



# HARRISVILLE CITY

363 West Independence • Harrisville, Utah 84404 • (801) 782-4100

MAYOR:

Michelle Tait

COUNCIL MEMBERS:

Grover Wilhelmsen  
Gary Robinson  
Ruth Pearce  
Clark Beecher  
Steve Weiss

## CITY COUNCIL AGENDA 363 West Independence Blvd May 14, 2019

"In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the City Recorder at 801-782-4100, providing at least three working days advance notice of the meeting."

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

***Presiding: Mayor Michelle Tait***

***Mayor Pro Tem: Grover Wilhelmsen***

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE & OPENING CEREMONY** [Council Member Wilhelmsen]
- 3. CONSENT ITEMS**
  - a. Approve the minutes of April 23, 2019 as presented.
- 4. BUSINESS ITEMS**
  - a. Discussion/possible action to set a public hearing for June 11, 2019 for purposes of amending the FY2018-19 budget in accordance with UCA§ 10-6-127. [Lynn Fortie]
  - b. Discussion/possible action on adoption of tentative 2019-20 budget in accordance with UCA§ 10-6-113, and set public hearing on proposed final budget for June 11, 2019. [Lynn Fortie]
  - c. Discussion/possible action to approve Harrisville Resolution 19-05; a Resolution to establish towing and wrecking services. [Mark Wilson]
  - d. Discussion/possible action to approve Harrisville Resolution 19-06; Leave Amendments. [Bill Morris]
- 5. PUBLIC COMMENTS - (3 minute maximum)**
- 6. MAYOR/COUNCIL FOLLOW-UP:**
- 7. ADJOURN**

DATE POSTED: May 9, 2019

BY: Jennie Knight, City Recorder

I, Jennie Knight, certify that I am the City Recorder of Harrisville City, Utah, and that the foregoing City Council agenda was faxed to the Ogden Standard Examiner, Weber County Library, and neighboring cities. The agenda was also posted at the following locations: City hall, on the City's website [www.cityofharrisville.com](http://www.cityofharrisville.com) and the State Public Meeting Notice website at <http://pmn.utah.gov>.

**MINUTES OF HARRISVILLE CITY  
CITY COUNCIL MEETING  
April 23, 2019  
363 West Independence Blvd  
Harrisville, UT 84404**

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**Present:** Mayor Michelle Tait, Council Member Grover Wilhelmsen, Council Member Gary Robinson, Council Member Ruth Pearce, Council Member Clark Beecher, Council Member Steve Weiss.

**Staff:** Bill Morris, City Administrator, Max Jackson, Police Chief, Mark Wilson, Police Lieutenant, Jennie Knight, City Recorder, Rick Hill, Bailiff.

**Visitors:** John Shreeve, Chad Holbrook, Alicia Lund, Bryan Dorsey, Christopher Herman, Nathan Hole, Boy Scout Troop 526.

**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.**

Scout Troop 526 Color Guard led the pledge of allegiance and Mayor Tait conducted the opening ceremony.

**3. Recognition by Harrisville Police Department.**

Chief Jackson introduced Daryl Pingree, who is very supportive of law enforcement. Mr. Pingree donated a rifle to the department in the past and at the beginning of this year, he donated money to purchase golden spike commemorative badges. Two badges were created for this event. Mr. Pingree paid for five badges for the department. Chief Jackson awarded Mr. Pingree with a plaque as an honorary police officer for Harrisville City.

**4. Presentation by Weber State University Department of Urban Planning.**

Professor Bryan Dorsey explained the potential future development of Ben Lomond Golf Course was used for discussion in the Advanced Urban and Regional Planning class this semester at Weber State. Some of the recommendations from the course were presented which include: community energy plan, mixed-use and commercial development, botanical gardens, wetlands and wildlife, housing, incentive zoning, floating zones, transfer of development rights, energy efficient building designs, walkability and amenities, solutions for parking, landscaping, and transportation. Each of the students in the class gave a short presentation on each of these elements. Mayor and Council thanked the students and Professor Dorsey for their efforts and the suggestions.

**5. Consent Items.**

- a. Approve the minutes of March 26, 2019 as presented.**

**MOTION: Council Member Pearce motioned to approve the minutes of March 26, 2019 as presented. Council Member Beecher seconded the motion. All Council Members voted aye. Motion passed.**

**6. Business Items.**

**a. Report on Emergency Management Exercise.**

Bill Morris explained Weber County Management Director Lane Peterson, helped host the FEMA training at Ogden Regional Hospital, in which 140 local government officials attended, including our Emergency Management Coordinator Zack Loveland.

The last minute invitation for Council to participate was to emulate a real emergency where notice would be immediate. The mock scenario was a 6.5 earthquake. A lot of children from Harrisville attend Pioneer Elementary, which has code issues and under the scenario had a portion collapse. CERT was dispatched to address rescue of the children. Pioneer Elementary has been listed as a potential shelter during an emergency for Marriott-Slaterville, which will now need to be relocated.

The scenario also damaged the water supply which took two years to fix and most of the power grid was down for 90 days; which was the largest area of impact. The freeway was not useable due to collapsed bridges, and without power, stop lights were not working. Highway 89 was left in good shape and would become a large transportation hub. Jennie, Laurence, and Foster attended the live exercise. Zack Loveland will be bringing emergency management plans through in the future.

Council Member Robinson asked about the freeway bridges and whether cars could go around them. Bill Morris explained the bridges in Marriott-Slaterville have walls around them, which would not allow traffic to go around. The scenario had 2700 North open with access east/west on that road. Half of the city staff in Marriott-Slaterville lives on the west side of the freeway, and the other half live on the east. Traffic would be grid locked. Front Runner was also involved in an accident, with chemical and petroleum spills on train tracks.

Council Member Robinson asked if UDOT is considering improving standards on the freeway. Bill Morris said they are addressing this with new construction as technology improves. He also said in the case of freeway collapse they would use a backhoe to rip the cement barriers out of the way to allow access. He said this exercise provided evidence it might be wise to combine our two cities using one EOC with shelter at the fairgrounds rather than the schools. Opening schools as shelters causes long term problems when they try to reopen school and people are still living there.

Council Member Pearce said CERT classes will start up again in September.

**b. Discussion/possible action on various surplus properties.**

Bill Morris explained there are chairs in the way of the CERT closet causing access issues and an army speakers and power box that need to be disposed of.

**MOTION: Council Member Pearce motioned to approve the surplus of various properties. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.**

**c. Discussion/possible action to approve Harrisville Resolution 2019-04; a Resolution relating to Authorized Users for the Utah PTIF.**

Bill Morris explained with Pam Crosbie leaving the city, authorized users for the PTIF fund must be updated. Pam Crosbie will be removed and Foster Bateman will be added as a user.

**MOTION: Council Member Pearce motioned to approve Harrisville Resolution 2019-04; a Resolution relating to Authorized Users for the Utah PTIF. Council Member Weiss seconded the motion. A Roll Call Vote was taken.**

<b>Council Member Weiss</b>	<b>Yes</b>
<b>Council Member Beecher</b>	<b>Yes</b>
<b>Council Member Pearce</b>	<b>Yes</b>
<b>Council Member Robinson</b>	<b>Yes</b>
<b>Council Member Wilhelmsen</b>	<b>Yes</b>

**Motion passed 5-0.**

**7. Public Comments - (3 minute maximum)**

No public comments were offered.

**8. Mayor/Council Follow-Up:**

Mayor Tait expressed her satisfaction with Boy Scout Troop 526 and their presentation of the flag during the flag ceremony.

Council Members Wilhelmsen and Robinson will be attending the League conference the end of the week.

Mayor Tait reported the Easter Egg Hunt was very successful with 6,000 eggs gone in just a few minutes. She thanked Austin Moffitt and the Youth City Council for their work.

Mayor Tait reported the success of the Planning Commission/City Council public open house for the General Plan on April 10<sup>th</sup>, 2019.

Council Member Weiss expressed his concern with the standing water on the soccer fields at Millennial Park. He feels this park should be closed down to let the water dry out. Bryan Fife explained there are several soccer associations that use that park but he has not allowed them to reserve the park this year due to the water issue. He believes this is a storm water issue. He understands there is an issue with drainage through the golf course. If there are people using this for soccer, they have not been approved. Mayor Tait asked if this is damaging the park. Bryan Fife confirmed, this has been an issue for over a year. There is a pipe that connects to the golf course where tree roots have clogged the passage. Council Member Weiss expressed this could be a potential mosquito trap. Bryan Fife acknowledged this will have to be replanted with seed or sod.

Council Member Wilhelmsen suggested contacting mosquito abatement to make them aware of the issue. Bryan Fife said he is aware of calling them; this is more of a storm water issue than parks.

Council Member Robinson asked if they are planning to spray the volleyball court. Council Member Wilhelmsen said they can use granulate or spray with small sprayers or foggers.

Council Member Robinson asked if Chief Jackson received the email regarding speeding issues on 750 West. Chief Jackson explained they have been patrolling the area and have the speed trailer up there now. He also has the police stats of the patrol they have been conducting on this road.

9. **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 Beecher motioned to close the public meeting and enter a Closed Executive Session. Council Member Pearce seconded the motion. A Roll Call Vote was taken.**

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes
Council Member Wilhelmsen	Yes

**Motion passed 5-0.**

Mayor and Council convened in a Closed Executive Session.

**MOTION: Council Member Pearce motioned to close the Closed Executive Session and reopen the Public Meeting. Council Member Weiss seconded the motion. A Roll Call Vote was taken.**

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes
Council Member Wilhelmsen	Yes

**Motion passed 5-0.**

**10. Adjourn.**

Mayor Tait declared the meeting adjourned at 8:34pm.

**ATTEST:**

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**MICHELLE TAIT**  
Mayor

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**JENNIE KNIGHT**  
City Recorder  
Approved this 14<sup>th</sup> day of May, 2019

Mayor and Councilmembers:

Budget Schedule:

The tentative budget must be adopted by the first council meeting in May. The final budget must be adopted no later than June 22<sup>nd</sup>.

Budget Summary (General Fund)

Revenues

Budgeted revenues in the General Fund, when compared to last year (excluding use of reserved funds, impact fees, and class C road funds) are up \$156,560. There is a budgeted increase in sales tax revenue of \$85,000. Budgeted fines are up \$15,000 from last year. No property tax rate above the certified tax rate is anticipated in this budget. There is a budgeted deficit in this budget in the amount of \$192,971.

Taxes	increase of \$136,560
Licenses and Permits	decrease of \$23,000
Intergovernmental Revenue	decrease of \$5,000
Services	decrease of \$10,500
Fines and Forfeitures	increase of \$15,000
Miscellaneous	increase of \$21,500

Expenditures

Budgeted expenditures in the General Fund when compared to last year (excluding transfers, expenditures of impact fee related items, and class C road funds) are up \$65,476.

Benefits

This budget reflects various increases for the police department in addition to the merit increase due to restructuring of the department. There is a merit increase in this budget of 3.0%. Health insurance rates in this budget were increased by roughly 5.08% over last year's budget. Public Safety Retirement rates are the same as the rate used in last year's budget. Non Public Safety Retirement rates are the same as the rate used in last year's budget.

Personnel

No new personnel added this year as compared to last year's budget.

Equipment

Police –  
New Vehicle  
New Vehicle  
Public Works –  
Jacobsen Mower

Budget Summary (other funds)

#### Capital Projects Fund

There is an expenditure budgeted for \$20,000 for the “Flex Portal” in this budget. There is also an expenditure for an electric gate opener at the Public Works Building in the amount of \$6,106. There is also an expenditure budgeted for new carpet in the amount of \$13,270.

#### Sewer Fund

The Sewer fee to the residents does not show an increase in the tentative budget. Commercial sewer rates also do not show an increase in the tentative budget.

#### Storm Water Fund

No fee increases are anticipated. Residential storm water fees are \$3 per month. Commercial storm water fees are \$3 per ERU per month.

#### Garbage Fund

There are no increases for garbage fees in the tentative budget, but rates are expected to increase as we receive additional information.

Lynn Fortie  
Treasurer



Report Criteria:

- Budget note year end periods: All
- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Page and Total by Department
- All Segments Tested for Total Breaks

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>GENERAL FUND</b>						
<b>TAXES</b>						
10-31-100	GENERAL SALES AND USE TAXES	1,389,552	1,410,000	1,087,464	1,449,952	1,495,000
10-31-110	GENERAL PROPERTY TAXES	320,882	326,940	313,137	326,940	330,000
10-31-120	FRANCHISE TAX	372,567	320,000	277,109	369,479	370,000
10-31-130	REDEMPTIONS	6,255	7,500	6,237	8,316	6,000
10-31-140	911 EMERGENCY TAX	.00	.00	.00	.00	.00
10-31-150	VEHICLE TAX FEE IN LIEU	30,995	30,000	22,397	29,862	30,000
10-31-160	TRANSPORTATION TAXES	102,652	100,000	80,924	107,899	100,000
Total TAXES:		2,222,903	2,194,440	1,787,269	2,292,448	2,331,000
<b>LICENSES AND PERMITS</b>						
10-32-200	BUILDING PERMITS	124,959	110,000	53,723	71,630	100,000
10-32-205	PLAN CHECK FEE	53,845	50,000	22,033	29,377	40,000
10-32-210	BUSINESS LICENSES	47,652	48,000	45,235	45,000	45,000
10-32-230	PLAN APPLICATION FEES-ZONING	3,700	2,000	2,350	3,133	2,000
10-32-240	PARK IMPACT FEES	139,155	100,000	45,218	60,290	90,000
10-32-250	FIRE IMPACT FEE	.00	.00	.00	.00	.00
10-32-260	TRANSPORTATION IMPACT FEE	50,868	45,000	16,532	22,042	32,000
10-32-270	PUBLIC SAFETY IMPACT FEE	28,079	25,000	9,126	12,168	18,000
Total LICENSES AND PERMITS:		448,258	380,000	194,216	243,640	327,000
<b>INTERGOVERNMENTAL REVENUE</b>						
10-33-100	STATE LIQUOR FUNDS	15,752	16,000	11,474	15,299	16,000
10-33-150	SEAT BELT/EUDL	166	.00	104	138	.00
10-33-200	CLASS C ROAD FUNDS	230,040	280,000	197,093	262,790	265,000
10-33-300	GRANTS	10,880	11,000	15,987	15,987	6,000
Budget notes: Ramp - Population \$6,000						
Total INTERGOVERNMENTAL REVENUE:		256,838	307,000	224,658	294,214	287,000
<b>CHARGES FOR SERVICES</b>						
10-34-400	PARK & CABIN RESERVATIONS	8,222	16,000	8,677	9,000	8,000
10-34-600	SPECIAL SERVICES-PUBLIC WORKS	.00	.00	.00	.00	.00
10-34-700	YOUTH BASEBALL - RECREATION	8,388	8,500	1,248	8,500	8,500
10-34-710	YOUTH BASKETBALL - RECREATION	7,026	8,000	4,844	4,844	5,000
10-34-730	SUMMER CAMP - RECREATION	.00	800	.00	.00	1,000
Total CHARGES FOR SERVICES:		23,636	33,300	14,769	22,344	22,500
<b>FINES AND FORFEITURES</b>						
10-35-510	FINES	127,016	135,000	119,836	159,781	150,000

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
10-35-520	WARRANT SERVICE	975	1,000	300	400	1,000
10-35-530	INTERPRETER FEES	.00	.00	.00	.00	.00
10-35-540	PUBLIC DEFENDERS FEES	375	1,000	594	791	1,000
10-35-550	CODE ENFORCEMENT FINES	.00	.00	.00	.00	.00
Total FINES AND FORFEITURES:		128,366	137,000	120,729	160,972	152,000
<b>MISCELLANEOUS REVENUE</b>						
10-36-440	HORIZONS BOOK SALES	.00	.00	210	280	.00
10-36-450	MISCELLANEOUS REVENUE	58,200	50,000	33,081	60,000	65,000
Budget notes:						
Includes \$23,438 funding from Weber School District for SRO						
Includes \$15,000 from Marriott Slaterville for accounting services						
10-36-455	CREDIT CARD SURCHARGE	.00	.00	.00	.00	.00
10-36-460	HERITAGE DAYS CELEBRATION	1,543	2,000	2,225	2,225	2,500
10-36-470	YOUTH CITY COUNCIL	.00	.00	.00	.00	.00
10-36-600	INTEREST EARNED	15,301	12,000	14,749	19,665	18,000
10-36-602	CLASS C ROAD INTEREST	14,114	10,000	17,211	22,948	20,000
10-36-603	TRANSPORTATION TAXES INTEREST	2,869	2,000	4,310	5,746	5,000
10-36-604	PARK IMPACT INTEREST	7,445	6,000	10,856	14,474	13,000
10-36-606	FIRE IMPACT FEE INTEREST	.00	.00	.00	.00	.00
10-36-608	TRANSPORTATION IMPACT INTEREST	2,298	2,000	2,969	3,959	3,500
10-36-610	PUBLIC SAFETY IMPACT INTEREST	1,330	1,200	1,695	2,260	2,000
10-36-800	SALE OF ASSETS	.00	.00	.00	.00	.00
Total MISCELLANEOUS REVENUE:		103,100	85,200	87,305	131,557	129,000
<b>CONTRIBUTIONS AND TRANSFERS</b>						
10-39-950	USE OF FUND BALANCE	.00	281,751	.00	45,656	201,441
10-39-960	USE OF RESERVE - CLASS C ROADS	.00	810,000	.00	.00	815,000
10-39-970	USE OF FIRE IMPACT FEES	.00	.00	.00	.00	.00
10-39-990	USE OF RESERVE - PARK DEVELOP.	.00	414,000	.00	.00	97,000
Total CONTRIBUTIONS AND TRANSFERS:		.00	1,505,751	.00	45,656	1,113,441

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>MAYOR AND COUNCIL</b>						
10-41-110	SALARIES AND WAGES	15,895	16,954	12,465	16,621	17,454
10-41-150	UNIFORM ALLOWANCE	.00	.00	.00	.00	.00
10-41-200	EMPLOYEE BENEFITS	1,612	1,837	1,222	1,629	1,900
10-41-210	INCENTIVES	.00	.00	.00	.00	.00
10-41-330	TRAVEL & TRAINING	4,905	5,000	1,612	5,000	5,000
10-41-380	ENTERTAINMENT & FOOD EXP	654	500	316	422	600
10-41-600	YOUTH COUNCIL	430	500	365	487	500
10-41-640	SUBSCRIPTIONS & MEMBERSHIPS	3,809	4,000	3,694	4,000	4,000
Total MAYOR AND COUNCIL:		27,305	28,791	19,674	28,159	29,454

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>JUSTICE COURT</b>						
10-42-110	SALARIES AND WAGES	53,460	55,779	41,191	54,922	57,430
10-42-130	OVERTIME	.00	.00	.00	.00	.00
10-42-150	UNIFORM ALLOWANCE	.00	200	.00	.00	.00
10-42-200	EMPLOYEE BENEFITS	31,693	35,094	24,468	32,624	36,468
10-42-330	TRAVEL & TRAINING	1,453	1,500	1,078	1,437	1,500
10-42-600	OFFICE SUPPLIES & EXPENSES	377	250	79	105	250
10-42-620	COURT WARRANT SERVICES	1,485	4,000	718	957	4,000
10-42-621	COURT WITNESS FEES	19	500	111	148	500
10-42-622	INTERPRETER	636	500	618	825	600
10-42-630	COURT LEGAL SERVICES	2,440	9,000	1,530	2,040	7,000
10-42-640	BOOKS, SUBSCRIPT, MEMBERSHIPS	430	1,000	929	1,239	1,000
10-42-650	VIDEO ARRAIGNMENT	.00	.00	.00	.00	.00
Total JUSTICE COURT:		91,993	107,823	70,723	94,297	108,748

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>ADMINISTRATION</b>						
10-44-110	SALARIES AND WAGES	96,721	99,962	74,509	99,345	89,600
10-44-120	SALARIES & WAGES-TEMP/PARTTIME	57,410	61,418	48,919	65,225	63,226
10-44-130	OVERTIME	441	1,000	.00	.00	.00
10-44-150	UNIFORM ALLOWANCE	.00	300	118	157	300
10-44-200	EMPLOYEE BENEFITS	104,532	112,607	76,216	101,622	105,854
10-44-300	ENGINEERING SERVICES	40,183	14,000	13,214	17,619	20,000
10-44-330	TRAVEL & TRAINING	1,527	2,500	3,045	4,060	2,500
10-44-380	ENTERTAINMENT & FOOD EXP	395	500	177	236	500
10-44-500	PAYMENTS TO MOTOR POOL	.00	4,266	3,204	4,272	4,266
Budget notes:						
Existing items:						
Jeep Renegade \$4,266						
10-44-540	PUBLIC NOTICES, ADVERTISING	1,506	3,000	803	1,071	3,000
10-44-590	FUEL	.00	2,250	28	37	500
10-44-600	OFFICE SUPPLIES & EXPENSE	7,539	5,000	5,028	6,703	7,000
10-44-602	COPIER MAINTENANCE	502	500	446	595	500
10-44-610	BANK FEES/IRS PENALTIES	68	2,500	4,159	5,545	2,500
10-44-620	POSTAGE	1,494	2,000	1,004	1,339	2,000
10-44-640	BOOKS, SUBSCRIPT, MEMBERSHIPS	2,501	2,500	2,268	3,023	2,500
10-44-740	EQUIPMENT	.00	.00	.00	.00	.00
10-44-741	COMPUTER EQUIPMENT	12,576	9,000	9,386	9,386	12,000
Total ADMINISTRATION:		327,393	323,303	242,523	320,235	316,246

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>NON-DEPARTMENTAL</b>						
10-45-220	SENIOR CITIZENS	.00	.00	.00	.00	.00
10-45-301	COMPUTER SERVICES	23,843	30,860	20,720	27,626	30,000
Budget notes:						
Includes \$360 increase for IPAD data						
Includes \$500 increase for demographics information on website						
10-45-302	CITY WEBSITE MAINTENANCE	128	250	430	573	500
10-45-303	CITY NEWSLETTER	3,333	3,000	3,003	4,004	4,000
10-45-304	COMCAST	4,191	3,500	3,551	4,735	4,400
10-45-310	AUDIT & ACCOUNTING SERVICES	5,959	6,000	6,077	8,103	6,200
10-45-320	ELECTION COSTS	5,478	6,000	.00	.00	6,000
10-45-340	BUILDING/GROUNDS MAINTENANCE	.00	.00	.00	.00	.00
10-45-410	UTILITIES	38,079	40,000	28,435	37,913	40,000
10-45-430	CITY BLDGS CUSTODIAL	15,257	15,000	9,594	12,792	15,000
10-45-480	EMERGENCY MANAGEMENT/CERT	.00	.00	220	293	.00
10-45-520	LIABILITY/PROPERTY INSURANCE	52,055	53,800	46,428	53,800	53,000
10-45-530	TELEPHONE	14,259	17,000	10,860	14,480	18,500
10-45-602	PRINTING SERVICES	.00	.00	.00	.00	.00
10-45-630	LEGAL SERVICES	.00	7,500	.00	3,000	3,000
10-45-660	ANIMAL CONTROL	39,631	40,000	19,288	40,000	41,000
10-45-700	MISCELLANEOUS	352	2,000	768	1,024	2,000
10-45-701	SHREDDING	592	500	290	386	500
10-45-740	EQUIPMENT	.00	.00	.00	.00	.00
10-45-750	CITY HISTORY GRANT	1,301	.00	.00	.00	.00
10-45-751	UDOT GRANT	.00	.00	.00	.00	.00
10-45-760	CODIFICATION SERVICES	1,500	1,500	1,500	1,500	1,500
10-45-770	PROFESSIONAL SERVICES-STUDIES	315	5,000	.00	.00	1,000
10-45-800	PARK IMPACT FEE EXPENSE	17,827	520,000	.00	.00	200,000
10-45-810	CABIN UTILITIES	3,823	4,000	3,288	4,384	4,500
10-45-820	CABIN REPAIRS & MAINT/FURNISHG	678	2,000	1,366	1,822	2,000
10-45-830	CABIN CLEANING	.00	500	.00	.00	.00
10-45-910	RAMP EXPENDITURES	.00	6,000	.00	.00	6,000
Budget notes:						
Ramp - Population \$6,000						
10-45-950	TRANSFER TO OTHER FUNDS	169,677	.00	.00	.00	.00
Total NON-DEPARTMENTAL:		398,279	764,410	155,817	216,435	439,100

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>POLICE DEPARTMENT</b>						
10-51-110	SALARIES AND WAGES	508,638	531,466	412,891	550,521	563,932
10-51-120	SALARIES & WAGES-TEMP/PARTTIME	18,103	32,000	28,568	38,091	18,500
10-51-121	COURT SECURITY WAGES	799	1,500	6,956	9,275	1,500
10-51-130	OVERTIME/HOLIDAY	17,746	13,000	13,121	17,495	14,000
10-51-140	PHYSICAL FITNESS INCENTIVE	.00	.00	.00	.00	.00
10-51-200	EMPLOYEE BENEFITS	342,001	398,440	274,331	365,774	414,301
10-51-300	TECHNICAL SERVICES	16,041	16,002	16,002	21,336	16,542
Budget notes:						
CSI						
10-51-305	PROFESSIONAL SERVICES	947	1,500	1,354	1,806	1,500
Budget notes:						
Blood draws						
10-51-310	NARCOTICS STRIKE FORCE	6,069	6,376	6,376	6,376	6,500
10-51-330	TRAVEL & TRAINING	5,606	7,500	5,392	7,189	8,000
10-51-430	EQUIPMENT REPAIR & MAINTENANC	17,942	17,000	15,865	21,153	17,000
10-51-500	MOTOR POOL PAYMENTS	58,623	66,631	49,977	66,636	84,311
Budget notes:						
New items:						
New vehicle \$8,840						
New vehicle \$8,840						
Existing Commitments						
Vehicle \$8,840						
Vehicle \$8,840						
Admin vehicle \$7,548						
Admin vehicle \$7,548						
1 patrol vehicle \$8,628						
Vehicle \$8,409						
Vehicle \$8,409						
Vehicle \$8,409						
10-51-520	BIKE PATROL / CANINE	.00	.00	.00	.00	.00
10-51-550	NAP	425	425	425	425	450
Budget notes:						
Network Access Point						
10-51-560	LEXIPOL	3,025	4,745	3,830	3,830	5,000
10-51-590	GASOLINE	36,682	30,000	21,975	29,301	30,000
10-51-600	SUPPLIES & EXPENSES	6,160	5,000	4,311	5,749	5,000
10-51-602	PRINTING SERVICES	896	500	158	211	500
10-51-615	UNIFORM ALLOWANCE	7,100	7,500	5,328	7,104	8,000
Budget notes:						
\$800/person, 10 officers						
10-51-620	AMMO	2,399	2,750	5,164	2,750	3,000
10-51-640	SUBSCRIPTIONS & MEMBERSHIPS	615	750	776	1,035	750
10-51-660	ANIMAL CONTROL	.00	.00	.00	.00	.00
10-51-665	MDC/AIRCARD	3,970	3,600	3,010	4,014	4,000
10-51-735	GRANT EXPENDITURES	2,535	.00	9,371	12,495	.00
10-51-740	EQUIPMENT	5,742	8,500	5,950	7,933	8,500
10-51-741	COMPUTER EQUIPMENT	10,744	12,000	3,801	12,000	12,000
10-51-742	VERSATERM MAINTENANCE	.00	.00	.00	.00	.00
10-51-743	BODY ARMOR	1,430	2,700	1,515	2,020	2,700
10-51-745	ALCOHOL ENFORCEMENT-BEER TAX	9,065	16,000	283	378	16,000
10-51-746	SEAT BELT	588	.00	.00	.00	.00
10-51-747	EUJL	.00	.00	.00	.00	.00
Budget notes:						
Enforcement of Underage Drinking Laws						

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
10-51-748	OTHER MISCELLANEOUS	.00	.00	.00	.00	.00
10-51-749	ALCOHOL ENFORCEMENT-HWY SAFE	9,261	5,000	2,782	3,710	5,000
10-51-750	SWAT	633	650	660	660	700
Total POLICE DEPARTMENT:		1,093,784	1,191,535	900,174	1,199,267	1,247,686



Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>FIRE DEPARTMENT</b>						
10-54-300	CONTRACT FIRE SERVICES	.00	.00	.00	.00	.00
10-54-350	FIRE IMPACT EXPENSE	.00	.00	.00	.00	.00
10-54-440	FIRE DISTRICT	.00	.00	.00	.00	.00
10-54-441	FIRE HYDRANTS	.00	.00	.00	.00	.00
10-54-540	DISPATCH - 911	.00	.00	.00	.00	.00
Total FIRE DEPARTMENT:		.00	.00	.00	.00	.00

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>BUILDING INSP/PLANNING</b>						
10-56-110	SALARIES AND WAGES	33,659	35,323	25,915	34,553	36,371
10-56-120	SALARIES AND WAGES - PART TIME	.00	.00	.00	.00	.00
10-56-200	EMPLOYEE BENEFITS	11,351	17,658	11,674	15,566	18,274
10-56-240	PLANNING COMM.. REIMBURSEMENT	1,650	4,800	1,250	1,667	4,800
Budget notes:						
8 people @ \$50 x 12 months						
10-56-250	PROFESSIONAL PLANNER	21,000	7,500	.00	.00	7,500
10-56-306	PLAN CHECKS	.00	.00	.00	.00	.00
10-56-330	TRAVEL & TRAINING	1,130	1,000	106	142	1,000
10-56-640	SUBSCRIPTIONS & MEMBERSHIPS	115	150	.00	.00	.00
10-56-750	CODE ENFORCEMENT	250	1,000	133	178	1,000
Total BUILDING INSP/PLANNING:		69,155	67,431	39,079	52,106	68,945

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>PUBLIC WORKS/MAINTENANCE</b>						
10-61-110	SALARIES AND WAGES	169,715	169,453	127,604	170,139	179,067
10-61-120	SALARIES & WAGES-TEMP/PARTTIME	.00	20,000	.00	.00	20,000
Budget notes:						
Adding part time employee						
10-61-130	OVERTIME	2,731	3,000	2,631	3,508	3,000
10-61-150	UNIFORM ALLOWANCE	439	500	434	579	500
10-61-200	EMPLOYEE BENEFITS	106,349	107,642	80,698	107,597	114,698
10-61-330	TRAVEL & TRAINING	3,392	4,000	2,643	3,524	4,000
10-61-331	ENFORCEMENT TRAINING	.00	.00	.00	.00	.00
10-61-410	BLUE STAKES	974	900	634	845	1,000
10-61-425	TOOLS	393	3,000	616	821	3,000
10-61-428	INTEREST EXPENSE - LEASES	.00	.00	.00	.00	.00
10-61-430	EQUIPMENT REPAIR & MAINTENANC	9,833	14,000	5,678	7,570	14,000
10-61-431	BUILDINGS & GROUNDS	14,256	16,500	14,571	19,428	16,500
10-61-432	LEASE PAYMENTS	.00	.00	.00	.00	.00
10-61-433	EQUIPMENT PURCHASE	.00	.00	119	159	.00
10-61-435	SIDEWALK REPAIRS	2,100	4,000	.00	.00	4,000
10-61-440	CLASS C ROAD EXPENSES	226,700	1,100,000	10,044	13,393	1,100,000
10-61-445	COMPUTERS	.00	.00	.00	.00	.00
10-61-450	STREET REPAIR & PATCHING	1,319	.00	76	101	.00
10-61-459	SNOW REMOVAL - MATERIAL	2,498	10,000	4,480	5,973	10,000
10-61-460	SNOW REMOVAL - OVERTIME	2,097	5,000	742	742	5,000
10-61-470	SIGNS	1,271	1,500	394	526	1,500
10-61-480	TRANSPORTATION TAX EXPENDITUR	39,071	.00	1,200	1,600	.00
10-61-500	MOTOR POOL PAYMENTS	85,152	88,354	66,267	88,356	65,539
Budget notes:						
New Items:						
Jacobsen Mower \$13,617						
Existing commitments:						
1/2 Ton truck for Bryan Fife \$6,660						
Kubota L Series Tractor \$7,903						
Caterpillar backhoe (trade-in old) \$7,525						
Dodge 550 Truck with dump bed and plow \$17,561						
Kubota 4WD 72" mower \$4,725						
Plow \$2,628						
Equipment Hydraulic Lift \$4,920						
10-61-540	EMERGENCY MANAGEMENT	500	500	.00	.00	6,000
10-61-590	FUEL	12,534	15,000	9,247	12,330	15,000
10-61-735	GRANT EXPENDITURES	.00	.00	.00	.00	.00
Total PUBLIC WORKS/MAINTENANCE:		681,324	1,563,349	328,078	437,191	1,562,804

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>PARKS AND RECREATION</b>						
10-71-110	SALARIES AND WAGES	124,958	163,620	116,934	155,912	185,378
10-71-120	PART TIME WAGES - RECREATION	11,191	13,336	6,610	13,336	23,276
10-71-121	PART TIME WAGES - SEASONAL	8,194	3,800	2,402	3,203	.00
10-71-130	OVERTIME	6,564	6,635	2,304	3,072	3,400
10-71-150	UNIFORM ALLOWANCE	57	750	141	188	1,200
10-71-200	EMPLOYEE BENEFITS	76,757	117,696	70,778	94,370	133,740
10-71-250	EQUIPMENT	919	1,000	732	976	3,000
10-71-260	BLDGS & GROUNDS	6,363	7,000	4,985	6,647	7,000
10-71-330	TRAVEL & TRAINING	3,459	2,300	365	2,300	2,300
10-71-410	UTILITIES RECREATION	6,508	7,500	4,439	7,500	7,500
10-71-430	FIELD MAINTENANCE	542	2,000	850	1,133	2,000
10-71-500	SPLASH PAD SUPPLIES/MAINT.	5,213	10,000	2,717	6,000	10,000
Budget notes:						
Includes a \$3,000 contingency						
10-71-623	YOUTH BASEBALL/SOFTBALL	5,241	5,500	436	582	4,000
10-71-624	TOURNAMENTS	.00	.00	.00	.00	.00
10-71-625	ORION JR HIGH	4,237	6,140	3,490	4,653	.00
10-71-626	YOUTH VOLLEYBALL	.00	.00	.00	.00	.00
10-71-628	YOUTH BASKETBALL	3,587	1,796	1,519	2,025	1,614
Budget notes:						
Equipment (Jerseys, shorts, basketballs, pumps, needles, ball bags, tape, etc.)						
10-71-629	SUMMER CAMP	815	400	36	48	400
10-71-630	SANTA AT THE CABIN	.00	.00	.00	.00	250
10-71-631	EASTER EGG HUNT	500	550	.00	.00	700
10-71-632	FALL FESTIVAL	1,204	750	587	783	1,000
10-71-640	BOOKS, SUBSCRIPT, MEMBERSHIPS	2,000	2,300	2,150	2,867	2,300
Budget notes:						
Sportsites \$2,000						
10-71-730	HERITAGE DAYS CELEBRATION	9,438	17,000	13,832	18,443	17,000
10-71-732	BABY CONTEST	.00	.00	.00	.00	.00
10-71-733	LITTLE MISS HARRISVILLE	.00	.00	.00	.00	.00
10-71-734	DINNER/DANCE/BREAKFAST	.00	2,000	1,366	1,821	2,000
10-71-738	FIREWORKS	5,157	5,300	5,157	5,157	5,500
10-71-840	IRRIGATION & SECONDARY	5,400	5,700	6,039	8,052	6,400
10-71-850	MISCELLANEOUS	2,993	37,776	3,367	4,490	8,500
Budget notes:						
Includes:						
Safety Harness for Splash Pad						
Tripod Hand Crank for Splash Pad						
Fresh Air Blower & Hose for Splash Pad						
Sand Filter for Splash Pad						
Welder						
Other						
Total PARKS AND RECREATION:		291,297	420,849	251,236	343,558	428,458

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>CONTRIBUTION/RESERVES</b>						
10-90-100	INCREASE IN FUND BALANCE	.00	.00	.00	.00	.00
10-90-200	RESERVE PARK IMPACT FEES	.00	.00	.00	74,764	.00
10-90-210	RESERVE TRANSPORTATION IMPACT	.00	47,000	.00	26,001	35,500
10-90-220	RESERVE PS IMPACT	.00	26,200	.00	14,428	20,000
10-90-230	RESERVE TRANSPORTATION TAXES	.00	102,000	.00	112,045	105,000
10-90-300	RESERVE FIRE IMPACT FEES	.00	.00	.00	.00	.00
10-90-400	RESERVE CLASS C ROAD FUNDS	.00	.00	.00	272,345	.00
Total CONTRIBUTION/RESERVES:		.00	175,200	.00	499,583	160,500
GENERAL FUND Revenue Total:		3,183,101	4,642,691	2,428,946	3,190,831	4,361,941
GENERAL FUND Expenditure Total:		2,980,531	4,642,691	2,007,304	3,190,831	4,361,941
Net Total GENERAL FUND:		202,571	.00	421,642	.00	.00

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>CAPITAL PROJECTS FUND</b>						
<b>REVENUES</b>						
40-30-300	GRANTS	16,790	.00	282,641	376,855	.00
40-30-450	MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00
40-30-600	INTEREST INCOME	19,670	16,000	22,749	30,333	30,000
Total REVENUES:		36,459	16,000	305,391	407,188	30,000
<b>CONTRIBUTIONS AND TRANSFERS</b>						
40-39-100	TRANSFERS FROM GEN FUND	169,677	.00	.00	.00	.00
40-39-800	APPROPRIATION OF CAPITAL FUNDS	.00	22,004	.00	415,189	9,376
40-39-900	SALE OF ASSETS	.00	.00	.00	.00	.00
Total CONTRIBUTIONS AND TRANSFERS:		169,677	22,004	.00	415,189	9,376

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>EXPENDITURES</b>						
40-40-100	MISCELLANEOUS	.00	.00	.00	.00	20,000
	Budget notes:					
	Flex Portal \$20,000					
40-40-200	STREET/SIDEWALK PROJECTS	81,049	1	562,852	750,470	.00
40-40-300	PARKS & TRAILS	.00	33,000	.00	33,000	.00
	Budget notes:					
	Harrisville Park Fence Replacement \$33,000					
40-40-400	CAPITAL STUDIES	5,150	5,000	.00	.00	.00
	Budget notes:					
	Street Fee Study \$5,000					
40-40-500	BUILDINGS/RENOVATION & REMODEL	.00	1	6,080	8,107	19,376
	Budget notes:					
	Electric Gate Opener at Public Works Building \$6,106					
	New Carpet at City Offices \$13,269.73					
40-40-600	BUILDINGS - CONSTRUCTION	.00	1	.00	.00	.00
40-40-700	EQUIPMENT	.00	1	2,850	30,800	.00
40-40-800	INCREASE IN FUND BALANCE	.00	.00	.00	.00	.00
40-40-900	TRANSFERS TO OTHER FUNDS	.00	.00	.00	.00	.00
Total EXPENDITURES:		86,199	38,004	571,782	822,377	39,376
CAPITAL PROJECTS FUND Revenue Total:		206,136	38,004	305,391	822,377	39,376
CAPITAL PROJECTS FUND Expenditure Total:		86,199	38,004	571,782	822,377	39,376
Net Total CAPITAL PROJECTS FUND:		119,937	.00	266,392-	.00	.00

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>SEWER FUND</b>						
<b>REVENUES</b>						
50-30-100	TRANSFERS FROM GENERAL FUND	.00	.00	.00	.00	.00
50-30-200	SEWER CONNECTION INSPECTION	.00	.00	.00	.00	.00
50-30-240	SEWER IMPACT FEES	.00	.00	.00	.00	.00
50-30-450	SEWER MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00
50-30-600	SEWER INTEREST RECEIVED	13,510	10,000	18,163	24,217	20,000
50-30-602	SEWER IMPACT FEE INTEREST	.00	.00	.00	.00	.00
50-30-720	SEWER SERVICE FEES	536,649	530,000	410,964	547,952	545,000
Budget notes:						
Fee amount - \$19.55						
50-30-800	CONTRIBUTED CAPITAL	.00	.00	.00	.00	.00
Total REVENUES:		550,158	540,000	429,127	572,169	565,000



Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>SEWER</b>						
50-62-300	PROFESSIONAL & TECHNICAL SERV	.00	.00	.00	.00	.00
50-62-310	SEWER BILLING SERVICE CHARGE	12,208	13,000	8,345	11,126	13,000
50-62-460	SEWAGE TREATMENT	367,683	373,487	387,898	379,909	387,248
50-62-710	SEWER SYSTEM EXPANSION	.00	.00	.00	.00	.00
50-62-750	SEWER SYSTEM MAINTENANCE	534	550,000	973	1,298	550,000
50-62-800	SEWER BOND INTEREST PAYMENTS	.00	.00	.00	.00	.00
50-62-810	SEWER BOND PRINCIPAL PAYMENT	.00	.00	.00	.00	.00
50-62-850	INTERNAL INSPECTION	45,528	50,000	1,766	50,000	50,000
Budget notes:						
Camera 1/2 of the city each year.						
50-62-900	DEPRECIATION	30,272	30,000	22,500	30,000	30,000
Total SEWER:		456,225	1,016,487	421,482	472,333	1,030,248
SEWER FUND Revenue Total:		550,158	540,000	429,127	572,169	565,000
SEWER FUND Expenditure Total:		456,225	1,016,487	421,482	472,333	1,030,248
Net Total SEWER FUND:		93,934	476,487-	7,645	99,836	465,248-

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>STORM WATER FUND</b>						
<b>REVENUES</b>						
53-30-240	STORM WATER IMPACT FEES	95,042	50,000	44,036	58,714	90,000
53-30-450	MISC REVENUE - SWEEPER SERVICE	.00	2,000	.00	.00	2,000
53-30-600	STORM WATER INTEREST	4,637	4,000	6,374	8,498	8,000
53-30-602	STORM WATER IMPACT INTEREST	16,041	12,000	18,479	24,639	20,000
53-30-720	STORM WATER UTILITY FEES	122,506	120,000	92,759	123,679	125,000
53-30-800	CONTRIBUTED REVENUE	.00	.00	.00	.00	.00
Total REVENUES:		238,225	188,000	161,648	215,530	245,000

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>STORM WATER</b>						
53-62-110	SALARIES AND WAGES	50,596	61,873	48,355	64,474	66,585
53-62-200	EMPLOYEE BENEFITS	31,487	40,237	27,805	37,074	41,763
53-62-300	PROFESSIONAL & TECHNICAL SERV	.00	.00	.00	.00	.00
53-62-310	STORM WATER BILLING CHARGE	12,208	13,000	8,345	11,126	13,000
53-62-331	ENFORCEMENT TRAINING	.00	2,000	.00	.00	2,000
53-62-400	ENGINEERING	.00	5,000	.00	.00	5,000
53-62-428	INTEREST EXPENSE - LEASES	.00	.00	.00	.00	.00
53-62-432	LEASE PAYMENTS	.00	.00	.00	.00	.00
53-62-433	EQUIPMENT	.00	.00	.00	.00	.00
53-62-500	MOTOR POOL PAYMENTS	15,420	15,420	11,565	15,420	15,420
Budget notes:						
Existing Items						
2016 Dodge 3500 Truck with dump bed and sander \$15,420						
53-62-600	STORM WATER MANAGEMENT	26,251	37,000	22,664	30,219	37,000
53-62-840	APPROACH/GUTTER REPLACEMENT	.00	10,000	.00	.00	10,000
53-62-860	STORM WATER EXPANSION	.00	950,000	.00	.00	950,000
53-62-870	BUILDING CONSTRUCTION/O & M	.00	.00	.00	.00	.00
53-62-900	DEPRECIATION	35,773	40,000	29,997	39,996	36,000
53-62-910	PENSION EXPENSE	.00	.00	.00	.00	.00
Total STORM WATER:		171,735	1,174,530	148,732	198,309	1,176,768
STORM WATER FUND Revenue Total:		238,225	188,000	161,648	215,530	245,000
STORM WATER FUND Expenditure Total:		171,735	1,174,530	148,732	198,309	1,176,768
Net Total STORM WATER FUND:		66,490	986,530-	12,916	17,221	931,768-

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>STREETS/HYDRANT FUND</b>						
<b>REVENUES</b>						
54-30-600	STREETS/HYDRANT INTEREST	.00	.00	.00	.00	300
54-30-720	STREETS/HYDRANT SERVICE FEES	.00	.00	2,562	3,415	10,000
Budget notes:						
Fee amount - \$.50/month residential, \$1.00/month commercial						
Total REVENUES:		.00	.00	2,562	3,415	10,300

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>STREETS/HYDRANT EXPENDITURES</b>						
54-62-400	ENGINEERING	.00	.00	.00	.00	1
54-62-460	STREET EXPENDITURES	.00	.00	.00	.00	1
Total STREETS/HYDRANT EXPENDITURES:		.00	.00	.00	.00	2
STREETS/HYDRANT FUND Revenue Total:		.00	.00	2,562	3,415	10,300
STREETS/HYDRANT FUND Expenditure Total:		.00	.00	.00	.00	2
Net Total STREETS/HYDRANT FUND:		.00	.00	2,562	3,415	10,298

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>GARBAGE FUND</b>						
<b>REVENUES</b>						
60-30-100	TRANSFERS FROM GENERAL FUND	.00	.00	.00	.00	.00
60-30-600	INTEREST INCOME	1,410	1,000	720	960	1,000
60-30-710	GARBAGE SERVICE FEES	298,663	370,000	256,629	342,172	340,000
Budget notes:						
Current fee - 1st can fee - currently \$15.95						
Current fee - Each additional can fee - currently \$6.80						
Proposed fee - 1st can - \$?.??						
Proposed fee - 2nd can - \$?.??						
60-30-715	RECYCLING SERVICE FEES	56,799	75,000	59,281	79,041	80,000
Budget notes:						
Current fee - \$4.35						
Current fee - Each additional can fee - currently \$4.35						
Proposed fee - \$?.??						
Proposed fee for each additional can - \$?.??						
Total REVENUES:		356,871	446,000	316,630	422,173	421,000

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>GARBAGE</b>						
60-52-310	GARBAGE BILLING CHARGE	12,208	13,000	8,345	11,126	13,000
60-52-440	GARBAGE/RECYCLE CHARGES	344,471	385,000	272,218	362,957	385,000
Total GARBAGE:		356,680	398,000	280,562	374,083	398,000
GARBAGE FUND Revenue Total:		356,871	446,000	316,630	422,173	421,000
GARBAGE FUND Expenditure Total:		356,680	398,000	280,562	374,083	398,000
Net Total GARBAGE FUND:		192	48,000	36,067	48,090	23,000

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>MOTOR POOL FUND</b>						
<b>REVENUES</b>						
61-30-100	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00	.00
61-30-200	OUTSIDE LEASE REVENUE	.00	.00	.00	.00	.00
61-30-300	INTERNAL LEASE REVENUE	159,195	174,671	131,013	174,684	169,536
Budget notes:						
Admin						
	Jeep Renegade	\$4,266				
Police						
	Vehicle	\$8,409				
	Vehicle	\$8,409				
	Vehicle	\$8,409				
	Vehicle	\$7,548				
	Vehicle	\$7,548				
	Vehicle	\$8,628				
	Vehicle	\$8,840				
	Vehicle	\$8,840				
	Vehicle	\$8,840				
	Vehicle	\$8,840				
Public Works						
	Dodge 550 Truck with dump bed and plow	\$17,561				
	Kubota 4WD 72" mower	\$4,725				
	Plow for Dodge	\$2,628				
	Equipment Hydraulic Lift	\$4,920				
	1/2 Ton Truck for Bryan Fife	\$6,660				
	Kubota L Series Tractor	\$7,903				
	Caterpillar Backhoe (trade-in old)	\$7,525				
	Jacobsen Mower	\$13,617				
Storm Water						
	2016 Dodge 3500 Truck with dump bed and sander	\$15,420				
61-30-450	MISCELLANEOUS REVENUE	31,469	.00	.00	.00	.00
61-30-600	INTEREST EARNED	10,798	9,000	11,500	15,333	12,000
61-30-800	SALE OF ASSETS	.00	30,000	4,082	5,442	10,000
Total REVENUES:		201,461	213,671	146,594	195,459	191,536



Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>EXPENDITURES</b>						
61-40-400	OUTSIDE LEASE PAYMENTS	.00	.00	.00	.00	.00
61-40-428	INTEREST EXPENSE - LEASES	.00	.00	.00	.00	.00
61-40-620	ASSET PURCHASES	.00	204,223	192,140	192,140	145,153
Budget notes:						
Police						
	New Vehicle	\$41,000	(equipped)			
	New Vehicle	\$41,000	(equipped)			
Public Works						
	Jacobsen Mower	\$63,153				
61-40-900	DEPRECIATION	142,521	160,000	119,997	159,996	150,000
Total EXPENDITURES:		142,521	364,223	312,137	352,136	295,153
MOTOR POOL FUND Revenue Total:		201,461	213,671	146,594	195,459	191,536
MOTOR POOL FUND Expenditure Total:		142,521	364,223	312,137	352,136	295,153
Net Total MOTOR POOL FUND:		58,941	150,552-	165,543-	156,677-	103,617-

Account Number	Account Title	2017-2018 Pri Year Actual	2018-2019 Cur Year Budget	07/18-03/19 Cur YTD Actual	2018-19 Cur Year Projected Budget	2019-2020 Proposed Budget
<b>LONG TERM DEBT FUND</b>						
<b>Department: 40</b>						
95-40-100	GEN GOVT PENSION EXPENSE	.00	.00	423	564	.00
95-40-110	PUBLIC SAFETY PENSION EXPENSE	.00	.00	1,105	1,473	.00
95-40-120	PUBLIC WORKS PENSION EXPENSE	.00	.00	325	433	.00
95-40-130	PARKS & REC PENSION EXPENSE	.00	.00	291	388	.00
Total Department: 40:		.00	.00	2,144	2,858	.00
LONG TERM DEBT FUND Revenue Total:		.00	.00	.00	.00	.00
LONG TERM DEBT FUND Expenditure Total:		.00	.00	2,144	2,858	.00
Net Total LONG TERM DEBT FUND:		.00	.00	2,144-	2,858-	.00
Net Grand Totals:		542,064	1,565,569-	46,753	9,027	1,467,335-

Report Criteria:

- Budget note year end periods: All
- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Page and Total by Department
- All Segments Tested for Total Breaks

**HARRISVILLE CITY  
RESOLUTION #19-05**

**A RESOLUTION OF HARRISVILLE CITY, UTAH, TO  
ESTABLISH TOWING AND WRECKING SERVICES; AND  
PROVIDE AN EFFECTIVE DATE.**

**WHEREAS**, the City of Harrisville (hereafter referred to as the “City”) is an incorporated municipality duly existing under the laws of the state of Utah;

**WHEREAS**, Ogden Auto Body, Baur and Baur, Bridger Towing, and Zac’s Towing are corporations in the business of providing wrecking and towing services;

**WHEREAS**, the City desires to contract for such service as part of public safety needs in the City;

**WHEREAS**, the City has solicited and reviewed of proposals for the services;

**WHEREAS**, the parties desire to enter this Agreement for the services provided herein;

**NOW, THEREFORE, BE IT RESOLVED** by the Harrisville City Council as follows:

**Section 1.** The Agreement for Towing and Wrecking Services attached hereto as Exhibit “A”, and incorporated herein by this reference, is approved with the parties provided therein, and the Mayor is authorized to execute the same on behalf of the City.

**Section 2.** This Resolution shall become effective immediately upon the date of passage and approval.

**PASSED AND APPROVED** by the City Council this 14<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
MICHELLE TAIT, Mayor

ATTEST:

\_\_\_\_\_  
JENNIE KNIGHT, City Recorder

Roll call vote is as follows:		
Mr. Wilhelmsen	yes	no
Mr. Robinson	yes	no
Mrs. Pearce	yes	no
Mr. Beecher	yes	no
Mr. Weiss	yes	no

## **AGREEMENT FOR TOWING AND WRECKING SERVICES**

This Agreement is made and effective on this \_\_\_\_ day of \_\_\_\_\_, 2019, between Harrisville City, a municipal corporation established under the laws of the State of Utah (hereinafter “City”), of 363 W. Independence, Harrisville, Utah, and Ogden Auto Towing (hereinafter “Contractor”), of, Ogden Utah, Baur and Baur Towing (secondary or alternate towing provider), of, Ogden Utah, Bridger Towing (secondary or alternate towing provider), of, Ogden Utah, and Zac’s Towing (secondary or alternate towing provider), of, Ogden Utah, as follows:

### **RECITALS**

**WHEREAS**, the City of Harrisville is an incorporated municipality duly existing under the laws of the state of Utah;

**WHEREAS**, Ogden Auto Body, Baur and Baur, Bridger Towing, and Zac’s Towing are corporations in the business of providing wrecking and towing services;

**WHEREAS**, the City desires to contract for such service as part of public safety needs in the City;

**WHEREAS**, the City has solicited and reviewed of proposals for the services provided herein;

**WHEREAS**, the parties desire to enter this Agreement for the services provided herein;

**NOW, THEREFORE**, for valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

### **AGREEMENT**

1. Purpose. Contractor agrees to provide the services, facilities, and equipment to effectuate this Agreement in support of public safety and law enforcement activities of the City.
2. Storage Facilities. Contractor will maintain an Approved Storage area as well as a secure area for seized items. An “Approved Storage” area means an area authorized and approved by the City, and any State Authority, for the storage or impound of vehicles, trailers, bikes, and any other motorized vehicles (collectively referred to as “vehicles”).
  - a. Contractor shall ensure that the Approved Storage and any vehicle impounded or stored is secure, and appropriate personal belongings are removed from towed vehicles and given to the owner to kept for safe keeping within normal industry standards.
  - b. Contractor shall communicate and coordinate with the City regarding any issues that relate to the Approved Storage area.

3. Towing and Wrecking. Contractor agrees to provide towing and wrecking services as requested by the City. Contractor agrees to utilize Baur and Baur towing, Bridger Towing, and Zac's Towing as a secondary or alternate service, or other back-up provider as Contractor desires.
4. Response Time. Standard response time shall be no more than 15 minutes to on scene from the time of dispatch by Harrisville City or its designee.
5. Liability Insurance. Contractor has in place and will maintain during the term of this Agreement, liability insurance in an amount satisfactory to the City and/or the City's insurance carrier, ULGT, with the City as a named insured. Contractor(s) will otherwise indemnify and hold harmless City from all claims arising out of Contractor's conduct under this Agreement.
6. Vehicle Availability. Contractor will make vehicles towed, stored, and impounded under this Agreement available to City and its representatives twenty-four (24) hours per day when access is required in connection with bona fide, City, state or federal investigative need. Contractor will also make available floor jacks and lifts as needed to facilitate said investigations.
7. Auction Policy. Contractor will place abandoned and otherwise "auction eligible" vehicles with the State of Utah Impounded Auction after having held any vehicles towed or stored under this agreement for sixty (60) days or more.
8. Clean up of Scene. Contractor agrees to provide a complete clean-up of accident scenes as requested by City.
9. Training. Contractor agrees to establish and provide appropriate training with fire and police personnel in rescue and victim recovery as needed.
10. Background Checks. Contractor shall certify to the City that Contractor completes and thorough background checks on any new employees hired by Contractor during the term of this Agreement.
11. Documentation. Contractor agrees to maintain at all times during the duration of the Contract with City and provide proof, upon request of the City, of the following:
  - a. A passing DOT inspection.
  - b. Valid license and insurance.
  - c. Proper tools and equipment necessary to carry out the service provided, including the towing of any type of vehicle, such as:
    - i. Automobiles (cars/trucks).
    - ii. Trailers.
    - iii. Motorcycles.
    - iv. Motorhomes.

- v. Semi tractor and/or trailer.
  - d. Have and maintain a valid written agreement with tow truck/wrecker services dispatch.
  - e. Have access to and experience with both a boom truck and roll-off.
  - f. Provide a contingency for multi-vehicle incidents or respite service.
  - g. Provide a fee schedule detail in accordance with State law.
12. Disclosure. Contractor agrees to disclose to City all incidents or occurrence of accident, injury, and/or property damage that may result in a claim.
13. Term and Cancellation. This Agreement shall continue for a term of Two (2) years, after which this Agreement shall continue on the month-to-month basis unless it is extended in writing or cancelled. Cancellation of this Agreement at any time may be made by giving 90 day notice, in writing, to the other party to the address provided herein.
14. Notices. The addresses for the purpose of sending any notice to a party under this Agreement is as follows:
- a. Chief Max Jackson, Harrisville City Police, 363 W. Independence, Harrisville Utah, 84404. Telephone: 801-782-4100.
  - b. Lt Mark L Wilson, Harrisville City Police, 363 W. Independence, Harrisville Utah, 84404. Telephone: 801-940-6728.
15. Continuation. This Agreement shall remain in effect, unless otherwise canceled, in writing, by either party. City retains the right to terminate this agreement upon Contractor's failure to meet the terms and conditions of this Agreement for any reason.
16. Assignment. The Contractor may not assign any portion of the services contemplated by this Agreement without the prior written consent of the City.
17. Heading. The heading used in the Agreement as for convenience purposes only and shall not be interpreted to afford any legal right.
18. Entire Agreement. This Agreement contains the entire Agreement between the parties hereto and no other Agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or bind any of the parties hereto. Either party may request changes in the agreement in writing. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.
19. Amendment. No modification or amendment of this Agreement is effective unless it is in writing and is signed by both parties. This Agreement binds and benefits both parties and any successors.

20. General Provisions. This Agreement shall be governed by and construed in accordance with the laws of the State of Utah. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Weber County, Utah. The prevailing party in any such action under this Agreement shall be entitled to its attorney's fees and costs of suit. This Agreement is effective as of the date it is signed by both parties.

THE PARTIES have signed this Agreement on the date specified at the beginning of this Agreement.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2019.

FOR HARRISVILLE CITY:

ATTEST:

\_\_\_\_\_  
MICHELLE TAIT, Mayor

\_\_\_\_\_  
JENNIE KNIGHT, City Recorder

\_\_\_\_\_  
BILL MORRIS, City Attorney

DATED this \_\_\_\_ day of \_\_\_\_\_, 2019.

FOR OGDEN AUTO TOWING:

\_\_\_\_\_  
TOM BAUR

FOR BAUR AND BAUR TOWING:

\_\_\_\_\_  
RILEY BAUR

FOR BRIDGER TOWING:

\_\_\_\_\_  
AMBER SNYDER

FOR ZAC'S TOWING:

\_\_\_\_\_  
ZAC BAUR

**HARRISVILLE CITY  
RESOLUTION 19-06**

**LEAVE AMENDMENTS**

**A RESOLUTION OF HARRISVILLE CITY, UTAH, AMENDING  
THE HARRISVILLE CITY PERSONNEL POLICIES AND  
PROCEDURES MANUAL RELATING TO LEAVE; AND  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Harrisville City (hereafter “City”) is a municipal corporation duly organized and existing under the laws of the state of Utah;

**WHEREAS**, the City Council is authorized to adopt personnel policies and procedures for the effective and efficient administration of municipal government;

**WHEREAS**, the City Council adopted its current *Personnel Policies and Procedures Manual* on April 28, 2009, and has made various amendments to the same;

**WHEREAS**, the City Council desires to amend its personnel policies and procedures manual to achieve greater efficiency and further define employee leave;

**NOW, THEREFORE**, be it resolved by the City Council of Harrisville City, Utah, that the Policies and Procedures Manual is hereby amended to read as follows:

**B-6-2 Annual Vacation Leave.**

1. New Employees. New employees shall accrue annual leave from the date of hire, but they shall not be eligible to use the accrued leave until satisfactorily completing the probationary period and being promoted to permanent status.
2. Accrual Rates. Each permanent, full-time employee shall receive vacation leave at the following rate:
  - a. If less than 5 years of continuous service, an employee will accrue 10 work days of annual leave (a rate of 3.08 hours per pay period).
  - b. If greater than five (5) years, but less than ten (10) years of service, an employee will accrue 15 work days of annual leave (a rate of 4.61 hours per pay period).
  - c. If greater than ten (10) years but less than fifteen (15) years of service, an employee will accrue 21 days of annual leave (a rate of 6.46 hours per pay period).
  - d. If greater than fifteen (15) years of service, an employee will accrue twenty-seven (27) days of annual leave (a rate of 8.31 hours per pay period).
3. No Leave Employees. Persons hired on an emergency, part-time, seasonal, temporary or contract basis shall not accrue or be entitled to paid vacation leave.
4. Maximum Accrued. The maximum vacation leave which can be carried forward from calendar year to calendar year is as follows: ~~service, Vacation leave shall not accrue beyond one hundred and sixty (160) hours.~~
  - a. If less than 5 years of continuous service, one hundred sixty (160) hours.
  - b. If greater than five (5) years, but less than ten (10) years of continuous service, one hundred eighty (180) hours.
  - c. If greater than ten (10) years, but less than fifteen (15) years of continuous service, two hundred (200) hours.



- d. If greater than fifteen (15) years of continuous service, two hundred twenty (220) hours. Except in cases of bona fide hardship as approved by the Mayor and Department Head.
5. Holiday. A holiday which falls during an employee's vacation leave shall be counted as a paid holiday and not as vacation leave.
6. Separation. An employee who is separated from employment may be compensated for all accrued annual vacation leave.
7. Leave Requests. All annual vacation leave requests should be submitted in a reasonable time in advance of the desired time off to the ~~City Administrator, Mayor, or designee~~ Department Head. If an excessive (being the number of requests if granted that would render the department or organization ineffective) amount of employees request annual vacation leave for the same time period, annual vacation leave shall be granted in order of application (first-come-first-served) at the discretion of the ~~City Administrator, Mayor or designee~~ Department Head.

#### **B-6-4 Sick Leave.**

1. Purpose. Sick leave shall not be considered a privilege which an employee may use at their discretion. Sick leave shall be allowed only in case of necessity and actual sickness or disability of the employee or member of the employee's immediate family.
2. Use of Sick Leave. Sick leave may be used at any time with approval of the ~~City Administrator, Mayor or supervisor~~ Department Head for any of the following reasons:
  - a. When the employee, due to illness, is unable to perform their regular duties or other temporary work to which they may be assigned.
  - b. Visits to hospitals, clinics, doctors and dentists offices for examination, diagnosis or treatment of illness or injury. Sick leave shall be charged against non-exempt employees in not less than one (1) hour increments.
    - i. To reduce the potential for abusing sick leave benefits a doctor's statement approving a return to work may be required, regardless of total hours used.
    - ii. Advanced sick leave (taking sick leave in anticipation of an illness) is permitted only in the case of medically necessary procedures or appointments.
    - iii. Reporting for other duties, regardless of employer, while on sick leave is not permitted and may constitute an abuse of this policy.
    - iv. Abuse of the Sick leave policy may constitute grounds for disciplinary action up to and including termination.
3. Eligibility. Sick leave shall be available to all permanent full-time employees. Part-time, seasonal, temporary, provisional, and emergency employees are not eligible for sick leave. Sick leave will not be granted to employees during their first one hundred eighty days (180) calendar days of employment, except for emergency circumstances. Probationary employees begin to accrue upon date of employment, but are not eligible to use accrued sick leave until the 180 days has expired. In the event of an emergency an exception to the rule could only be granted by the ~~City Administrator or Mayor~~ Department Head.
4. Accrual. Full time, permanent employees accumulate sick leave credits at the rate of four (4) hours per pay period of continuous service, for a maximum of thirteen (13) days per year. Credits will begin to accrue upon date of hire. Sick leave shall not accrue if an employee is in a leave-without-pay status. Sick leave shall accrue to a maximum one hundred twenty (120) days/960 hours). Records will be kept by the ~~department director, or their designated representative~~ Finance Officer.
5. Sick Leave Benefit as a Retirement Benefit:
  - a. Employees may use up to 960 hours of accrued sick leave at the time of retirement for paid health insurance. Eighty (80) hours of accrued sick leave may be applied toward the premium for one month of health insurance coverage.
  - b. The participation rate on premium payments for health insurance shall be the same as the

participation rate for current employees on the same plan. The insurance is a separate policy with the same coverage, but is at a higher rate for retired employees. Retired employees electing to take the insurance coverage will be required to pay the difference in cost for the insurance. The health insurance provided will be at the same coverage carried by the employee at the time of retirement. This benefit is discontinued when the employee reaches the age eligible for Medicare.

- c. To be eligible, an employee must retire from the City of Harrisville with at least 20 years eligibility in the Utah Retirement System. An employee is not deemed retired from City of Harrisville unless they have applied for retirement benefits from the Utah Retirement System. This benefit is discontinued when the employee reaches the age eligible for Medicare. If an employee is not eligible for, or chooses not to take the insurance benefit then they shall receive a cash pay out of 25% of the accrued sick leave at the time they retire from the City.
6. Notification for Sick Leave Compensation.
    - a. In order to qualify for sick leave compensation, an employee must notify the City Administrator, Mayor or supervisor no later than one (1) hour after normal starting time on each day of absence unless the circumstances surrounding the absence make such notification impossible. ~~The City Administrator, Mayor or supervisor~~ Department Head should also be kept advised of the employee's progress and expected date of return to duty.
    - b. Any absence for illness beyond accrued sick leave will result in the employee being carried on annual leave status until all annual leave has expired, then be carried in a leave-without-pay status.
  7. Certification of Illness. For sick leave in excess of three (3) consecutive working days, or if abuse of sick leave is indicated, the ~~City Administrator~~ Department Head, Mayor, or designee, may require a certificate from the attending physician stating that such illness prevented the employee from working.
  8. Reporting Absences. An employee will be paid only when the employee notifies the ~~City Administrator, Mayor, supervisor,~~ Department Head or designee, within one (1) hour after the employee's scheduled reporting time. A member of the employee's immediate family may call in behalf of the employee if the employee is incapacitated. Arrangements for on-going reporting for more than a one-time absence will be as directed by the ~~City Administrator, Mayor,~~ Department Head or designee. The ~~City Administrator, Department Head,~~ Mayor, or designee, may request a doctor's release any time they question the reasonableness of an absence.
  9. Exchange and Donating. As an incentive to promote a healthy workforce and prevent excessive accrual of sick leave, the Mayor may annually allow employees who have not used any annual sick leave during a calendar year to exchange for cash a maximum of forty (40) hours of accrued sick leave during the month of December of each year, if there is budgetary funding to support said exchange. Upon approval of the Mayor, any employee may donate a portion of their accrued sick leave to another employee who is experiencing major medical issues.

### **B-5-3 Insurance.**

1. Medical Health Insurance. It is the policy of the City of Harrisville to pay the cost of health insurance for: ~~Each~~ individual full-time employee and employee's dependents (contingent upon current budget conditions).
2. Life Insurance. A basic life insurance policy is provided free of charge for all full time employees and each full-time employee's dependent at the City of Harrisville's expense (currently in an amount of \$50,000). This program is subject to change in health insurance carriers and depends on current budget conditions.
3. Insurance Termination, Transition, ~~and Conversion,~~ and Opt-out.

- a. Termination. When an employee is terminated from employment with the City of Harrisville, the City will cease making contributions to the employee's insurance plan(s).
- b. Transition. In cases where the transition between the City's insurance and a new carrier for the terminated employee requires longer than three (3) months, arrangements may be made with the City Administrator and Mayor for the employee to pay the additional premiums required. Both medical/health insurance and life insurance may be converted when the employee terminates in accordance with the terms of the individual's policy. This is an individual's responsibility that should be made directly between the individual employee and the City of Harrisville, including sabbatical, and federal and state laws for military leave.
- c. Conversion.
  - i. The Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985 is available for those employees who resign or are terminated from employment or if work hours are reduced which makes the employee no longer eligible to participate in the group health insurance plans. Employees may have the right to continue to participate in a COBRA program through the state for up to eighteen (18) months at the employee's expense. This would be subject to current state and federal law.
  - ii. Eligible dependents may also extend coverage, at their expense, for up to thirty-six (36) months in the event of the insured employee's death, divorce, legal separation, or entitlement to Medicare benefits, or when a child ceases to be eligible for coverage as a dependent under the terms of the plan. This would be subject to current state and federal law.
- d. Opt-out. Subject to approval of the insurance carrier based upon proof provided by the employee, as an incentive to help contain costs, an employee may opt-out of insurance under this section if the employee is covered under the insurance of another, and the City will offer insurance saving paid to employee of \$150 per eligible employee and including two (2) dependents, if employee has legal dependents.

**Effective Date.** This Resolution shall be effective immediately upon passage and adoption.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2019.

HARRISVILLE CITY:

\_\_\_\_\_  
 MICHELLE TAIT  
 Mayor

ATTEST:

\_\_\_\_\_  
 JENNIE KNIGHT  
 City Recorder

Municipal Council		
Roll Call Vote Tally		
	Yes	No
Mr. Wilhelmsen	___	___
Mr. Robinson	___	___
Mrs. Pearce	___	___
Mr. Beecher	___	___
Mr. Weiss	___	___