

**MINUTES
HARRISVILLE CITY COUNCIL
February 11, 2025
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on February 11th, 2025 at 7:00 P.M. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

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

Excused:

Staff: Jennie Knight, City Administrator, Justin Shinsel, Public Works Director, Jack Fogal, City Recorder, Mark Wilson, Chief of Police, Brody Flint, City Attorney, Bryan Fife, Parks and Recreation Director, Detective Jason Keller, Jill Hunt, City Treasurer, Sgt. Alicia Davis, Officer Jake Holmes, Sgt. Nick Taylor, Sgt. John Millaway, Officer Todd Fowers, Dennis Moore, Assistant Chief of Police, Officer Chris Paradis, Officer Michael Duffy, Officer Tyler Vincent, Officer Landon Silverwood, Officer Alex Moua.

Visitors: Arnold Tait, Robert Wood, Steven Hood, Makaila Holmes, Carlos Aguilar, Deanna Aguilar, Nathan Averill (via zoom), Kevin Karras (via zoom).

1. Call to Order.

Mayor Tait called the meeting to order and welcomed all in attendance.

2. Opening Ceremony.

Council Member Jackson opened with the Pledge of Allegiance.

3. Consent Items

- a. Approval of Meeting Minutes for January 14, 2025 and January 28, 2025 as presented.**

Motion: Council Member Christensen made a motion to approve the meeting minutes for January 14, 2025 and January 28, 2025 as presented, second by Council Member Weiss.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously

b. Advice and consent to ratify Mayor's appointment for the Weber Mosquito Abatement District Board.

Mayor Tait explained Council Member Wilhelmsen has served on the Board in the past and has volunteered to serve again.

Motion: Council Member Jackson made a motion to ratify the Mayor's appointment of Grover Wilhelmsen for the Weber Mosquito Abatement District Board, second by Council Member Fawcett.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously

4. Oath Of Office

- a. Jack Fogal conducted the Oath of Office for Jake Holmes

5. Business Items.

a. Discussion/possible action to accept the FY 2024 Audit Report.

Rob Wood with HBME explained the financial audit this year was very interesting. There were thirty-six journal entries that needed correction. The state auditors will look at the independent auditor's report that was sent to Council. He does not feel there are any intentional issues. The city has bonded in the past few years with a \$6,000,000 bond for the public works building and \$9,000,000 for a new city hall building. Included in the packet is a summary of statement net position. Business type activities broke even on the enterprise funds. Last year the Garbage fund had a deficit. This year the Enterprise Funds are all running as an operational break even. It is important that as the city receives increases for the cost it is passed on to keep the balance close to zero. Long term debt is being paid down, the bonds have decreased approximately \$400,000. There was a \$1,300,000 increase in governmental activities. There is a detailed breakdown of current assets and liabilities included in the packet. Restricted cash such as bond money and impact fees are a significant portion of the city's assets. Main liabilities are the bonds and your pension liabilities. URS has done a good job managing pensions and pension liabilities are low. The General Fund is required by law to have a fund balance on anything assigned or unassigned between 5% and 35%. Currently the city is at 33.99%. It is a great position to be in. Capitol Project Fund had a loss of almost \$2,400,000. This change was expected due to expending bond funds for the public works building. All of the city's proprietary funds should be self-sustaining from billing. Currently the city is compliant and all funds are self-sustaining. There are no compliance issues and you are compliant with all state laws and regulations for reporting. There was one internal control finding. It is on financial reporting and financial controls. Council Member Wilhelmsen inquired did the loss of Jessica Hardy hurt us. Mayor Tait stated it did but Jill Hunt stepped up and has done a great job filling in. She was asked to fill a role that was new to her and had to figure it out. Rob Wood has been helping her learn some tips and tricks. Rob Wood stated he is not writing any findings as a "gotcha" moment. They were written to help the city address issues and learn. Jill Hunt has done a great

job stepping up to learn what was needed for the role. He would love to assist Jill Hunt in learning more. There are some items that need to be changed but they can be fixed. He would be happy to provide some recommendations for additional training resources. Mayor Tait stated she thinks we need to find someone to help Jill Hunt with the duties. Council Member Wilhelmsen agreed. Mayor Tait stated we will have staff look at what is needed. She thanked Rob Wood and Jill Hunt for all the work they did for the audit.

Motion: Council Member Jackson made a motion to accept the FY 2024 Audit Report, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously

b. Discussion/possible action to modify Spring/Fall Clean-Up for Garbage Services.

Jennie Knight explained this is a follow-up discussion from the Council Retreat on January 28. Staff would like to continue the discussion regarding Spring/Fall Clean-Up. Staff would like Council to provide direction. Council Member Jackson stated when he helps his son take items to the Bountiful drop off, they check ID to make sure he is a resident. He suggested doing the clean-up at the new public works building, so we can lock up the dumpsters at night and check residency. Council Member Fawcett inquired if there are any limits to how many loads someone can bring. Jennie Knight stated we do not have a limit, and we have not been monitoring how many loads people drop off. Mayor Tait advised we may need to approve overtime to monitor the event. Council Member Weiss stated he would like someone to monitor the event so we can make sure things are not dumped that should not be. Council Member Wilhelmsen commented he likes the idea of monitoring the clean-up. It would show we are trying to keep the costs low for our residents. We need to have some checks and balances. He would support some overtime to make sure this is done right. This is a positive for residents but non-residents abuse it. He believes it should not be shut down, but we need controls. Council Member Christensen inquired if it has gotten worse. Bryan Fife advised it has gotten much worse. We have been receiving large items such as refrigerators, mattresses, and construction materials. Council Member Fawcett reminded Council this event costs approximately \$15,000 a year. Could this money be better used in other areas. Council Member Wilhelmsen inquired how many dumpsters are used. Bryan Fife answered the dumpster numbers do not matter; we are charged based on weight. Jennie Knight stated we can provide green waste only and not garbage. We could still monitor the event at the public works building. Council Member Wilhelmsen inquired when would a decision need to be made. Bryan Fife stated we would need an answer by mid-March. Justin Shinsel stated all other agencies he has worked for closely monitor and control the clean-ups. Bryan Fife reported we have never tracked this event before but from his observations the bulk of materials left is garbage. It would significantly reduce costs to only provide green waste. Council Member Weiss stated he believes providing only green waste would be the best option. Council Member Wilhelmsen inquired will this lead to more people leaving trash around their house. Justin Shinsel stated we have less of an issue with the

garbage around homes, more of trash being thrown into empty fields. He has heard of some cities giving their residents a one-time dump pass. The major consensus from staff is if it continues it needs to be monitored. Council Member Wilhelmsen stated if we cannot monitor the trash let's cut it back to green waste only. Council Member Fawcett summarized that we eliminate the garbage dumpsters, only provide green waste dumpsters, and approve some overtime to monitor the event appropriately. Mayor Tait stated if we vote now, it gives staff time to set up the event and provide notice in the newsletter. Council Member Wilhelmsen inquired how other cities get a discounted rate for a one-time dump pass. Justin Shinsel stated he is unsure currently but will look into it and report back.

Motion: Council Member Weiss made a motion to provide green waste dumpsters only during Spring/Fall Clean Up and to approve the overtime needed to monitor the event appropriately, second by Council Member Christensen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously.

c. Discussion/possible action to surplus miscellaneous items.

Jennie Knight explained staff is asking to surplus three refrigerators that were replaced with Covid Cares Act money. These were replaced to be in compliance with covid guidelines. They are at the cabin not being utilized.

Motion: Council Member Wilhelmsen made a motion to surplus three refrigerators, second by Council Member Fawcett.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously.

d. 2025 City Goals.

Jennie Knight reported on the 2024 City Goals. The park impact fee analysis will be presented in March. Ben Lomond Views development is moving forward. The project was sold at the end of 2024. The new developer has provided the city with a modified plat. There was a preconstruction meeting held and we should see dirt moving. Flag Ship homes is the new developer. The third goal was hiring a planner but the contracted planner is working well for the city. We will see at the end of the fiscal year how much it cost. Economical and commercial

development is requested to be continued in 2025. Transparency and communication was another goal. We are working with John Gilfoil on a new website to be more transparent. Utility rate analysis has been requested to be continued in 2025. The public works building will be completed shortly. Our Moderate-Income Housing Plan was accepted and we are in compliance. The business license study was completed and adopted. Staff's suggestion for 2025 goals are; adopt an attainable housing ordinance, complete Transportation Plan projects using federal appropriation funds, create a Capital Improvement Plan, re-evaluate and look at strategies for our General Plan and Affordable Housing to ensure compliance with the state, General Obligation Bond Election for the public safety building. Council Member Jackson inquired what would happen if we were out of compliance with our Moderate-Income Housing Plan. Are there fines or daily fees. Brody Flint stated he is unsure what the daily fee is, but it is directly tied to our transportation funds. If you are not compliant your roads will be a lot more expensive. Justin Shinsel stated it is your class B and C funds. Brody Flint explained if you are compliant, you can receive priority funding for transportation projects. Jennie Knight explained there is a daily fee that goes to the Olene Walker Fund but is unsure of the dollar amount. Council Member Fawcett inquired can we post on our website about what would happen if we are not complaint. Jennie Knight stated we can do that.

6. Public Comment

Mayor Tait opened the public comment period.

No public comment was offered.

Mayor Tait closed the public comment period.

7. Mayor/Council Follow-up

Council Member Christensen thanked staff and especially Jill Hunt for their hard work with the audit.

Council Member Weiss reported on the senior luncheon. Justin Shinsel presented to the group. They had a great time.

Justin Shinsel explained we are optimistic that we can move into the new public works building in 30 days. His team has been working with the Ben Lomond developer to get it started.

Bryan Fife explained with the lack of snow his team has been able to work in the parks and get projects done. Boys' basketball is going great with no issues.

Mayor Tait inquired how much are our class B and C road funds a year. Justin Shinsel stated this year it is approximately \$400,000. Brody Flint stated he looked up the fee for non-compliance with the Moderate-Income Housing Plan. The first year of non-compliance will cost \$250 per day, a second year of non-compliance raises the fee to \$500 per day.

8. Closed Executive Session - For the purposes described in UCA 52-4-205(1)(a); for discussion of the character, professional competence, or physical or mental health of an individual.

Motion: Council Member Weiss made a motion to enter a Closed Executive Session for the purposes described in UCA 52-4-205(1)(a); for discussion of the character, professional

competence, or physical or mental health of an individual, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously

Motion: Council Member Jackson made a motion to close a Closed Executive Session for the purposes described in UCA 52-4-205(1)(a); for discussion of the character, professional competence, or physical or mental health of an individual, second by Council Member Christensen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes

The motion passed unanimously

9. Adjournment

Motion: Council Member Weiss motioned to adjourn the meeting, second by Council Member Fawcett.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Fawcett, Yes


The motion passed unanimously.

The meeting adjourned at 8:35 P.M.

ATTEST:




MICHELLE TAIT
Mayor



Jack Fogal
City Recorder
Approved this 11th day of March, 2025