

**MINUTES OF
HARRISVILLE CITY COUNCIL
June 14, 2022
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on June 14, 2022 at 7:00 p.m. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

Present: Mayor Michelle Tait, Council Member Blair Christensen, Council Member Max Jackson, Council Member Kenny Loveland, Council Member Steve Weiss, and Council Member Wilhelmsen.

Staff: Jennie Knight, City Administrator
Maria Devereux, City Recorder
Justin Shinsel, Public Works Director
Jessica Hardy, Finance Director
Jill Hunt, Treasurer
Mark Wilson, Police Chief
Bryan Fife, Parks and Recreation Director
Matt Robertson, City Engineer
Rick Hill, Bailiff

Visitors: Arnold Tait, Marcus Keller, Gary Robinson, Jeff Pearce, Ruth Pearce, Carlos Aguilar, Deanna Aguilar, Elaine Andrushko, and Blaine Barrow.

1. CALL TO ORDER

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

2. OPENING CEREMONY

Council Member Council Member Wilhelmsen led the pledge of allegiance.

3. CONSENT ITEMS

3a. APPROVE THE MINUTES OF MAY 10, 2022 AND MAY 24, 2022 AS PRESENTED.

MOTION: Council Member Weiss made a motion to approve the minutes of May 10, 2022 and May 24, 2022 as presented, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

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

The motion passed unanimously.

4. BUSINESS ITEMS

4a. PUBLIC HEARING to receive input from the public with respect to the issuance of Sales and Franchise Tax Revenue Bonds and the potential economic impact.

MOTION: Council Member Christensen made a motion to open the Public Hearing, second by Council Member Weiss.

The vote on the motion was as follows:

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

The motion passed unanimously.

Markus Keller, Zions Bank, explained the purpose of the hearing with respect to the issuance of Sales and Franchise Tax Revenue Bonds and the potential economic impact. He noted the public hearing is part of a legal requirement process prior to the issuance of bonds which allows time for the public to comment or asked questions. Markus Keller stated that the 30-day waiting period will expire at the end of the month and noted he worked with the city to lock in a lower rate that may save a substantial amount of funds over time if the bond does move forward. In regard to the \$6M bond, he explained there is no penalty for paying the bond early.

Mayor Tait opened the public comment period.

Gary Robertson stated the public should be privy to all information in regard to the purpose of the funds, meetings should be held in regard to the issuance of bonds, and explanation should be provided to the public via newsletter, then hold public hearings. He stated the importance of transparency in government.

Jeff Pearce explained the bond and increased spending by the city wasn't voted on by the public. He stated building facilities at this time is costly and with the current property tax increase any additional costs to residents are hard to afford.

Council Member Weiss made a motion to close the public hearing, second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

4b. PUBLIC HEARING to receive public comments for or against a Resolution adopting the final city, agency, and district budget for FY 2022-23 for the city pursuant to UCA 10-6-113.

Council Member Jackson made a motion to open the public hearing, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

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

The motion passed unanimously.

Jennie Knight, City Administrator, explained the tentative budget was adopted the beginning of May and it was decided at that time to hear public comment on the final budget. She noted the final budget will not be adopted tonight as the city will be going through the Truth In Taxation process with a public hearing to be held in August. Nothing has changed in the budget numbers.

Mayor Tait opened the public comment period.

Gary Robertson concerned about spending and the budget, inquired about covid funds and asked the amount of funds that were spent. He stated covid funds should not be used to build a Police Department facility which is currently sufficient.

Ruth Pearce stated she would like to see the budget and hopes it is posted give the public a chance to review the items and to increase transparency.

MOTION: Council Member Wilhelmsen made a motion to close the public hearing, second by Council Member Weiss.

The vote on the motion was as follows:

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

The motion passed unanimously.

4c. Discussion/possible action to award bid for architectural services for the Public Works Building to be located at approximately 1750 N 750 W. [Justin Shinsel]

Justin Shinsel, Public Works Director, explained the City Administrator, City Engineer, he and the mayor have been working diligently with Jones & Associates through the RFP process for architectural design of the new Public Works facility. Three very qualified candidates applied. After holding interviews and reviewing the key factors of design, cost, and quality, he recommends the bid be awarded to Blalock and Associates. He stated the company was very thorough and responsive.

MOTION: Council Member Weiss made a motion to award the bid for architectural services for the Public Works building to be located at 1750 N 750 W. Harrisville, to Blalock and Associates, second by Council Member Loveland.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes

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

The motion passed unanimously.

**4d. Discussion/possible action to adopt Harrisville Ordinance 536; Utility Fees Updated.
[Justin Shinsel]**

Justin Shinsel explained he performed an audit of all utilities within this budget. After review of each line item, and due to the cost of inflation and necessary maintenance of the city's infrastructure, he recommends an increase to utility fees.

Justin Shinsel noted the highest increase will be sewer due to a large increase from Central Weber Sewer District, and an additional increase for the street light utility. He has implemented a budget item to pay for street lighting and repairs, now considered a utility. He explained stormwater will also be increased due to fuel and maintenance costs.

MOTION: Council Member Loveland made a motion to adopt Ordinance 536, updating Utility Fees, second by Council Member Christensen.

The vote on the motion was as follows:

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

The motion passed unanimously.

4e. Discussion/possible action to adopt Harrisville Resolution 22-16; a resolution updating Solid Waste Collection, Disposal, and recycling fees, and Harrisville Cabin and Bowery reservation fees. [Jennie Knight]

Jennie Knight gave an overview of the Bowery rental and reservations, the Cabin rental and reservations, maintenance, time spent cleaning, cost of cleaning supplies, and asked council feedback about non-resident rentals, half day reservations, hourly rates, an increase in fees, etc. The current Harrisville Cabin reservation policy only allows reservations for Harrisville residents. The fee schedule is at the following rates: Small Meeting (No Food): \$100 Family Party (Activity with Food): \$150 Wedding/Open House: \$400 Security Deposit: \$300 The average annual cost breakdown for the cabin operations are: Maintenance and repairs: \$5,812 Rocky Mountain Power: \$1,801 Dominion Energy: \$1,619 Bona Vista Water: \$ 660 Cleaning Services: \$5,724 Total \$15,617 The average revenue over the last six years is \$8,712 with an average of 50 reservations per year. Discussion Items: Non-resident reservations at a higher rate, increase the reservations fees by \$50 per reservation type.

Jennie Knight also reviewed city staff work load: restroom cleaning is not relevant as they are cleaned on a daily basis regardless of bowery reservations, staff power washes the bowery floor, tables and stage 2 times per month, power washing/drying takes one employee approximately 6 hours to complete, the cost breakdown is \$160.00 per wash, so twice a month is \$320.00 and six months of washing is \$1,920.00 per year. She asked for feedback on half day/full day reservations, and recommended an increase to the sound system rental fee from \$30.00 to \$50.00. She discussed increasing the resident bowery rental fee from \$50.00 to \$75.00, and discussed utilizing

the budgeting rental fee revenue as a line item which will allow the use of collected funds to be put back into the upkeep of the facility and other rental items.

Council Member Jackson stated concern about upkeep and termites. He asked about cost, fees, and upkeep of the cabin. He is opposed to non-residents renting the cabin at this time.

Justin Shinsel noted new flooring has been added to the cabin in addition to other maintenance costs and upgrades needed.

Council Member Loveland noted he will align with the public if the public is primarily in favor of renting to residents only.

Council Member Wilhelmsen expressed concern about the extra work that half day reservations may put on staff.

Justin Shinsel explained increased reservations (half day) may not be much more to take care of. Currently, a cleaning company comes in to clean two times a week. He explained they have to weigh the number of rentals vs. the cost of cleaning.

Mayor Tait explained she is in favor of an hourly rate for rentals.

Council Member Weiss noted all fees should increase more substantially.

Jennie Knight explained the cabin is unique, an amenity hard to compare to other cities. Other cities have a community center, she asked for a recommendation for the security deposit.

Justin Shinsel, agreed with increase in rental/deposit. He suggested a substantial increase holds others accountable. Justin Shinsel and Council Member Loveland suggested \$750 for a security deposit.

Jennie Knight asked if all the council is in agreement with increase, they affirmed. She explained the weekends are booked for the Bowery and Cabin. The consensus, in regard to half day rentals, was not favorable.

In regard to half day rentals for the bowery, Bryan Fife, Parks and Recreation Director, noted staff aren't in on Saturdays and explained there are issues with clean-up if residents stay late or come early.

Council Member Wilhelmsen noted if the speaker or sound system is damaged, it may be hard to replace with a small deposit.

Council Member Weiss is in favor of a more substantial security deposit to ensure any damage can be fixed (clean-up, etc.) and compared to other event venues, the cabin is very low cost.

Council Member Wilhelmsen noted rates could go up approximately \$75 or more for the sound system and \$300 for security deposit.

Jennie Knight reviewed the new fees for the bowery as recommended by council, to include the sound system, cabin rental and increased deposits (to be rented to Harrisville City residents only). She noted the city is not able to maintain the cost of the garbage utility and reviewed solid waste collection fees, recycling fees and garbage fees with an increase to responsibly fund the utility. The average home will increase by \$8.74 per month.

Goal: Utility maintain itself financially

	Current fees
Garbage Can 1st	\$16.05
Garbage 2nd Can	\$6.90
Garbage 3rd Can	\$6.90
Garbage 4th Can	\$6.90
Garbage 5th Can	\$6.90
Recycle Can 1st	\$4.45
Recycle 2nd can	\$4.45

		1%	2%	3%
Garbage	1st cans	\$18.23	\$18.24	\$18.25
	2nd cans	\$7.90	\$7.90	\$7.90
	3rd cans	\$7.90	\$7.90	\$7.90
	4th cans	\$7.90	\$7.90	\$7.90
	5th cans	\$7.90	\$7.90	\$7.90
Recycle	1st cans	\$5.97	\$5.98	\$5.99
	2nd cans	\$5.97	\$5.98	\$5.99

MOTION: Council Member Weiss made a motion to adopt Harrisville Resolution 22-16; a resolution updating Solid Waste Collection, Disposal, and recycling fees, and Harrisville Cabin and Bowery reservation fees as discussed, second by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

4f. Discussion/possible action to adopt the 2022 Annual Sewer Report. [Justin Shinsel]

Justin Shinsel explained, due to state regulations the city has to submit an annual sewer report. He noted the city doesn't have lift stations but does have 10 new connections. No major sewer backups, but has had some small upgrades inside the manholes (\$25K lining project) to stop ground water infiltration.

MOTION: Council Member Loveland made a motion to adopt the 2022 Annual Sewer Report, second by Council Member Weiss.

The vote on the motion was as follows:

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

The motion passed unanimously.

4g. Discussion/possible action to approve 2022 Road Maintenance Project. [Justin Shinsel]

Justin Shinsel explained the Public Works Department received three (3) bids for a small road repair project in Harrisville at 200 N 330 W due to settling of the roadway. He described the scope of the project and noted a hill will be cut out and leveled off to make the road surface smooth

again. He stated the importance of being transparent. Work on this project may begin after July 2022.

Staff recommendation is to award the bid to LaRose Paving, Inc. for \$20,569.

MOTION: Council Member Wilhelmsen made a motion to approve the 2022 Road Maintenance Project as presented, second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

4h. Discussion/possible action to approve surplus of Harrisville Police Department Firearms. [Chief Wilson]

Mark Wilson explained the department is seeking permission to surplus the current department issued firearms, the current issued handguns are approximately eight years old. The handguns being surplus are Sig Sauer 1911. The replacement handguns are FN 509 MRE LE outfitted with tactical lights and red dot sight. The firearms will be offered to employees first at fair market value with any firearms left to be sold to a licensed firearm dealer. He explained that fair market value is approximately 80% of the cost.

MOTION: Council Member Jackson made a motion to approve the surplus of Harrisville Police Department firearms, second by Council Member Christensen.

The vote on the motion was as follows:

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

The motion passed unanimously.

5. PUBLIC COMMENT PERIOD

Carlos Aguilar is concerned about stocking materials doesn't want the city to lose money. He explained hearing of a slush fund is concerning, and is also concerned about where funds are going if not going to streetlights. He inquired about a sewer lining 5-to-10-year plan and the accuracy of budget line items.

Blaine Barrow stated concern about the project on 750 N. He wasn't aware the bid is being awarded today for utility buildings, he explained the council has made a decision and is opposed to city buildings on the road, fencing, and other structures. He would like utility buildings to be moved to another property.

Gary Robinson suggested the Council treat taxpayers, neighbors, and residents in the community fairly. He would like to see information added to the newsletter and encouraged transparency.

6. MAYOR/COUNCIL FOLLOW-UP

Council Member Wilhelmsen concerned with guns, concerned for our children. Is also a concerned citizen.

Mayor Tait noted the History walking tour will be held on June 18th and will begin at the Harrisville cabin. She explained the city will hold an open house on Truth In Taxation on July 14th in Council Chambers.

Jennie Knight gave a Utah Land Use Regulation book with new ground rules (Craig Call). Complimentary to each council member. Craig Call has accepted the appointment as the city's appeal authority.

7. ADJOURNMENT

MOTION: Council Member Weiss made a motion to adjourn the meeting at 8:30PM, second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

MICHELLE TAIT
Mayor

ATTEST:

MARIA DEVEREUX

City Recorder

Approved this 16th day of August, 2022