



HARRISVILLE CITY

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

MAYOR:

Bruce N. Richins

COUNCIL MEMBERS:

Grover Wilhelmsen
Michelle Tait
Jeffery Pearce
Jennifer Jensen
Jennifer Morrell

**CITY COUNCIL MEETING
AGENDA
363 West Independence Blvd
August 26, 2014**

"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 Bruce Richins
Mayor Pro Tem: Jennifer Morrell

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE & OPENING CEREMONY** [Jeffery Pearce]
- 3. CONSENT ITEMS**
 - a. Approve the minutes of July 22, 2014 as presented.
- 4. BUSINESS ITEMS**
 - a. Discussion/possible action to approve Harrisville City Resolution 2014-09; a resolution of Harrisville City, Utah, Enacting Field fees for parks and recreation; and rental agreement; and providing an effective date. [Mayor Richins].
 - b. Discussion on the separation of duties/records with police and court. [Chief Max Jackson]
 - c. Update: Law Enforcement Towing Procedure [Chief Max Jackson]
- 5. PUBLIC COMMENTS - (3 minute maximum)**
- 6. MAYOR/COUNCIL FOLLOW-UP**
- 7. ADJOURN**
- 8. HERITAGE DAYS FOLLOW-UP**

DATE POSTED: August 22, 2014

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 and the State Public Meeting Notice website at <http://pmn.utah.gov>.

MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, July 22, 2014 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404

Present: Mayor Bruce Richins, Council Member Jennifer Morrell, Council Member Jeff Pearce, Council Member Grover Wilhelmsen, Council Member Jennifer Jensen, Council Member Michelle Tait.

Staff: Bill Morris, City Administrator, Jennie Knight, City Recorder.

Visitors: Ruth Pearce, Patricia Young.

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.

Council Member Morrell led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of June 24, 2014 and July 8, 2014 as presented.

MOTION: Council Member Pearce motioned to approve the minutes of June 24, 2014 and July 8, 2014 as presented. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. Discussion/possible action to approve Harrisville City Ordinance 467; an ordinance amending section 11.10.020 of the land use ordinance relating to home occupation/ making technical changes; severability; and providing an effective date.

Bill Morris informed Council that the only outstanding item left to address is the preschool. He had inserted a new line "k" that was modeled after North Ogden. He defined the term preschool and the accompanying regulations and explained that the building code is cited regularly throughout this ordinance. Council Member Pearce asked if North View Fire Department was referenced regarding fire code. Council Member Jensen asked if this includes two classes per day. Bill Morris said this only includes one session currently but this can be updated. Mayor and Council agreed to allow two sessions of preschool per day.

MOTION: Council Member Jensen motioned to approve Harrisville City Ordinance 467; an ordinance amending section 11.10.020 of the land use ordinance relating to home occupation/making technical changes; severability; and providing an effective date with the amended change. Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.

Council Member Morrell	Yes
Council Member Jensen	Yes
Council Member Pearce	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

Motion passed 5-0.

- b.** Discussion/possible action to approve Harrisville City Resolution 14-08; a resolution updating the Harrisville City Cabin reservation fees, deposit amount, and rental agreement; and providing an effective date.

Bill Morris informed Council this resolution is updating the cabin fees and reservation agreement. He reviewed the current policy and gave a brief history of the pros and cons of requiring a deposit. He said the cleaning costs would be included with the rental fee in circumstances where a deposit is not required. He also compared the costs of rental fees in Marriott-Slaterville City. Jennie Knight gave a brief overview of the issues associated with the rentals. Council Member Wilhelmsen asked what the procedure is for collecting on broken or destroyed items. Mayor and Council gave discussion about how to implement this new policy. Council Member Morrell suggested these increased fees be saved for future improvements toward the cabin. Jennie Knight pointed out the rental fees will also be incorporating the sound system with the new keyless entry system. Bill Morris reviewed the proposed fees and deposit requirement. Council Member Wilhelmsen said the number of people included in a large party can vary. Council Member Jensen asked if there could be two rates set for weddings. Mayor and Council gave discussion about the limits on reservations. Bill Morris also pointed out section three which allows the city recorder to amend the cabin rental agreement not including the fees.

MOTION: Council Member Morrell motioned to approve Harrisville City Resolution 14-08; a resolution updating the Harrisville City Cabin reservation fees, deposit amount, and rental agreement; and providing as effective date with the fees as proposed by staff. Council Member Tait seconded the motion. A Roll Call vote was taken.

Council Member Morrell	Yes
Council Member Jensen	Yes
Council Member Pearce	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

Motion passed 5-0.

5. Public Comments - (3 minute maximum)

Pat Young, 140 W 2025 N, agreed with the council's proposal for the updated cabin reservation contract. She said when she rented the cabin in the past; she felt having the deposit was very helpful. She asked who determines whether damage has occurred during a reservation or not. She expressed some concern with who is held responsible for existing damage. Jennie Knight gave a history of how the cabin is checked by the cleaner, and who determines what existing damage is.

6. MAYOR/COUNCIL FOLLOW-UP

Mayor Richins informed Council that Gene Bingham has been authorized to rough up the cement over at the bowery. He explained a demonstration was held showing a machine that creates a slight rough surface to eliminate the slippery surface. An existing trip hazard was actually removed during this demonstration. Mayor Richins said this will be available for use throughout the city. He also informed Council another person recently slipped during an activity at the bowery. He said they will be scarifying these hazardous areas.

Council Member Jensen brought up her concern with recreation teams using the park field without paying a fee. She said we are the only city that does not charge. She suggested starting a fee schedule. Bill Morris proposed a standard \$100 fee per team per season. He will write up a resolution adopting this fee.

Council Member Jensen said she received an email from an individual who called and wanted to hold a disc golf tournament. She suggested implemented a policy and fee schedule for the disc golf course. Mayor Richins asked if Council was aware of the response that Bryan Fife gave to this individual. He explained the RAMP grant paid for these facilities. Mayor and Council gave discussion about how this could be implemented if possible. Bill Morris clarified the RAMP grant allows a small fee. Mayor Richins said he will forward the response Bryan Fife sent out, he thought this was well addressed. Bill Morris suggested Council only allow tournaments during the week and that no modification to the watering schedule will be made. Bill Morris said RAMP regulations dictate the facility be made available to the public so many hours and days per week. Council Member Jensen suggested allowing a tournament day during the week. Mayor Richins pointed out the bottom line is this was installed for residents. Council Member Jensen said there are a lot of clubs playing. Bill Morris said Council can select the least used day of the week. Mayor and Council agreed to future discussion on this item.

7. Adjourn.

Mayor Richins motioned to adjourn at 7:52pm.

8. HERITAGE DAYS WORK SESSION

Council Member Morrell said the parade flyers are ready. Council Member Jensen said the recreation booth is making a reusable sign that lists the signups and dates for all of the recreation sports. She said the kendama guy requested a sign for the booth. He likes to sell his kendamas. Mayor and Council agreed if he plans to sell kendamas he

will be considered a vendor. He would need to provide his own sign. Providing signs would be unfair to other vendors. If he doesn't run this activity, Council Member Jensen said she can handle this.

Council Member Jensen said Bryan Fife indicated he has the recreation booth under control. Council Member Morrell asked about the bingo tent, to be sure to address the concerns for access for participants. Mayor and Council agreed to place the large tent for bingo in the usual spot North of the bowery. Council Member Morrell said she will be working with Jennie Knight to put more announcements on Facebook. Council Member Jensen suggested promoting the 5K flyer to like and share to receive a free entry for the night run. Council Member Morrell reported the disc golf tournament is being handled by Bryan Fife. She asked for follow-up on the regular golf tournament. Mayor Richins said he thought this item was running itself.

Council Member Tait asked when the flyers for the parade need to be delivered. Council Member Morrell said they had agreed on the Tuesday before Heritage Days. They gave a brief discussion about where to put these flyers. Council Member Tait said youth city council will be doing a vendor booth. There will be no charge for participants for this booth. Council Member Morrell said she is collecting all prizes and distributing these items for each activity. Mayor and Council gave discussion about which items need prizes.

Council Member Wilhelmsen gave an update on the pinewood grand prix. He said they still need help. They have hired Kyle Klingel Smith who has his own four car track. He has up to 70 ft of track. This is longer than normal and they will probably only run 60 ft. There will be bleachers on the sides of the track for spectators. There will be another track on the side for practice as well. This individual also has practice cars and others on display.

[Council Member Jensen excused at 8:20pm]

The pinewood grand prix provider was referenced by another track. He will be charging \$100 for a quality track with the electronics included. Phil Sotomayer with State Farm Insurance will be sponsoring \$200.00. Robin Stout said he will have some banners made to advertise. He will be putting on the Heritage Days logo with the date. Mayor and Council gave discussion about what to include on the signs.

Jennie Knight informed Council Craig Call of Call Motor Company made a donation for \$100. Council Member Morrell said this could be used for grand prix prizes.

Council Member Morrell said most of the activities are covered but there is a need for more advertisements. There have been a few glitches with distributing the postcard. Robin Stout will be posting banners. Bryan Fife was going to post the "A" frame recreation signs. The advertisement is also running in ward bulletins.

There will be four banners throughout the city. Council Member Morrell suggested focusing advertising on the pinewood grand prix. Council Member Tait said they have distributed large flyers throughout the city in the past. Mayor and Council gave discussion about advertising places. Council Member Morrell showed an example of what will be used for the postcards.

Mayor Richins asked where the parade signs are located. Mayor and Council agreed these are likely stored over at the bowery.

Council Member Morrell asked what was included with fence advertisements. Past advertising efforts were discussed. They gave discussion about giving out prizes for the grand prix instead of trophies.

Mayor Richins said he will follow-up with Wal Mart. Mayor and Council gave discussion about items for the sawdust scramble and ordering the money. They also discussed allowing people to register at the time of events. The software used for the pinewood grand prix will be irrelevant unless people are preregistered. Robin Stout suggested having another side category for individuals who sign up on the spot. Mayor Richins motioned to adjourn at 8:39p.m.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT
City Recorder
Approved this 26th day of August, 2014

DRAFT

**HARRISVILLE CITY
RESOLUTION 2014-09**

RECREATION FIELD FEES

**A RESOLUTION OF HARRISVILLE CITY, UTAH, ENACTING
FIELD FEES FOR PARKS AND RECREATION; AND RENTAL
AGREEMENT; 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, *Utah Code Annotated* §10-3-717, 1953 as amended, authorizes the City to exercise administrative powers by resolution, including, setting fees and regulating the use and operation of municipal property such as parks and buildings;

WHEREAS, the City allows residents and businesses within the City to reserve and rent certain public facilities for private events as a public service of the City;

WHEREAS, the City is making improvements to certain public facilities that require modification of fees and rental policies;

WHEREAS, the City has experiences increased costs associated with the reservation and rental of public facilities and desires to recoup the same;

WHEREAS, the Mayor and City Council desire to update the reservation fees for certain public facilities and authorize City staff to update the rental policy accordingly;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City, Utah, as follows:

Section 1: Recreation Field Rental Fees.

1. Seasonal Recreation Field Fee (Valid for 3 month season, practice and game dates are to be schedule in advance with the city): \$100.00 per team, per field.
2. Golf Tournament (each Tuesday is tournament day): \$250.00.
3. Other Tournament or Recreation Event (so long as not conflicting with other authorized events): \$100.00 per field, per day.

Section 2: Updated Rental Agreement.

The City Council hereby delegates authority to the City Recorder and City Administrator to maintain and update any rental agreement related to parks and recreation as needed. Updates to said agreement may be made to resolve conflicting policies, to provide efficiency, to promote the safety and security of public property, and as otherwise determined by City administrative staff to be in the best interest of the City.

Harrisville City, Utah
Resolution 2014-09 – Recreation Field Fees

Section 3: Effective Date.

This Resolution shall be effective on September 1, 2014.

PASSED AND ADOPTED this ____ day of _____, 2014.

HARRISVILLE CITY:

BRUCE RICHINS, Mayor

ATTEST:

JENNIE KNIGHT, City Recorder

Roll call vote is as follows:

Mr. Wilhelmsen	Yes	No
Ms. Tait	Yes	No
Mr. Pearce	Yes	No
Ms. Jensen	Yes	No
Ms. Morrell	Yes	No