

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING**
Tuesday, January 10, 2012 – 7:00 p.m.
Council Chambers
363 West Independence Blvd.
Harrisville, Utah 84404

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

STAFF: Gene Bingham, Public Works Director; Pamela Crosbie, Finance Director; Jennifer Morrell, City Recorder; Bill Morris, City Administrator.

VISITORS: Ruth Pearce, Jeff Pearce, Jeff Ambrose, Jim Mackley, Amber Weston, Roger Shuman, Kaitlin Fowler, Don Knighton.

7:00 P.M. CITY COUNCIL MEETING

1. Mayor Richard Hendrix called the meeting to order and welcomed all visitors.
2. Mayor Hendrix led the Pledge of Allegiance and City Recorder, Jennifer Morrell, administered the oath of office to new Council Members Paula Knighton, Michelle Tait, and Grover Wilhelmsen.
3. **CONSENT ITEMS**
 - a. **Approve the minutes of December 13, 2011 as presented.**

No comments.

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

4. BUSINESS ITEMS

- a. **Presentation of 2010-2011 auditors' report.**

The annual audit report was presented by the City Auditor, Jeff Ambrose. He expressed appreciation to the office staff for their help in providing information for the audit. He reviewed the independent auditors report from page 1 and encouraged Council Members to read through the entire report. He pointed out that the "Management's Discussion and Analysis" portion was an overview prepared by Treasurer Lynn Fortie and gives a good comparison from the prior year.

(The following is a brief summary of each financial report given by Mr. Ambrose.)

Statement of Net Assets. No changes from 2010 to 2011 except in capital assets which shows an increase due to infrastructure contributed by developers. The city has virtually no debt and there is no long term debt which is an enviable position to be in. Total assets have increased.

Statement of Activities. This is the same as an income statement and the focus is the cost of providing services to the citizens. He discussed the expenses and pointed out that there is \$1.5 million in expenses that are not recovered by specific charges which is why taxes have to be levied to make up the difference. Expenses were higher this year than last year but there was still an increase in net assets.

Balance Sheet. This represents general funds and capital project funds. The significant change is that general fund cash is down from the prior year. He explained the new terminology in the fund balance

section such as restricted fund balance (outside restriction on how it is used) and assigned fund balance (city has discretion to designate for specific areas).

Statement of Revenues, Expenditures, and Changes in Fund Balances. Total revenues are down from the prior year but may be a carry-over from the weak economy. Sales and franchise tax are down, as well as revenue from licenses and permits. The decrease to the general fund balance was \$109,000.

Proprietary Funds. The enterprise funds are reported separately because they should cover costs with their own service charges and revenue sources. The big change is that utility assets increased, mainly due to construction by developers. The garbage fund is still overdrawn from the previous year but is doing better than in past years. The storm water and sewer funds are capital intensive so it is okay to have healthy funds in those areas so you do not have to borrow money.

Statement of Cash Flows. All funds have increased except for the storm water fund.

Notes to Financial Statements. This includes a detailed breakdown on how capital assets increased with most of the increase contributed by developers. It shows the total revenues, which are less than anticipated. Mr. Ambrose said some of the decrease can be attributed to grants that did not come in but added that sales tax revenue was less than budgeted, probably due to the poor economy. It also noted that two departments were slightly over budget but overall expenses were down.

Mr. Ambrose concluded by stating the city was in compliance with state issues and said there was no problem with the audit; however, he suggested that the city attempt to monitor its budget more closely due to the two departments that overspent.

Council Member Richins asked which two departments overspent. Mr. Ambrose said it was the Justice Court and the Building Inspector which was a minor amount - \$128 and \$579 respectively.

b. Discussion and/or possible action to approve the bid award for the 750 W. storm drain project.

Gene Bingham, Public Works Director, discussed the bid opening and said the price they received was much less than anticipated but added that the contractor is very reputable. He reminded Council Members that the capital facilities and storm strain plan was approved last March. He said this is the lower portion from what was done last year near Moore's restaurant.

Mr. Bingham said the best way to alleviate the drainage problems is to pipe it. He said this will have a direct impact on the development of the city property on 750 West and will help the golf course property if it is ever developed. He explained that the costs will be recouped from developers if the golf course is developed and will help if the city property is sold.

Council Member Richins asked where the water would drain to. Mr. Bingham said it would ultimately drain into the canal. Council Member Knighton asked if this contractor had done work with the city before. Mr. Bingham said they have done work for the city in the past and assured the Council that even though the bid was low they are a good company and did good work on a fairly technical job.

MOTION: Council Member Richins motioned to approve the 750 West Storm Drain Project and award the contract to B & K Fox Contractors for \$48,406. Council Member Wilhelmson seconded the motion. All Council Members voted aye. Motion passed.

c. Discussion and/or possible action to approve Ordinance No. 445, Land Use Performance.

Bill Morris, City Administrator, said this is coming from the Planning Commission with a positive recommendation. He reviewed each page of the ordinance with Council Members and explained that performance standards relate to different types of construction activities such as regulating construction

hours, glare, heat, vibrations, pollution, waste and discharges, odors, exterior lighting, noise, and mechanical buffering. He said we are trying to mitigate the impact of these activities and noted they will be in chapter regulations applicable to more than one zone.

Council Member Tait asked who would enforce this ordinance. Mr. Morris explained that it would come under code enforcement or possibly the building inspector. A typographical change was noted – “sewerage” should be “sewer”.

MOTION: Council Member Tait motioned to approve Ordinance No. 445, Land Use Performance Standards with the changes mentioned. Council Member Wilhelmsen seconded the motion.

A roll call vote was taken.

Council Member Allen	Yes
Council Member Knighton	Yes
Council Member Richins	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

The motion passed 5-0.

d. Discussion and/or possible action to approve Ordinance No. 446, Sewer Services Updated.

Mr. Morris said that during the flooding in August they began researching the sewer ordinance. He explained that the existing two sewer ordinances were old and had never been codified. He said Ordinances No. 214 & No.16 were combined and updated with new regulations to create this proposed ordinance. He reviewed the ordinance and said it is in line with the Public Works Standards, the municipal code, building codes, the health authority, and the sewer district.

He explained the prohibited conduct for item 8 which includes unauthorized connection to the sewer line. He mentioned the use of approved materials when making a connection or putting in a sewer line. He also discussed the connection fees and permits as well as inspection and enforcement.

Mayor Hendrix noted a typographical error in the titles.

MOTION: Council Member Allen motioned to approve Ordinance No. 446, Sewer Services Updated with the changes mentioned. Council Member Tait seconded the motion.

A roll call vote was taken.

Council Member Allen	Yes
Council Member Knighton	Yes
Council Member Richins	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

The motion passed 5-0.

e. Discussion and/or possible action to approve Ordinance No. 447, Limited Access Facilities.

Mr. Morris explained that this ordinance will give the city more control with where the access points are located and possibly reduce the number of access points or join access points. He said this will eliminate congestion and hazards. He also noted the benefit of the ordinance when new business and development comes in. He said this will ensure that intersections are lined up and access points are co-located for multiple properties.

Mr. Morris explained why we want to limit access points into other jurisdictions. The city wants to prevent those jurisdictions from gaining all of the money from the development but accepting none of the responsibility for the traffic. He said this will also increase public safety and create a better environment for pedestrians. He pointed out that existing access points are exempt; this is for future development.

Council Member Knighton asked why this would only apply to West Harrisville Road and Larsen Lane and suggested adding 2550 West. Mr. Morris explained that the city is not the highway authority on 2550 West because it is owned by Pleasant View City. He said there is a possibility of 750 West being added.

MOTION: Council Member Tait motioned to approve Ordinance No. 447, Limited Access Facilities. Council Member Wilhelmsen seconded the motion.

A roll call vote was taken.

Council Member Allen	Yes
Council Member Knighton	Yes
Council Member Richins	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

The motion passed 5-0.

f. Confirm the date, time, and place of Harrisville City Council meetings for 2012.

No discussion.

MOTION: Council Member Richins motioned to approve date, time, and place for Harrisville City Meetings for 2012. Council Member Allen seconded the motion. All Council Members voted aye. Motion passed.

g. Discussion and/or possible action authorizing staff to proceed with application for the 2012 Weber County R.A.M.P. grant.

Mr. Morris explained the park reconstruction plan was done in three phases. He said phase 1 & 2 are complete and now we would like to apply for a R.A.M.P. grant for phase 3. He said this would include new parking, landscaping, and lighting as well as demolition of the old white building.

Council Member Allen asked if it included a security system. Mr. Morris said it is just security lighting. He said the total estimated cost is \$160,000. The grant would propose \$100,000 from R.A.M.P. and \$60,000 contributed by the city.

MOTION: Council Member Tait motioned to approve application of R.A.M.P. grant for phase 3 of the main park project. Council Member Richins seconded the motion. All Council Members voted aye. Motion passed.

h. Discussion and/or possible action on appointment/reappointment of Planning Commission members.

Mayor Hendrix mentioned there are some vacancies on the Planning Commission. He is proposing that Paula Knighton, new City Council Member, be replaced by Dave Stephenson for a four year term; Kathy Hohosh, who has served well, be replaced by alternate Dave Eckersley for a five year term; Steve Weiss be reappointed to serve a four year term; and Tyler Malmrose appointed as alternate for a five year term.

Council Member Tait asked why the terms are four or five years. Mayor Hendrix explained that you cannot have everyone's term expiring at the same time. He asked if there were any concerns. All Council Members felt these would be good appointments.

MOTION: Council Member Knighton motioned to approve the appointments and reappointment of the Planning Commission members as given by Mayor Hendrix. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.

5. PUBLIC COMMENTS

Jeff Pearce, 295 E. 1150 N., asked if everyone was aware that former mayor Bill Shurtleff had passed away, noting he was the third mayor of Harrisville.

6. MAYOR/COUNCIL FOLLOW UP

Mayor Hendrix said there are two businesses in town that have closed their doors, Moore's and Boccia's, and discussed the businesses that would be replacing them. Mayor Hendrix also mentioned the possibility of rescheduling the retreat from January 31st to a later date. He said we would be having a work session at the next scheduled meeting on the 24th to discuss items relating to splash pad policies and hiring a new employee.

Jennifer Morrell, City Recorder, discussed upcoming training through the Utah League of Cities and Towns (ULCT) and the respective registration dates. She also asked who needed a new Powers and Duties handbook.

7. ADJOURN

Mayor Hendrix moved to adjourn at 8:15 p.m.

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

RICHARD HENDRIX
Mayor

ATTEST:

JENNIFER MORRELL
City Recorder

Approved this 24th day of January, 2012