

**MINUTES
HARRISVILLE CITY COUNCIL
June 20, 2023
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on June 20, 2023 at 7:00 P.M. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

Present: Mayor Michelle Tait, Council Member Max Jackson, Council Member Blair Christensen, Council Member Grover Wilhelmsen, Council Member Steve Wiess.

Excused: Council Member Kenny Loveland.

Staff: Jennie Knight, City Administrator, Justin Shinsel, Public Works Director, Bryan Fife, Parks and Recreation Director, Mark Wilson, Chief of Police, Jessica Hardy, Finance Director, Jack Fogal, City Recorder.

Visitors: Arnold Tait, Kevin Shakespeare, Don Furlong, Nicole Shakespeare.

1. Call to Order.

Mayor Tait called the meeting to order and welcomed all in attendance.

2. Opening Ceremony.

Council Member Jackson opened with the Pledge of Allegiance.

3. Recognition/Awards

a. Recognition of Kevin Shakespeare for Planning Commission service.

Mayor Tait presented Kevin Shakespeare with a certificate of appreciation, a City pin, his name plate, and signed book for his dedication and hard work with the Harrisville City Planning Commission. Kevin Shakespeare served for three years on the Planning Commission.

4. Business Items.

a. Public Hearing – to receive input for and/or against the proposed resolution, Harrisville Resolution 23-08; a resolution amending the FY 2023 budget.

Motion: Council Member Weiss made a motion to open the public hearing for resolution 23-08, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes

Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

Jessica Hardy explained the City is allowed to open the budget twice a year, in January and June. There are six items' staff is recommending to amend in the current budget; ARPA funding for wages, recognition of \$9,000,000 in bonds, animal control and utilities, court legal fees, public safety expenditures, and FY22 general surplus in fund balance transfer to debt services. Mayor Tait asked if the FY 2022 general surplus to fund balance transfer to debt services was part of the rainy-day fund. Jessica Hardy clarified it is not. It will go to debt service until we start making bond payments. Council Member Jackson inquired if the County raised animal control fees. Jennie Knight explained we did not receive a notice of change but made an estimate based on last year's total cost. Reopening this budget allows the City to pay the balance.

There was no public comment offered.

Motion: Council Member Weiss made a motion to close the public hearing for resolution 23-08, second by Council Member Wilhelmssen.

The vote on the motion was as follows:

Council Member Wilhelmssen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

b. Discussion/Possible action to adopt Harrisville Resolution 23-08; a resolution amending the FY2023 budget.

Jennie Knight explained this is the formal action for the resolution discussed during the public hearing.

Motion: Council Member Christensen made a motion to approve Resolution 23-08; a resolution amending the FY 2023 budget, second by Council Member Weiss.

The vote on the motion was as follows:

Council Member Wilhelmssen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

c. Discussion/possible approve Harrisville Ordinance 541; land use and utility fees amended.

Jennie Knight explained Jill Hunt has been working on a consolidated fee schedule for the City. This ordinance would remove the fees from City code and instead direct residents to the fee schedule. By creating a consolidated fee schedule Council can make periodic adjustments to fees without adopting code changes through ordinances. Council Member Christensen inquired how often it could be changed. Jennie Knight clarified that the fee schedule could be changed as needed. It will likely be adjusted at Council meetings outside of budget season. The fees schedule will also make it easier for residents to see the set fees without having to read through code to find the information.

Motion: Council Member Wilhelmsen made a motion to approve Harrisville Ordinance 541; amending land use and utility fees, second by Council Member Weiss.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

d. Discussion/possible action to adopt Harrisville Resolution 23-09; a resolution adopting the Harrisville City consolidated fee schedule.

Jennie Knight expressed this resolution is adopting the fee schedule referenced in Ordinance 541. The fee schedule includes utilities, planning and zoning, subdivisions, building permits, and encroachments. The fee schedule can be updated to amend fees or include any other fees the City adopts. Sewer, garbage, and recycling fees increased to cover the increased cost to the City. Council Member Jackson asked if the increases are in line with surrounding cities. Jennie Knight advised that the new rates are similar to surrounding cities. By adopting these increases with the fee schedule, it will help balance the garbage fund.

Motion: Council Member Wiess made a motion to adopt Harrisville Resolution 23-09; a resolution adopting the Harrisville City consolidated fee schedule, second by Council Member Christensen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

e. Discussion/possible action to adopt Harrisville Resolution 23-10; a resolution to authorize agreement for a side walk grant for 2000 North.

Jennie Knight explained resolution adopts an agreement with UDOT approving funds for curb, gutter, and sidewalk for a portion of 2000 North. Justin Shinsel described how Public Works applied for 2 safe sidewalk grants with UDOT. UDOT will pay 75% with a 25% match from the City. Public Works will be contributing by self-performing work for the 25% match. Council's approval is needed to move forward with this project to be completed before school starts in August. Council Member Jackson inquired how UDOT was involved with a City road. Justin Shinsel explained this is a grant provided by UDOT for creating safe sidewalks to schools. Part of the application process was proving how sidewalks would impact the safety of children walking to Orion Junior High School. The second grant was approved as well but the contract is not ready at this time. He will present it to Council when it is ready.

Motion: Council Member Jackson made a motion to adopt Harrisville Resolution 23-10; a resolution to authorize agreement for a side walk grant for 2000 North, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

f. Discussion/possible action to surplus Parks and Recreation Property

Bryan Fife explained last year fields 5 and 6 were removed from Harrisville Main park. This year field 4 has been underwater all season. Field 4 needs thousands of dollars in repairs to make it useable. His proposal is to remove field 4 and not spend the money on a field that is in a retention basin. Field 4 has not been used the last three years. He is asking to remove field 4 and surplus the materials. Council Member Wilhelmsen inquired about the cost to fix the field. Bryan Fife presented a quote from Dura-Edge, which would bring in dirt and laser level the field. The quote is for \$40,000 which did not include fixing the chain link fencing. Mayor Tait asked what would be taken out. Bryan Fife advised chain link fencing and score boards would be removed and sod would be put back in its place.

Motion: Council Member Weiss made a motion to approve surplus of Parks and Recreation Field 4, second by Council Member Christensen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

g. Discussion/possible action to purchase DGI drone

Chief Wilson explained there is enough money in the police budget to purchase a drone. Two quotes have been provided to Council. Both quotes are for drones similar or the same as the demonstration last month. The quotes include everything that would be needed to operate the drone, including extra batteries for extended use operations. Council Member Jackson inquired who would train officers and staff to use the drone. Chief Wilson answered Kyle Nordfors with Weber Search and Rescue would be the trainer. Mayor Tait asked when the drone would be purchased. Chief Wilson advised that if Council approves the purchase, it would be ordered tomorrow. Council Member Jackson questioned what the yearly cost would be for the drone. Chief Wilson explained the biggest expense is batteries but they will last for several years. The approximate cost is \$650 per set of batteries. Council Member Jackson asked how long the drone would last. Chief Wilson stressed that he does not have an exact time frame but the County has been using the same drones since the start of their program in 2018 without issues. Council Member Wilhelmsen informed Council that Mosquito Abatement purchased a drone several years ago. They are still using the same drone today and have purchased a second, and are looking to purchase a third. He believes this would be a good purchase for the City. Chief Wilson explained this will not be used every day but could make a huge difference when needed. Other cities have used it as a de-escalation tool, to assist in finding lost children, or elderly. Council Member Jackson asked how many would be trained to fly the drone. Chief Wilson explained there are eight in the class now with a goal to have all of Public Works and police officers trained. Council Member Wilhelmsen inquired how the drone would be useful for Public Works and Parks and Recreation. Chief Wilson answered it would be useful to Public Works to allow them to perform overhead inspections of rivers and waterways without having to send a person into them. The only benefit he can see for Parks and Recreation would be taking pictures of events.

Motion: Council Member Weiss made a motion to approve the purchase of a UVT drone for \$17,612.97, second by Council Member Jackson.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

5. Mayor/Council Follow-Up.

Bryan Fife reminded Council the park restrooms were vandalized in May. It is one of the worst spray paint vandalisms he has seen. Servpro came out to clean graffiti in the restrooms. His recommendation is to leave the bathrooms closed except for community events and bowery rentals until cameras are installed. Council Member Christensen inquired if the next step would be to get bids for cameras. Bryan Fife confirmed yes, it is time to seriously look into cameras to deter vandalism in the future. Chief Wilson proposed putting live feeds in the police station patrol room so officers could monitor them. Council agreed to keep bathrooms closed.

Justin Shinsel reminded Council about the ground breaking next Wednesday at 10am. He is currently interviewing for assistant Director of Public Works. The position will be filled by July 1st.

Chief Wilson advised Council the police department still has an open position. Extra patrols have been added to North Harrisville Road to address speed concerns raised during the June 13th Council meeting. Council Member Weiss inquired about having the Highway Patrol occasionally conduct inspections on 2000 North. He witnessed two trucks full of rocks speeding down the road with uncovered loads this week. Chief Wilson confirmed that he would reach out to Highway Patrol about them doing D.O.T. inspections on 2000 North. Council Member Weiss asked if the road could be shut down to trucks. Justin Shinsel advised that it depends on the classification of the road.

Jennie Knight proposed reopening the discussion for staff bonuses that Council requested in May. With all of the cost savings the City's budget is healthy. Mayor Tait is looking at issuing a second bonus to staff but wants Council's opinion and approval. Council Member Weiss inquired about the cost of a staff bonus. Jennie Knight presented costs for staff bonuses. Council Member Weiss indicated he has no problem with staff bonuses based on how the departments are performing. Council agreed to proceed with bonuses.

Jennie Knight informed Council the certified tax rate for the Truth in Taxation hearing will increase by .69% to maintain the City's revenue.

6. Closed Executive Session- A closed executive session for the purposes described under UCA §52-4-205(1)(c); strategy session to discuss pending or reasonable imminent litigation.

Motion: Council Member Weiss made a motion to enter a closed executive session for the purpose described under UCA §52-4-205(1)(c); strategy session to discuss pending or reasonable imminent litigation, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

The Mayor and Council convened into a Closed Executive Session.

Motion: Council Member Weiss made a motion to close a closed executive session and reopen the public meeting, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

7. Adjournment

Council Member Weiss motioned to adjourn the meeting, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes
Council Member Weiss, Yes
Council Member Christensen, Yes
Council Member Jackson, Yes
Council Member Loveland, Excused

The motion passed unanimously.

The meeting adjourned at 8:20 p.m.

MICHELLE TAIT
Mayor

ATTEST:

Jack Fogal
City Recorder
Approved this 11th day of July, 2023