

**MINUTES OF HARRISVILLE CITY  
CITY COUNCIL MEETING  
Tuesday, May 23, 2017 – 7:00 p.m.  
Council Chambers  
363 West Independence Blvd  
Harrisville, Utah 84404**

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**Present:** Mayor Bruce Richins, Council Member Jeff Pearce, Council Member Gary Robinson, Council Member Jennifer Jensen, Council Member Ruth Pearce, Council Member Austin Tracy.

**Staff:** Bill Morris, City Administrator, Sean Lambert, Public Works Director, Bryan Fife, Recreation Director, Lynn Fortie, Treasurer, Jennie Knight, City Recorder, Max Jackson, Police Chief, Glen Gammell, Police Officer, Alicia Davis, Police Officer, Rick Hill, Bailiff.

**Visitors:** Aspen Teuscher, Michelle Tait, Arnold Tait, Kevin Wilhelmsen, Ian Wilhelmsen, Andrew Bassett, James Bassett.

**6:30 P.M. BUDGET WORK SESSION**

Mayor Richins called the budget work session to order.

Lynn Fortie gave an overview of the updated budget work sheet. Several revenue funds were increased; sales tax, franchise tax, plan check fees, and summer camp. The use of fund balance is now \$80,431. Administrative computer equipment and Easter Egg hunt were decreased. Overtime holiday pay and highway safety were removed from police. Supplies and beer tax/alcohol were reduced. Sidewalk repairs were reduced in Public Works and field maintenance and splash pad maintenance were both decreased in Recreation. A note was included that one half of the sewer lines are reviewed for issues each year.

Mayor Richins asked if the garbage fee is current and will cover the expenditures for Waste Management. Lynn Fortie confirmed the charge per can and compared this against what Waste Management will be charging. Mayor Richins said this extension for Waste Management services was signed last July. This should cover the increase in service costs. Lynn Fortie commented he will make any necessary adjustments before the final budget is adopted.

Internal lease revenue decreased because the payments coming from the general fund are reduced. The sale of assets was also reduced; Lynn Fortie included the sale of the bobcat this year because that is when the transaction occurred and the cost is minimal for the new truck.

Council Member J. Pearce asked if sales tax revenue is projected appropriately. Mayor Richins pointed out the remaining fund balance for this fiscal year. The way this current fiscal year is ending; there should be a healthy surplus to cover the lack for next year. Council Member R. Pearce asked if the minutes of April 17<sup>th</sup> staff meeting are correct which include the sale of only two vehicles and the purchase of three vehicles. If

Council approves the purchase of three more vehicles, this would increase the fleet by one car. Max Jackson explained the remaining vehicle would be put into service as an administrative vehicle and also used to cover code enforcement. Council Member R. Pearce expressed concern with increasing the fleet by one car. Council Member Jensen pointed out the code enforcement officer would have to drive his own vehicle. Max Jackson said the city would have to compensate him for mileage. Council Member R. Pearce asked how many hours he would be driving the vehicle. She again expressed her concern with increasing the fleet saying she understood this as selling all three vehicles.

Council Members Jensen and Tracy said they understood we will be keeping the third vehicle, which is a truck. Max Jackson explained the code enforcement officer cannot use a police vehicle. Council Member R. Pearce said the amount of mileage he would be using is minimal. Max Jackson also pointed out a city vehicle would be covered by city insurance. He explained this vehicle could be used by the admin department to attend training and to run other city errands.

Council Member J. Pearce asked about the \$30,000 revenue of the sale of vehicles in the motor pool. Mayor Richins said this is just an estimate. Lynn Fortie explained this will not change the fund balance because the motor pool is separate from the general fund. Council Member R. Pearce again said she is not in favor of increasing the fleet and understood all three cars would be sold. She asked if the maintenance on the truck would continue. Max Jackson said the vehicle will not be used in the same manner and should hold up fine for these purposes. All the police markings will be removed and it will be marked just as any other regular city vehicle. This also gives more validity to the code enforcement officer. Mayor Richins said he thought everyone understood the truck was being kept. Council Members Jensen and Tracy said that was what was discussed in the very first budget meeting.

Council Member R. Pearce requested a study be conducted on the personal use of city vehicles to see if we should be charging fringe benefits to the employees. Max Jackson said the city policy follows any federal regulations. Council Member R. Pearce asked if any vehicles are being used for personal use causing an increase on wear and tear and gas. Max Jackson explained this is definitely a benefit. If Council decides to eliminate these types of benefits they will have to look elsewhere for police services. Council Member R. Pearce again requested a study be conducted. Max Jackson said the only personal use is traveling to and from work, with exception to him. His personal use is included in his contract with the city. Council Member Jensen said if Council starts taking away employee benefits, they will go to other cities. Council Member R. Pearce said she feels these vehicles are getting a lot of mileage on them.

Council Member Jensen encouraged Council Member R. Pearce to take a drive with the employees to see how busy they are. Mayor Richins suggested Council Member R. Pearce conduct the study. Max Jackson pointed out there are national studies showing vehicles are better taken care of when taken home. Sean Lambert said he is the only one in his department who takes a vehicle home because he is on call 24 hours. Bryan

Fife said he is the only parks employee who takes a vehicle home. He said if the city expects him to answer calls at any time of day, a vehicle should be provided.

[Council Member Robinson arrived]

Max Jackson explained officers cannot wear their uniforms to work if they are commuting in personal vehicles. The city would then have to provide gender specific locker rooms and showers to accommodate the regulations. Council Member Robinson asked why the city would have to provide showers; other businesses do not have to provide showers. Max Jackson said this is not comparable. Cities are not businesses. Council Member Robinson said he feels government entities have too many entitlements. He feels we cannot compete with other cities. The only way to keep people is to increase salary. Max Jackson confirmed that exactly. Council Member Robinson feels they will leave anyway. Max Jackson said the majority of the force is committed with half the department starting and ending their careers with Harrisville.

Council Member Robinson said he did not come to participate in the budget work session at 6:30pm because he felt this was a waste of his time. He doesn't feel there is an effort to protect the citizens from a tax increase. Mayor Richins pointed out taxes might have to increase if additional commercial is not brought into our city. Council Member Robinson said he does not feel it needs to be that way.

Mayor Richins declared the budget work session adjourned.

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

#### **1. Call to Order.**

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

#### **2. Opening Ceremony.**

Boy Scout Ian Wilhelmsen from Troop 294 led the pledge of allegiance. Mayor Richins conducted the opening ceremony.

#### **3. Consent Items.**

##### **a. Approve the minutes of May 9, 2017 as presented.**

Mayor Richins requested the minutes specify on page 2, second paragraph "storm water drainage system".

**MOTION: Council Member R. Pearce motioned to approve the minutes of May 9, 2017 as amended. Council Member Robinson seconded the motion. All Council Members voted aye. Motion passed.**

#### **4. Business Items.**

- a. Discussion/possible action to grant preliminary/final approval for C. Cara Bassett Subdivision, a three lot subdivision located at approximately 325 W. 2550 N.**

Bill Morris informed Council this subdivision comes with a positive recommendation from Planning Commission. This is a small three lot subdivision which would normally just have been approved at the Planning Commission level with exception to two lots that come off of a cul-de-sac and will be dedicated to the city. The other lot fronts 2550 North. Processing items include: street improvements that are maintained by Pleasant View, a final complete set of PDF improvements to be signed and stamped by the developer's engineer and submitted to the city, an engineer's cost estimate, and a pre-construction conference with city staff to review construction requirements. With these requirements outlined, staff recommends approval.

Council Member J. Pearce asked if Pleasant View City was okay with the 2550 North improvements. Andrew Bassett said construction is scheduled a week after Memorial Day for the sidewalk improvements. This could possibly be delayed. Bill Morris said he met with another property owner, Mike Chatlain, who has been told the same timeline. Council Member Jensen expressed her desire to have the sidewalk in place by the next school year.

**MOTION: Council Member J. Pearce motioned to grant preliminary/final approval for C. Cara Bassett Subdivision, a three lot subdivision located at approximately 325 W. 2550 N. subject to the engineer's memo and staff and agency comments. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.**

Bill Morris explained a notice of action will be sent out and anyone who is adversely affected by this has 10 days to appeal the decision.

Sean Lambert, as the Building Official, will be available to coordinate the preconstruction meeting.

#### **5. Public Comments - (3 minute maximum)**

Ian Wilhelmsen thanked the Mayor for the opportunity to conduct the pledge at the meeting. He informed Council he has scheduled his Eagle Scout Project which includes replacing the sand at Millennial Park with wood chips. He said animals use this area as a public litter box and there are a lot of bugs and other hazardous issues with the sand. Additionally sand causes issues for disabled individuals trying to use the playground. He thanked Council for this opportunity and plans to complete the project on July 8<sup>th</sup>.

#### **6. Mayor/Council Follow-Up:**

##### **a. New Resident Brochure**

Mayor Richins reviewed the new resident brochure. This includes updated Council Members and Planning Commissioners. Council Member R. Pearce suggested including the new church that has recently come into the city. Mayor Richins requested any comments be email to Laurence.

Mayor Richins asked if Council Member Jensen attended the Communities That Care meeting. Council Member Jensen said she emailed them that she would not be able to attend.

7. **Closed Executive Session** - Utah State Code §52-4-204 & §52-4-205(1)(d):  
The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion the potential purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would: (i) disclose the appraisal or estimated value of the property under consideration; or (ii) prevent the public body from completing the transaction on the best possible terms.

**MOTION: Council Member J. Pearce motioned to close the public meeting and enter into a Closed Executive Session. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.**

<b>Council Member Tracy</b>	<b>Yes</b>
<b>Council Member R. Pearce</b>	<b>Yes</b>
<b>Council Member Jensen</b>	<b>Yes</b>
<b>Council Member Robinson</b>	<b>Yes</b>
<b>Council Member J. Pearce</b>	<b>Yes</b>

**Motion passed 5-0.**

Mayor and Council convened into a Closed Executive Session.

**MOTION: Council Member R. Pearce motioned to close the Closed Executive Session and open the public meeting. Council Member J. Pearce seconded the motion. A Roll Call vote was taken.**

<b>Council Member Tracy</b>	<b>Yes</b>
<b>Council Member R. Pearce</b>	<b>Yes</b>
<b>Council Member Jensen</b>	<b>Yes</b>
<b>Council Member Robinson</b>	<b>Yes</b>
<b>Council Member J. Pearce</b>	<b>Yes</b>

**Motion passed 5-0.**

8. **Business Items cont.**  
c. **Discussion/possible action to approve a Bill of Sale.**

**MOTION: Council Member Jensen motioned to approve the acquisition of water shares in the amount of \$6,480 plus transfer fees. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.**

<b>Council Member Tracy</b>	<b>Yes</b>
<b>Council Member R. Pearce</b>	<b>Yes</b>
<b>Council Member Jensen</b>	<b>Yes</b>
<b>Council Member Robinson</b>	<b>Yes</b>
<b>Council Member J. Pearce</b>	<b>Yes</b>

**Motion passed 5-0.**

**9. Adjourn.**

Mayor Richins declared the meeting adjourned at 7:34 p.m.

**ATTEST:**

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**BRUCE RICHINS**  
Mayor

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**JENNIE KNIGHT**  
Approved this 13<sup>th</sup> day of June, 2017