

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
September 8, 2020
363 West Independence Blvd
Harrisville, UT 84404**

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

Staff: Bill Morris, City Administrator, Parks and Recreation Director Bryan Fife.

Visitors: Arnold Tait, Colleen Burdess,

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

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

2. Opening Ceremony.

Council Member Hendrix led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of August 11, 2020 as presented.

MOTION: Council Member Weiss motioned to approve the minutes of August 11, 2020 as presented. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

4. BUSINESS ITEMS

- a. **Discussion/possible action to adopt Harrisville Ordinance 512; General Plan Map and Manufacturing Zone Amendments.**

Bill Morris explained this proposal came through the Planning Commission brought this forward for approval. This originally had a larger map, but the map coming through now only has a small corner of commercial by the intersection of 89 and 750 west. Minor changes on page two, for sexually oriented businesses to conditional use, or not permitted, also the setbacks.

MOTION: Council Member Grover Wilhelmsen motioned to adopt Harrisville Ordinance 512; General Plan Map and Manufacturing Zone Amendments. Council Member Jackson seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

b. Discussion/possible action to adopt Harrisville Resolution 20-13; Interlocal Agreement with Weber County for Survey Related Services.

Bill Morris explained that years ago when Ernest Rowley was the Surveyor, we had an interlocal agreement where he would look at subdivisions before submission to address any errors. That expired when he left office. We are looking to redo that, which would stream line our subdivision process. For example, with Jennings subdivision 1st amendment, there were changes requested by the surveyor's office, if that had been done in advance that would have helped get through faster. Three are fees associated with that, and this resolution adopts the fee posed to the developer.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 20-13; Interlocal Agreement with Weber County for Survey Related Services. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

c. Discussion/possible action to adopt Harrisville Resolution 20-14; Contract with Mackey Smith, Tanner LLC, for facilitation of CARES Act funding.

Mayor Tait explained this is relation to the CARES Act, we are the only city in Weber County that decided to disperse their own funds of the CARES Act. Ogden ran out of money and is now going with the County. Ogden City Council Member recommended working with Mackey to do the best thing we can with this money. In the packet, there is a contract for services, reviewed by Bill Morris. Payment can come from the CARES Act as well. If we can use this money to help our city, she proposes we do this. Council Member Wilhelmsen asked if this helps us keep in line with what we can do with this money. Mayor Tait said, this will always come back to us, he is advising us; he is getting all of the information from the Treasury Office and disseminating this. Council Member Jackson asked if he is capping his fee at \$2500. Mayor Tait confirmed and said we get at least five session with him, not to exceed \$2500. Council Member Wilhelmsen asked if this is coming out of the city money or from the CARES Act. Mayor Tait confirmed this is coming from the CARES Act, as is essentially paying for itself. Council Member Wilhelmsen applauded the city for what they are doing and helping our businesses. Mayor Tait said we have been taking these applications, and our businesses are doing well, there are not too many that say they need a lot of help. Those that need help. Jackson asked if the word is getting out. Mayor said email and personal contact with each business. Hopefully this will provide more ways to communicate with the businesses.

MOTION: Council Member Jackson motioned to adopt Harrisville Resolution 20-14; Contract with Mackey Smith, Tanner LLC, for facilitation of CARES Act funding. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes

Council Member Wilhelmsen **Yes**
Council Member Hendrix **Yes**

Motion passed 5-0.

d. Discussion/possible action to adopt Harrisville Resolution 20-15; Policies and Procedures Updates.

Bill Morris explained the updated draft includes changes on A-1-1. The police chief has generally adopted Lexipol as policy and procedures for their personnel manual. This now grants authorization for this practice. Additional changes in this draft have been recommended by Camille Johnson as she reviewed our policy manual. A-2-6 previously titled "Appearance", now includes a uniform policy which includes additional policy for how this is to be used and if an employee leaves the city, and the city has expended money for uniforms, we can recoup those costs. This only applies to full time employees who are not on some type of temporary leave. Council Member Jackson asked if someone leaves six months into a fiscal year and uses half of the balance, how would that be handled. Bill Morris explained the employee can reimburse the city or return the uniform back.

Council Member Jackson said previously he would prorate this. For example, if an employee purchases something large at the beginning of the fiscal year, they would prorate the amount across the year. Bill said the police department wants uniforms back if the employee leaves within the year; if more than a year, they are allowed to keep it. Council Member Jackson pointed out often times uniforms that have been worn sit downstairs and do not get worn. Mayor Tait responded this is not the purpose. Bill Morris said this is to address issues with people who are on temporary leave trying to use uniform money for purchases. He said if Council prefers to prorate this, he has no objection to that.

Council Member Jackson explained the uniform allowance can be used to purchase anything worn on their person. If they have used uniform allowance to purchase expensive things, like guns, and knives, they should have to pay for that. If this is just clothing, and they have only stayed six months, he does not see a reason to return that. Mayor Tait said there is concern because the last few recruits have only stayed a few months and the city has taken quite a hit on this. Council Member Wilhelmsen asked for clarification on what is allowed purchases. Bill Morris outlined examples of things that can be worn on the person and qualify. Council Member Wilhelmsen asked if clothing can be separated from equipment. Council Member Jackson said he can see if another police department recruits one of our officers, and they use the same color of uniform, an officer can hire on with a uniform in place. Some departments payout uniform allowance to the officer, and the officer would not have to purchase much. We would essentially be supplying other department uniforms.

Bill Morris said he does not have a specific position on this, if Council would like to make changes. Council Member Wilhelmsen said he would like to see specific equipment returned. Mayor Tait explained any issues that arise can be addressed in the future as well. Bill Morris indicated there are more changes needed in the policy manual, since it has been quite a while since this was updated. Council Member Hendrix asked if this could be revisited in six months. Bill Morris suggested reviewing this when budget season begins next year. When the uniform allowance, that would be a good time to revisit this. Council Member Jackson explained when a new officer is hired, the costs to equip the officer are used up quickly. There is a small amount to buffer the uniform budget to address this.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 20-15; Policies and Procedures Updates. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

e. Discussion/possible action to adopt Harrisville Resolution 20-16; a Resolution to indicate initial intent to create Four Mile Special Service District.

Bill Morris explained as the golf course property develops, we are looking to put this in a special service district to address some of the issues that will arise to maintain this and alleviate a tax burden for the rest of the city for this development. Taxes for the special service district will be available to address those needs. Glen Gammell explained Pineview Water District is not taking on more areas due to laws requiring metering and piping issues. The expenditure for this is great and thereby creates the need for this service district. Additional capacity is added for future drainage and flood control, and everyone else should not be expected to pay for this. Transportation and recreation are included to help carry out the needs of this area.

Bill Morris said the second "Whereas" clause should be removed and sewer services need to be added. The HOA will take care of most services with exception to city roads and the irrigation system. Secondary irrigations systems can be complicated because water meetings must be attended which are held during the day when HOA members are often working. The HOA will handle other services but they may come back to the city at some point in the future and if we have planned for that with a special service district, we will have a mechanism in place to address this. If the HOA fails, they can dissolve and the city will impose the special service tax for this district and have the ability to take over the improvements and services. The Council will be the board of directors and handle the special service district or an administrative board can be assigned which would become essentially a "Planning Commission" for the district. For now, this resolution gives the initial intent to see if this is something we want to do.

Council Member Jackson asked if this is supported conceptually. Mayor Tait confirmed this is a concept plan. Bill Morris said we have to collect property owner's signatures on a petition, hold a public hearing, all before the district can be created. Council Member Jackson asked if this provide immediate services. Bill Morris confirmed yes, we are looking at maintaining secondary water to begin with. The HOA is not being considered to handle the secondary water system, but there are other things we are considering. Council Member Weiss commented HOA's have a tendency to fail, this will cover the city without affecting all of the other residents.

Bill Morris explained if other areas in the city need these same services, they will be able to annex into the service district, keeping the costs out of the city budget, so the rest of the city is not subsidizing these areas. Council Member Wilhelmsen asked for clarification on the secondary water and assessing appropriate fees. Glen Gammell responded the secondary water systems will be installed by the developer at the developers cost. When they are inspected and functioning properly, they will be turned over to the city for maintenance. The special service district will assess appropriate fees to all homes within the district to cover the maintenance costs that will not be higher than what is being paid to other secondary water

systems provider. The developer will build appropriate ponds, structures, pipes, and meters for the subdivision, once the city has signed off on this, the developer will turn the system over to the city at no cost. Council Member Jackson asked what Pineview's opinion is. Glen Gammell said they have a lot to address without taking over more of our city; they are having to take out loans to address their metering needs.

MOTION: Council Member Christensen motioned to adopt Harrisville Resolution 20-16; a Resolution to indicate initial intent to create Four Mile Special Service District, as amended to include sewer. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

f. Discussion/possible action to adopt Harrisville Resolution 20-17; a Resolution to indicate initial intent to create Harrisville Cemetery Special Service District.

Bill Morris explained the idea of creating a cemetery district has been talked about for years. This would levy taxes separate from the city to eventually purchase land for a cemetery. Once the district has been setup, a site and area for development can happen at a later time. Since we are implementing another special service district, the timing is right to do both. City boundaries would be outlined for this district. Mayor Tait said she has had people in the community express interest in creating this. We do not have a site at this time, but one could be available in the future. Public hearing requirement along with 10 percent of property owners' signatures on a petition are required as well. Staff would be looking for someone to take a petition around to collect appropriate signatures. Council Member Christensen said he has been approached by several residents asking if a cemetery will be included on the golf course. There is definitely interest in the community. Council Member Weiss said this is something the city needs.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 20-17; a Resolution to indicate initial intent to create Harrisville Cemetery Special Service District as amended. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

g. Fall Festival Fireworks Discussion.

Bryan Fife said he was asked previously to reschedule the canceled fireworks, if the provider is willing to reschedule. He was able to confirm this reschedule and now needs to know what direction Council would like to take for the Fall Festival, if a trunk or treat is the best option. Restrooms will be available, just like last year. Mayor Tait asked if we have access to any portable heaters. Bryan Fife said heaters are available for rent, or we could have barrel fires. Council Member Hendrix asked if the county has heaters we could borrow. Council Member Christensen said he has seen some with the county. Council Member Weiss said he is in favor of holding a trunk or treat. Bryan Fife said the event started at 5:00 p.m. last year. Mayor Tait suggested having the fireworks at 7:00 p.m.; when it is dark. All Council Members agreed to move forward.

5. Public Comments - (3 minute maximum)

Colleen Burdess said she lives on the corner of Highway 89 and 750 West and asked with regard to the changes to the planning map earlier, she is listing her home and is wondering if she can list this as commercial.

Bill said this can be listed as potential commercial. Now they have been given permission to. Someone would have to bring in a concept plan and file a zoning map amendment application and then tear down the house to have a commercial site. Bill said she can list this as potential commercial.

6. Mayor/Council Follow-Up:

Mayor reminded Council of the virtual Utah League of Cities and Towns conference coming up in a few weeks, the deadline is approaching. Please contact Jennie Knight if they would like to attend.

- 7. CLOSED EXECUTIVE SESSION:** Utah State Code §52-4-205(1)(a): The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion of character, professional competence, or physical or mental health of individual(s).

MOTION: Council Member Jackson motioned to close the public meeting and enter into a Closed Executive Session. Council Member Hendrix seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

Mayor and Council convened into a Closed Executive Session.

MOTION: Council Member Weiss motioned to close the Closed Executive Session and reopen the public meeting. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

Council Member Jackson	Yes
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Council Member Christensen	Yes
Council Member Weiss	Yes
Council Member Wilhelmsen	Yes
Council Member Hendrix	Yes

Motion passed 5-0.

8. Adjourn

Mayor Tait declared the meeting adjourned at 8:45pm.

ATTEST :

MICHELLE TAIT
Mayor

JENNIE KNIGHT

Approved this 13th day of October, 2020