

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, July 12, 2016 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404**

Present: Mayor Bruce Richins, Council Member Jeff Pearce, Council Member Gary Robinson, Council Member Jennifer Jensen, Council Member Mike Murtha, Council Member Ruth Pearce.

Staff: Bill Morris, City Administrator, Sean Lambert, Public Works Director, Shanna Edwards, Planning Commission Secretary.

Visitors: Tyler Rickey, Aspen Teuscher, Austin Tracy, Maddy Richey, Melissa Richey, Joel Prince, Michelle Tait, Rod Thompson, Jared Thompson, Krislyn Murray, Nicholas Joe Thompson, Susan Thompson, Allyson Martin, Fiona Schroeder, Axel Nelson, Mike Hanson, James Martin, Chase Freebairn, Makaiya Nunn, Rex Warner, Rob Lundell, Maria Hurd, Cray Woods, Benson Kunsler, Nicholas Lundell, Brad Hurst, Kayin Maxwell, Greg Morrison, Ethan Schroeder, Eric ?, Ann Richins.

6:00P.M. HERITAGE DAYS WORK SESSION

Council Member Murtha commented that Council Member Jensen has done a great job with the 5K. Council Member Murtha reported to council on what has been put in place. Lee's Market & Smith's Food King are providing oranges, chocolate milk, ice, and water. He said that when a Google map of route is decided, it will be posted on the running web site. Council agreed to charge entrance fee of \$25. Council Member Jensen showed samples of medals the runners will receive. They will also receive shirts as well as every volunteer. She ordered 100 shirts and was able to get a better deal than last year. She reported the number of shirts ordered for each size and Council agreed to add 5 extra large. She will wait to order shirts until they receive entry fees for the run. She has linked runners website to Harrisville's so they are aware of the run. She will have the map of the route done by Friday. Council Member Murtha has a call into Fremont's running team for support for the 5K and time keeping (Amy Savano). If they cannot do the support for 5K, Murtha and Jensen will find someone else.

Mayor Richins said public works is not anticipating doing any set up for Heritage Days until they are told. He reported Chili's is committed to be there with food; city may possibly subsidize them. Council Member Ruth Pearce stated that if Chili's is subsidized, the food truck should be also. Mayor Richins will get a price list from Chili's. Council Member Jeff Pearce will get food truck price list.

Council Member Jensen reported the cost for the hypnotist is \$700 with \$350 paid up front and \$350 after the performance. He will be there from 6:30 p.m. to 7:50 p.m. Council Member Jensen and her husband will give out 5K awards from 6:00 p.m. to 6:30 p.m. The sound system will bring his own sound system the day of event. Council

Member Murtha will check out the city sound system which they may need to use for the 5K. Council Member Jeff Pearce reported he has a signed contract for the sound system for a cost of \$500 (Galaxy-Todd Manning).

Council Member Jeff Pearce reported there are sawdust bales in the storage room for the sawdust scramble. America first will donate \$100 and Council Member Ruth Pearce will contact Wasatch Peaks Credit Union for a donation. Council Member Ruth Pearce reported the ring toss and other games will be handled by CERT volunteers. City Council agreed to do the sawdust scramble and fish pond.

Council Member Jensen said she does not feel they need to do Bingo. Council agreed that public works will not need to put up the big tent. Council Member Jensen said when the dance starts it is just one big party and people stay around until the fireworks after dark. Council Member Murtha said they need to keep Heritage Days simple. He favored having the hypnotist, sawdust scramble; eliminate Bingo, ring toss, etc. Council Member Jensen said to cut out fish pond, have the city council just do sawdust scramble and start it at 7:55 pm. Mayor Richins suggested using the Youth City Council to manage the sawdust scramble. Council Member Jensen suggested inviting those attending to come get tickets for prize drawings without paying a raffle ticket fee. Council Member Jensen suggested asking Walmart for soda pop and water. She said last year she bought 50 Walker Movie tickets for cost of \$200, and they gave her an additional 50. The tickets are worth \$16 each. Mayor Richins reported the city paid for enough fireworks to last about 20 minutes at a cost of \$5,200. Council Member Murtha favored Heritage Days going more in the direction of what the majority citizens seem to enjoy like the dance fireworks and eliminate other events.

Council Member Jensen had signs made up last year for 5K and Heritage days that will be reused this year by changing the vinyl date. She will give the signs to Parks Director Bryan Fife tomorrow to put up. She has ten signs for Heritage Days plus two for the 5K. Council Member Murtha suggested Council standardize where they want to place signs in the city so they can be put in the same spot each year. Council Member Ruth Pearce admitted that she does not like the loud music and crowds. Council Members Murtha and Jensen favored scaling back this year, and taking feedback from citizens to give direction for future. Mayor Richins said the feedback he has already received is concerning lack of a parade. Council members agreed that citizens do not support the daytime activities.

Bill Morris arrived and said he will take care of getting \$5 gift cards from Toads. Council Member Jeff Pearce will see how many cardboard waste management containers the city has and if they need more for Heritage Days. He said the information booth (command center) is mandatory. This will be in the gazebo. Mayor Richins mentioned to Sean Lambert the need for tarp shades at the bowery. The big tubs for drinks and ice need to be located and ice will need to be purchased for these. Council Member Jeff Pearce suggested using block ice. Council Member Jensen said Lee's is donating ice for the 5K. She said she used 30 bags last year for the 5K and 35 bags last year for Heritage Days. Council Member Jeff Pearce will see if he can get the ice donated for Heritage Days.

Council Member Robinson arrived. Council took a 10 minute break.

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 Jeff Pearce led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of June 14, 2016 as presented.

Mayor Richins asked for the STPP acronym to be clarified on page 10 as the Surface Transportation Policy Partnership.

MOTION: Council Member J. Pearce motioned to approve the minutes of May 24, 2016 with correction. Council Member Robinson seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **PUBLIC HEARING:** Discussion/possible action to approve Assignment and Assumption of Development Agreement for Golf View Phase 2 Townhomes.

Bill Morris reported that the original developer entered into the development agreement in 2002. That developer has since sold development and the new developer wants to amend the appearance of the buildings. Residents have been notified and they are invited to make public comment.

MOTION: Council Member R. Pearce motioned to open a public hearing for discussion/possible action to approve Assignment and Assumption of Development Agreement for Golf View Phase 2 Townhomes. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.

No public comments were offered.

MOTION: Council Member J. Pearce motioned to close the public hearing. Council Member Murtha seconded the motion. All Council Members voted aye. Motion passed.

Joel Prince said he prepared a power point presentation but he does not feel it is necessary since there were no public comments. Council Member Jensen asked if the new look will aesthetically match what exists, or will it be completely be different. Joel Prince said it will be completely different, but the footprint will be the same. It will be similar to Phase 2 but with better exteriors. They will match the quality of exterior

materials for maintenance. Council Member Jensen said changing the exterior makes the development look haphazard like it does not belong together. Joel Prince said the new units will have attached garages. Although it was noticed in the Newsletter, Council Member Jensen said she does not think residents are aware. Joel Prince said he will let residents know of the changes as they go along so it is no surprise.

MOTION: Council Member R. Pearce motioned to approve the Assignment and Assumption of Development Agreement for Golf View Phase 2 Townhomes. Council Member Murtha seconded the motion.

Council Member Jensen asked about a basketball court and playground that she understood were included on the initial plan. She does not see them on the new plan. Joel Prince said he is not aware of these. Phase 1 has the playground and he said that if Phase 2 includes a basketball area, it is not on the original plan. There is a circle on the plan, but no detail of the circle is provided.

Bill Morris asked Joel Prince to email his presentation to the city recorder so it will be available if residents come in with questions.

A Roll Call vote was taken.

Council Member R. Pearce	Yes
Council Member Murtha	Yes
Council Member Jensen	No
Council Member Robinson	Yes
Council Member J. Pearce	Yes

Motion passed 4-1.

b. Rural Community Presentation.

Mayor Richins introduced Mike Hansen. Mike Hansen outlined his experience and said that their company emphasizes smaller communities. He said it is important to have the right plan at the right time for the right reason. He said a planner from outside the city may see things those from within cannot. Harrisville's 20-year old general plan is not a real plan. The city needs to get a plan in place, and they need outside perspective. He said Mayor Richins took him on a tour of the city, and he can see opportunities here. The city needs something visual that will let people know when they come into Harrisville. Goals need to be determined and established on what the city is trying to build. He suggested a community shared plan so the city can align investments with what is said in the plan. The plan provides justification when the city is ask for funding and backs up what the community wants. This is essential to receiving funding. It must be in the General Plan. He mentioned the need for a bottom foundation, vision, and a mantra "Harrisville is..." From that the city can build the general plan which turns into capital improvements. He complimented the city on their outstanding Zoning Ordinance. He said the Land Use Ordinance has to be justified by General Plan with the Municipal Code feeding into the General Plan. He provided information and experience of other people he works with that would be brought into the project.

He was not aware that Harrisville has adopted both a Moderate Income Housing and Transportation plan. Bill Morris said the Harrisville Transportation Plan is fairly current but may not contain the quality of asphalt required by the LTAP Grant that Mr. Hansen mentioned. Bill Morris offered to provide Mr. Hansen with the Transportation, Moderate Income Housing, and Capital Facilities Plans, as well as the power point presentation he gave at the June 8, 2016 Planning Commission meeting. Mr. Hansen asked about the time frame for completion of the General Plan Update. Bill Morris mentioned possibly by the end of the year. Because it is an expense for the city, Council Member Murtha said the main concern is getting it done right. Bill Morris requested the city receive their bid within two weeks.

c. Discussion/possible action to approve Harrisville Resolution 2016-08; Certified Tax Rate.

Bill Morris reported the tax rate is .00123 for 2016 property taxes collected in November. He clarified property tax is not being raised. By approving this resolution, Harrisville is ratifying the rate imposed by Weber County. Adding value to property or receiving a windfall from building permits such as the LDS Cannery will raise tax revenue received, but tax received from existing property will not change unless owners make improvements that increase the value.

MOTION: Council Member Murtha motioned to adopt Harrisville Resolution 2016-08; Certified Tax Rate. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.

Council Member R. Pearce	Yes
Council Member Murtha	Yes
Council Member Jensen	Yes
Council Member Robinson	Yes
Council Member J. Pearce	Yes

Motion passed 5-0.

d. Discussion/possible action to grant Preliminary Approval for Thoroughbred Crossing; a 23-lot subdivision located east of Thoroughbred Meadows Subdivision on Larsen Lane.

Chase Freebairn said they were the home builders for Thoroughbred Meadows and this subdivision includes the same lot sizes, zoning, and is basically the same product. Council Member Jeff Pearce mentioned there are 24 items on the engineer's letter that need to be finished prior to final approval. Chase Freebairn said most of the items apply to final approval. Once they receive preliminary approval tonight, they will move forward with improvement drawings. Staff will address these items at project management meeting. Council Member Robinson asked how long before it will be on the agenda for final approval. Bill Morris explained the subdivision approval process.

MOTION: Council Member Jensen motioned to grant preliminary approval for Thoroughbred Crossing Subdivision. Council Member R. Pearce seconded the motion. All Council Members voted aye. Motion passed.

e. Storm Water Management plan Update.

Sean Lambert gave a summary of the Storm Water Plan. This document was adopted in 2002 and updated in November 2010. It is now being brought up to date to meet new standards. He mentioned that Low Impact Development (LID) will have a large impact on the city. The state requires all storm water to be retained on site. It impacts curb and gutter design. Sean Lambert said he is looking into different practices and seeking the best practices for Harrisville to incorporate to meet the low impact road requirements. Some changes have been made to the document. When he gets into the incorporating LID, it will require ordinances be amended or adopted. The state is holding all cities along the Wasatch Front to the same time line for adoption, January 1, 2017. This is a living document. It needs to be updated every six years. Bill Morris explained that this falls under the Federal Clean Water Act. Utah State administers that act through the Depart of Environmental Quality. The population increase along the Wasatch Front is starting to impact water quality. Required flyers are being set out to residents with their water bill every other month to cover the requirement. Mayor Richins asked about teaching how to improve water quality in the schools. Sean Lambert reported there is a water fair every year at the Weber County Fair Grounds. Mayor Richins asked scouts in the audience if they had ever been to the water fair when they indicated they had. He asked them to respond about the water fair during the public comment portion of the agenda. Bill Morris said that when this document is approved, it will be uploaded on city website. This was placed on the meeting agenda to make council aware that updates are taking place. Public Works Director, Sean Lambert, will continue to make necessary changes to it.

5. Public Comments - (3 minute maximum)

Michelle Tait, 775 N. Harrisville Road, thanked the public works department for cleaning up around the retention pond in front of her home. It does need to be mowed, and she commented about the lower elevation of the storm drain in the left turn lane onto North Harrisville Road from Highway 89. Council Member Jensen said she has called Jessie Kidd, Greenwood Charter School, but she has not yet agreed to meet. They need to keep the momentum going for the charter school to get access through to 1100 North.

Brad Hurst, 1019 1st street, reported that he attended the water fair mentioned earlier in the meeting and it was a lot of fun and said it was great experience.

Craig Wood, 548 Cinnamon, commented on the splash pad and thanked the city council for providing it.

Alison Martin, 256 W. 2550 N., mentioned concern with the way the Farmer's Market is going. The person running it seems to be more interested in her booth than helping with overseeing the market and helping others. There is no organization. Vendors are saying

they are not coming back. If something is not done, it will not succeed. Council Member Ruth Pearce asked for her email information.

Aspen Teuscher, 1825 N. Hwy 89, said she is disappointed about not having a parade with Heritage Days this year.

Makaiya Nunn, 993 Harrisville Rd., said the Heritage Days parade is going to be missed this year.

Krislynn Murray (Mayor Youth City Council), 1012 W. 1650 N, said she always looks forward to the parade. She said that the Youth City Council could help with a parade should they decide to have one.

Melissa Richey, 228 Georgia, said as a member of the youth city council, she is willing to help with the parade. She said her family was disappointed when they learned there would be no parade.

Austin Tracy (Volunteer with the Youth City Council), 1825 N. Hwy 89, reported that the Farmer's Market is not doing well. She said the youth city council was excited about helping with the Easter Egg hunt and were planning on being in the Heritage Days Parade.

6. Mayor/Council Follow-Up:

Council Member Jensen said she likes having the parade, but last year there were only 16 entries. Most of those were political. She said there just has not been participation and volunteers to run it. If the Youth City Council wants to take the parade over, they can do the whole parade. Austin Tracy said these youth are up to doing it. Council Member Jensen questioned if there is enough time to pull it together. Mayor Richins said he thinks it could be done. The other problem is that there are no activities in the park after the parade. Council Member Murtha said it is imperative that the city council work with the youth, but he said we have to be realistic. There is a lot involved and he does not feel there is time. Council Member Jensen said if the youth want to make some signs and recruit entries, the parade is something that happens every year, and she feels there is enough time. Mayor Richins said he will provide Austin Tracy with contact information for Melissa Ferguson who ran it last year. The recent 4th of July parade held on North Harrisville Road as a youth fundraiser was mentioned. All council members, with the exception of Murtha, agreed to let the youth try to pull the parade together for Heritage Days.

Council discussed Farmer's Market and whether to continue or end it. When it struggled, Michelle Tait and Jennie Knight agreed to help. Bill Morris said when Jennie Knight returns that he will meet with her and Michelle. A couple of vendors stormed off last week, but Michelle suggested giving it a couple of weeks to see if it will improve. Bill Morris asked Allison Martin if she would be willing to manage it. She said she would help whoever manages it, but she does not have time to take on the whole thing. James Martin said if vendors pay up front, they have more commitment. Bill Morris said it is hard to find someone willing to volunteer. Mayor Richins said it is a disappointment, and

if something does not change, vendors will not be back. Council Member Murtha said sometimes it is best to discontinue and regroup for next year. Council mentioned the need to make improvements to the budgeting process. Council Member Jensen suggested it be on a meeting agenda and actually talk about the process. Mayor Richins requested it be on the agenda the last meeting in August and set as a work session. Bill Morris mentioned Lynn Fortie should use new numbers for Class C roads from the League Sales Tax.

- 7. Closed Executive Session.** Utah State Code §52-4-204 & §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) and §52-4-205(1)(c) strategy regarding pending or reasonably imminent litigation.

Mayor and Council convened into a closed executive session.

In addition to the purpose of the executive session, Council discussed implementing a personnel evaluation for every department head in an executive session which would include annual goals for each respective department, self evaluation, and job description. They agreed each department head should implement a budget process patterned after what Bryan Fife did this year. Bill Morris mentioned the need to establish a better way to go about Heritage Days. He suggested setting a routine or tradition then not change things up. Council could pay someone a stipend to run Heritage Days who would be accountable to council. Council assignments could then be more along the line of serving on boards. Council Member Robinson suggested nominating people for special awards or recognition for performance. Bill Morris suggested developing an organizational chart for city council.

8. Adjourn.

Mayor Richins declared the meeting adjourned at 9:27pm.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT
City Recorder
Approved this 12th day of July, 2016