana Middleton is in full support behind Ashley Craft. She claimed this situation has been ongoing for 13 years and has escalated and escalated. The animals are in a bad state. She wants the animals taken care of and no more animals brought in to the same situation. She feels there are things broken in the process that need to be fixed so that the animals can be helped.

Mayor Tait closed the public comment period.

## **7. Mayor/Council Follow-Up.**

Mayor Tait asked Jennie Knight to address public comment. Jennie Knight explained our code enforcement has several steps that must be completed to abide by the law. Code enforcement complainants are not informed of events during an active investigation. The City has sent numerous letters to the property to come into compliance. If all parts of the code are followed then we can send the case to the City Attorney for screening. The City will not go onto private property and take property unless we have a warrant or a court order from a judge. Council Member Jackson said he agrees that this is an ongoing issue and something needs to be done.

Brody Flint stated that he understands the emotions of those in attendance. He stated this is not the place to discuss an ongoing case. He does not want to stop the conversation but it needs to be conducted at the proper time and place. The City is going to work the process the appropriate way. It may seem inefficient but it is important that the City conduct this investigation the correct way and follow the law.

Chief Wilson said Sergeant Taylor is going to a leadership class next month in Atlanta Georgia and he is excited for him to have this opportunity.

Justin Shinsel said Public Works has been very open with the news and on social media, about our concern of flooding in the City. There is an estimated twelve feet of water on top of Ben Lomond Peak. Public Works is doing everything they can including handing out 1500 sand bags in the last week. They are hoping that with the volunteers and the leased equipment to have 5000 sand bags ready for resident use. Justin Shinsel explained this is just the start of flooding season. The City will have three months of snow coming down from the mountains. This has been a record-breaking winter and the City has not seen snowfall like this since the early 1980's. He explained that retention basins are designed to be full and may bubble up in streets. This allows water to move to other basins and the City to hold back more water. The City gets water run-off from Pleasant View, North Ogden, and Ogden. Agencies from local cities are meeting together to try and control the water flow the best they can. Sand bags are available at the Public Works Building 7AM-6PM Monday to Thursday and Friday 7AM-12PM this week. Justin Shinsel encouraged citizens to conduct any mitigating activities they can on their own property. Justin Shinsel asked for residents to please contact Public Works and they will try their best to help where they can. Mayor Tait asked if the sandbags are just for residents. Justin Shinsel explained that they are, and individuals must prove residency in Harrisville by driver's license or utility bill.

Jennie Knight explained there is an update from Bryan Fife for Parks and Recreation. The City has received the RAMP grant for the Harrisville Main Park playground equipment. Bryan Fife redistributed some items in his budget to purchase the movie equipment for the movies in the park.

Council Member Wilhelmsen explained he is on the mosquito abatement board and it was brought up that reservoirs are filling but it will not be known if aquifers will fill for another eight months. Everyone needs to be aware that we are still in a drought and need to be mindful of water consumption.

Council Member Loveland asked Justin Shinsel how the new head gate at the Harrisville Park has handled the flooding. Justin Shinsel explained it is fixed and it is holding water back. These ponds will slowly fill up as water flows down from the mountains. Council Member Loveland thanked Public Works for getting it fixed in time. Mayor Tait asked if Public Works did all of the work or if they hired outside help. Justin Shinsel explained his crew completed everything they were able to but needed help with the vacuum truck and moving a 4-foot concrete box into place.

Council Member Jackson explained he conducted follow up with North View Fire Board regarding an efficiency study they conducted. The efficiency study company was very complimentary of North View Fire and the setup with Harrisville, North Ogden, and Pleasant View. The team conducting the study believed a new substation at the proposed public safety building would be warranted given the amount of planned development in Harrisville City.

**a. Annual training.**

Jennie Knight conducted annual training for all in attendance. The training was about the Open Meetings Act. Jennie covered UCA 52-4-202, UCA 52-4-203, UCA 52-4-301, UCA 52-4-302, and UCA 52-4-303. Jennie then conducted training on Harassment and Anti-discrimination.

**8. Adjournment**

Council Member Loveland motioned to adjourn the meeting, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Excused  
Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

Mayor Tait adjourned the meeting at 8:35 P.M.



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**MICHELLE TAIT**  
Mayor

**ATTEST:**

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**Jack Fogal**  
City Recorder  
Approved this 11th day of April, 2023

DRAFT



# HARRISVILLE CITY

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

MAYOR:

Michelle N. Tait

COUNCIL MEMBERS:

Grover Wilhelmsen

Steve Weiss

Blair Christensen

Max Jackson

Kenny Loveland

## MEMORANDUM

**To: Mayor and City Council**

**From: Justin Shinsel**

**Department: Public Works**

**Date: 4/6/2023**

**RE: Purchase of Equipment Trailer**

**Attached is a pic and price of a new trailer to haul the mini-excavator. It is a vital for us as we are self-performing duties around the city. We have the money in the budget and utility funds for this purchase.**



**TRAILER SOURCE**  
 4651 NORTH DIGITAL DR.  
 LEHI, UT 84043  
 PHONE: (801) 766-5433  
 TRAILERSOURCENORTH@GMAIL.COM  
 TRAILERSOURCEUTAH.COM

DATE	03/22/2023
INVOICE #	255387
SALESMAN	Brandon Wardle

**CUSTOMER INFO:**

PRIMARY NAME: City of Harrisville

STREET ADDRESS: \_\_\_\_\_ PHONE: (801) 603-3220

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ EMAIL: jshinsel@cityofharrisville.com

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**TRAILER INFO:**

MAKE: Diamond C	MODEL: FMAX HDT	YEAR: 2023
COLOR: Charcoal	VIN: 46UFU3223P1270804	NEW <input checked="" type="checkbox"/> USED <input type="checkbox"/>

DESCRIPTION	QTY.	PRICE	TOTAL
8.5x32 Diamond C FMAX HDT 32' 25.9K Hydraulic Dovetail Gooseneck	1	\$28,990.00	\$28,990.00

Payment Type: Cash \_\_\_\_\_ Check \_\_\_\_\_ Card \_\_\_\_\_

**SUBTOTAL: \$28,990.00**

**I agree to the following terms and conditions:**

- ALL used trailers are sold as-is and carry absolutely no warranty either expressed or implied from Trailer Source.
- All factory warranty work must be brought back to the seller or a preauthorized dealer. No warranty work will be done without factory authorization first. No other warranty is given by Trailer Source other than factory expressed warranty; read all warranty paperwork.
- All deposits are non-refundable.
- Purchaser agrees that this form includes all of the terms and conditions of the sale and no other agreements apply.
- Warning! Check wheel lugs: On first trip, tighten wheel lugs at start and at 10, 25 and 50 miles. Tighten to manufacturer's specifications. Always check wheel lugs before each trip!

**TOTAL: \$28,990.00**

**DEPOSIT: \$0.00**

**BALANCE DUE: \$28,990.00**

X \_\_\_\_\_  
 BUYER'S SIGNATURE







# HARRISVILLE CITY

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## MEMORANDUM

**To:** City Council  
**From:** Chief of Police Mark L Wilson  
**Department:** Police Department  
**Date:** April 4<sup>th</sup> 2023  
**Re:** Live 911

This is in reference to the purchasing of a year-to-year subscription to Live 911, and the equipment, training, and set up fees to get started. The setup and training are a one-time cost.

The initial cost of the subscription will be \$3,645.00 for the first year. If we renew the cost would be \$2700.00 per year, unless we add licenses or cost increase.

The Goal of this project would be to sign the agreement now, and start the setup and training in June so we can go live on July 1<sup>st</sup>.



## LIVE911 AGREEMENT

Date: March 21, 2023

Customer: City of Harrisville Police Department

Live911 Solution	Price
Concurrent Licenses: 3 (\$900 each)	\$ 2,700
<b>Total Annual Cost</b>	<b>\$ 2,700</b>
<b>Professional Services (one-time cost)</b>	
Remote Installation and Configuration	\$ 350
Remote Virtual Basic Training	\$ 595
<b>Total One-Time Cost</b>	<b>\$ 945</b>
<b>Total Initial Investment</b>	<b>\$ 3,645</b>

- Licenses will be installed on existing Weber County Sheriff's Office Live911 server.
- Estimated Annual Service Period: July 1, 2023 – June 30, 2024.
- HigherGround will configure the licenses and activate the Live911 software via remote access.
- Remote based training is included.
- The Base License fees are annual recurring charges of \$2,700.
- Support and upgrades to the software are included with the license fees.
- Payment Terms: 100% payment is due within 30 days of installation / invoice.

### City of Harrisville Police Department

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Date