



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

December 13, 2022

Join [Zoom Meeting](#)

Meeting ID: 871 2169 3579

Passcode: 394578

7:00 PM CITY COUNCIL MEETING

Presiding: Mayor Michelle Tait

Mayor Pro Tem: Blair Christensen

1. CALL TO ORDER

2. OPENING

- a. Pledge of Allegiance [Council Member Weiss]

3. CONSENT ITEMS

- a. Approval of the meeting minutes for November 15, 2022 and November 22, 2022 as presented.
- b. Approval of the Regular Meeting Schedule for 2023.

4. PUBLIC HEARING

- a. Harrisville City Council will take comments for or against Harrisville Resolution 22-24; a resolution amending the city budget for FY 2022-23 in accordance with UCA §10-6-127. [Jennie Knight, City Administrator]

5. BUSINESS ITEMS

- a. Discussion/possible action to adopt Harrisville Resolution 22-24; a resolution amending the city budget for FY 2022-23. [Jennie Knight]
- b. Discussion/possible action to adopt Harrisville Ordinance 538; Right of Way Fees Amended. [Justin Shinsel, Public Works Director]
- c. Discussion/possible action to adopt Harrisville Resolution 22-23; Policy and Procedures Amended. [Jennie Knight]

6. PUBLIC COMMENTS - (3 minutes per person)

7. MAYOR/COUNCIL FOLLOW-UP

8. ADJOURNMENT

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.

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: 12/09/2022, By: Maria Devereux, City Recorder



**MINUTES
HARRISVILLE CITY COUNCIL
November 15, 2022
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on November 15, 2022 at 7:00 p.m. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

Present: Mayor Tait, Council Member Jackson, Council Member Loveland, Council Member Weiss, and Council Member Wilhelmsen.

Staff: Jennie Knight, City Administrator
Jessica Hardy, Finance Director
Bryan Fife, Parks and Recreation Director
Mark Wilson, Police Chief
Dennis Moore, Asst. Police Chief
Corey Clark, Harrisville Police Officer
Maria Devereux, City Recorder

Excused: Council Member Christensen, Justin Shinsel, Public Works Director

Visitors: Arnold Tait, Marjorie Johnson, Jordyn Powell, Ioana Skipps, Jason Clark, and Carlos Aguilar.

1. CALL TO ORDER

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

2. OPENING CEREMONY

Mayor Tait opened the meeting with the pledge of allegiance.

3. CONSENT ITEMS

a. Approval of the minutes for October 11, 2022, as presented.

MOTION: Council Member Weiss made a motion to approve the meeting minutes for October 11, 2022 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, Excused
Council Member Jackson, Yes
Council Member Loveland, Yes

The motion passed unanimously.

4. RECOGNITION/AWARDS

- a. Dennis Moore, Assistant Police Chief, presented the 'Award of Outstanding Support' to the Jason W. Read Protect and Serve Foundation in appreciation for their ongoing support. The generous contributions from the foundation have enabled the Harrisville Police Department to purchase necessary supplies, gear, safety equipment, and more.

5. OATH OF OFFICE

Police Chief Wilson congratulated Officer Clark on his promotion to Master Officer due to exemplary work.

The Oath of Office was administered to Detective Clark by Maria Devereux, City Recorder.

6. BUSINESS ITEMS

- a. **Discussion/possible action to adopt Harrisville Resolution 22-19; a resolution approving an Interlocal Agreement with Weber County for the distribution of Coronavirus State and Local Recovery Funds for the construction of a new Children's Justice Center, second by Council Member Wilhelmsen.**

Chief Wilson noted this item has come before the council previously. Upon further research and discussion, he recommends the Council to approve funding for the new CJC building at the request of the County. All surrounding municipalities will utilize the center in their course of work.

MOTION: Council Member Weiss made a motion to adopt Harrisville Resolution 22-19; a resolution approving an Interlocal Agreement with Weber County for the distribution of Coronavirus State and Local Recovery Funds for the construction of a new Children's Justice Center as outlined, in the amount not to exceed \$39,116.00, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

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

The motion passed unanimously.

Discussion/possible action to purchase radios for the Harrisville Police Department.

- b. Dennis Moore, Assistant Chief, explained the City is able to work with Utah Communication Authority (UCA), although grant funding is limited, they were able to garner \$318.00 per radio. If the department purchases through their program now, Harrisville Police Department receives an approximate 60% savings. He would like to secure the radios needed currently, with consideration for future growth. The amount for 33 radios is

\$117,671.23. The City has to place a pre-order to secure the order, though has no other details in regard to the timeline, it could be September 2023 or 2024.

Mayor Tait asked for clarification on what will be done with the radio's they currently have and what is needed.

Dennis Moore noted, the current car radio's are in need of being updated, they are unable to get parts for them anymore and they need encryption software. The department may be able to sell them at approximately \$1000.00 each, are unable to be updated with encryption. The currently radios they have they may be able to sell and put toward the cost of this purchase. The new radios have the feature of connecting with FirstNet, this would give the radio's a larger range of full connectivity and functionality. New radio's have an approximate cost of \$2600.00 each. He explained that a one-time purchase should be good for at least 20 years, with purchase of a warrantee for each radio as well. The city needs to pre-order to place a tentative order and lock in at a lower rate. However, if the Council decides not to purchase, the city will still need to put encryption on the radios. The radio's would likely be delivered toward the end of 2023/2024.

MOTION: Council Member Weiss made a motion to authorize the purchase of new radios for the police department as presented, in the amount of \$172,671.23, second by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

7. PUBLIC COMMENT

Jessica Powell explained there is lack of protection as multiple kids are trying to get to the Jr. High School, at the west end of 2000 there is no crosswalk or flashing lights, much of this is due to construction. She requested the city add sensors, or provide a safe way for kids to cross the road.

8. MAYOR/COUNCIL FOLLOW-UP

Bryan Fife, Parks and Recreation Director, gave an overview of the work performed in the month of November. The department puts up Christmas lights, clean up leaves in the parks, get snow removal equipment ready in the parks, schedules basketball, and is currently preparing for Santa in the cabin.

Chief Mark Wilson, gave an overview of the department. He advised Assistant Chief Moore is celebrating 15 years of service at Harrisville City this month. The department is currently in the process of hiring an officer, and will be holding interviews this week. Shop with a Hero is the first Saturday in December and local businesses have donated to the cause. The program is growing each year. Safe routes to school is being addressed.

Jennie Knight, excused Justin Shinsel, Public Works Director. His department is ready for snow, the plows are ready.

Maria Devereux, City Recorder, gave an update on the Ashlar Cove Annexation, the certification was received from the Lieutenant Governor's office and will be recorded.

Jennie Knight gave an update on the following:

The Canvass election results will be in next week and the Canvass meeting will be held on Nov. 22, 2022 at 7PM.

Save the Date: A work session to be held January 24th, 2023 from 6-9PM to set goals and review strategies. The City Council, Planning Commission, and Weber Co. Economic Development will all participate.

A RAMP grant may be utilized to replace playground equipment. Private donations are welcome.

The City Christmas party (potluck) will be held on Dec. 1st at 6PM at the Cabin.

Council Member Weiss expressed thanks for a fantastic Fall Festival and asked the cost of more fireworks. Bryan Fife noted they were already paid for 2023.

Council Member Loveland noted appreciation for staff, those that donated, and attended the Fall Festival.

Council Member Jackson gave thanks to everyone involved in making the festival successful. He noted they ran out of ketchup and mustard for the hot dogs.

Mayor Tait thanked the staff and specific departments for their good work with the Fall Festival.

9. CLOSED EXECUTIVE SESSION

Closed Executive Session for the purposes described under UCA §52-4205(1)(a)(d)(e); for discussion of the character, professional competence, or physical or mental health of an individual(s), strategy sessions to discuss the purchase, exchange, or lease of real property, and strategy sessions to discuss the sale of real property.

MOTION: Council Member Loveland made a motion made a motion to enter into closed session for the purposes described under UCA §52-4-205(1)(a)(d)(e); for discussion of the character, professional competence, or physical or mental health of individual(s), strategy session to discuss the purchase, exchange, or lease of real property, or strategy session to discuss the sale of real property. Second by Council Member Wilhelmsen.

The vote on the motion was as follows:

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

The motion passed unanimously.



MOTION: Council Member Weiss made a motion to adjourn closed session and convene the public meeting at 9:15PM, second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

10. ADJOURNMENT

Mayor Tait adjourned the meeting at 9:15PM.

MICHELLE TAIT
Mayor

ATTEST:

MARIA DEVEREUX
City Recorder
Approved this 13th day of December, 2022



**MINUTES OF HARRISVILLE CITY
BOARD OF CANVASSERS
November 22, 2022
363 West Independence Blvd
Harrisville, UT 84404**

Present: Mayor Tait, Board Member Christensen, Board Member Jackson, Board Member Loveland, Board Member Wilhelmsen.
Staff: Jennie Knight, City Administrator, Maria Devereux, City Recorder
Excused: Board Member Weiss
Visitors: Arnold Tait.

7:00 P.M. BOARD OF CANVASSERS MEETING

1. CALL TO ORDER

Mayor Tait called the Board of Canvassers Meeting to order and welcomed all visitors. Board Member Weiss was excused.
Mayor Tait led the pledge of allegiance and opened the meeting.

3. BUSINESS ITEM

a. Discussion/possible action to approve Harrisville Resolution 22-22; a Resolution approving the Canvass of the 2021 Municipal General Election.

Maria Devereux, City Recorder, gave an overview of the final election results; the summary results report, summary of votes cast, and the by mail ballot summary. The special bond election failed; 85.72% of residents voted against the issuance of bonds, 14.28% voted for the issuance of bonds.

MOTION: Board Member Jackson motioned to approve Harrisville Resolution 22-22; a Resolution approving the Canvass of the 2022 General Election. Board Member Christensen seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

4. ADJOURNMENT

MOTION: Board Member Loveland motioned to adjourn the meeting at 7:07 PM. Board Member Christensen seconded the motion. The motion passed unanimously.



ATTEST:

MICHELLE TAIT
Mayor

Maria Devereux
City Recorder
Approved this 13th day of December, 2022

DRAFT



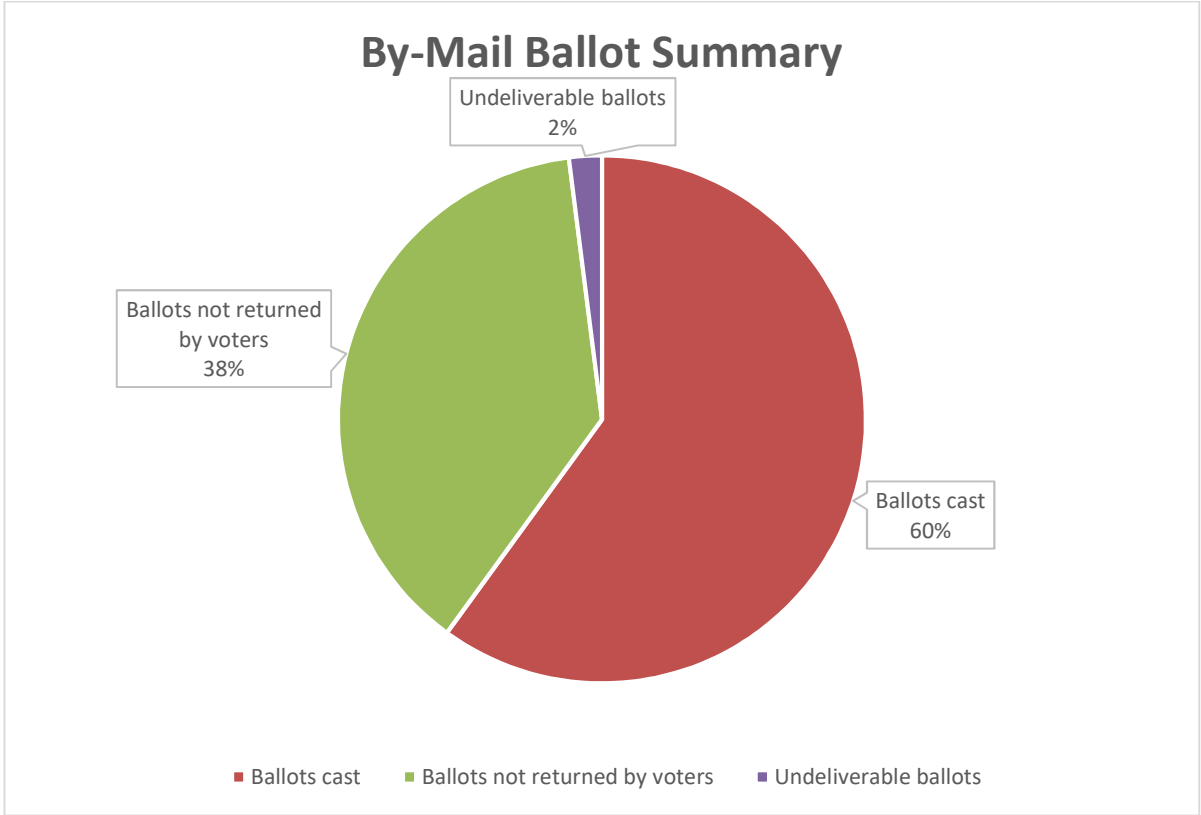
Weber County, Utah
General Election – November 8, 2022
Summary of Ballots Mailed, Returned, Cast and Counted

The information in this report is true and accurate as of November 22nd, 2022.

128,868 Active Registered General Voters

By-Mail Ballot Summary

	Votes	Turnout
Ballots mailed to voters	128,868	
Ballots cast	77,816	60.4%
Ballots not returned by voters	48,756	37.8%
Undeliverable ballots	2,296	1.8%

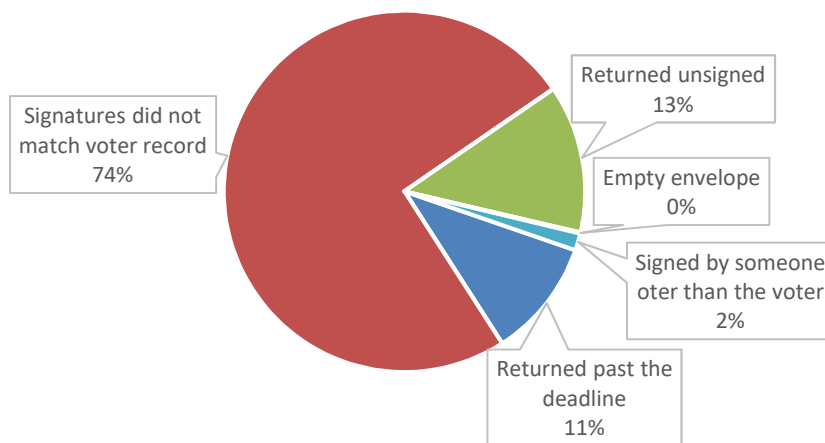


Ballots Returned but not Counted *

Reasons for not counting	Quantity	Percentage
Returned past the deadline	118	10.63%
Signatures did not match voter record	827	74.5%
Returned unsigned	147	13.24%
Empty envelope	1	0.09%
Signed by someone other than the voter	17	1.53%
Total	1,110	100.0%

** Each voter whose ballot would not be counted was notified of the reason their ballot would not be counted and given instructions on how to correct the deficiency.*

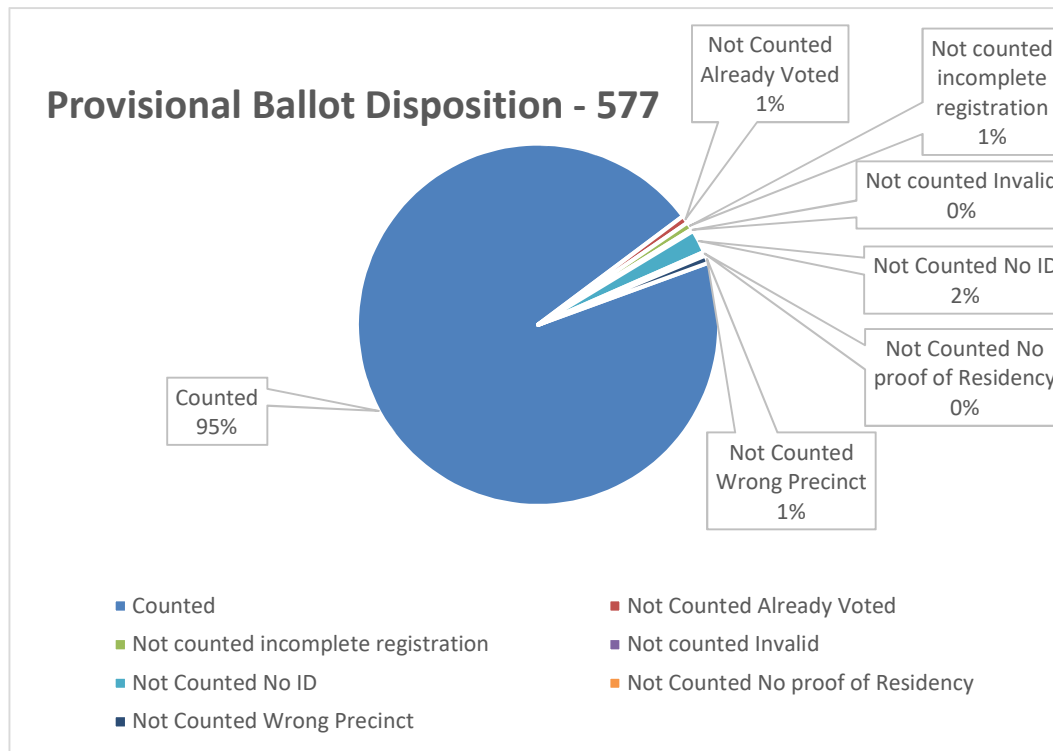
Uncounted Ballots - 1,110



- Returned past the deadline
- Signatures did not match voter record
- Returned unsigned
- Empty envelope
- Signed by someone other than the voter

Provisional Ballot Summary

	Quantity	Percentage
Provisional Ballots Cast	577	0.74%
Provisional Ballots Counted	550	95.3%
Provisional Ballots Not Counted	27	4.7%
Already voted	4	
Incomplete registration	4	
Invalid	1	
No ID	12	
No proof of residency	2	
Wrong precinct	4	



STATE OF UTAH

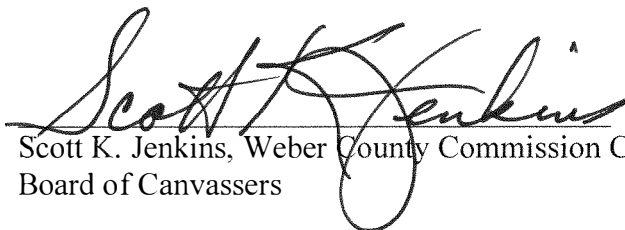
COUNTY OF WEBER

BOARD of CANVASS CERTIFICATION

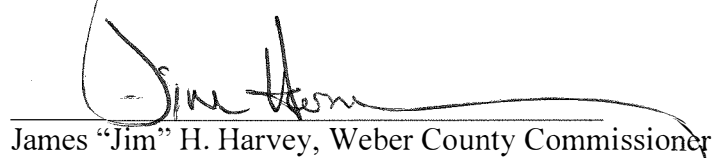
2022 GENERAL ELECTION

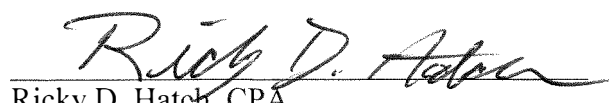
The undersigned Weber County Board of Canvassers and the Weber County Clerk/Auditor do hereby certify the election results of the 2022 General Election held on the 8th day of November, 2022, as they appear in the attached official returns of said election as filed and on record in the office of the Clerk/Auditor of Weber County.

IN WITNESS WHEREOF, we have hereunto subscribed our signatures this 22nd day of November, 2022.


Scott K. Jenkins, Weber County Commission Chair
Board of Canvassers


Gage Froerer, Weber County Commissioner
Board of Canvassers


James "Jim" H. Harvey, Weber County Commissioner
Board of Canvassers


Ricky D. Hatch, CPA
Weber County Clerk/Auditor

STATISTICS

	TOTAL
Registered Voters - Total	126,171
Ballots Cast - Total	77,816
Voter Turnout - Total	61.68%

Summary Results Report
General 2022
NOVEMBER 8, 2022

Official Results
Weber County
Canvass Results

U.S. SENATE

Vote For 1

	TOTAL	VOTE %
MIKE LEE (REP)	42,007	54.34%
EVAN MCMULLIN (UNA)	31,265	40.44%
JAMES ARTHUR HANSEN (LIB)	2,756	3.57%
IAP TOMMY WILLIAMS (IAP)	1,011	1.31%
Write-In: INVALID WRITE-IN	228	0.29%
Write-In: LAIRD FETZER HAMBLIN	18	0.02%
Write-In: MICHAEL SEGUIIN	16	0.02%
Write-In: ABRAHAM KORB	2	0.00%
Write-In Totals	264	0.34%
Not Assigned	0	0.00%
Total Votes Cast	77,303	100.00%
Contest Totals	77,816	

U.S.HOUSE DISTRICT 1

Vote For 1

	TOTAL	VOTE %
BLAKE D. MOORE (REP)	52,448	68.72%
RICK EDWIN JONES (DEM)	23,871	31.28%
Total Votes Cast	76,319	100.00%
Contest Totals	77,816	

STATE TREASURER

Vote For 1

	TOTAL	VOTE %
MARLO M. OAKS (REP)	52,670	73.28%
JOSEPH GEDDES BUCHMAN (LIB)	8,988	12.51%
THOMAS ALAN HORNE (UUP)	5,333	7.42%
WARREN T ROGERS (IAP)	4,881	6.79%
Total Votes Cast	71,872	100.00%
Contest Totals	77,816	

STATE SCHOOL BOARD DISTRICT 2

Vote For 1

	TOTAL	VOTE %
JOSEPH KERRY (REP)	49,818	100.00%
Total Votes Cast	49,818	100.00%
Contest Totals	65,208	

STATE SENATE DISTRICT 5

Vote For 1

	TOTAL	VOTE %
ANN MILLNER (REP)	13,308	60.52%
MICHAEL BLODGETT (DEM)	8,682	39.48%
Total Votes Cast	21,990	100.00%
Contest Totals	22,677	

STATE HOUSE DISTRICT 6

Vote For 1

	TOTAL	VOTE %
MATTHEW H. GWYNN (REP)	7,744	100.00%
Total Votes Cast	7,744	100.00%
Contest Totals	9,185	

STATE HOUSE DISTRICT 7

Vote For 1

	TOTAL	VOTE %
RYAN D. WILCOX (REP)	10,423	100.00%
Total Votes Cast	10,423	100.00%
Contest Totals	12,998	

STATE HOUSE DISTRICT 8

Vote For 1

	TOTAL	VOTE %
JASON B. KYLE (REP)	8,151	59.74%
MONICA HALL (DEM)	5,494	40.26%
Total Votes Cast	13,645	100.00%
Contest Totals	14,134	

STATE HOUSE DISTRICT 9

Vote For 1

	TOTAL	VOTE %
CAL MUSSELMAN (REP)	6,238	62.81%
"ONE" NEIL HANSEN (DEM)	2,971	29.91%
JACOB K. JOHNSON (LIB)	723	7.28%
Total Votes Cast	9,932	100.00%
Contest Totals	10,260	

STATE HOUSE DISTRICT 10

Vote For 1

	TOTAL	VOTE %
ROSEMARY LESSER (DEM)	5,771	52.26%
JILL KOFORD (REP)	5,271	47.74%
Total Votes Cast	11,042	100.00%
Contest Totals	11,229	

STATE HOUSE DISTRICT 11

Vote For 1

	TOTAL	VOTE %
KATY HALL (REP)	6,304	100.00%
Total Votes Cast	6,304	100.00%
Contest Totals	8,089	

STATE HOUSE DISTRICT 12

Vote For 1

	TOTAL	VOTE %
MIKE SCHULTZ (REP)	9,668	100.00%
Total Votes Cast	9,668	100.00%
Contest Totals	11,921	

COUNTY COMMISSION SEAT A

Vote For 1

	TOTAL	VOTE %
GAGE FROERER (REP)	47,480	63.31%
JOHN H THOMPSON (DEM)	27,521	36.69%
Total Votes Cast	75,001	100.00%
Contest Totals	77,816	

COUNTY COMMISSION SEAT B

Vote For 1

	TOTAL	VOTE %
SHARON ARRINGTON BOLOS (REP)	51,406	71.37%
BRIAN ROWLEY (LIB)	20,625	28.63%
Total Votes Cast	72,031	100.00%
Contest Totals	77,816	

COUNTY ATTORNEY

Vote For 1

	TOTAL	VOTE %
CHRIS ALLRED (REP)	61,685	100.00%
Total Votes Cast	61,685	100.00%
Contest Totals	77,816	

COUNTY CLERK/AUDITOR

Vote For 1

	TOTAL	VOTE %
RICKY HATCH (REP)	62,462	100.00%
Total Votes Cast	62,462	100.00%
Contest Totals	77,816	

COUNTY SHERIFF

Vote For 1

	TOTAL	VOTE %
RYAN ARBON (REP)	61,914	100.00%
Total Votes Cast	61,914	100.00%
Contest Totals	77,816	

OGDEN SCHOOL BOARD DISTRICT 2

Vote For 1

	TOTAL	VOTE %
STACY BERNAL	1,746	64.26%
DOUGLAS B. BARKER	971	35.74%
Total Votes Cast	2,717	100.00%
Contest Totals	3,002	

OGDEN SCHOOL BOARD DISTRICT 4

Vote For 1

	TOTAL	VOTE %
AMBER ALLRED	1,576	54.27%
JEREMY SHINODA	1,328	45.73%
Total Votes Cast	2,904	100.00%
Contest Totals	3,203	

OGDEN SCHOOL BOARD DISTRICT 7

Vote For 1

	TOTAL	VOTE %
JOYCE WILSON	1,223	100.00%
Total Votes Cast	1,223	100.00%
Contest Totals	1,756	

WEBER SCHOOL BOARD DISTRICT 1

Vote For 1

	TOTAL	VOTE %
KELLY LARSON	6,703	100.00%
Total Votes Cast	6,703	100.00%
Contest Totals	8,468	

WEBER SCHOOL BOARD DISTRICT 2

Vote For 1

	TOTAL	VOTE %
JAN BURRELL	6,288	100.00%
Total Votes Cast	6,288	100.00%
Contest Totals	7,787	

WEBER SCHOOL BOARD DISTRICT 3

Vote For 1

	TOTAL	VOTE %
BRUCE D. JARDINE	6,292	100.00%
Total Votes Cast	6,292	100.00%
Contest Totals	8,283	

WEBER SCHOOL BOARD DISTRICT 6

Vote For 1

	TOTAL	VOTE %
JANIS CHRISTENSEN	5,160	50.37%
HEIDI HARRIS GROSS	5,085	49.63%
Total Votes Cast	10,245	100.00%
Contest Totals	11,399	

SUPREME COURT PETERSEN

Vote For 1

	TOTAL	VOTE %
Yes	56,319	82.77%
No	11,726	17.23%
Total Votes Cast	68,045	100.00%
Contest Totals	77,816	

SECOND DISTRICT COURT NEIDER

Vote For 1

	TOTAL	VOTE %
Yes	50,047	73.94%
No	17,635	26.06%
Total Votes Cast	67,682	100.00%
Contest Totals	77,816	

SECOND DISTRICT COURT WILLIAMS

Vote For 1

	TOTAL	VOTE %
Yes	53,704	80.14%
No	13,309	19.86%
Total Votes Cast	67,013	100.00%
Contest Totals	77,816	

SECOND DISTRICT COURT EDWARDS

Vote For 1

	TOTAL	VOTE %
Yes	53,282	79.38%
No	13,837	20.62%
Total Votes Cast	67,119	100.00%
Contest Totals	77,816	

SECOND DISTRICT COURT RENSTROM

Vote For 1

	TOTAL	VOTE %
Yes	54,336	80.58%
No	13,095	19.42%
Total Votes Cast	67,431	100.00%
Contest Totals	77,816	

SECOND DISTRICT JUVENILE COURT JENSEN

Vote For 1

	TOTAL	VOTE %
Yes	55,978	82.86%
No	11,578	17.14%
Total Votes Cast	67,556	100.00%
Contest Totals	77,816	



Summary Results Report
General 2022
NOVEMBER 8, 2022

Official Results
Weber County
Canvass Results

SOUTH OGDEN JUSTICE COURT MEMMOTT

Vote For 1

	TOTAL	VOTE %
Yes	53,725	80.47%
No	13,039	19.53%
Total Votes Cast	66,764	100.00%
Contest Totals	77,816	

CONSTITUTIONAL AMENDMENT A

Vote For 1

	TOTAL	VOTE %
No	45,012	62.38%
Yes	27,144	37.62%
Total Votes Cast	72,156	100.00%
Contest Totals	77,816	

CITY OF HARRISVILLE BOND

Vote For 1

	TOTAL	VOTE %
AGAINST THE ISSUANCE OF BONDS	1,849	85.72%
FOR THE ISSUANCE OF BONDS	308	14.28%
Total Votes Cast	2,157	100.00%
Contest Totals	2,179	



HARRISVILLE CITY

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

HARRISVILLE CITY – 2023 MEETING SCHEDULE

In accordance with Utah Code Section 52-4-202(2), notice is hereby given of the 2023 Meeting Schedule for Harrisville City. The City Council will meet on January 10, 2023, at 7:00 PM, and will subsequently meet the second Tuesday of each month thereafter at the same time. The Planning Commission will meet on January 11, 2023, at 7:00 PM, and will subsequently meet the second Wednesday of each month thereafter at the same time. Special or emergency meetings may be called, if needed, in accordance with state law. Some meetings may be cancelled. Unless otherwise announced, all meetings will be held at the Harrisville City Offices located at: 363 W Independence Blvd, Harrisville, UT 84404. For special accommodations contact the city office at least 24 hours before any meeting. For questions, contact the city office at (801)782-4100.

Maria Devereux, City Recorder.

Published: December 13, 2022

Harrisville City – 2023 Meeting Dates	
City Council	Planning Commission
January 10, 2023	January 11, 2023
February 14, 2023	February 8, 2023
March 14, 2023	March 8, 2023
April 11, 2023	April 12, 2023
May 9, 2023	May 10, 2023
June 13, 2023	June 14, 2023
July 11, 2023	July 12, 2023
August 8, 2023	August 9, 2023
September 12, 2023	September 13, 2023
October 10, 2023	October 11, 2023
November 14, 2023	November 8, 2023
December 12, 2023	December 13, 2023



HARRISVILLE CITY

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www.cityofharrisville.com

MAYOR:
Michelle Tait

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

December 13, 2022

Re: Fiscal Year 2022-2023 Re-Opened Budget

Dear Mayor & Council,

Per State Statute, municipalities are allowed to re-open their fiscal year budgets twice a year. That being said, staff is recommending the following re-open budget item within the Police Department to fund the hiring of a full-time Emergency Management and Evidence Custodian:

Increase Revenue 10-33-399 ARPA \$43,173
Increase 10-51-110 Full-time wages \$43,173

Let me know if you have any questions.

Respectfully submitted,

Jessica Hardy
Finance Director



HARRISVILLE CITY RESOLUTION 22-24

A RESOLUTION ADOPTING THE FISCAL YEAR 2023 AMENDED BUDGET FOR HARRISVILLE CITY, UTAH, FISCAL YEAR ENDING: JUNE 30, 2023.

WHEREAS, Harrisville City (hereafter referred to as the “City”) is a municipal corporation duly existing under the laws of the state of Utah;

WHEREAS, Utah Code Annotated §10-6-128, as amended, states in effect:

“After the conclusion of the hearing, the governing body, by resolution or ordinance, may amend the budgets of the funds proposed to be increased, so as to make all or part of the increases therein, both estimated revenues and appropriations, which were the proper subject of consideration at the hearing. Final amendments in the current period to the budgets of any of the funds set forth in Section [10-6-109](#) shall be adopted by the governing body on or before the last day of the fiscal period.”

WHEREAS, the City adopted its Fiscal Year 2023 budget previously and desires to amend that budget according to the terms of the amended budget presented herein, with the referenced changes;

WHEREAS, Title 10, Chapter 6, of the *Utah Code Annotated* provides the procedure for the City to amend its budget;

WHEREAS, the legislative body, in accordance with state law, held its public hearing on December 13, 2023, to take public comment regarding the amended budget for the above referenced fiscal year and such budget was presented as contained herein;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City as follows:

Section 1. Budget Amendment.

That the Harrisville City Council amends the budget for FY 2023 as per the attached budgetary forms incorporated herein by this reference, with the changes indicated therein.

Section 2. Compliance and Submission.

That staff is authorized to make any modification to said budget to conform with the submission requirements of state law. That said amended budget adopted herein in accordance with the requirements of the laws of the state of Utah shall be immediately forwarded by staff to the State Auditor within thirty (30) days.

Section 3. Effective Date.

This Resolution shall be effective immediately upon passage and adoption.



PASSED AND ADOPTED by the Harrisville City Council on this 13th day of December, 2022.

MICHELLE TAIT, Mayor

ATTEST:

MARIA DEVEREUX, City Recorder

Roll call vote is as follows:

Grover Wilhelmsen	Yes	No
Steve Weiss	Yes	No
Blair Christensen	Yes	No
Max Jackson	Yes	No
Kenny Loveland	Yes	No

DRAFT



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

Staff Report

Harrisville Ordinance 538
Right-of-Way Fees Amended
December 12, 2022

To: Harrisville City Council
From: Jennie Knight, City Administrator
RE: Ordinance 538; Right-of-Way Fees Amended

A. Summary.

The city's right of way fees are assessed in accordance to HCMC §1.85.020 to protect the encroachment in the public right of way and to protect the infrastructure.

B. Background and Analysis.

In October of 2020, the right of way fees were repealed and reenacted to protect the city's infrastructure from other entity's encroachment on the public right of way. Since then, the city has noticed a need for some flexibility toward those entities who have a direct relationship with the city by providing services to our residents within the city's public right of way and "self-perform" the work themselves and not by hiring a third-party contractor. The proposed ordinance amends the Right-of-Way Fees to allow for the Public Works Director to use discretion with the type of work and impact to the public right of way and assess the appropriate fee accordingly.

C. Recommendation.

Staff recommends adopting Ordinance 538; Right-of-Way Fees Amended.



**HARRISVILLE CITY
ORDINANCE 538**

RIGHT-OF-WAY FEES AMENDED

**AN ORDINANCE OF HARRISVILLE CITY, UTAH, AMENDING SECTION
1.85.020 RELATING TO RIGHT-OF-WAY FEES; MAKING TECHNICAL
CHANGES; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Harrisville City (hereafter referred to as “City”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §10-8-84 and §10-8-60 authorizes the City to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, the City desires to meet the challenges resulting from infrastructure deterioration caused by encroachments on the public right-of-way in the City;

WHEREAS, the City has an interest in protecting and preventing public funds from being used to pay for costly repairs and replacement of substandard construction by private parties;

WHEREAS, the City desires to recoup expenses incurred from right-of-way encroachment;

WHEREAS, the City deems it to be in the best interest of public health, safety, and welfare to allow coordination with local entities who “self-perform” utility installation, repair, and services;

NOW, THEREFORE, be it ordained by the City Council of Harrisville City as follows:

Section 1: **Amend.** Section 1.85.020 Right of Way Fees of the *Harrisville Municipal Code* is hereby amended as follows:

1.85.020 Right-Of-Way Fees

- 1) Permit. Encroachment permit requires a permit be filed with the Public Works Director. The Public Works Director is hereby delegated the authority to prepare the form and manner of the permit and outline the required information such as:
 - a. Applicant contact information.
 - b. Contractor performing the work.
 - c. Plans.
 - d. Traffic control.
 - e. Any other information necessary for the issuance of an encroachment permit.
- 2) Bond. The encroachment permit shall include a bond in an amount determined by the City Engineer but no less than \$10,000. The Public Works Director is hereby delegated the authority to waive the bond requirement for local entities who “self-perform” utility work without enlisting or contracting with a third-party.
- 3) Inspection. The City may conduct inspection and testing as needed to assure proper excavation, construction, and restoration.



- 4) Restoration. Applicant shall include a restoration plan that should include, among other things determined by the Public Works Director, the resurface of the area extending beyond the affected excavation where any surface treatment has been applied within the past two (2) years.
- 5) Fee. The fees for applications or projects involving the public right-of-way shall be as follows. The Public Works Director is hereby delegated the authority to reduce or waive the fee requirement for local entities who "self-perform" utility work without enlisting or contracting with a third-party.
 - a. Permit Fee: \$500.
 - b. Road Cut Fee: \$750, and 25 cents per square foot.
- 2) Other Right-of-Way Fees:
 - a. Road Boring Fee: \$500.
 - b. Curb, Gutter, and Sidewalk Cut: \$150.00
 - c. Subject to inspection by the City to assure that to a project meets the proper standards, fees are waived where a property owner is installing or replacing curb, gutter, or sidewalk.
- 3) Penalties. The following penalties apply:
 - a. Civil. A violation of this section or operating without a permit under this section is a fine not to exceed \$1,000, per day, that a violation continues.
 - b. Criminal. A violation of this section or operating without a permit under this section is a class B misdemeanor with a fine not to exceed \$1,000, per day, that a violation continues.

Section 2: Severability. If a court of competent jurisdiction determines that any part of this ordinance is unconstitutional or invalid, then such portion of the ordinance, or specific application of the ordinance, shall be severed from the remainder, which shall continue in full force and effect.

Section 3: Effective date. This Ordinance shall be effective immediately upon posting after final passage, approval, and posting.

PASSED AND ADOPTED by the City Council on this ____ day of ____, 2022.

MICHELLE TAIT, Mayor
Harrisville City

ATTEST:

MARIA DEVEREUX, City Recorder

RECORDED this ____ day of ____, 2022.

PUBLISHED OR POSTED this ____ day of ____, 2022.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provision of U.C.A. §10-3-713, 1953 as amended, I, the municipal recorder of Harrisville City, hereby certify that foregoing ordinance was duly passed and published, or posted at 1) City Hall 2) 2150 North and 3) Harrisville Cabin on the above referenced dates.

City Recorder

DATE: _____



HARRISVILLE CITY

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MAYOR:
Michelle Tait

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

Staff Report

Harrisville Resolution #22-23
Policy and Procedures Updates
December 12, 2022

To: Harrisville City Council
From: Jennie Knight, City Administrator
RE: Resolution #22-23; Procurement Policy

A. Summary.

Staff has been reviewing policy and procedures over the course of the last nine (9) months and subsequently identified the need to adopt a procurement policy to protect city employees and allow for proper expenditure of municipal funds.

B. Analysis.

Although Harrisville City has historically monitored the purchasing of services and supplies as required in accordance with HCMC §1.08.050, to date the city has not yet adopted the “annual budgetary policies” referenced under this code. The proposed resolution creates responsible expenditure procedures for the purchasing of services and supplies outside of budgetary notes included in the adopted fiscal budget, including purchasing under emergency circumstances.

C. Recommendation.

Staff recommends adopting Resolution #22-23; Policy and Procedure Updates adopting a Procurement Policy in accordance with HCMC §1.08.050.



HARRISVILLE CITY RESOLUTION 22-23

POLICY AND PROCEDURES UPDATES

A RESOLUTION OF HARRISVILLE CITY, UTAH, ADOPTING SECTION C-26 PROCUREMENT POLICY TO HARRISVILLE CITY PERSONNEL POLICIES AND PROCEDURES MANUAL; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City Council is authorized to adopt personnel policies and procedures for the effective and efficient administration of municipal government;

WHEREAS, the City Council adopted its current *Personnel Policies and Procedures Manual* on April 28, 2009, and has made various amendments to the same;

WHEREAS, the City Council desires to adopt a Procurement Policy to achieve greater efficiency and clarity;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City, Utah, that the Policies and Procedures Manual Section C-26 Procurement Policy is hereby adopted to read as follows:

Section 1.

C-26 Procurement Policy

C-26-1 Purpose

To establish a procurement policy and procedures to govern purchasing practices for personnel.

C-26-2 General Purchasing Policy

- a. Purchases less than \$5,000 require Department Head approval.
- b. Purchases over \$5,000 up to \$10,000 require Department Head and City Administration approval.
- c. Purchases over \$10,000 up to \$25,000 require City Council approval.
- d. Purchase over \$25,000 require City Council approval and must be purchased under state bid or receive three (3) bids for the goods or services.

C-26-3 Fiscal Year Budget Purchasing Policy

Purchases approved in an adopted fiscal year budget where the purchase is outlined by a budgetary note may be purchased with Department Head approval.

C-26-4 Emergency Procurements



If a circumstance arises where the health, welfare, or safety of the public is threatened under emergency conditions, City Administration may authorize a Department Head to make emergency procurements or purchases.

Section 2.
Effective Date. This Resolution shall be effective immediately upon passage and adoption.

PASSED AND ADOPTED this 13th day of December, 2022.

HARRISVILLE CITY:

MICHELLE TAIT, Mayor

ATTEST:

MARIA DEVEREUX, City Recorder

City Council		
Roll Call Vote Tally:		
Yes	No	
Mr. Wilhelmsen	_____	_____
Mr. Weiss	_____	_____
Mr. Christensen	_____	_____
Mr. Jackson	_____	_____
Mr. Loveland	_____	_____