

**MINUTES OF HARRISVILLE CITY  
CITY COUNCIL MEETING  
February 9, 2021  
363 West Independence Blvd  
Harrisville, UT 84404**

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**Present:** Mayor Michelle Tait, Council Grover Wilhelmsen, Council Member Steve Weiss, Council Blair Christensen, Council Max Jackson, Council Member Kenny Loveland.

**Staff:** Bill Morris, City Administrator, Mark Wilson, Police Chief, Jennie Knight, City Recorder, Lynn Fortie, Treasurer, Foster Bateman, Finance Clerk, Glen Gammell, Public Works.

**Visitors:** Jeff Ambrose, Arnold Tait, Marvin Farrell, Austin Moffitt.

**7:00 P.M. CITY COUNCIL MEETING**

**1. Call to Order.**

**2. Opening Ceremony.**

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

**3. Consent Items.**

- a. Approve the minutes of January 12, 2021 as presented.

**MOTION: Council Member Weiss motioned to approve the minutes of January 12, 2021 as presented. Council Member Jackson seconded the motion. All Council Members all voted.**

**4. Business Items.**

**a. Presentation on FY2020 Audit Report.**

Jeff Ambrose reviewed the FY2020 audit beginning with the statement of net position; which shows the assets of the city. The net difference is the net position. Harrisville City has very little debt, with the only long-term debt being participation in the Utah Retirement System. All of the city's assets are owned outright. The depreciation schedule has been cleaned up which reflects in the capital assets going down. Other revenue is what was received through CARES Act, this is the portion that is unspent and not payable at this time.

Net overall net position increased. Statement of Activities was reviewed which is the income statement for the city. The outline starts with the most meaningful information for the public; expenses. The cost of providing services for the city. We reduce that by grants and other revenue sources. General revenue includes property tax, sales tax, franchise taxes, etcetera. Expenses were up more than revenue last year. The balance sheet of governmental funds was reviewed; highlighting that cash is up and unearned revenue is up; which includes the CARES Act money that is unspent. The unassigned General Fund balance is with the statute limits. Reconciliation of governmental funds was reviewed.

Enterprise funds were reviewed; which reflects very little debt. Again, the pension liability for Utah State Retirement System. Income statement for proprietary funds were reviewed.

Expenses increased more than revenue, but the net income with exception to the garbage fund. Statement of cash funds including interest earned. Storm Water Utility was decreased with the

expansion project. There are healthy balances in all of these funds. Financial statements that provide more detail to those previously discussed numbers.

Governmental Capital Assets were reviewed. We acquired some property and also some vehicles. Also, the work that was done on Larsen Lane is an additional asset. The Budget was balanced against the actual results of the General Fund. All departments were favorable with no department going over budget but staying within the budget parameters. The last pages of the audit are for the state auditor's office to evaluate the internal controls. This is a clean report with no weaknesses or issues of non-compliance. During the audit process, they did not change their scope or have to make any adjustments with personnel working from home. There were no disagreements with management, or adjustments with exception to the URS pensions.

Mayor Tait thanked Jeff Ambrose for his presentation and also for the efforts of staff. She also commended the department heads for meeting budget needs when we did not have a lot of revenue coming in.

**b. Discussion/possible action to adopt Harrisville Ordinance 519; Fire Hydrant/Street Light Utility Fee.**

Bill Morris explained this ordinance is fairly straight forward. Rocky Mountain Power will no longer be maintaining and repairing street lights throughout the city, and we have a need to maintain this infrastructure ourselves. This basically aligns the name to the infrastructures that are being maintained by the fees. This fund has collected around \$18,000.

**MOTION: Council Member Christensen motioned to adopt Harrisville Ordinance 519; Fire Hydrant/Street Light Utility Fee. Council Member Weiss seconded the motion. A Roll Call vote was taken.**

<b>Council Member Loveland</b>	<b>Yes</b>
<b>Council Member Jackson</b>	<b>Yes</b>
<b>Council Member Christensen</b>	<b>Yes</b>
<b>Council Member Weiss</b>	<b>Yes</b>
<b>Council Member Wilhelmsen</b>	<b>Yes</b>

**Motion passed 5-0.**

**c. Discussion/possible action to approve surplus of equipment.**

Jennie Knight explained with the purchase of the storage container, staff has been cleaning out old equipment, computers, and phone systems. Staff is looking for authorization to surplus and/or destroy old and outdated items. All items that have monetary value will be sold for fair market value. All items will be set to factory settings before being sold or destroyed.

**MOTION: Council Member Weiss motioned to approve the surplus of miscellaneous equipment. Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.**

<b>Council Member Loveland</b>	<b>Yes</b>
<b>Council Member Jackson</b>	<b>Yes</b>
<b>Council Member Christensen</b>	<b>Yes</b>
<b>Council Member Weiss</b>	<b>Yes</b>
<b>Council Member Wilhelmsen</b>	<b>Yes</b>

**Motion passed 5-0.**

**5. Public Comments - (3 minute maximum)**

No public comments were offered.

**6. Mayor/Council Follow-up:**

**a. Annual Training**

Bill Morris said there are two things public officials are to receive annual training on. First, the Open and Public Meetings Act. Because the city council is considered the city's board, we must deliberate and conduct business so the public can attend with public access. Only in certain circumstances is the city council allowed to meet in a closed executive session; character or mental health of an employee, to discuss litigation, security measures, purchase of sale of property. The agenda must include certain specificity on items discussed and be published at least twenty-four hours before the meeting. The annual meeting schedule must be published each year. He reminded council members to not gather to conduct business outside of public meetings. He mentioned the council is allowed to take field trips. They have taken a few field trips in the past to the animal shelter and Central Weber Sewer. There is also a training for the audit report. The same link sent for open and public meetings has the auditors training. The last training is for nondiscrimination. He outlined the protected classes and reminded council we are not to do anything that would violate any of those protected classes.

Mayor Tait asked Bryan Fife to give an update with recreation. Bryan Fife said there were ways to complete the basketball season for other cities and meet the Covid-19 requirements. With the upcoming baseball and softball season, he will have to meet similar regulations as we did with the fall festival; which includes staffing each park entrance, with an employee taking names and contact information of each attendee, having spectators remain six feet apart. Pleasant View, Farr West, and Plain City are all willing to meet the guidelines. He is looking for guidance from council as to what they would like to see happen in Harrisville. Mayor Tait said she would like to see this happen if we can do the contact tracing. It would be a good chance for kids to be outdoors. Council Member Christensen said he agrees with getting kids outdoors. All Council Members agreed to try to meet the requirement and make this happen. Bryan Fife asked Council to consider what they would like to do about the Splash Pad season. The requirements for Covid-19 would only allow about six people at a time. They do have everything they need to run the system and maintain the parts.

Council Member Jackson presented the Terikee marker that was ordered and made to replace the deteriorated previous marker. He will need some help from Public Works to get this mounted on the rock property. Mayor Tait asked if a ceremony will be planned. Council Member Jackson said Tyler Malmrose, who has been involved in this process, will be reaching out to the Shoshone tribe to possibly hold a ceremony sometime this spring.

Council Member Loveland referenced an email received from a resident who lives on 700 North and has problems with people driving into their yard and breaking their mailboxes. The resident said they have received extra patrol in the past but requested a speed bump or someway to slow the traffic. Glen Gammell said we cannot install speed bumps in the public right of way, and there are already signs asking people to slow down on the curve. The only other options is to install barriers in front of their yard. There might be some enforcement that could take place. Bona Vista is going to be running a new line down this area to Jennings Lane. Bill Morris said they could put up a barrier as long as they meet the MUTCD requirements. Council Member Weiss said they need to consider if someone goes through that area with little kids living there.

Bill Morris suggested getting permission from the property owner and seeking a bid of the cost of a barrier.

Council Member Loveland asked if the city is subsidizing sewer. Council Member Weiss said the Council recently raised sewer rates and asked if this was possibly the garbage fund he was looking at. Bill Morris clarified there was a loss in the garbage fund, and rates were increased as well.

Mayor Tait commended staff for their great efforts to meet the budget needs.

**7. Adjourn.**

Mayor Tait declared the meeting adjourned at 7:41pm.

**ATTEST:**

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**MICHELLE TAIT**  
Mayor

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**JENNIE KNIGHT**

City Recorder

Approved this 9<sup>th</sup> day of March, 2021.