



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
Karen Fawcett

CITY COUNCIL AGENDA

September 10th, 2024

[Zoom Meeting Link](#)

Meeting ID: 881 9891 4586

Passcode: 964820

7:00 PM City Council Meeting

Presiding: Mayor Michelle Tait

Mayor Pro Tem: Steve Weiss

1. **Call to Order** [Mayor Tait]
2. **Opening**
 - a. Pledge of Allegiance [Council Member Christensen]
3. **Consent Items**
 - a. Approval of meeting minutes for August 13th, 2024 as presented.
4. **Business Items**
 - a. YCC Presentation. [Melia Burke and Ryleigh Medford]
 - b. Discussion/possible action to approve construction of the second floor of the Public Works Building. [Jennie Knight]
 - c. Elected Officials Training. [Brody Flint]
5. **Public Comment – (3 Minute Maximum)**
6. **Mayor/Council Follow-up**
7. **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: By: Jack Fogal, City Recorder.

MINUTES
HARRISVILLE CITY COUNCIL
August 13, 2024
363 West Independence Blvd
Harrisville, UT 84404

Minutes of a regular Harrisville City Council meeting held on August 13th, 2024 at 7:00 P.M. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

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

Excused: Bryan Fife, Parks and Recreation Director.

Staff: Jennie Knight, City Administrator, Justin Shinsel, Public Works Director, Jack Fogal, City Recorder, Mark Wilson, Chief of Police, Jessica Hardy, Finance Director, Brody Flint, City Attorney, Sergeant Nick Taylor, Jackie Vanmeeteren, Police Administrator, Linda Quispe, Victim Advocate .

Visitors: Marcus Keller, Nathan Averill, Isaac Thomas, Luis Quispe, July Campos, Lizandra Campos, Agosto Campos, Angie Francom, Kevin Karras, Elisabeth Hansen, Hunter Ferguson, Sherokee Rowley, Linda Venzor, Isaac Venzor, Roger Corvin, Craig North, Sherry Farrell, Mike Farrell, Kevin Jensen, Sara Harvey, Saundra Dinsdale, Covey Dinsdale, Frances Hood, Steve Hood, Janet Varble, Brandon Johnson, Kathleen Hohosh, Kevin Varble.

1. Call to Order.

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

2. Opening Ceremony.

Council Member Wilhelmsen opened with the Pledge of Allegiance.

3. Consent Items

- a. Approval of Meeting Minutes for July 9th, 2024, and August 6th, 2024 as presented.**

Motion: Council Member Fawcett made a motion to approve the meeting minutes for July 9th, 2024, and August 6th, 2024 as presented, 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 Fawcett, Yes

The motion passed unanimously

4. Appointment of Planning Commissioners

a. Advice and consent to ratify Mayor's appointment of two Planning Commissioners

Mayor Tait explained we have some openings for Planning Commission. She introduced two candidates to Council, Isaac Thomas and Angie Francom.

Isaac Thomas has lived in Harrisville for three years. He has been a teacher at Ben Lomond for eight years. He has a passion for City Government and City Planning. Council Member Fawcett inquired what his goals or vision would be for the City. Isaac Thomas stated his goal will be to ask questions and learn as much as he can. He wants to make the right decisions that will affect the residents positively. Council Member Fawcett inquired what type of community he sees Harrisville as. Isaac Thomas stated we are in a transition from a rural community to a residential community. We want to allow business but make sure it meets our resident's needs.

Angie Francom has lived in Harrisville for seven years. She has enjoyed raising her children here. She is excited to be involved in the municipality. Her background is in education. Her goals are similar to Isaac Thomas. She wants to learn. Council Member Fawcett inquired how she feels the city should move forward. Angie Francom explained Harrisville needs to honor our history, but grow responsibly and sustainably. She loves that she can drive a mile to Smith's and still have horses across the street. It is important that all members of the community have an opinion.

Motion: Council Member Jackson made a motion to confirm the appointment of Isaac Thomas and Angie Francum as Planning Commissioners, 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 Fawcett, Yes

The motion passed unanimously

5. Oath Of Office.

Linda Quispe explained she graduated from Weber State with her degree in criminal justice this year. She is excited to work with the Harrisville Police Department. Jackie Vanmeeteren conducted the Oath of Office for Linda Quispe.

6. Business Items.

a. Youth City Council Updates

Hunter Furgeson is the treasurer for the Harrisville YCC. He reported on the senior luncheon. They helped cook food, clean-up, and set-up. The YCC assisted with the Movie In The Park. They helped set-up the lawn games and the movie screen. They filled small bags of popcorn and handed them out to kids. The YCC is growing and getting better. Council Member Wilhelmsen inquired if the YCC helped at the fair. Elizabeth Hansen stated yes the YCC did. We put our pictures on a big display that highlighted the YCC. Council Member Wilhelmsen stated

the display at the fair was a great representation for the City. He inquired what Hunter's goals are. Hunter Furgeson explained he is in wrestling and wants to qualify to make state. Council Member Wilhelmsen inquired how they are recruiting new members to the YCC. Hunter Furgeson stated he is friends with a lot of people and invites them to participate. There are several people interested in joining.

b. Discussion/possible action to consider Harrisville Resolution 24-12; a resolution providing for the holding of a Bond Election in the City.

Jennie Knight reviewed the history of the lease revenue bond. During the May budget work session, we discussed a lot about the public safety building. At that time Council approved a resolution allowing the issuance of up to \$10,000,000 in bonds. On June 14th, 2024 a petition was received with enough signatures to put the bond under referendum. During the July meeting Council stated they would like to review options for bonds. Staff is recommending a GO bond. It would have a lower interest rate than a lease revenue bond. Council Member Fawcett inquired if staff recommends putting the bond on the ballot. Jennie Knight explained staff recommends using the current issuance of bonds to complete the architectural design then revisit the project at a later date. We should not take these bonds to the ballot. Council Member Jackson inquired about probability of the bond's failure. Marcus Keller stated the last bond that went to ballot in Harrisville failed at approximately 80% to 20%. He has talked to people after meetings and his sense is that residents feel there is a lack of information. He agrees with staff's recommendation. This does not seem to have the support needed at this time. People want to see the drawings and more precise cost estimates. School districts are the leaders in GO bonds. They spend a lot of money to educate the public about what they are building. Council Member Jackson inquired what the cost would be to add it to the ballot. Jennie Knight explained it depends on the number of entities on the ballot. A very rough estimate is \$3,000 - \$6,000 just for the election not including education materials, handouts, and pamphlets. Council Member Wilhelmsen inquired about the current \$9,000,000 bond; could we use that to cover architectural costs. What would the cost be for architectural services. Jennie Knight explained it would cost approximately \$500,000 and could be paid for by the \$9,000,000 bond. Council Member Wilhelmsen inquired how can we assure we do not waste the \$9,000,000 bond on small expenses that add up over time. Brandon Johnson explained it can only be spent on this project; the money is held by a trustee. The trustee will not release the funds if it was not related to the project. Jennie Knight explained the bond is currently earning interest and that interest earnings could be used towards the architectural costs. Marcus Keller explained some of the expense will be offset by interest. Council and staff need to set what the money is going to be spent on. We still have flexibility with the \$9,000,000 bond. Council has several months to decide what to do with the bond. Council Member Fawcett inquired do we have the option of finishing the public works building. Jennie Knight explained there is a phase 2 of the public works building which includes a fuel island, completing the second floor, and vehicle storage. This funding could be spent on the building. Council Member Fawcett inquired if completing the second floor of the public works building would free up space at the city offices for the police department. Jennie Knight explained yes it could free up space. Some staff would be required to stay at city hall but it could open some space for police department. The quote given in December was approximately \$500,000 to finish the second floor of the public works building. That price might have changed since then. Council would have to decide before the construction company leaves. We got a discount because they are already mobilized at the site. Council Member Wilhelmsen inquired if the \$9,000,000 could be used for expansion of the current building. Jennie Knight answered no. Council Member Weiss stated he thinks Council should let the GO bond die. He does not want to send it to the ballot. He wants to prepare the information the public has requested and revisit the bonds at a later date. It would be a waste to

take this to the ballot. Council Member Wilhelmsen is concerned about the cost of the building. He wants to be sure the \$6,000,000 would be enough to finish the project. The \$10,000,000 figure from the resolution was stuck in the community's mind. Council Member Fawcett stated she thinks it would be helpful to get the architectural renderings and finish the public works building. She wants to move forward with those plans and get the information requested by the residents. Council Member Wilhelmsen inquired if we use this money for the public works building what we will be able to pay back. Marcus Keller explained we need to get more firm numbers to complete the public works building so we know what we can send back to the trustee who is holding the bond.

Motion: Council Member Weiss motioned to deny Harrisville Resolution 24-12; a resolution providing for the holding of a Bond Election in the City, 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 Fawcett, Yes

The motion passed unanimously.

c. Fiscal Year 2024 Budget Discussion.

Jennie Knight explained staff has been working to make adjustments based off public comment made during the August 6 Council meeting. There was a discrepancy between what was listed by the county and the state for a tax increase. The state does not do projection for growth but the county does. The county did a 5.11% based off the expected growth in the city, the state did 5.25% based off what was requested by the city. Staff received a question about why our requested budget is less than last years but we are doing a property tax increase. Some funds are not part of the General Fund but still have to be shown as expended in the budget. Those funds were for the safe sidewalk project on 2000 N and 2425 N., the park equipment at the main park, and some funds from grants. We received funding from grants that show in the budget. The budget can fluctuate based on expenditures out of impact fees and grants. Staff has reviewed the budget and is making some recommendations for potential budget cuts. We can cut Live 911, bike patrol for community policing, new baseball/softball equipment, community forestry, and misc. event overflow parking. This will cut \$19,500 from the budget. We have additional revenue adjustments. We have fee in lieu which is based off vehicle tax, and interest earnings. We are basing the interest earnings on the previous year and historic data. The expected increase from these items is \$30,000. We try to provide a median rate because the definitive rates fluctuate. If these cuts are made, we can maintain the rate at 0.001500. The increase on the median priced home in the city would be \$3.22 a year. We also added a \$250,000 project installing a new water line. It will be paid out of capital projects fund and reimbursed later with federal funds. If we do not maintain our rate it would drop to 0.001486.

Council Member Wilhelmsen inquired about the community forestry line item. Jennie Knight explained this line item is used to remove damaged trees, stumps, and replacement trees at the parks. Council Member Wilhelmsen explained he has heard from constituents that they do not see improvements at the park. Jennie Knight explained we are trying to provide Council options

for the budget. If they want more money to be allocated to parks, they can direct staff to do so. Council Member Wilhelmsen inquired if Council decides on the advertised rate would we be able to keep these items. Jennie Knight explained yes. We would need to do the advertised rate of a 5.25% increase. Based on public comment they do not want a large increase and would rather see incremental increases. Council Member Fawcett inquired why there is such a large increase in the administrative budget from 2021 to 2024. Jennie Knight explained we were down staff members for eighteen months to two years. We also conducted a market study to make sure we are competitive in wages. Council Member Fawcett inquired what were the results of market study. Jennie Knight explained we were below the average for market size and in the county. There was a large increase to hire the new staff and bring wages to a competitive level. Council Member Fawcett inquired if the COLA increase is set or adjusted every year. Jennie Knight explained it fluctuates year to year. Council Member Fawcett inquired if there is a COLA and merit increase. Jennie Knight explained yes, the COLA is given to all employees and the merit is based on performance evaluations. The COLA is 3% and the merit is 2% if their performance warrants it. Mayor Tait explained we have looked in the past and we have cut items like city celebrations. There is some give and take. Council Member Fawcett inquired what the YCC does with their budget of \$6,000. Jennie Knight explained the money pays for projects in the community, their yearly conference, and reports to the Council. Her recommendation is to have the YCC solicit donations from businesses in the city to help cover costs. Council Member Wilhelmsen is involved with the YCC. The YCC is working on some fundraising activities. They use the money towards seminars and going to the capital to learn about the state government. We need to look at this as an investment in our youth to learn how to run the government. Council Member Fawcett stated we have residents who are willing to donate goods and time to help. Mayor Tait explained we welcome donations and volunteers from the community. We are happy to have residents volunteer, but we do have to make sure they are working with the city. Jennie Knight explained we would need to know what they want the donation to go to. Council Member Weiss inquired what the 5.11% increase would be on a \$416,000 home. Jennie Knight explained the estimate is an increase of \$17.39 per year. Council Member Weiss inquired if those items proposed to be cut are necessary, like the Live 911. Chief Wilson explained it is a good tool to have but the police can do their job without it. Council Member Weiss inquired about the bike patrol. Chief Wilson explained we own two bikes. This line item would be used to purchase equipment to allow bike patrol in the city. Council Member Weiss inquired about the baseball/softball equipment. Jennie Knight explained the equipment is in need of replacement. Council Member Fawcett asked about the reserve fund. Jennie Knight explained some of the reserve fund can be put in savings as allowed by the state. The remainder goes to debt service. Council Member Christensen inquired if we are making bond payments on the \$9,000,000 bond. Jennie Knight explained yes we have since 2023. Council Member Wilhelmsen asked how we are making these payments. Jessica Hardy explained we are using interest earnings from the bond and debt services. Council Member Wilhelmsen inquired if we pay off the bond can we use the money towards other items. Jennie Knight explained the interest earnings cannot be used on anything but the project. The remainder could be spent elsewhere. Council Member Weiss inquired about the three needs identified during the last meeting. Jennie Knight explained the increase would allow us to address one of those issues. Staff would do what Council recommends. Council Member Wilhelmsen stated we need to look at the fat and cut what we don't need. If we maintain the rate it will be a \$3 increase per year and if we increase the tax rate to the proposed it would be an increase of \$17.39. Jennie Knight answered affirmatively. We would need you to identify what tax rate you would like, which of the three needs you want us to address, and identify any cuts that might be needed. Council Member Jackson feels the code enforcement is the biggest of the three needs. Council Member Fawcett stated she believes a city planner is the biggest need.

Council Member Wilhelmsen stated he feels that communication is important. He wants to get information in front of the residents so they can learn. He agrees also that the city planner is very important. The \$50,000 is not enough to cover a full time planner. Jennie Knight explained between the \$50,000 and money being spent on contracted planner it would cover a part time or flex full time planner. Council Member Christensen stated he believes a planner is the most important. Council Member Wilhelmsen is for cutting costs when we can. Maybe we can solicit donations for needed equipment. Council Member Weiss stated we need to be aware that if we are using faulty equipment we could be liable for lawsuit if something happens. It is \$17, we can make due with a \$17 increase. Council Member Wilhelmsen stated the concern is its \$17 this year and an increase next year and the year after that. Council Member Weiss stated those items that were proposed to be cut are important and worth a \$17 increase. We can still solicit donations but for the cost they are very important. Council Member Jackson stated the LIVE 911 is an important tool. There is a lag of up to two minutes without it. LIVE911 gives an officer the ability to listen to a call as it happens. Council Member Fawcett inquired what the cost of the baseball/softball fee. Jennie Knight explained it is \$40. If we increase the registration cost too much, we will not be competitive and they will sign up with neighboring communities. Council Member Fawcett asked staff to review the cost and see if we can increase it and by how much. Council Member Wilhelmsen stated it is a sore spot for some members of the community that they have to go to neighboring communities for sports and recreation. Council Member Weiss stated he believes code enforcement is important and the transparency for the website. Council Member Wilhelmsen stated the problem with that is we have to pay for a website. Jennie Knight explained we pay \$1500 every other year for our website currently but we would need to pay a higher fee for a website designer and new website. Council Member Fawcett inquired how Council Member Weiss feels about a planner. Council Member Weiss stated he feels a planner is important. We have space in the city for commercial elements. He believes we would need a full time planner to manage it. Council Member Wilhelmsen inquired about the job responsibilities of a planner. Jennie Knight explained a planner has many functions. Currently the contracted planner balances our code vs state code. The planner keeps our moderate-income housing report up to date, meetings with developers, and pro-actively gets businesses in the city. Council Member Fawcett inquired if a part-time planner would be able to complete those responsibilities. Jennie Knight explained that is a hard question to answer. Brody Flint answered no, a part time planner would not be enough to complete the duties. It would be a forty plus hours a week job. A lack of planner is the city's biggest risk for litigation. State legislation has been geared largely towards planners recently. The amount of time in plan reviews and subdivision meetings is large. Council Member Wilhelmsen inquired what other areas we are vulnerable for in our city. Brody Flint stated that is a discussion for a closed session. Council Member Wilhelmsen stated this is a balancing game for the city between cost and what is needed. Brody Flint stated some of these items looks like a good idea to cut but if you don't take care of your trees and it falls on someone it will cost more than we cut. Council Member Wilhelmsen stated he appreciates staff and the public for taking the time to express their opinions and gather information. Council Member Weiss stated he believes he is ready to make a motion for the tax rate but wants to hold further discussion at a later date for the which options should be a priority. Council Member Fawcett stated she was leaning towards maintaining the budget but after discussion feels that she does not want the city to slide on their needs.

d. Discussion/possible action to adopt Resolution 24-11; a resolution adopting the Fiscal Year 2025 Final Budget for Harrisville City, Harrisville Community Reinvestment Agency, and Four Mile Special Service District.

Motion: Council Member Fawcett motioned to adopt Harrisville Resolution 24-11; a resolution adopting the Fiscal Year 2025 Final Budget for Harrisville City, Harrisville Community Reinvestment Agency, and Four Mile Special Service District with the certified tax rate of 0.001562, 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 Fawcett, Yes

The motion unanimously.

e. Discussion/possible action to surplus the Admin Vehicle.

Jennie Knight explained we have identified a way to share costs. Admin staff and the police department will share an admin vehicle. Staff is asking to surplus the Jeep Renegade. The money will go back to the Motor Pool Fund. It will be sold at fair market value.

Motion: Council Member Wilhelmsen made a motion to authorize the surplus of the admin vehicle, 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 Fawcett, Yes

The motion passed unanimously.

7. Public Comment

Mayor Tait opened the public comment period.

Corey Dinsdale explained Council is on a different wavelength than their citizens. There are lots of entities that are all increasing costs. Pineview water systems is installing water meters that will cost thousands of dollars.

Isaac Thomas thanked the City Council for providing a crossing guard at Majestic Elementary. He appreciated the speed that Council worked at to provide the service.

Kevin Karras explained Council approved a budget that the public cannot access. He cannot access it on the website. The Weber Fire District had a great presentation on why they needed to increase taxes but a Pleasant View resident was still upset about the increase for the 5th year. The YCC spent \$500 last year. Why increase to \$6,000 now. Listen to the public.

Mayor Tait closed the public comment period.

8. Mayor/Council Follow-up

Justin Shinsel stated 2000 N. 1100 N., and 2425 N. were all restriped. This was in conjecture with the safe sidewalks to school program. We put a center lane on 2000 N. We are working diligently on our public works building. We are hoping to have a late end of year move in date. We are going through vehicles and preparing snow plows. We want to be pro-active about snow. There are lots of development going on. We are staying busy.

Chief Wilson is thankful that the construction on 89 is starting to finish up. They are getting ready for school to start. Our crossing guard is set to return. We are happy for the turning lane by Orion.

Jennie Knight explained our moderate income housing plan was submitted to the state on time. She attended an animal control meeting with Weber County Animal Shelter. They are proposing some changes to shelter staffing. There will be an animal control price change that we can discuss during our next Council budget retreat.

Council Member Wilhelmsen reported on the senior luncheon. The meal was enjoyable. He wants to review the order for the agenda. We may need to put public comments in the middle. Do the comments always have to come last. The department report should be moved. We need to look internally at where we can pull in the budget. It is our responsibility to look at items to glean out. We need to provide updates about the parks.

Council Member Weiss thanked Bryan Fife for the success of his family event on Saturday. The people who attended were impressed with the park and bowery.

Mayor Tait thanked everyone for the effort put in to the meeting tonight.

9. Adjournment

Council Member Weiss 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, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously.

The meeting adjourned at 9:06 P.M.

MICHELLE TAIT
Mayor

ATTEST:

Jack Fogal
City Recorder
Approved this 10th day of September, 2024

DRAFT