

**MINUTES OF HARRISVILLE CITY**  
**CITY COUNCIL MEETING**  
Tuesday, February 26, 2013 – 6:00 p.m.  
Council Chambers  
363 West Independence Blvd  
Harrisville, Utah 84404

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**Present:** Mayor Richard Hendrix, Council Member Chad Allen, Council Member Bruce Richins, Council Member Paula Knighton, Council Member Michelle Tait, Council Member Grover Wilhelmsen.

**Staff:** Bill Morris, City Administrator, Jennie Knight, City Recorder, Pam Crosbie, Finance Clerk, Shanna Edwards, Planning Commission Secretary, Gene Bingham, Public Works Director, Chief Max Jackson, Police Chief, Lynn Fortie, City Treasurer.

**Visitors:** Tyler Malmrose, Planning Commissioner, Dave Eckersley, Planning Commissioner, Ed Saunders, Planning Commissioner, Steve Weiss, Planning Commissioner, Jeff Pearce, Planning Commissioner, Ruth Pearce.

**6:00 P.M. DINNER AND ANNUAL TRAINING**

**1. Welcome**

Mayor Richard Hendrix called the meeting to order, thanked everyone for attending, and invited all those in attendance to begin with the light dinner.

**2. Open and Public Meetings Act**

Bill Morris began with the rules for open and public meetings training and highlighted the requirements to hold a closed meeting.

**3. Non-discrimination and Sexual Harassment Training.**

Bill Morris provided training through a presentation for non-discrimination and sexual harassment.

**4. Election Update – Mail or Polls.**

Bill Morris introduced Council to a pilot program that allows for municipal elections to be held through a vote-by-mail method, eliminating polling locations. He said Jennifer Morrell, Weber County Elections Director, is putting together some preliminary numbers to determine whether this method will be cost effective. He explained under the current contract for absentee ballots, it may be more expensive. He gave an example; this method is mandated by the Washington State legislature and has increased voter turnout significantly. The method offers many benefits, such as, eliminating long voting lines and offers savings to municipalities by not having to pay for polling locations and poll workers. Council Member Knighton asked about the current percentage of voters in Harrisville. Bill Morris said Harrisville City currently has about 15% voter turnout. This number could potentially increase to around 50-80% with the vote-by-mail method. On the other hand, he explained some residents feel there is patriotic value by voting at the poll and prefer polling locations.

The cost of the vote-by-mail method may be reduced if a bulk mailing account can be setup through the United State Postal Service. Jennifer Morrell is currently checking into this option. Council Member Richins inquired as to how the votes will be tallied. Bill Morris explained Weber County has a contract through a firm in Washington to provide for ballot printing, mailing, and counting. Council Member Allen asked if there is a possibility of only being charged if and when the mail-in ballots are returned. Bill Morris

responded this also is part of the process Jennifer Morrell is trying to implement with the postal service. The city still has the option to contract with Weber County to handle the municipal election as well. Two proposals were received for services through the county, the difference being one or two polling locations. Mayor Hendrix voiced his concern with using this vote-by-mail option if it does not prove to be cost effective. Bill Morris said the most cost effective option would likely be to have one polling location here at the city offices. He also clarified the city is not required to hold early voting. Council Member Allen inquired as to whether the city office building could handle the anticipated amount of volume. Shanna Edwards replied in the affirmative.

Mayor and Council discussed the future of voting methods including the possibility of voting online. Council Member Wilhelmsen pointed out the ease of registering to vote online. Bill Morris indicated the technology to vote online exists but the legislature has not allowed this to be an option yet. This method may be available in the future. Council Member Allen brought up the potential cost effectiveness of online voting. Bill Morris encouraged Council to think about the voting options and make a determination at a later time.

## **7:00 P.M. CITY COUNCIL MEETING**

### **5. Call to Order.**

Mayor Hendrix called the public meeting to order.

### **6. Opening Ceremony.**

Council Member Richins led the pledge of allegiance and opening ceremony.

### **7. Consent Items.**

- a. Approve the minutes of January 22, 2012 as presented.
- b. Review the January 2013 Check Register.

**MOTION: Council Member Allen motioned to approve the minutes of January 22, 2013 as presented. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.**

### **8. Public Comments.**

No public comments were offered.

### **9. Continue Work Session.**

#### **a. Budget Workshop.**

Lynn Fortie presented an open budget worksheet to each council member. He presented a comparison chart which included the previous fiscal year budgeted amounts compared to the actual spent amount. Mayor Hendrix reminded council of the previous budget session which included a property tax proposal. He proposed calculating a 3% wage increase for employees and also a 5% wage increase for employees to see how each affects the budget worksheets this budget session. He expressed his desire to not allow the economy to be the determining factor for wage increases. He said a 35% property tax increase will allow for a balanced budget and the proposed wage increase.

Lynn Fortie reminded the Mayor and Council a wage adjustment also directly affects the benefits as well. He said there is a need for an additional \$32,539 for a 3% increase in wages and benefits and \$54,332 for a 5% increase. In relation to a property tax increase, a 20% increase will be needed for a 3% wage adjustment and 33% increase for a 5% wage adjustment. Mayor Hendrix asked Council for their thoughts. Council Member Allen asked for clarification on a point made at the previous council meeting. The city auditor disclosed there is a surplus in the general fund balance where previously there was thought to be

a deficit in the end of fiscal year general fund balance. He suggested based on this surplus, adding a wage increase without raising property taxes. Council agreed that would be ideal but would only be possible if everything remains the same this budget session.

Council Member Knighton asked if the proposed wage increase would include the same scenario as last budget session with a 100% tax increase. Mayor Hendrix expressed his desire to continue discussion on some of the same options that were discussed last budget session. He pointed out giving wage increases helps stimulate money back into the economy but only if the employer is able to handle the increases.

Mayor and Council discussed the possible cutbacks that may affect the area including the possibility of multiple cutbacks at Hill Air Force Base and some in the Logan area.

Mayor Hendrix brought out the option of giving a one-time bonus to employees, which was previously discussed as well. This option allows for the bonus to be given depending on whether a surplus exists at the end of the fiscal year.

Council Member Richins asked about a line item in the comparison chart that shows a large increase in the sewer system maintenance. After some discussion it was determined by Gene Bingham and clarified by Lynn Fortie that these funds are not included in the general fund. Gene Bingham further clarified this money has to be used for a specific use and is not under the regulations of the general fund requirements because it is generated by a different means. Lynn Fortie pointed out this money is spent responsibly and has a healthy fund balance of around \$370,000. He also informed Council of the legislative bill that is currently being discussed that would increase the rainy day fund from 18% to 25%.

Mayor Hendrix informed Council the budget worksheets received from the department heads will be due March 8, 2013 and suggested Council tentatively schedule the first budget work session on March 26<sup>th</sup> after the regularly scheduled council meeting. Lynn Fortie pointed out some discussion items such as health insurance and other items will not be available until April. Mayor Hendrix said he will be excused from this meeting, due to a scheduling conflict and department heads will be notified if their attendance is required.

e. **Heritage Days.**

Council Member Knighton asked council if their intentions were to continue with the smaller Heritage Days Program. Mayor and Council agreed they felt the smaller program was a success. Council Member Wilhelmsen reported the comments he received were helpful, the most common suggestion asking to split the Harrisville's Got Talent program into two categories. They decided to move forward with the Harrisville's Got Talent program for a few years.

Mayor and Council discussed whether or not to include other activities that were left off this past year. They agreed to solicit volunteers from the community who are be willing to sponsor and oversee the activity. Some of these activities, such as Bingo, 3 on 3 Basketball, and the Golf Tournament, could be held separately from the evening program. Council Member Allen suggested break out events for the other local activities that can be held throughout the city. Jennie Knight informed Council Harrisville Police Sergeant Chris Rowley expressed interest in overseeing a midnight 5K run.

Mayor and Council agreed to set the date for Heritage Days 2013 as August 3<sup>rd</sup>. Council Member Knighton asked for suggestions on a theme. Mayor Hendrix suggested putting a notice soliciting possible themes in the city newsletter. Mayor and Council agreed to hold a theme contest and reward the recipient a prize. Council Member Knighton suggested adding business and volunteer information to the newsletter as well. Mayor Hendrix proposed reinstating a 6:30pm Heritage Days Work Session and tentatively set a starting date of March 26<sup>th</sup>, 2013.

f. **Council Assignments.**

Mayor Hendrix informed Council he has put together a new flow chart indicating new Council assignments for this year. He will make copies for each council member.

Mayor Hendrix: Central Weber Sewer, WACOG, Mosquito Abatement Board, City Parks and Development Chair.

Council Member Chad Allen: Youth Recreation, Youth City Council Chair, North View Fire District.  
Council Member Paula Knighton: Heritage Days Chair, Emergency Preparedness, CERT.  
Council Member Bruce Richins: Youth City Council, Bona Vista Water District, City Parks Development.  
Council Member Michelle Tait: Community Garden, Heritage Days, City Parks Development.  
Council Member Grover Wilhelmsen: Heritage Days, Grants, North View Fire District.

**6. Mayor/Council Follow-up.**

Council Member Wilhelmsen suggested Council continue discussions regarding implementing a frisbie golf course in the parks and recreation department. He proposed this could be installed and opened in conjunction with Heritage Days celebration. He commented about the additions that have been added to the parks and recreation department, particularly the playground equipment in 2011 and the splash pad in 2012. He said he would love to see this continue in the parks and recreation department. Gene Bingham indicated they still have the cost information from inquiring in the past about the frisbie golf course. Council Member Wilhelmsen pointed out the frisbie golf course can be added to from year to year. Council Member Knighton inquired as to how much is involved in the implementation of this type of course. Gene Bingham said he is not quite sure how extensive the installation will be. Mayor and Council discussed the RAMP grant funds that are to be used for park and recreation improvements. Gene Bingham said he believes there is still a balance in the park development fund that is specifically to be used within a six year window and time is drawing to an end. He informed Council he is proposing to include a seal coat finish on the asphalt which would conclude the previous park development project.

Council Member Allen reported Chief Froerer from North View Fire Department will be retiring September 1<sup>st</sup>, 2013. Dave Wade will be appointed as the new chief on that date.

Shanna Edwards reported on the time capsule. She urged Council to submit their pages to be included in the time capsule and suggested burying the capsule at the April 9<sup>th</sup> council meeting. All activities from the 50<sup>th</sup> Jubilee Celebration are being documented and included in the capsule.

**7. Adjourn.**

Mayor Hendrix motioned to adjourn at 8:07pm.

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RICHARD HENDRIX  
Mayor

ATTEST:

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JENNIE KNIGHT  
City Recorder  
Approved this 12<sup>th</sup> day of March, 2013