

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
April 24, 2018 – 7:00 p.m.
363 West Independence Blvd
Harrisville, UT 84404**

Present: Mayor Michelle Tait, Council Member Grover Wilhelmsen, Council Member Gary Robinson, Council Member Ruth Pearce, Council Member Clark Beecher, Council Member Steve Weiss.

Staff: Bill Morris, City Administrator, Sean Lambert, Public Works Director, Bryan Fife, Recreation Director, Keith Wheelwright, Police Lieutenant, Lynn Fortie, Treasurer, Pam Crosbie, Finance Clerk, Jennie Knight, City Recorder.

Visitors: Jeff Pearce, Zach Loveland.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

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

2. Opening Ceremony.

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

3. Consent Items.

- a. Approve the minutes of March 27, 2018 and April 10, 2018 as presented.

MOTION: Council Member Wilhelmsen motioned to approve the minutes of March 27, 2018 and April 10, 2018 as presented. Council Member Weiss seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action to set a public hearing for June 12, 2018 for purposes of amending the FY 2017-18 budget in accordance with UCA§10-6-127.**

Lynn Fortie explained this is something that we do every year. If preliminary numbers indicate a department is going to exceed the budget, he tries to make adjustments to avoid receiving a letter from the state. Because of this, He amends any accounts that may be close. He tries to use eleven months of actual data when determining the changes. Council Member Pearce asked if there are any accounts at this time. He indicated the Justice Court benefits line item will need adjustment due to an employee who is now receiving benefits. He said he usually waits until later to adjust the data. This is a disadvantage to having a tighter budget when these types of things happen. Council Member Robinson asked if this employee qualified to receive benefits. Pam

Crosbie explained the employee was added during open enrollment but the budget had already been passed.

MOTION: Council Member Pearce motioned to set a public hearing for June 12, 2018 for purposes of amending the FY 2017-18 budget in accordance with UCA§10-6-127. Council Member Beecher seconded the motion. All Council Members voted aye. Motion passed.

b. Discussion/possible action on adoption of tentative FY 2018-19 budget in accordance with UCA§10-6-113, and set a public hearing on proposed final budget for June 12, 2018.

Lynn Fortie explained the budget summary including the budget notes. He reviewed revenues and expenditures for the current budget year; General Fund revenue is up compared to last year with justice court fines decreased. The projected budget deficit is included. He pulls out impact fees and class c road funds from the revenues and expenditures based on the use; sometimes there is no money spent for several years and then a large amount is spent. He reviewed the changes in benefits, personnel and equipment. There is an additional full time employee for the parks department and a ½ officer for part-time police work. There is an increase for Capital Projects for the street fee study. The sewer and storm water funds do not show an increase. Garbage is increasing due to the charges passed on from Weber County Land Fill. The fees will increase to accommodate these changes. He made an error on the calculation of the impact fee reserves for transportation and public safety. What that means is we are in better shape than we thought. This error was discovered after the audit. We are still sitting very close to the 25% maximum for the rainy day fund. These numbers are now included in the General Fund and will offset the number in the deficit.

Council Member Robinson asked if each department head is presenting a budget. Mayor Tait explained in the past the budget work sessions were not successful. She has met with each staff member to find out what it would take for them to stay here longer. She took this feedback and met with the department heads to see the needs of each department. She and Lynn Fortie have created a balance budget from these figures and feedback. She does not feel a need to go through the line items one by one. Council can accept the budget or turn it down. She does not feel this is a frivolous budget. She feels we can move the city forward by taking care of employees who then take care of the city. The hacking and slashing of the budget will not help. The tentative budget has to be voted on tonight.

Council Member Robinson said he is looking at it from the aspect of social security. Mayor Tait explained she is not looking for a tax increase. Council Member Robinson said social security has not seen an increase of more than 2% in recent years. Last year it was .03% and the year before it was 0%. In his opinion he is asking private citizens who are not getting an increase. He understands the other police departments are robbing our officers but we cannot compete. Mayor Tait explained she is not competing, just trying to give an increase. Not just the police officers, staff are among the lowest paid. She feels we need to take pride in our community and take care of the people who are taking care of the city. Mayor Tait pointed out this is a difference of \$20,000 less than the 25% put into the rainy day fund. She feels this is a long time coming. Council

Member Robinson said employees received 3% last year. Mayor Tait pointed out Council Member Robinson has voted against the budget every year in the past. Last year he requested a work session, and then did not attend, saying it was not worth his time. So she took care of this budget for them. She believes in this budget.

Council Member Wilhelmsen asked for some clarification on some budget notes. He thanked Lynn Fortie for the budget notes. He asked Bryan Fife to explain the need for another full time employee and clarification for the ½ officer for police. He would like to understand how this will meet the city needs.

Bryan Fife explained historically they have hired one or two employees for summer help. Last year he was paying \$9.00-\$9.50 per hour for part-time seasonal help. He had upped that to \$12.00 an hour. What is difficult is to find people who can run the high end equipment the city owns for this low wage. They are spending money to address issues from the past and he was finding a lot of his time is spent “babysitting”. He has had to fire people for chasing ducks on the 4-wheeler, putting holes in the buildings, and damaging the city equipment. When comparing the cost of repairs and the part-time wage, he is finding he would be better off with a full time employee. He is limited putting part timers on mowers and weed eating and they are unable to meet other recreation needs. His department is also still adapting to installing a splash pad without hiring an additional employee. He was hoping to get ahead on the Heritage Days budget because of the tight turnaround time. Realizing this was more of a wish list item, he reevaluated his budget, finding a difference of \$9,000 to hire a full time employee. When Lynn put the numbers together, Bryan realized he forgot to leave enough in the part time for the summer camp program. This new position would be \$13 per hour. He will address more detail about the damage costs during the fence discussion.

Lieutenant Wheelwright said they are experiencing low staffing issues already. They dodged a bullet when Officer Gammell decided to stay. Officer Taylor went into private business. What they are finding is 90% of the applications they received are not qualified when they finish reviewing their applications. They have high requirements for officers. Council Member Wilhelmsen asked if these are state mandates. Lt.

Wheelwright said they are more lenient than most departments when hiring. They have to pass a background check, and there are recertification issues as well. Supervisors are having to work patrol shifts. The day time on duty officer is also the school resource officer, which is his first priority. They are having to balance the shift work, with Mondays and Tuesdays being the busiest days of the week. The purpose of the ½ part time officer will be to cover these deficiencies. Council Member Wilhelmsen asked what the cost of training an officer is. Lt. Wheelwright explained an estimated \$100,000 to reach full training and certification for an officer to work on their own. Right now we have an officer in training so there are two officers together. This is often a long and slow process. Mayor Tait pointed out we lose this money when these officers leave. Lt. Wheelwright said Pleasant View has taken advantage of this training by offering jobs after they are trained. We have lost at least 4 officers this way. He explained we cannot compete with other departments. This is not an actual pay study and most of our officers have been here 4-5 years. Our starting wage is \$18.50, which is competitive with neighboring cities and Weber County. Council Member Weiss asked if the city owns the equipment provided to officers. Lt. Wheelwright confirmed the city owns all the equipment and body armor and officers are given a uniform allowance. Council Member

Wilhelmsen asked if we would be in a difficult place during a crisis. Lt. Wheelwright said we are fortunate to work well with surrounding cities. He used homicides as an example. The County has a homicide task force to address these issues. Bill Morris said he is proud of our police force, and is worried about the day to day operations our officers must meet. He explained there was recently an evacuation of the charter school. Lt. Wheelwright said there was a line of 800 children walking to the park. They called every available car in the area to keep those kids safe. There were issues with restrooms and timing but this does present a challenge.

Council Member Weiss asked if they receive an increase when they are trained. Lt. Wheelwright said they receive \$.50 raise when trained. He also said there is no pay scale that exists in their department.

Council Member Wilhelmsen asked about the purchase of two cars. Lt. Wheelwright clarified they are not adding to the fleet, but replacing older vehicles. There are two F-150's that need to be replaced. Maintenance becomes an issue and one truck has been wrecked 4 times. There will be trade in value in these trucks, as part of the motor pool process. This year they are pricing the SUV instead of F-150's. These are manufactured as police vehicles. Council Member Weiss asked if these are explorers. Council Member Robinson asked what the bid process is. Lt. Wheelwright said they go through the state bid pricing with local dealership match. Because the state would only discuss leasing vehicles in the past, we have been buying them through Westland Ford. They were coming in within a few hundred dollars of the state pricing. Ken Garff has finally presented a bid; they have a new fleet sales manager who may give a better price. Bill Morris asked if they go with the lowest bid. Lt. Wheelwright confirmed yes. Council Member Wilhelmsen asked about maintenance programs. Lt. Wheelwright said Westland Ford are close by and give a good deal on oil changes and tire rotation and have helped with warrantee issues in the past.

Council Member Pearce asked for an estimate of what the sale of the vehicles might bring. Lt. Wheelwright said \$12,000-\$18,000. The recent surplus of the administration truck sold for \$15,000.

Bryan Fife explained his current truck is a 2007 and runs fine. He is not planning to surplus his truck because he does not have enough vehicles in his department. The original plan was to surplus his current truck before things go too wrong. He would like to hold onto the current truck to address the truck shortage. They routinely have to borrow a truck from public works.

Council Member Pearce asked about the sale of the tractor. Sean Lambert explained the tractor is a 1989 and will not drive straight down the road. He will surplus the tractor. The current backhoe has a high trade in value. There is not a lot of use on the backhoe, but we do need one.

Council Member Wilhelmsen commented the clarification helps with understanding all of these points on the budget. Bill Morris pointed out Mayor Tait has worked hard and been very involved on the budget.

Bill Morris informed Council the administrative vehicle that was turned over for code enforcement was surplus because of the condition of the vehicle; the truck was dangerous. The plan is to purchase a new vehicle for the administration department for a few thousand dollars more. Initially there was some concern regarding the Jeep Renegade but this is not an extravagant vehicle and is the most affordable bid.

Bryan Fife explained his new full time employee would help with the secondary water along with recreation purposes. Mayor Tait asked what it would take to open the splash pad on Sunday. This is currently a staffing concern.

Council Member Pearce asked for clarification on the park impact fee expense. Bill Morris clarified this is the entire amount, what is not spent stays in the account.

Council Member Robinson asked what the bid process is for contracted solid waste. Mayor Tait said she recently met with Beth Holbrook from Waste Management regarding the service fee increase. This is to address the shortage due to the Weber County issues; a shortage of \$2.6 million. They are now having to make up this shortfall. Bill Morris said we have a consumer price index, there will be two increases. One already took place in April and another will occur in July. WACOG has setup a new committee to oversee the Weber County facility. There may be problems for the next few years. The national administration has caused higher recycling costs. Current information indicates this may change. Tipping rates have increased which is passed off to us. If we put this out to bid, we will still be paying more for tipping fees. Council Member Robinson questions why other surrounding cities use different services. Bill Morris pointed out Waste Management has not passed off any of the increase in recycling to us. He would recommend holding off for now because we are receiving a direct benefit.

Council Member Pearce asked if we used the same broker for benefits this year. Staff confirmed they have kept our rate down below surrounding cities.

Council Member Robinson asked if we have looked into a green waste facility. Bill Morris said nothing has been considered on that. Mayor Tait can bring this up at the next tri city meeting.

Lynn Fortie said there is a note for a part time employee for Public Works. This is not a new change, but has increased slightly this year to help get a better employee.

Council Member Wilhelmsen asked if money is being taken from the rainy day fund to balance this budget. He expressed his concern with doing that every year. Lynn Fortie clarified there is \$125,000-\$130,000 that is included to balance.

Council Member Weiss said after listening to departments heads, it is crucial to hire these employees. Considering the damage that has taken place over the years, the risk that is there, he feels this is vital. He would like to see our police force increased. Mayor Tait said it is shocking one person covers the entire city with Mondays and Tuesdays turning out to be very busy.

MOTION: Council Member Wilhelmsen motioned to adopt the tentative FY 2018-19 budget in accordance with UCA§10-6-113, and set a public hearing on proposed final budget for June 12, 2018. Council Member Weiss seconded the motion. Council Members Wilhelmsen, Beecher, Pearce, and Weiss voted aye. Council Member Robinson voted nay. Motion passed.

c. Discussion/possible action to approve Park Perimeter Fence Projects.

Bryan Fife explained the reason for this project is directly related to part time employees. He does not have an exact number on the damage costs but it has cost thousands of dollars.

Over the course of time he has been approached regarding the condition of the perimeter fencing; most recently Council Member Robinson. These perimeter fences are different materials and are inconsistent. There are areas where people have put in their own make shift fencing as well as snags in the fencing. Hiring a full time reliable employee will help address these issues. Ownership of the fencing was discussed. He has put together some rough numbers on new fence pricing.

Bryan Fife explained fencing options with approximately 9 lots to replace. There are multiple options for involvement with residents. He received pricing on heavy duty fencing with/without mow strips. The suggested mow strip width is 6-8 inches. He will initiate contact with home owners to see if they are interested. He will likely run this project during city clean up to utilize the dumpsters. A neighbor wants to replace his fencing and asked if the city could remove the current fencing. This would eventually replace all the south fencing at the park. Some property owners have animals as well.

Council Member Robinson researched the history of the current fence replacement.

Council Member Wilhelmsen asked if the homeowners who have shrubbery they may not want to remove. Council Member Robinson said most neighbors were interested. Bryan Fife said the project area goes from Highway 89 east towards the park.

Council Member Weiss suggested putting all of the fencing in at once. He is concerned pricing may go up if they wait between years. Bill Morris suggested this could be paid out of Capital Projects. Council Member Robinson said there are issues behind his house with water drainage; flooding destroyed his neighbor's garden last year. Bryan Fife explained the water flow in the park. Bill Morris suggested installing a land drain. Bryan Fife said they could tie into the creek, if that is legal. Bill Morris asked Bryan Fife to look into this option.

Council Member Wilhelmsen said former Mayor Richins installed his own park strip. He asked if other home owners are willing to help. Bryan Fife said he has not contacted the neighbors yet. Council Member Weiss expressed his concern with being able to keep the fencing consistent. Bryan Fife said if people opted not to have the mow strip, he would prefer this to aid with mowing. Council Member Pearce asked if the fence would match what was installed at former Mayor Richins home. Bryan Fife said that is a considerable amount more. The bid he has is just regular chain link fence. Council Member Robinson asked for private property signs to be placed on the park side of the fence.

Bill Morris suggested budgeting \$33,000 out of Capital Projects to pay for this project.

Bryan Fife will still bring in the final bids for approval.

MOTION: Council Member Weiss motioned to implement park perimeter fence projects into Capital Project in the FY18-19 budget. Council Member Pearce seconded the motion. A Roll Call vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Declared conflict of interest
Council Member Wilhelmsen	Yes

Motion passed 4-0.

All Council Members voted aye. Motion passed.

5. Public Comments - (3 minute maximum)

No public comments were offered.

6. Mayor/Council Follow-Up:

Mayor Tait reminded Council Members of the ULCT Training in St. George.

Mayor Tait said she will not be giving out council assignments but instead would encourage Council Member to get involved in special projects.

Council Member Robinson informed Bryan Fife his next door neighbor complained about the round up (weed killer) over sprayed on his property. Bryan Fife responded he has addressed this issue but is happy to follow up with this resident.

7. Adjourn.

Mayor Tait declared the meeting adjourned at 8:25pm.

ATTEST:

MICHELLE TAIT

Mayor

JENNIE KNIGHT

City Recorder

Approved this 22nd day of May, 2018