

MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, April 24, 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: Bill Morris, City Administrator, Jennie Knight, City Recorder, Maxwell Jackson, Police Chief, Lynn Fortie, City Treasurer, Jake Meibos, Public Works.

Visitors: Ruth Pearce, Jeff Pearce, Codi Meibos, Wendy Knight, Marci Barrow, Kam Barrow.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Richard Hendrix called the meeting to order and welcomed all visitors.

2. Opening Ceremony.

Council Member Grover Wilhelmsen led the pledge of Allegiance and opening ceremony.

3. CONSENT ITEMS

- a. Approve the minutes of March 27, 2012 and April 10, 2012.

No comments.

MOTION: Council Member Bruce Richins motioned to approve the minutes of the March 27, 2012 and April 10, 2012 as presented. Council Member Michelle Tait seconded the motion. All Council Members voted aye. Motion passed.

4. BUSINESS ITEMS

- a. Employee Health Benefit Bonus.

Bill Morris presented a spreadsheet listing all the eligible employees who will receive the health benefit bonus. He said a total of \$25,437.12 will be distributed to 24 employees. The remaining balance of the \$77,300 credit received from PEHP will be used in the general fund to help balance the city budget. Council Member Richins commented that this distribution is consistent with what he has seen in other cities. Mayor Hendrix asked how it was determined which employees were eligible for the bonus and whether all employees were eligible regardless of contributions to health benefits. Bill Morris said all 24 employees were eligible regardless of contribution. Mayor and Council discussed the distribution list. Mayor Hendrix asked for a unanimous consent. Council agreed unanimously to award the bonus. Bill Morris explained the audit conducted by the state to relieve the excess of funds in the Health Benefit budget. He explained that cities were then relieved of some of their contributions, thereby creating a credit with the health benefit budget. Although the surplus was gained by a credit from contributions from the city's health benefit budget, and not all employees choose to carry benefits through the city, all employees are considered valued for their benefit to the city; therefore, all employees are eligible for the bonus.

- b. 2012 Street Maintenance Projects.

Mayor Hendrix presented five bids that were received for the 2012 Street Maintenance Projects. The city engineer recommended approving the bid for Intermountain slurry seal for Schedule "A" in the amount of \$44,637.89 and Advanced Paving and Construction for Schedule "B" in the amount of \$22,638.20. No comments were offered.

MOTION: Council Member Knighton motioned to approve 2012 Street Maintenance Projects to Intermountain Slurry Seal in the amount of \$44,637.89 and Advanced Paving and Construction in the amount of \$22,638.20. Council Member Richins seconded the motion. All Council Members voted aye.

5. PUBLIC COMMENTS

No public comment was offered.

6. MAYOR/COUNCIL FOLLOW-UP

- a. Mayor mentioned that he feels the League of Cities and Towns Conference does not always have content relative to city affairs. Mayor suggested creating a city Facebook page and mayor and council discussed pros and cons. Mayor and Council agreed both the city's website and a city Facebook page would be good resources for the public to utilize. Bill Morris volunteered to maintain a city Facebook page. He stated no posting would be allowed on the city's Facebook page, but individuals with administrative rights on the city page would be able to post events and pictures. Mayor and Council agreed only city activities would be listed on the page. Council agreed Facebook is great resource during emergencies. Max Jackson indicated public safety employees are encouraged not to participate in Facebook. Bill Morris said photo management is much easier through Facebook because they are hosted on the Facebook servers where the city website has no resources dedicated to the photos. Council Member Richins suggested Mayor Hendrix research how other cities are using Facebook. Mayor and Council agreed to further discussion at a later date regarding an implementation of a city Facebook page.
- b. Council Member Tait reported that Boyd Fife, 1200 North 150 West, maintains a cul-de-sac on his own property. He asked Council Member Tait if the city will include his cul-de-sac in bid work done on city streets, and he will reimburse the costs associated with his cul-de-sac. Jake Meibos stated he would have Gene Bingham, Public Works Director, look into an agreement that would allow the privately owned cul-de-sac to be included in bids for city work. He indicated that possibly a potential agreement could be also be reached with the owner for snow removal.
- c. Council Member Knighton informed council of the newspaper article in the Standard Examiner announcing an incorrect date for Splash Pad Opening Ceremony as April 26th instead of May 26th. Jennie Knight reported that she contacted the Standard Examiner on the day the announcement ran, and they stated they would run a correction. Mayor and Council discussed some recent issues with a broken part on the splash pad. Mayor reported the part that was broken is being replaced and repairs will be billed to the person who damaged it.
- d. Council Member Wilhelmsen informed council of an individual named David Orn who is willing to maintain a recycling business for electronics at no cost to the city. David Orn would provide a trailer for disposal of the electronics, and would take care of recycling the items collected. He maintains a locked trailer with an open slot for donated items to be collected. Council Member Wilhelmsen suggested David Orn be invited to attend a future discussion at the next council meeting. Jennie Knight said she will include David Orn on the agenda for the May 8, 2012 council meeting at his request.

7. ADJOURN

Mayor Hendrix moved to adjourn at 7:32 p.m.

8. HERITAGE DAYS/ BUDGET WORK SESSION

- a. Mayor opened the budget work session by giving an example comparison of his own personal property taxes going from \$54.00 per year to \$108.00 per year based on the tax increase amount previously discussed by council. Council Member Knighton asked if tax comparisons are available for local cities.

Jennie Knight gave Council information provided by Pam Crosbie based on information requested from the last budget meeting. Mayor and Council reviewed and discussed local city tax comparisons.

Lynn Fortie presented a spreadsheet showing three different scenarios for potential wage increases based on current wages. This spreadsheet included wages only; benefits were not included in these scenarios. Mayor Hendrix pointed out that a 10% wage increase was just a place to start not necessarily a defined percentage increase. Mayor and Council referred to Riverdale City's use each year of the Benchmark Compensation Survey System for comparison on job descriptions, and years of employment to determine salaries. Council Member Allen pointed out differences in job descriptions in the Public Works department and other administrative positions, and how making comparisons between these positions is difficult. Lynn Fortie clarified number of years and supervisor positions are included in Benchmark study. Mayor and Council discussed variables that are involved with each job description.

Police Chief Max Jackson thanked council for the Health Benefit bonus. Chief Jackson explained how Harrisville City is affected by having a daytime district down by Wal-Mart. He reviewed the recent trial period of working with an 8 officer force instead of 9. The efforts proved to be futile, only a small percentage of wages was saved. Chief Jackson expressed concern with the Weber County increase for Public Safety services for other cities in Weber County who don't currently have their own police force. He indicated Harrisville Police force could see an impact if local cities decide to create their own police department rather than receive services through Weber County. He relayed the effects the Salt Lake City area experienced when West Valley City created their own police department. Many other local police departments lost good employees when they were offered advancements with the newly created police force. He expressed concern that if other local cities create their own police force, it will impact our officer retention.

Council Member Allen asked about whether the proposed public safety budget includes the purchase of a new vehicle. Chief Jackson clarified that he would like to hold off until the end of the budget year to purchase a vehicle. He indicated the spare police car would be removed from rotation and sold. A new vehicle would not be in addition to the existing cars, but rather a replacement of an existing vehicle. Council Member Knighton inquired about what public safety promotions exist. Chief Jackson explained the Police Department tries to include officers with all aspects of the department, but being a limited force does not allow a lot of opportunity for growth. Chief Jackson gave a brief history on how Harrisville Police Department started to where it is today. Mayor and Council discussed that although revenues from Wal-Mart are down the calls for service are still up. Chief Jackson said that they are still responding to Wal-Mart on one issue or another. He explained that Wal-Mart's loss prevention department has seen recent turn-over, which has created a small lull in retail thefts, but he anticipates it will pick up. He stated his department is still seeing an average of 1300 to 1500 calls to Wal-Mart per year. He mentioned that increased traffic in that area of the city also increases calls to the intersections along the outlets to the highway. Chief Jackson indicated the State of Utah average is 1.7 officers per 1000 residents. Harrisville has an average of 1.65 officers per 1000 residents. Council asked if Chief Jackson feels a wage increase would eliminate some of the turn-over in the department. Chief Jackson indicated that it is a place to start.

Jennie Knight presented information about the truth in taxation class from the Recorder's conference. She explained the State indicated during the conference that the public is more receptive to a gradual increase over a longer period of time rather than a large one time increase, and that might be something to consider. Council Member Knighton suggested using local cities as a base for property tax comparisons. Mayor Hendrix suggested department heads, Chief of Police, Max Jackson, and Public Works Director, Gene Bingham, meet with Lynn Fortie and himself to determine what the needs for a salary increase will be.

Council Member Wilhelmsen suggested forecasting ahead far enough to absorb cost of living increases in the future. Mayor and Council discussed the average value of homes in Harrisville. Lynn Fortie explained that the certified tax rate only increases with new growth. Council Member Knighton suggested figuring what the average monthly increase would be based on the average home in Harrisville.

Mayor and Council mentioned business license fees and taxes that are collected on businesses.

Businesses provide revenue from sales tax, business licenses, and property taxes, where residential only provides property tax. Mayor and council discussed business license fees in relation to service calls provided by police. Mayor and Council discussed comparisons between local cities with same like businesses. Council Member Knighton pointed out in-store costs are higher in stores with different clientele. Chief Jackson said the top businesses for service calls after Wal-Mart are the State Liquor Store, and gas stations that report gas skips. Council Member Tait asked about implementing a step and grade process for salary increases. Mayor and Council discussed various business practices regarding wage increases. Mayor and Council agreed merit increases should be based on performance evaluations, and that is a good way to implement wage increases.

Mayor Hendrix set the next budget work session for May 8, 2012

b. Council Member Wilhelmsen requested feedback from other council members on installing a Frisbee golf course. Council Member Tait suggested a portable course could be set up for temporary use. Mayor and Council discussed possibilities and options of installing a course. They discussed the pros and cons of having a portable course. Lynn Fortie suggested possibly using funds in the Capital Projects budget for the purchase of a Frisbee golf set. Mayor and Council discussed whether to include businesses for sponsorship of a Frisbee golf set. They agreed to research costs of portable golf courses versus the permanent courses with future discussion at a later date.

c. Heritage Days Mayor and council discussed the Heritage Days schedule. Mayor Hendrix received letter from Health Department regarding a large gathering permit. Council Member Wilhelmsen said all vendors selling food items should have an off-site food handler's permit. Mayor reported that the Health Department will assign a contact person to follow-up with the food vendors who apply for Heritage Days. Mayor and Council agreed to a Saturday only program this year. Council Member Knighton indicated there may be some concern for having the car show due to Roy City having their car show on the same date. Council Member Knighton suggested really cutting back on activities Saturday instead of filling the entire day. Mayor and Council discussed cutting back on the time frame and making it more family oriented. Council Member Tait expressed her concern about the proposed assignments being too much work. Council Member Knighton suggested having a photographer available to provide family pictures. Mayor and Council agreed to decrease the time frame of the events, and concentrate on making the events in that time frame successful. Jennie Knight indicated she has begun receiving phone calls from vendors who are interested in having a booth. She suggested the Harrisville's Got Talent program may need some sort of a screening process. Mayor and Council agreed to set the next Heritage Work Session for May 1, 2012. Council Member Allen will put together a potential schedule for the event for next week's meeting.

d. Adjourn.
Mayor Hendrix moved to adjourn at 9:10 p.m.

RICHARD HENDRIX
Mayor

ATTEST:

JENNIE KNIGHT
City Recorder
Approved this 12th day of June, 2012