

**MINUTES OF
HARRISVILLE CITY COUNCIL
September 13, 2022
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on September 13, 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, Member Kenny Loveland, Council Member Steve Weiss, and Council Member Wilhelmsen.

Excused: Council Member Max Jackson,

Staff: Jennie Knight, City Administrator
Maria Devereux, City Recorder
Justin Shinsel, Public Works Director
Mark Wilson, Police Chief
Bryan Fife, Parks and Recreation Director

Visitors: Arnold Tait, Charles Lynch, Mandy Lynch, Maxine Grange, Mike Grange, Blaine Barrow, Joanne Christensen, Curtis Christensen, Millissa Ferguson, Rick Wetz, Diana Wilhelmsen, Nick Taylor, Chris Paridis, Jennifer Moore, Michael Shinsel, Chris Cope, Kathleen Hohosh, Deniane Kartchner, Jeremy Shinoda, Marcus Keller and Kevin Karras.

1. CALL TO ORDER

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

2. OPENING CEREMONY

Council Member Christensen opened with the pledge of allegiance and prayer.

3. CONSENT ITEMS

a. APPROVAL OF THE MEETING MINUTES FOR AUGUST 9, 2022 AS PRESENTED.

MOTION: Council Member Christensen made a motion to approve the meeting minutes for August 9, 2022 as presented, 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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

4. RECOGNITION/PRESENTATIONS

a. Employee Service Awards

Dennis Moore, Assistant Police Chief, introduced Sgt. Davis celebrating 8 years with the city, and praised her many good efforts throughout the years (not able to be present). He explained Sgt. Taylor and Officer Paradise are examples of good officers the city will see more of. He thanked the Council for their support.

Dennis Moore presented an employee service award to Jackie VanMeeteren for 20 years of exemplary service.

5. OATH OF OFFICE [Harrisville Police Department]

Dennis Moore, Assistant Police Chief, presented the departments most recent new hire, Chris Paradis, as a quality officer to the city.

Jackie VanMeeteren, Executive Assistant (PD), administered the Oath of Office.

6. PUBLIC HEARING to receive input from the public with respect to the issuance of general obligation bonds and the potential economic impact that the project for which the bonds pay all or part of the cost will have on the private sector.

Jennie Knight, City Administrator, gave an overview of the bonding process in accordance with Utah Code. On August 16, 2022 the council adopted Resolution 22-20 providing for the holding of a Bond Election for the purpose of submitting to the qualified electors of the city the question of the issuance and sale of \$6MM General Obligation Bonds which will help construct a recreation center and is part of the 750 complex and described the property tax impacts per the Resolution. This matter will be voted on at the election on Nov. 8, 2022.

Marcus Keller with Zions Bank (via zoom) explained the Public Hearing is a time for the Council to receive feedback from the public and determine the next steps.

MOTION: Council Member Loveland 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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

Mayor Tait opened the public comment period.

Curtis Christensen stated concern for the need for the proposed project and noted the Council should explore the needs before moving forward with project. He noted the costs seem extremely high especially with the recent previous cost increase and is disappointed with the lack of information provided.

Joanne Christensen expressed concerns of costs of continual upkeep, utilities, and sitework. She addressed arguments for and against and wants to see comments submitted tonight as part of the comments against the bond proposition. She believes this should not move forward to the bond election.

Roger Shuman agrees with prior comments. In business it is prudent to build what one can afford and doesn't feel the city should ask residents to pay for a recreation complex. He is not in favor of the bond.

Rick Wetz explained he objects to the bond and tax increase that goes with it. He does not see a need for a large recreation facility especially after a large tax increase.

Katherine Hohosh read a statement from the Constitution and explained her concerns for the recent property tax increase. She is not in favor of a recreation center.

Christine Cope is not familiar with the process of arguments for and against. She agrees with all other comments said tonight.

Mike Shinsel advised the Council to assess the need for a recreation center and asked what the plan is going forward if the bond doesn't pass.

Kevin Karras stated there is no reason to consider this bond and stated the concern for high operating costs. He is concerned the facility may be a long-time burden.

Greg Montgomery has concerns of square footage, and ongoing upkeep. He noted many items need to be thoroughly explored. The project is premature, and concept drawings and additional information should be shown to the residents prior to this going forward.

Blaine Barrow stated this project may be as much as \$10MM-\$15MM dollars. He would like to see the whole project before this move forward.

Millissa Ferguson stated the city is spending more than it has and is concerned.

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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

7. BUSINESS ITEMS

a. Discussion/possible action to adopt Harrisville Resolution 22-17; amending the Leave of Absence Policy. [Jennie Knight]

Jennie Knight reviewed Resolution 22-17 and explained the resolution updates the leave of absence policy with the following proposals;

Vacation Leave has been amended to allow for vacation accrual at an earlier interval, rather than employees having five-year increments between the accrual rates. The proposed rates are consistent with the existing accrual rates. Vacation limits were also modified to align with the new accrual rates. Holiday Leave has been defined more accurately for the Christmas Break, by excluding the weekends between Christmas Day and New Year's Day. The Holiday pay rate has been amended to address shifts that may exceed eight (8) hours. Sick Leave has been amended to allow for sick leave use during employee probationary period with Department Head authorization. The exchange of sick leave has been amended to align with the fiscal year schedule rather than calendar year for better budget practices. Jennie Knight explained employees are getting same accrual rate just at shorter increments essentially creating a better work/life balance.

MOTION: Council Member Weiss made a motion to adopt Harrisville Resolution 22-17; amending the Leave of Absence Policy. 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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

b. Discussion/possible action to adopt Harrisville Resolution 22-21; amending the Harrisville Employee Performance Evaluations of the City Personnel Policies and Procedures Manual.

Jill Hunt, Treasurer, presented the new Employee Evaluation form. She explained currently, all departments have a generic form that are too broad, jumps from page to page and not user friendly for either the supervisor or the employee.

She explained Harrisville City leaders would like to have a form that is specific to the department as each department is different and is responsible for different aspects of the city.

1. The new form is specific to each department. Examples: a. Investigations b. Noticing requirements c. OSHA safety requirements.
2. This allows feedback to be more specific and show where the employee is excelling and where they may need some help/training, or improvement.
3. It will give supervisors to see what the employee's goals are for themselves as well as what they feel they can contribute to the department. Examples: a. If the employee would like to move up in positions. b. They are able to understand laws – opening for them to help train other employees.
4. Easier to follow for both the supervisor and the employee.

MOTION: Council Member Wilhelmsen made a motion to adopt Harrisville Resolution 22-21; amending the Harrisville Employee Performance Evaluations of the City Personnel Policies and Procedures Manual, 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, Excused

Council Member Loveland, Yes

The motion passed unanimously.

Mayor Tait opened the public comment period.

8. PUBLIC COMMENTS - (3 minute maximum)

Greg Montgomery asked what the timeframe is that a vehicle can be parked on the street. He noted there is a vehicle that hasn't moved for two months by his home.

Rick Wetz asked about an ordinance for unregistered vehicles. He would like to see the city making a larger effort with code enforcement.

Roger Shuman advised that two years ago the city had started a complaint process and is glad to say he has seen some change. He would like the city to continue to work on issues, specifically ones that related to large trucks.

Christine Cope stated the actual accrual rate is not listed in policy and noted employees have many paid holidays.

Katherine Hohosh would like Harrisville Days to be brought back and wants to know why it went away, and what happened to it.

Dennis Moore, Police Department, explained the vehicle use ordinance is specific. He likes to see education with resolution and compliance.

Jennie Knight explained code enforcement is making strides forward. In regard to the bond, the city is following state law. She explained arguments for and against and the deadlines per state code.

Deniane Karchner (Zoom) asked about solicitors in the city without a license.

Jennie Knight directed Deniane Karchner to connect with Jill Hunt (Treasurer) for business license questions.

9. MAYOR/COUNCIL FOLLOW-UP

Council Member Loveland advised he turned over a complaint from a resident to Chief Wilson and Justin Shinsel, Public Works Director and the matter was taken care of within three days.

MOTION: Council Member Weiss made a motion to close the public meeting and enter into a Closed Executive Session, 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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

Mayor Tait excused the public.

10. CLOSED EXECUTIVE SESSION

MOTION: Council Member Weiss made a motion to close the Closed Executive Session at 8:48PM, 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, Excused
Council Member Loveland, Yes

The motion passed unanimously.

Closed Executive 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 an individual(s).

11. ADJOURNMENT

Mayor Tait adjourned the meeting at 9:10PM.

MICHELLE TAIT
Mayor

ATTEST:

MARIA DEVEREUX
City Recorder
Approved this 11th day of October, 2022