

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING**
Tuesday, October 11, 2011 – 7:00 p.m.
Council Chambers
363 West Independence Blvd.
Harrisville, Utah 84404

PRESENT: Mayor Richard Hendrix, Council Member Chad Allen, Council Member Michelle Tait, Council Member Grover Wilhelmsen.

STAFF: Jennifer Morrell, City Recorder; Bill Morris, City Administrator.

VISITORS: Ruth Pearce, Jeff Pearce, Bob Allen, Tyler Barney, Kyler Allen, Isaac Bell, Dallen Andrew, Amber Weston, Kendal Russell, Shaylee Baird.

7:00 P.M. CITY COUNCIL MEETING

1. Mayor Richard Hendrix called the meeting to order and welcomed all visitors.
2. Mayor Hendrix led the Pledge of Allegiance and offered the opening ceremony.

Mayor Hendrix excused Council Member Richins and noted that Council Member Crowther has moved to Pocatello, ID and has submitted his resignation from the City Council.

3. CONSENT ITEMS

- a. **Approve the minutes of September 27, 2011 as presented.**

No comments.

MOTION: Council Member Tait motioned to approve the consent agenda items as presented. Council Member Allen seconded the motion. All Council Members voted aye. Motion passed.

4. BUSINESS ITEMS

- a. **Discussion and/or possible action on Resolution No. 2011-11, Credit Card Transaction Resolution.**

City Administrator, Bill Morris, explained that many people want to pay their traffic fines and court fines over the phone. He said the City is charged a higher fee for processing credit card payments over the phone because there is a higher risk for fraud. This resolution will help recoup some of the cost of the processing fees. He also noted that there have been no cases of fraud for those who use a credit card to pay for recreation, rent the cabin or bowery, or pay for Heritage Days events. He said there have been cases of fraud for people who pay their court fines and gave an example.

He said this resolution would impose a \$3 credit card transaction fee on all charges except for parks and recreation. He pointed out that American Express charges an additional \$5 processing fee and this fee would be passed along to customers in addition to the \$3 fee. Council Member Tait clarified that the fee for using an American Express card would be \$8.

Mr. Morris discussed a survey of other cities that found some cities charge nothing but most pass along some type of processing or convenience fee. He stressed that the processing fee would not apply to charges for parks and recreation but would apply to building permits, business licenses, court fines, etc...

Council Member Wilhelmsen asked if this would only apply to telephone transactions. Mr. Morris said this will apply to all transactions; it will apply to phone transactions immediately and all others beginning January 1, 2012. Council Member Wilhelmsen said he is concerned about the City paying the transaction

fees for processing credit card payments for sports and recreation. Mr. Morris said there have been complaints that recreation costs are too high and so he elected not to include recreation in the credit card transaction fee. Council Members discussed the cost to the City, the number of residents who typically pay with a credit card for recreation, and the importance of keeping recreation affordable in a down economy.

Council Member Wilhelmsen said he realizes it is a service to the community not to increase the fees for parks and recreation but noted that it might be a necessity in the future. Mayor Hendrix explained that this resolution can always be amended in the future.

Bill Morris also explained that the resolution limits staff from taking credit card payments over \$1,000. Council Member Allen asked why there was a \$1,000 limit. Mr. Morris explained that on transactions over \$1,000 the credit card processing company holds the money for 30 days before releasing it to our account. He also said the processing fee is a percentage of the transaction which can be a large sum when, for example, it is a \$10,000 building permit being processed.

MOTION: Council Member Allen motioned to approve Resolution 2011-11, Credit Card Transaction Resolution. Council Member Wilhelmsen seconded the motion.

A roll call vote was taken.

Council Member Allen	Yes
Council Member Richins	Excused
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

The motion passed 3-0.

b. Discussion and/or possible action on Ordinance No. 442, Subdivision Ordinance Amendments.

Bill Morris explained that these are subdivision ordinance changes that staff has been looking at over the last year. He said much of it is similar to the zoning changes that were just made including the requirement for electronic copies of plans. He pointed out the change to noticing which now uses posted signs instead of mailing out notices.

He discussed a provision that requires anyone who purchases a development to meet with the City to be brought up to speed on issues or requirements. There is also a provision that requires property taxes be paid to the County as part of the subdivision process.

He explained the section on fees. It requires reimbursement to the City for any expenses incurred during the development process. This was incorporated to recoup the cost of engineering fees. He said developers who are making money on a subdivision should not do it at the expense of the City.

Mr. Morris pointed out that the Public Works Standards are now mentioned specifically as part of the engineering standards. He also discussed the process of using the project management committee and noted that most of the changes on page two are cosmetic.

Mr. Morris reminded the Council of the recently passed interlocal agreement with the County Recorder/Surveyor's office to streamline the development process. He said this ordinance incorporates them as part of the process.

Mr. Morris said the last section covers trails. He explained how Weber County put together a Trail Committee with a member from every city. They put together a trail plan which Harrisville adopted. He then described how he took portions of the North Ogden trail ordinance and adopted that into the general plan and this subdivision ordinance.

He said he rewrote this to apply specific standards such as those set by the American Association of State Highway and Transportation Officials (AASHTO) which sets safety guidelines for roads and trails. Mr. Morris emphasized following a national standard. He also mentioned the limits set on exactions, which is the taking of property. He said we want to have lawful exactions.

The last part of the ordinance covers some administrative items such as number of copies and format for submitted plans.

MOTION: Council Member Wilhelmsen motioned to approve Ordinance No. 442, Subdivision Ordinance Amendments. Council Member Allen seconded the motion.

A roll call vote was taken.

Council Member Allen	Yes
Council Member Richins	Excused
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

The motion passed 3-0.

c. Discussion and/or possible action to set the dates for Heritage Days 2012.

Mayor Hendrix said this was tabled from the discussion last month and noted that the dates being considered were the last weekend in July or the first weekend in August. He said the dates for August would be the 3rd and 4th.

Council Members discussed the problem with having Heritage Days at the end of July so close to the 24th of July. Mayor Hendrix recommended setting the dates as August 3rd and 4th and told Council Members to keep in mind that the Friday activities may be eliminated. Council Member Tait thought the first week in August was a good idea because it will not interfere with the Weber County Fair.

MOTION: Council Member Tait motioned to set the dates for Heritage Days as August 3rd and 4th, 2012. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

5. PUBLIC COMMENTS

None.

6. MAYOR/COUNCIL FOLLOW UP

Council Member Allen asked if we record the proceedings of the Justice Court. Mr. Morris said we will begin recording court sessions in January which is in line with the new requirement. Mayor Hendrix asked if there would be grant money to help offset the cost of the recording equipment. Mr. Morris said there will not be money to offset the cost and noted that often the state mandates these requirements but does not provide funding for them.

Council Member Allen asked about a change to the spice ordinance. He explained that in his job as a Weber County Sheriff's deputy they had four students this week who were caught smoking potpourri. He said they are unable to prosecute because the ordinance does not prohibit potpourri, which is sold in the local smoke shops. Council Members discussed what is being done on a state and federal level to prohibit this. Mayor Hendrix said he would talk to Chief Jackson and have him look into it.

Council Member Allen said the Weber County Sheriff's office follows the city's ordinance. Mr. Morris said he could look at what the active ingredients are in the potpourri and then amend the ordinance to include those ingredients. Council Member Allen clarified that Weber County Sheriff's office does not pass their own ordinances; they enforce what other cities have passed.

Council Member Wilhelmsen brought up the idea of a City trunk or treat such as the one done in Marriott-Slaterville. Mr. Morris discussed why they started a trunk or treat in Marriott-Slaterville indicating there were residents who felt left out because they did not belong to the predominant religion in the community which held their own trunk or treat activities. Mr. Morris stated that more people show up for the fall trunk or treat than the 4th of July celebration. The event is held at a park where hot dogs and beverages are served. He said there are over 1,000 people who attend.

Council Members discussed the pros and cons of doing a trunk or treat in Harrisville. Mayor Hendrix asked Mr. Morris how they are able to supply the hotdogs for everyone. Mr. Morris said there are several sponsors and this year they are asking for \$1 per hot dog. He added that the city also supplies root beer, hot chocolate, has a DJ, and someone to do balloons. It was mentioned that the houses in Marriott-Slaterville are spread farther apart than the houses in Harrisville.

Council Member Allen asked about doing a movie in the park in the summer. Mayor Hendrix said there are individuals who can do that for a fee. Council Member Wilhelmsen said he has a friend in Morgan with that type of equipment.

Mayor Hendrix asked Council Members to discuss each of the activities associated with Heritage Days. He began by talking about the Friday night activities and the small number of people who come. He feels that cutting out the Friday night activities and focusing on Saturday would be a better use of funds.

Council Member Allen suggested moving the Friday night activities such as the bake-off and dutch oven contest to Saturday. Council Members discussed the Friday night movie noting that it is attended by a few families. Council Member Tait asked how well attended movies in the park would be if they were held during the summer. Council Member Allen felt it would be well attended especially by the youth and said he would like to see it held on the grass instead of the hard benches.

Mayor Hendrix suggested eliminating Friday night's concerns and moving them to Saturday. He also discussed a survey that staff was working on for resident input on Heritage Days. He asked that there be a section for residents to list things from Heritage Days 15 to 20 years ago that they enjoyed. He added that he would like to see the survey go out with the November newsletter.

Council Member Tait said she remembers sponges being dropped by airplanes and cake walks. Council Member Allen talked about a water fight with the fire trucks. The fish scramble in Plain City was brought up. Jennifer Morrell, City Recorder, said she would send a sample survey out to Council Members to review and give feedback before it goes out in the newsletter. Mayor Hendrix would like to see each Council Member responsible for an event and use more volunteers to help.

Council Member discussed the 5K. They all feel it is worth continuing but would like to see some changes such as discontinuing the free breakfast and lowering the entrance fee.

The breakfast was discussed and whether to have Moore's do it again. Council Member Wilhelmsen asked about changing what is served so the cost could be lowered to \$5, eliminating the need for the City to subsidize the cost. Council Member Tait asked about putting out a bid for the breakfast. Council Members discussed other options besides a breakfast. Council Member Wilhelmsen said 400 people bought the breakfast this year but number is dropping. Council Members discussed some of the breakfast items that are donated (milk and juice) and the extra cost for the griddles and propane.

The parade was discussed. Mayor Hendrix asked if we need to set guidelines for throwing candy. Council Members did not feel there was a problem. Council Member Wilhelmsen said he would like to get a car for all of the past mayors to be in the parade next year.

Mayor Hendrix talked about the Little Miss pageant. He feels it should be eliminated because there is nothing to go onto after Little Miss as far as a future pageant. He also expressed some doubt about what the girls are actually judged on and asked if it is a benefit to the families when it is the same girls every time.

Council Member Tait talked about the different activities that take place leading up to the pageant. Mayor Hendrix said he was okay continuing with it but they need to stick to the budget. Ms. Morrell suggested adding some questions about Little Miss to the survey.

Council Members discussed the DJ and the costs associated. They also discussed the baby contest and the length of time it takes to judge it. Ms. Morrell thought the prizes were too much. Mayor Hendrix said the baby contest can stay but it needs some adjustments and needs to stay on budget.

The discussion on the car show focused on costs. The car show does not pay for itself. Ms. Morrell thought most of the costs were for the plaques and for the graphic design.

The Council discussed assigning a Council Member over each activity. Ms. Morrell and Mr. Morris will put together a chart of assignments.

Council Members discussed the free games and bingo. All felt that it was important to offer these free activities. This gives some entertainment for the kids. Mayor Hendrix said we need to look at activities for those 55 and older as well.

Mayor Hendrix expressed concern about the direction the booths were going. He said there seems to be smaller commercial and home based businesses coming out but very little community participation booths. He pointed out that Riverdale gives 75% of their booths for youth groups and community groups and gives the rest to the commercial booths. Council Member Allen heard feedback from someone who had a booth saying they did not make much money. Council Member Tait suggested they recruit non-profit organizations to do booths for their fund raisers.

Mayor Hendrix talked about "the royal flush" put together by Kelly Hadley several years ago. The Council Members and those in attendance thought it sounded like something fun and something they would like to see brought back.

Further discussion on the booths focused on following up with the food vendors to see how well they did. Council Member Allen said some businesses come for the advertising more than they do to make a profit but there was discussion on reducing the cost for a food booth. Other suggestions included making the first three weeks that vendor booths are available open solely to community or non-profit groups or high school clubs.

Mayor Hendrix also brought up the 3 on 3 basketball and 3 point shootout ran by Mike Russell. He wants someone to check with Mike to make sure it is still something he wants to do. Council Members also discussed the balloon artist. Ms. Morrell said the cost was \$240 for 3 hours. All Council Members felt this was worth the money. Mayor Hendrix asked to continue the discussion on Heritage Days at the next meeting.

7. ADJOURN

Mayor Hendrix moved to adjourn at 8:50 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

RICHARD HENDRIX
Mayor

ATTEST:

JENNIFER MORRELL
City Recorder

Approved this 25th day of October, 2011