



HARRISVILLE CITY

363 West Independence • Harrisville, Utah 84404 • (801) 782-4100

CITY COUNCIL MEETING AGENDA 363 West Independence Blvd July 25, 2017

MAYOR:

Bruce N. Richins

COUNCIL MEMBERS:

Jeffery Pearce
Gary Robinson
Jennifer Jensen
Ruth Pearce
Austin Tracy

"In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the City Recorder at 801-782-4100, providing at least three working days advance notice of the meeting."

7:00 P.M. CITY COUNCIL WORK SESSION

1. Discussion on Forever Friends Oasis proposal.

7:30 P.M. CITY COUNCIL

Presiding: Mayor Bruce Richins

Mayor Pro Tem: Gary Robinson

2. **CALL TO ORDER**
3. **PLEDGE OF ALLEGIANCE & OPENING CEREMONY** [Council Member Ruth Pearce]
4. **CONSENT ITEMS**
 - a. Approve the minutes of June 13, 2017 as presented.
 - b. Approve the 2017 Election Judges
5. **POLICE AWARD PRESENTATION** [Max Jackson]
6. **BUSINESS ITEMS**
 - a. Discussion/possible action to adopt Harrisville Ordinance #492, Building Standards and Code. [Bill Morris]
 - b. Discussion/possible action to adopt Harrisville Ordinance #493, Home Business Repealed. [Bill Morris]
 - c. Discussion/possible action to approve Harrisville Resolution 2017-07; Certified Tax Rate. [Bill Morris]
 - d. Discussion/possible action on advice and consent to Mayor's Appointment for Mayor Pro Tem.
7. **PUBLIC COMMENTS - (3 minute maximum)**
8. **MAYOR/COUNCIL FOLLOW-UP:**
9. **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.
10. **ADJOURN**

DATE POSTED: July 21, 2017

BY: Jennie Knight, City Recorder

I, Jennie Knight, certify that I am the City Recorder of Harrisville City, Utah, and that the foregoing City Council agenda was faxed to the Ogden Standard Examiner, Weber County Library, and neighboring cities. The agenda was also posted at the following locations: City hall, on the City's website www.cityofharrisville.com and the State Public Meeting Notice website at <http://pmn.utah.gov>.

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STEFANIE BUTTE

- **Field Training Officer/supervisor for Ogden City Animal Control**
from December 2012 to August 2016
- **Citation and Summons experienced**
over the course of my career I was able to determine what would merit a citation or court summons. I worked very closely with the Ogden City Justice court to ensure proper procedure and protocol regarding both citations and summons.
- **Report writing skills**
I went to several report writing classes then in turn trained others in proper report writing for citations and summons through the court. I also corrected my subordinates' reports before they were submitted.
- **Trained in Utah state rabies laws**
attended state rabies compendiums semi-annually to stay current on any changes to Utah rabies law.
- **Euthanasia certified**
experienced and trained in determining then carrying out euthanasia when necessary as well as appropriate temporary care until a veterinarian can assess an injured animal.
- **Attended several animal cruelty seminars**
educated in recognizing illegal cruelty to domestic animals. I have investigated and submitted multiple felony cruelty cases to the Ogden police investigating team that went on to convictions.
- **Member of Utah Animal Control Officer Association**
UACOA offers annual training conferences which I have attended; they help animal control officers do their job effective and efficiently.
- **FEMA Virtual TTX Series certified - Agriculture Incident Focus**
I attended an emergency response training for all of Weber County; all entities in Weber county would work together in sheltering domestic pets and livestock in a disaster.

My goal has always been about educating animal owners, whether it be giving options to keep dogs from barking excessively or how to keep a frequent roamer contained, I believe education is the first key in preventing future violations.

Stefanie Butte

1675 E 1250 S, Ogden, UT 84404
Cell: (801) 814-7119
stefbutte7@gmail.com

SUMMARY

Energetic, results-oriented, eager to bring organization skills to a growing company. Excellent communication, and relationship-building expertise. Strong written, verbal, and communication skills; articulate and friendly with a professional demeanor.

HIGHLIGHTS

- Outstanding team building skills
- Proficient with computers
- Excellent communication skills
- Achieves completion of all tasks
- Adept at scheduling
- Experienced expert in mediation

EXPERIENCE

Ogden City Animal Services Supervisor, 12/2012 to 08/2016

Ogden City Police Department – 2549 Washington Blvd, Ogden City, UT

Supervisor-John Harvey (901)828-2943 johnharvey.usa@gmail.com

Monday-Friday fulltime, Ending salary- \$20.62 hourly

Leading, supervising, hiring and training all Animal Control Officers in Ogden City. Responsible for the health and welfare of Ogden City's animal population and citizens. Experienced and trained in euthanasia as well as appropriate temporary care until a veterinarian can assess an injured animal. I am an expert at handling intense situations involving injured domesticated animals and their owners. Attended several rabies compendiums and familiar with all aspects of Utah State Rabies laws.

Other responsibilities: Scheduling daily coverage as well as events, payroll, reading and approving all criminal reports for the justice court, issuing citations, enforcing Title 13 ordinances. Dispatching officers in the field to calls after determining priority. Answering multiple phone lines, cashing and doing daily cash deposits. The use of several different types of computer systems including but not limited to Spillman, Chameleon, CAD and more.

There was a need for education of domestic animal vaccinations as well as licensing requirements. I organized several reduced cost/free vaccination and licensing clinics; one of which was held at a low income apartment complex, another organized for Spanish speaking residents of Ogden to help them understand the importance of vaccinations and city licensing and many more. "Bark in the Park" and "Mutts on the Mountain" were two successful annual community events planned and implemented by myself and my team to help raise money for vet care and promote animal awareness. Licensing was increased by 30% during the course of my employment.

John Harvey was my supervisor from 01/2013 until 09/2015 and you may contact him.

(901)828-2943 johnharvey.usa@gmail.com

Stefanie Butte

Front Desk Supervisor, 12/2010 to 12/2012

Powder Ridge Village – 6172 Powder Ridge Rd, Eden, UT

Supervisor may be contacted- Cathy Hillstead (801)745-3722

Full time rotating schedule, Ending Salary- \$13.00 hourly

Responsible for scheduling several front desk clerks, employee payroll, answering multiple phone lines, check-ins/outs, tracking guest's timeshare occupancy, occupancy reports, customer support, monthly inventory of a small retail store, responsible for deposits, cash register balancing, organized weekly children's events.

EDUCATION

Life Experience

Bonneville High School, Idaho Falls – Graduated with Diploma

CERTIFICATIONS/TRAINING

FEMA Virtual TTX Series - Agriculture Incident Focus

Euthanasia certified

Attended several animal cruelty seminars

Member of Utah Animal Control Officer Association

**Eleanor Jenson
Entrepreneur/Veterinarian
Furever Friends Animal Oasis
1755 N 750 W
Harrisville, Utah 84404
Tel: [435]760-9126
Email: epjenson@gmail.com**

ANIMAL CONTROL PROPOSAL FOR CITIES INTERSTED IN PARTICIPATING

Dog at large/stray Between the hours of 0800 and 1700 Monday through Friday and 1200 to 1600 hours on Saturday Furever Friends will pick up all stray confined dogs. If an owner is located the dog will be returned to that person rather than taken to the shelter. If requested by the participating city a short report along with the details of the incident and owner's information will be submitted to the city's law enforcement division so that if that city's ordinance requires a citation it can be given.

After hours and on Sundays citizens will be asked to keep the animal contained until regular business hours. There will be a drop off area provided for citizens who cannot hold the animal and for local law enforcement officers who may obtain lost or stray animals.

If a vicious or injured domestic animal is at large an officer will try to contain then transport to Furever Friends shelter.

Cat at large/stray Between the hours of 0800 and 1700 Monday through Friday and 1200 to 1600 hours on Saturday Furever Friends will pick up confined domesticated cats. However, trapped feral cats will be transported to our facility for a fee of \$10. This fee is because the majority of trapped cats are due to a nuisance cat problem which falls under the responsibility of the property owner.

Deceased domestic animals Between the hours of 0800 and 1700 Monday through Friday and 1200 to 1600 hours on Saturday Furever Friends will pick up all unowned, deceased domestic animals. If an owner is available, the animal disposal will be their responsibility. If an owned animal is deceased at the owner's residence, the owner will be responsible for their disposal. If the owner needs

help in transporting the deceased animal to a predetermined location Furever Friends will transport for a fee of \$25.

Cruelty/Neglect Animal complaints regarding cruelty or neglect reported either through local law enforcement or to Furever Friends will be thoroughly investigated by Furever Friends officers if the participating city requests it. If the allegation is found to be true, a complete investigation and report will be submitted to the city's law enforcement division for possible charges to be filed by the local law enforcement officer.

Animal bite/attack Animal bites and animal attacks will be handled by Furever Friends officers who have been trained in Utah State Rabies laws. If necessary, the animal will be placed on a 10-day quarantine under the supervision of Furever Friends. If the biting animal must be quarantined at the Furever Friends facility the animal owner will be responsible for all fees incurred. If a violation of the city's ordinance was the cause of the bite/attack, a complete investigation and report will be submitted to the city's law enforcement division for possible charges to be filed by the local law enforcement officer.

Officer assist If at any time a law enforcement officer or constable request the assistance of a Furever Friends officer we will be there to assist in any way needed to contain or remove an animal.

Barking dog Complaints of a dog barking excessively will be investigated by Furever Friends between the hours of 0800 and 1700 Monday through Friday but will be the responsibility of law enforcement after hours by the city for which the citizen owning the offending dog resides.

After Hours Coverage Furever Friends will respond after hours to serious violations such as; vicious animal attack requiring medical attention and immediate containment of the offending animal, an injured stray domestic animal needing immediate vet care or euthanasia. In the event that a local law enforcement entity need containment or removal of a domestic animal while serving a warrant or during an arrest or auto accident or any other emergency situation Furever Friends will respond at any time.

Emergency Management Institute



FEMA

This is to certify that

Stefanie J Butte

successfully completed

Virtual TTX Series - Agriculture Incident Focus

June 23, 2016



A handwritten signature in black ink, appearing to read "2016 June 23".

Superintendent
Emergency Management Institute



Performance Appraisal-Animal Services Officer

Employee Identification

Name: STEFANIE BUTTE

Department: Police Department

Hire Date: 12/17/2012

Job Title: ANIMAL SERVICES OFFICER

Evaluator: Acker, Mark

Past Goals

Goal/Objectives

Accomplishments

Due:

Completed:

Status:

Competencies

ATTENDANCE

Score: 2.00 / 3.00 (0%)

ATTENDANCE

(100%)

Arrives to work on time and is ready to work at the beginning of shift. Has few if any unscheduled unexcused absences.

- ☐ **Consistently Exceeds Expectations:**
On time 100% of work days, schedules vacation time in advance, voluntarily steps forward to fill others absences to ensure coverage.
- ☐ **Occasionally Exceeds Expectations:**
On time 100% of work day, has no unscheduled, unexcused absences.
- ☒ **Fully Meets Expectations:**
On time 98%, contacts supervisor 30 min before start time for any unscheduled absence, 2 or less unexcused absences.
- ☐ **Needs Improvement:**
On time 98%, contacts supervisor 30 min before start time for any unscheduled absence. Less than 4 unexcused absences.
- ☐ **Does Not Meet Expectations:**
Late more than 2% of work days, has 4 or more unexcused absences.

Comments: Officer Butte is very conscientious in scheduling her vacation well ahead of time and always checks to make sure there is enough coverage on the days she asks off for. When Officer Butte does have to call in, which is rare I know she has a good reason and is not able to work that day. Officer Butte is not only on time she is often here ahead of time.

BUSINESS ETHICS

Score: 2.50 / 3.00 (0%)

BUSINESS ETHICS

(100%)

Employee operates with integrity and sound ethical principles in conducting business.

- ☐ **Consistently Exceeds Expectations:**
Employee always portrays the mission of animal control and Ogden City first in foremost in all of their dealings and are without reproach.
- ☒ **Occasionally Exceeds Expectations:**
Employee is a role model for others and encourages others to conduct business with integrity and sound ethical principles.
- ☐ **Fully Meets Expectations:**
Is honest and sincere when dealing with others.
- ☐ **Needs Improvement:**
Occasionally has issues in the manner in which they administer title 13, that may lead to misunderstandings with the public.
- ☐ **Does Not Meet Expectations:**
Employee has documented problems conducting business in an ethical manner. Has not been truthful to others.

Comments: Officer Butte is passionate about her work, probably more so than most people I have observed in the years I have supervised people on many different levels. Officer Butte is committed to fair and equitable treatment for the people and the animals she comes in contact with on the job. I rely on Officer Butte's example for other officers and especially in her role as a trainer/FTO. Officer Butte has my trust in this area.

CUSTOMER SERVICE

Score: 3.00 / 3.00 (0%)

CUSTOMER SERVICE

(100%)

Ability to effectively interact with and serve our customers (internal/external)

- ☒ **Consistently Exceeds Expectations:**
Employee always goes beyond expectation; is eager to serve, and never appears impatient, even when matters are urgent or unexpected.
- ☐ **Occasionally Exceeds Expectations:**
Employee sometimes exceeds expectations with their interaction with the public and sets an example for others.
- ☐ **Fully Meets Expectations:**
Employee interacts with and serves others appropriately; friendly, respectful, responsive, effective and professional.
- ☐ **Needs Improvement:**
Employee occasionally lapses in their service levels with the public and others.
- ☐ **Does Not Meet Expectations:**
Has consistent problems interacting with customers and requires assistance or direction from supervisor.

Comments: Officer Butte shines in this area. I am quite impressed with her positive attitude, even when circumstances are very difficult and the pressure is on. Officer Butte has a unique ability to handle people that is just part of her make-up and personality. Officer Butte displays those qualities in the field as well as in the office, and is considered a valuable asset for Animal Services. Officer Butte is very talented in being able to "sell her citations" and have people feel good about the action she has taken with them.

ORDINANCE ENFORCEMENT

Score: 2.50 / 3.00 (0%)

ORDINANCE ENFORCEMENT

(100%)

Enforces ordinances by citation and license sales given the appropriate support.

- ☐ **Consistently Exceeds Expectations:**
Combined citation rate and license sales 12% or more activities completed.
- ☒ **Occasionally Exceeds Expectations:**
Combined citation rate and license sales 10% or more of activities completed.
- ☐ **Fully Meets Expectations:**
Combined citation rate and license sales 9% or more of activities completed.
- ☐ **Needs Improvement:**
Combined citation rate and license sales 8-9% or more of activities completed.
- ☐ **Does Not Meet Expectations:**
Combined citation rate and license sales 7.9% or less of activities completed.

Comments: This is a difficult area to rate by numbers as the cases Animal Services Officers deal with are very unique and require a lot of case-by-case judgment. License sales are also difficult to quantify, however Officer Butte does an excellent job in obtaining license compliance with the people she deals with, often without issuing a citations. Officer Butte does not shy from issuing citations when the situation calls for it. Officer Butte is very good at explaining the license process to people and getting them to take advantage of the best options available to them, including getting people to consider spay/neutering their pets.

QUALITY OF WORK

Score: 2.50 / 3.00 (0%)

QUALITY OF WORK

(100%)

The pursuit of excellent performance with the understanding that individuals learn from mistakes.

- ☐ **Consistently Exceeds Expectations:**
Consistent superior work quality despite challenging circumstances; Error free in a timely manner, quick follow ups to pending activities.
- ☒ **Occasionally Exceeds Expectations:**
Good work ethic, completes/submits reports in a timely manner sets examples for others in the division.
- ☐ **Fully Meets Expectations:**
Work meets division standards; few repeated mistakes and these are usually of minor consequence.
- ☐ **Needs Improvement:**
Inconsistent activity entries need supervision on pending activities some supervisory follow-up.
- ☐ **Does Not Meet Expectations:**
Careless, reoccurring mistakes often occur and may be of significant consequence. Work must constantly be reviewed by supervisor.

Comments: A very strong area for Officer Butte. Officer Butte learned early on how to do thorough investigations and produce quality reports that rarely need any corrections. I pick Office Butt to handle the more sensitive, involved, difficult and high profile cases due to her abilities. Officer Butte is very thorough in her investigations and everything she does she does very well taking a great deal of pride in her work. As with the other Animal Services officers Butte is learning to handle the high volume of follow up case work assigned to her in addition to her regular case load and other extra assigned duties.

QUANTITY OF WORK

Score: 3.00 / 3.00 (0%)

QUANTITY OF WORK

(100%)

Volume of activities produced under normal conditions and given the appropriate support.

- ☒ **Consistently Exceeds Expectations:**
Performs more than an average of 1.0 activities per hour worked.
- ☐ **Occasionally Exceeds Expectations:**
Performs an average of .95-.99 activities per hour worked.
- ☐ **Fully Meets Expectations:**
Performs .93-.95 activities per hour worked.
- ☐ **Needs Improvement:**
Performs an average of .90-.92 activities per hour worked.
- ☐ **Does Not Meet Expectations:**
Performs .89 or less activities per hour worked.

Comments: Again a strong point for Officer Butte. Officer Butte comes in well ahead of her scheduled work day and starts working as soon as she walks in the door. Officer Butte has been given additional responsibilities such as coordinating and posting the monthly shift schedule. From the time she arrives until the end of her shift Officer Butte can be found busy at her work tasks and cases. Officer Butte is one of the most trusted Animal Control dispatch operators. Officer Butte is also responsible for electronically filing citations into the State system.

RISK MANAGEMENT

Score: 2.50 / 3.00 (0%)

RISK MANAGEMENT

(100%)

Complying with safety standards, avoiding preventable accidents, and taking initiative to ensure the safety of employees and citizens.

- ☐ **Consistently Exceeds Expectations:**
Employee is not involved in any preventable accidents, actively looks for safety issues, communicates such to management.
- ☒ **Occasionally Exceeds Expectations:**
Participates in all required safety training, promotes safety. Employee is not involved in any preventable accidents.
- ☐ **Fully Meets Expectations:**
Employee is not involved in any preventable accidents.
- ☐ **Needs Improvement:**
Employee is involved in one preventable accident.
- ☐ **Does Not Meet Expectations:**
Employee is involved in more than one preventable accident, and has been in violation of the safety policy.

Comments: Officer Butte is very safety conscious and observant and is an example to the rest of the officers. Officer Butte is also very involved in protecting our citizens and their pets, and she goes out of her way to find solutions and make recommendations to improve the safety of our officers and citizens. Officer Butte has not been involved in any accidents during this reporting period.

STAFF DEVELOPMENT

Score: 2.50 / 3.00 (0%)

STAFF DEVELOPMENT

(100%)

Building an effective staff through training, delegating and coaching.

- ☒ **Occasionally Exceeds Expectations:**
Inspires employees to be the best they can by example and mentoring.
- ☐ **Fully Meets Expectations:**
Individual strives to raise work standards for themselves and the animal control staff.
- ☐ **Needs Improvement:**
Employee occasionally participates actively in supporting the mission of the team.
- ☐ **Does Not Meet Expectations:**
Doesn't work to enhance the work place and is toxic to a good work atmosphere.

Comments: Officer Butte has been very helpful in mentoring and training new officers and is always ready to help any of the officers with their cases and problems they encounter. Officer Butte is good at encouraging our officers and helping them develop their strong points. Officer Butte was chosen to be a Field Training Officer for those reasons.

TEAMWORK

Score: 2.50 / 3.00 (0%)

TEAMWORK

(100%)

Ability to work effectively and in harmony in an effort to better the team effort.

- ☐ **Consistently Exceeds Expectations:**
Serves as a role model has excellent interpersonal skills. Looks for ways to positively support others.
- ☒ **Occasionally Exceeds Expectations:**
Serves as a role model for others on team.
- ☐ **Fully Meets Expectations:**
Communicates and works effectively with others.
- ☐ **Needs Improvement:**
Occasionally supports team effort.
- ☐ **Does Not Meet Expectations:**
Does not work well in team environment, toxic to others and workplace.

Comments: Officer Butte is looked up to by her fellow officers. Officer Butte manages to maintain a very positive attitude even in the most difficult situations and is an example to others. Officer Butte's case work and documentation has been used as an example and training tool as the right way to conduct a case and investigation as well as her demeanor when handling the public.

Summary Score

Score: 2.56 / 3.00 (0%)

Manager Comments

Employee Comments

Development Plan

Development Objectives

Title:	Due:
Competency:	
Select	

Signatures

Employee:	Date:
Direct Manager:	Date:



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To Whom It May Concern:

In my position as Utah State Director for the Humane Society of the United States, I have the privilege of working with shelter staffers across the state. It is my privilege to have this opportunity to share the admiration and respect I have for Ogden Shelter Director, Stephanie Butte.

I met Mrs. Butte in 2013 and quickly became one of her many fans. Stephanie is truly in a league of her own!

As Supervisor over Ogden City Animal Services, Mrs. Butte is in a very demanding role that requires a very specific skill set. During our many encounters over the years, I have admired the enthusiasm Stephanie has, her perseverance to achieve her goals and the passion she has to truly make a difference in the lives of those around her. I have personally seen the positive impact she has had in her community, with her fellow colleagues and the animals in her care.

Recently, I witnessed the compassion and dedication Stephanie has when a dog owner approached her with her three pound Chihuahua in need of an expensive surgery and vaccines. Unfortunately, she was not in the financial position to cover the extensive cost involved. Instead of turning her away, Mrs. Butte found a way to assist these two by reaching out to me and we brainstormed until we came up with a solution. Stephanie applied for a grant and today this dog owner and her beloved companion are happy and doing well.

Additionally, Stefanie noticed a tremendous need pet owners in the area were having with covering even basic cost to get their animals vaccinated. Since then, she has organized and held numerous low cost and free vaccination clinics by garnishing the support of local vets and sponsors. Her initiate, drive, determination and "never quit" attitude, has made more of an impact in Ogden, than anyone I know.

It is without hesitation that I attest to the fact Mrs. Butte would be a tremendous asset and any company that gets her to join the team, will be extremely fortunate!

Please feel free to contact me if you have any questions.

Sundays Hunt
Utah State Director
The Humane Society of the United States
Cell: 801-455-8118

Email: shunt@humanesociety.org

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, June 13, 2017 – 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 Ruth Pearce, Council Member Austin Tracy.

Staff: Bill Morris, City Administrator, Lynn Fortie, Treasurer, Jennie Knight, City Recorder, Sean Lambert, Public Works Director, Max Jackson, Police Chief, Bryan Fife, Recreation Director, Glen Gammell, Police Detective.

Visitors: Aspen Teuscher, Ann Richins, Allison Hatch, Michael Hatch, Aidan Hatch, Clark Beecher, Nathan Averill.

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.

Boy Scout Aiden Hatch from troop 146 led the pledge of allegiance and Council Member Robinson conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of May 23, 2017 as presented.**
- b. Check Register**

Council Member Robinson expressed concern with differing amounts on per diem requests listed in the check register. He feels the amounts need to be specified to eliminate issues on expense reports. He spoke with Pam Crosbie who indicated she does not make changes to per diem requests. Mayor Richins suggested addressing this on the next agenda for any changes to the policy manual. Council Member Robinson said he feels the rates need to be included.

MOTION: Council Member Tracy motioned to approve the consent items for June 13, 2017 as presented. Council Member R. Pearce seconded the motion. Council Members J. Pearce, Robinson, R. Pearce and Tracy voted aye. Motion passed. Council Member Jensen was absent.

4. Business Items.

- a. **PUBLIC HEARING: Harrisville City Resolution 2017-04; a resolution adopting the FY 2016-17 amended budget for the fiscal year ending June 30, 2017.**

MOTION: Council Member J. Pearce motioned to open a public hearing on Harrisville City Resolution 2017-04; a resolution adopting the FY 2016-17 amended budget for the fiscal year ending June 30, 2017. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.

Council Member Tracy	Yes
Council Member R. Pearce	Yes
Council Member Jensen	Absent
Council Member Robinson	Yes
Council Member J. Pearce	Yes

Motion passed 4-0.

Lynn Fortie explained when the end of the fiscal year approaches, he selects the budget line items that need amendments and submits these to Council as necessary. He outlined the changes on the expenditure side including Mayor and Council travel and training, salaries and wages in Administration, Building Inspection/Planning, Public Works/Maintenance, and Recreation. Alcohol enforcement was also adjusted under the Police Department. Engineering was adjusted under the Administration. Miscellaneous revenue was also adjusted to reflect the surplus.

[Council Member Jensen arrived]

Mayor Richins asked if there is explanation for why Public Works/Maintenance salaries and wages were over by that large amount and speculated this might be due to over time through the snow plow season. Lynn Fortie clarified over time is listed as a separate line item. Mayor and Council gave a short discussion as to where this might have come from. Lynn Fortie explained he would have to check with Pam Crosbie on any changes.

Bill Morris explained the engineering costs are due to increased building.

Mayor Richins asked for explanation on the alcohol enforcement line item. Max Jackson explained the alcohol enforcement money comes from different sources. Normally we have included all of the payouts from one account, the beer tax, which is based on population, number of alcohol distributors, and alcohol related incidents in the area. We now have created a more comprehensive plan regarding how the money will be spent; with saturation of patrols, or equipment or whatnot. We also collect highway safety tax. In the past we have billed the shifts for highway safety out of the beer tax line item, although the shifts were paid from highway safety money received. We are now required to pay out of different funds; seat belt, highway safety, and beer tax. Any grant money received is put into the general fund. The payout to officers comes through these line items. Council Member Robinson asked where this is listed as received in the general fund. Lynn Fortie explained under grants.

No public comments were offered.

MOTION: Council Member R. Pearce motioned to close the public hearing. Council Member Jensen seconded the motion. A Roll call vote was taken.

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

Motion passed 5-0.

Council Member J. Pearce asked how the Mayor and Council training and travel exceeded the budgeted amount. Council Member R. Pearce asked if Council could vote on the amended budget before they open the next public hearing.

Council Member Robinson said the league training suggested budget amendments take place throughout the year when changes are made, rather than the end of the year.

Lynn Fortie pointed out the public hearing requirement and advertisement costs which would be expensive costs to the city. Additionally these are not large amendments which cannot be predicted through the year. Council Member Robinson said there were other items voted on that were not included in the budget discussion last year. Lynn Fortie asked what items Council Member Robinson is referring to. Council Member Robinson said the street sweeper. Bill Morris pointed out this was included in the budget under storm water. Any amendments would have to be included in this amendment work sheet. He explained the difference between budgeted items and allotments. The storm water allotment is voted on during the budget discussion but only items that are included are spent. Council Member J. Pearce said other entities do these same budgeting practices. Bill Morris explained the road funds are allotted each year as well. Council then approves the expenditure of the funds throughout the year.

Mayor Richins explained this same practice is proposed for the next fiscal year. Bill Morris confirmed these large allotments are budgeted in case of an emergency situation as well. When in actuality they may not be spent.

b. Discussion/possible action to adopt the FY 2016-17 amended budget for the fiscal year ending June 30, 2017.

MOTION: Council Member R. Pearce motioned to approve Harrisville City Resolution 2017-04; a resolution adopting the FY2016-17 amended budget for the fiscal year ending June 30, 2017. Council Member Tracy seconded the motion. A Roll Call vote was taken.

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

Motion passed 5-0.

- c. PUBLIC HEARING: Harrisville City Resolution 2017-05; a resolution adopting the FY 2017-18 final budget for the fiscal year ending June 30, 2018.**

MOTION: Council Member R. Pearce motioned to open a public hearing on Harrisville City Resolution 2017-05; a resolution adopting the FY 2017-18 final budget for the fiscal year ending June 30, 2018. Council Member J. Pearce seconded the motion. All Council Members voted aye. Motion passed.

Lynn Fortie mentioned he received the certified tax rate for the next fiscal year today and will include the amount in the final budget. This increases the use of fund balance from \$77,694 to \$85,103.

Nathan Averill, 1292 Georgia Ave, asked if the budget is set at the beginning of the year and amended at the end of the year due to the expenditures exceeding the revenue. Are the balances shrinking or staying the same.

Mayor Richins pointed out revenue is coming in above projections for this fiscal year but there are a couple more months to go.

MOTION: Council Member J. Pearce motioned to close the public hearing. Council Member Jensen seconded the motion. A Roll Call vote was taken.

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

Motion passed 5-0.

Lynn Fortie said the city is doing well this fiscal year. There was a surplus of 170,000 at one point and staff anticipates having a healthy surplus in the end. Bill Morris restated the question of whether this is a regular practice. Lynn Fortie said this is pretty normal each year. Council Member Jensen said she didn't remember amending the budget last year. Bill Morris explained budget projections are like looking into a crystal ball for the next year. Lynn Fortie said this is an appreciated concern but revenue is higher than expected. Council Member Robinson asked if money will be taken out of the fund balance, will the general fund balance go down. Lynn Fortie explained these are two different scenarios. The fund balance will not create a decrease in the general fund. If there is less revenue received, the use of fund balance would be used. If there is an increase in revenue, the use of fund balance shows a positive increase.

Council Member Robinson asked if the \$300,000 park impact fees are the total amount in the budget and whether staff is anticipating spending the entire amount. Bill Morris said the practice is allotting the amount in case there is need for using this. Next year we will be seeking the RAMP grant that we were denied this year. If we receive the grant next year, we will use this. He reminded Council the need for this RAMP grant.

Council Member Robinson said he followed up on the policy of officers driving cars home. He reviewed Salt Lake City policy which requires officers living outside the limit to pay \$3.00 per mile to reimburse for gas. Max Jackson said our current policy says 25 miles outside the city limits. Weber County's policy is a little less than ours; Salt Lake County is a little more. Outside of Weber County limit, they end up paying \$50. Officer Glen Gammell said Salt Lake's policy is reasonable and highway patrol is 50 miles from the district where they work.

Council Member Robinson asked about the 90/10 benefit contribution. He stated Obama care is 80/20 with a marriage penalty. He noticed the benefits increased this budget. Council Member Jensen said benefits increased everywhere, Ogden City's increased 12%. Mayor Richins pointed out our broker was able to setup a 5% increase which is a deal. Lynn Fortie pointed out the increase is specifically health insurance, retirement did not increase. Council Member Robinson said in his opinion there will reach a point when things have to stop and he feels we are not getting prepared for it. Mayor Richins asked if Council Member Robinson would prepare a proposal.

d. Discussion/possible action to adopt the FY 2017-18 final budget for the fiscal year ending June 30, 2018.

MOTION: Council Member J. Pearce motioned to approve Harrisville City Resolution 2017-05; a resolution adopting the FY 2017-18 final budget for the fiscal year ending June 30, 2018, including the certified tax rate. Council Member Tracy seconded the motion. A Roll Call vote was taken.

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

Motion passed 4-1.

e. Discussion/possible action on Resolution 2017-06; a resolution approving an interlocal agreement with Marriott-Slaterville City for financial, licensing, and human resource staffing and materials.

Bill Morris explained we have a close working relationship with Marriott-Slaterville including the recreation program, street sweeping services, and city administrator services. They currently only have a staff of 4 employees. The Marriott-Slaterville mayor

has been serving as finance officer for the last 17 years and is leaving office the end of this year. The auditor is mandating the city create a separation for finance services. This proposal includes Pam Crosbie to cover finance services, business license/solicitor licenses, and human resources. Stream lining services between the two cities. When Harrisville holds trainings, Pam will just invite the Marriott-Slaterville employees. He has proposed some numbers to cover the expenses including an administrative fee. Lynn Fortie's nephew will be covering the finance officer position at Marriott-Slaterville and will be Lynn's assistance. Lynn Fortie will still be covering Harrisville City. Harrisville will be reimbursed for audit and computer services as well.

Council Member Robinson asked where the revenue will go into and asked if the expense will be paid from payroll. Lynn Fortie said this will all happen within the same fiscal year, if there were to be cross over between years, that might create a need for new accounts to be created. Bill Morris pointed out Marriott-Slaterville will pay all of the FICA requirements. Lynn Fortie also explained there will probably be some worker's comp as well but the FICA is more expensive. Bill Morris suggested increasing the proposal to \$11,000. He explained a check will be cut once a year by the next pay period after the budget is passed and the reimbursement will be billed.

Council Member J. Pearce asked about the automatic renewal, he feels this under hands the city's ability to dissolve the contract. Bill Morris pointed out there is an option for termination with notice. He will have this reviewed by independent attorneys because he cannot sign as the city attorney for either city on this contract.

MOTION: Council Member J. Pearce motioned to approve Harrisville City Resolution 2017-06; a resolution approving an interlocal agreement with Marriott-Slaterville City for financial, licensing, and human resource staffing and materials. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.

Council Member Tracy	Yes
Council Member R. Pearce	Yes
Council Member Jensen	Yes
Council Member Robinson	Yes but with a quarterly statement
Council Member J. Pearce	Yes

Motion passed 5-0.

5. Public Comments - (3 minute maximum)

No public comments were offered.

6. Mayor/Council Follow-Up:

Mayor Richins reviewed a Heritage Days follow up. He asked if Council Member Jensen is okay for the 5K, Council Members J.Pearce and R. Pearce are okay with bingo including prizes, Council Member Tracy for the parade and saw dust scramble, and Council Member Robinson is okay with information booth. All Council Members agreed to their assignments. Mayor Richins asked for all council members to help with breakfast starting at 9:30am.

Council Member R.Pearce would like to challenge the department heads to look at their budgets for this next year and come up with creative ideas to make the same budget work next year. She realizes there will be changes but encouraged them to think about this for next year.

Council Member J.Pearce informed Council of the ribbon cutting ceremony to be held on the 29th of June for the new fire station.

7. Adjourn.

Mayor declared the meeting adjourned at 7:57pm.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT

City Recorder

Approved this 11th day of July, 2017.

Location	Name	City
Weber Center	Donna Rich	Ogden
	Janet Erickson	Ogden
	Lori Lovelady	Ogden
	Amanda Naycalo	Ogden
Dee Events	Stephanie Stephens	South Ogden
	Adrienne Brown	South Ogden
	Susan Ashby	Ogden
	Cirilo Franco	Ogden
ATC	Trina	Ogden
	Nellie Kloeppel	Ogden
	Kathie Darby	West Haven
	Joe Darby	West Haven
Southwest Branch	Vicki Stevenson	Roy
	Nick Stevenson	Roy
	Patrick Standage	Roy
	Tracy Pendleton	Roy
Pleasant Valley	Cheryl White	Uintah
	Gayla Dye	Uintah
	Patti Sawyer	Uintah
	Paul Kriekard	Uintah
North View Senior	Susanne Spicker	North Ogden
	Merrin Tubbs	North Ogden
	Kathy Petersen	North Ogden
	Anja Lowe	Harrisville
Fair Grounds	Coral Hadley	Plain City
	John Usher	Farr West
	Garry Hunter	West Haven
	Leslie Little	Farr West
West Haven	Debbie Burrows	West Haven
	Kim Endicott	Hooper
	Cheryl Branch	Roy
	Lisa Jones	West Haven

**HARRISVILLE CITY
ORDINANCE NO. 492**

CONSTRUCTION CODES AND STANDARDS

AN ORDINANCE OF HARRISVILLE CITY, UTAH, REPEALING AND REENACTING TITLE 8 TO BE ENTITLED “CONSTRUCTION CODES AND STANDARDS” TO ADOPT UPDATED CODES; CONFORM TO STATE LAW; MAKE TECHNICAL CHANGES; SEVERABILITY; AND PROVIDE AN EFFECTIVE DATE.

WHEREAS, Harrisville City (hereafter “City”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §10-8-84 and §10-8-60 allow municipalities in the State of Utah to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, Title 15A of the *Utah Code Annotated* establishes the “State Construction and Fire Codes Act” which the City is required to implement;

WHEREAS, the City desires to implement changes made by the Legislature to the State Construction Code;

WHEREAS, the City Council previously adopted Title 8 containing certain building and fire codes and now desires to repeal and reenact certain codes to bring the City into compliance;

WHEREAS, the City Council finds it necessary to update the municipal code in order to keep the municipal code modern, current with state law, and to protect public health, safety, and welfare;

NOW, THEREFORE, be it ordained by the City Council of Harrisville City as follows:

Section 1: Repealer. Title 8 is hereby repealed in its entirety and referenced thereto vacated.

Section 2: Re-enactment. Title 8 of the *Harrisville Municipal Code* are hereby reenacted to read as follows:

**TITLE 8
CONSTRUCTION CODES AND STANDARDS**

- 8.10 Administration**
- 8.20 International Building Codes**
- 8.30 Utilities**

- 8.40 International Fire Code**
- 8.50 Standards For Single Family Dwellings**
- 8.60 Flood and Hazard Areas**
- 8.70 Building Floor Elevations**
- 8.80 Addresses**

Chapter 8.10 Administration

- 8.10.010 Purpose.**
- 8.10.020 Permit required.**
- 8.10.030 Reference.**
- 8.10.040 Surcharge.**
- 8.10.050 Plan check fees.**
- 8.10.060 Appeals.**
- 8.10.070 Enforcement.**

8.10.010 Purpose.

The purpose of this Title is to adopt the applicable codes and regulations for buildings and fire, subject to state and local amendments or as provided herein.

8.10.020 Permit required.

A building permit or other permit as referenced in this Title or the codes adopted herein is required as specified in the applicable code or this Title.

8.10.030 Reference.

All references in any code adopted by this Title are the same references made part of the municipal code to the same extent and effect as if such code is fully set forth herein subject to any additions, deletions, or changes provided in this Title.

8.10.040 Surcharge.

There is hereby imposed a one-percent (1%) surcharge on all building permits issued by the City. Each quarter or as otherwise required by state law, the City shall file a report of all surcharges which have been collected on building permits and remit eighty percent (80%) of that total surcharge to the applicable state agency as required by state law.

8.10.050 Building permit and plan check fees.

1. Building permit fees. The building permit fee for all building permits regardless of classification or type shall be in accordance with Appendix L set forth in the most current version of the *International Residential Code*.
2. Plan check fees. A plan check fee is hereby imposed on all building permits as follows:
 - a. The actual cost of performing the review by the municipality, and
 - b. Sixty-five percent (65%) of the amount for a building permit for the building.

3. Plan change fee. When a plan is changed or modified at any point after approval a change fee is assessed in the amount of five-percent (5%) of the total building permit fee.
4. Other fees. The building official may assess other fees and charges for other services provided for which fees are indicated not to exceed the actual cost of the service provided.

8.10.060 Appeals.

Any affected person disputing a final determination, enforcement action, or interpretation by the City of a Code adopted by this Title shall have a right of appeal to the City's administrative hearing officer. All appeals are governed in accordance with HMC Section 2.01.030. The appeal authority shall not hear appeals regarding the administrative provisions of any Code, nor waive any Code requirements.

8.10.070 Enforcement and penalties.

1. Enforcement. In accordance with *Utah Code Annotated* §10-9-1002, 1953 as amended, any enforcement official has the authority to institute an enforcement action for a violation of this Title, and specifically:
 - a. Permits and Licenses. All departments and enforcement officials vested with authority to issue permits or licenses shall conform to the provisions of this Title. No permit or license shall be issued for any uses, building, or other purposes where a violation exists. Any permit issued in violation shall be null and void. Any violation after a permit is issued and during construction may be revoked.
 - b. Building Official. The Building Official shall not issue any permit unless the plans of and for the proposed erection, construction, reconstruction, alteration, and use fully conform to this Title.
2. Penalties. In accordance with *Utah Code Annotated* §10-9-1003, 1953 as amended, the municipality imposes the following penalties for a violation of this Title:
 - a. Civil Penalty. In addition to other remedies as authorized by law, any person, firm, or corporation (as principal, agent, employee, or otherwise) violating or permitting the violation of this Title shall pay a civil fine not to exceed \$1,000.00, per violation, per day, that a violation continues in addition to reasonable attorney's fees and costs incurred by the enforcement agency or City.
 - b. Misdemeanor. Any person, firm, or corporation (as principal, agent, employee, or otherwise) violating, permitting the violation, or who fails to comply with any of the requirements of this Title or who erect, install, alter, repair or do work in violation of the approved construction documents or directive of the enforcement official, or of a permit or certificate used under provisions of any code, shall be guilty of a class B misdemeanor, per violation, per day. Upon conviction each violation is punishable by a fine not to exceed \$1,000.00, and/or imprisonment not to exceed 180 days. Each day that a violation continues shall be deemed a separate offense.

Chapter 8.20

International Building Codes

- 8.20.010 Adoption.**
- 8.20.020 Amendments.**
- 8.20.030 Updates.**
- 8.20.040 Code availability.**
- 8.20.050 Exemptions.**

8.20.010 Adoption.

In accordance with Title 15A of the *Utah Code Annotated* and R156-56, the City hereby adopts the following Codes by this reference and incorporates the same herein to govern all construction performed in the City:

1. The most current Edition of the *International Building Code* (IBC), as promulgated by International Code Council as adopted by the Utah Uniform Building Code Commission (Commission) as modified by amendments adopted under state law together with standards incorporated into the IBC by reference.
2. The most current edition of the *International Energy Conservation Code* (IECC), as promulgated by International Code Council as adopted by the Commission, as modified by amendments adopted under state law together with standards incorporated into the IECC by reference.
3. The most current version of the *International Residential Code* (IRC), all promulgated by International Code Council as adopted by the Commission as modified by amendments adopted under state law together with standards incorporated into the IRC by reference.
4. The most current version of the *National Electrical Code* (NEC), as promulgated by National Fire Protection Association as adopted by the Commission as modified by amendments adopted under state law together with standards incorporated into the NEC by reference.
5. The most current edition of the *International Plumbing Code* (IPC), as promulgated by International Code Council as adopted by the Commission as modified by amendments adopted under state law together with standards incorporated into the IPC by reference.
6. The most current edition of the *International Mechanical Code* (IMC), as promulgated by International Code Council as adopted by the Commission as modified by amendments adopted under state law together with standards incorporated into the IMC by reference.
7. The most current edition of the *International Fuel Gas Code* (IFGC), as promulgated by International Code Council as adopted by the Commission as modified by amendments adopted under state law together with standards incorporated into the IFGC by reference.

8.20.020 Amendments.

1. IBC Amendments. The IBC adopted in this Chapter is amended by the state-wide amendments contained in Title 15A of the *Utah Code Annotated*, and all such amendments are hereby incorporated by this reference.

2. NEC Amendments. The NEC adopted in this Chapter is amended by the state-wide amendments contained in Title 15A of the *Utah Code Annotated*, and all such amendments are hereby incorporated by this reference.
3. IPC Amendments. The IPC adopted in this Chapter is amended by the state-wide amendments contained in Title 15A of the *Utah Code Annotated*, and all such amendments are hereby incorporated by this reference.
4. IMC Amendments. The IMC adopted in this Chapter is amended by the state-wide amendments contained in Title 15A of the *Utah Code Annotated*, and all such amendments are hereby incorporated by this reference.

8.20.030 Updates adopted.

The Codes adopted by this Chapter shall be automatically replaced and updated whenever the Division of Occupational and Professional Licensing or the Uniform Building Code Commission shall adopt a new Code or an updated version of an adopted Code pursuant to the authority granted to such in Title 15A of the *Utah Code Annotated*, as amended, or any successor statute. The municipal code shall automatically be updated to include all amendments adopted by the State of Utah immediately upon adoption of any amendments under the *Utah Code Annotated* or by state administrative rule.

8.20.040 Code availability.

The City Recorder shall keep a copy of the Codes adopted in the municipal code in accordance with *Utah Code Annotated* §10-3-711(2). Codes shall be available for use and examination by the public during regular business hours. Copies of any codes shall be available to the public upon the payment of reasonable fees.

8.20.050 Exemptions.

All structures relating to agricultural uses as set forth in *Utah Code Annotated* §15A-1-204, as amended are exempt from the permit requirements of the IBC. Construction, expansion, maintenance, repair or replacement of any such agricultural buildings is still subject to the requirements of the municipal code, unless specifically stated as exempt.

**Chapter 8.30
Utilities**

Section:

- 8.30.010 Utility Permit.**
8.30.020 Utility Service.
8.30.030 Utility Disconnection.

8.30.010 Utility Permit.

Any utility service provider that is installing, providing, or maintaining service to any use or structure where a permit is required under any code shall first obtain said permit from the building official.

8.30.020. Utility Service.

Utility service shall be installed, provided, and maintained in accordance with any applicable code and any applicable regulation of the utility service provider.

8.30.030 Utility Disconnection.

The building official may order utility services terminated at any location where the use or structure is not authorized or is in violation of any code or regulation. No demolition shall occur until all necessary utility connections have been duly disconnected with each affected utility service provider.

**Chapter 8.40
International Fire Code**

Sections:

- 8.40.010 Adoption.**
- 8.40.020 Amendments.**
- 8.40.030 Administration.**
- 8.40.040 Limits on Liquefied Petroleum Storage.**

8.40.010 Adoption.

In accordance with *Utah Code Annotated* §10-3-711, the City hereby adopts and incorporates herein by this reference the most current edition of the *International Fire Code*, as adopted by the State of Utah (hereafter “the Code”) published by the International Code Council, Inc., including all appendices.

8.40.020 Amendments.

Any amendment, addition, deletion, or revision to the Code adopted by Resolution of the Board of Trustee of the North View Fire District are hereby adopted and incorporated herein by this reference.

8.40.030 Administration.

The North View Fire District shall administer this Chapter and shall enforce the same.

8.40.040 Limits on Liquefied Petroleum Storage.

The storage of any liquefied petroleum gases shall not exceed the allowable limits specified in the *International Fire Code*.

**Chapter 8.50
Standards For Single Family Dwellings**

Sections:

- 8.50.010 Standards For Single Family Dwellings.**
- 8.50.020 Enforcement.**

8.50.010 Standards For Single Family Dwellings.

1. Codes and Standards. Any dwelling or other structure which is designed or intended for human habitation, which is to be located in the City, outside of a mobile home park, must meet the standards for the codes adopted by the City.
2. Manufactured Homes. In addition to the above codes and standards, the following requirements shall also be met:
 - a. HUD Code. Meet the standards of and be certified under the National Manufactured Housing Construction and Safety Standards Act of 1974, or its successor statute, (HUD Code) and must prominently display an insignia approved by the United States Department of Housing and Urban Development and must not have been altered in violation of HUD Code.
 - b. Foundation. The structure must be permanently connected and attached to a site-built foundation which meets ICBO guidelines for manufactured housing installations of a manufactured home.
 - c. Gear Removed. Any running gear shall be removed and stored out of sight.
 - d. Enclosures and Construction. Any enclosure must be secured to the perimeter of the dwelling and constructed of materials that are weather resistant and aesthetically consistent with concrete and masonry foundation materials.
 - e. Utility Connection. The structure must be permanently connected to and approved for all required utilities.
 - f. Taxation. The structure shall be taxed as real property. If the structure is a manufactured home, an affidavit or statement must be filed with the Utah State Tax Commission in accordance with state law or regulation.
 - g. Storage. The structure must provide a minimum of seventy-two (72) square feet of enclosed storage with the minimum height of six (6) feet located in a basement or garage area or in an accessory storage structure. Such structure shall conform to all applicable building codes.
 - h. Porches and Landings. Porches and landings for ingress and egress to the dwelling must be build in accordance with the applicable codes as adopted.
 - i. Roof. At least sixty (60) percent of the roof must be pitched at a minimum 2-12 pitch and shall have a roof surface of wood shakes, asphalt, composition, wood shingles, concrete, metal tiles, slate, built-up-gravel materials or other materials approved by the applicable codes.
 - j. Siding. The structure shall have exterior siding consistent of wood, masonry, concrete, stucco, Masonite or metal vinyl lap. The roof overhang, including rain gutters, shall not be less than one foot (1'), measured from the vertical side of the building, but not including bay windows, nooks, morning rooms, and similar.
 - k. Width. The width of the structure shall be at least twenty (20) feet at the narrowest point of its first story for a depth of at least twenty (20) feet, exclusive of any garage area. The width shall be considered the lessor of two (2) primary dimensions. If the width of the dwelling faces a street and is less than one-half (1/2) of the length, the required off-street parking shall be in a two (2) car, covered parking attached to the length of the structure.

8.50.020 Enforcement.

Any person failing to comply with any of the provisions of this Chapter or violating any such provisions is guilty of a Class B misdemeanor with jail and/or a fine not to exceed \$1,000.00. Also, the City may seek a civil fine not to exceed \$1,000.00, per day, per violation, and any civil enforcement remedies available at law or equity, including injunctive relief.

**Chapter 8.60
Flood and Hazard Areas**

Section:

8.60.010 Flood and Hazard Areas.

8.60.010 Flood and Hazard Areas.

1. Administration. In order to prepare for and mitigate floods, earthquake risks, and all other natural hazards, the following regulations are established:
 - a. Hazard Official. The Public Works Director is vested with the responsibility, authority and means to:
 - i. Delineate or assist the City Engineer in delineating the limits of the areas having natural hazards on official City maps and to identify the location of building sites.
 - ii. Preclude certain uses and occupancy in any hazard area.
 - iii. Cooperate with federal, state, and local authorities to study, survey, map and identify flood plain or hazard areas, and cooperate with neighboring communities with respect to management of adjoining flood plain and/or hazard areas.
 - iv. Document and prepare reports relating to flood plain and/or hazard area management measures.
 - b. Elevations. The Public Works Director, or designee, shall maintain elevation records for public inspection and to furnish upon request a record of elevations in relation to mean sea level of the lowest floor, including basement, of all new or substantially improved structures located in the hazard areas. If the lowest floor is below grade on one or more sides, the elevation of the floor immediately above must also be recorded.
2. Hazards Mitigation. The Public Works Director shall review all building permit applications for new construction or substantial improvements to determine whether proposed building sites will be reasonably safe from flooding or any hazard area. No construction shall be permitted in any designated FEMA Flood Plain. If a proposed building site is in any other hazard area, the applicant must:
 - a. Be designed (or modified) and anchored to mitigate the applicable natural hazard(s).
 - b. Use construction materials, equipment, and utility connections that mitigate the applicable natural hazard(s).

- c. Use construction materials and practices that will mitigate the applicable natural hazard(s).
- 3. Subdivisions. The City Engineer and Public Works Director shall review subdivision proposals and other proposed new developments to assure that:
 - a. No subdivisions lots are within the FEMA Flood Plain.
 - b. All such proposals are consistent with the need to mitigate any natural hazard(s).
 - c. All utilities and facilities are properly located, elevated, and constructed to mitigate natural hazard(s).
 - d. Adequate drainage is provided so as to reduce exposure to flood hazards.
 - e. The City Engineer and Public Works Director shall require new or replacement water supply systems and/or sanitary sewage systems to be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters and require on-site waste disposal systems to be located so as to avoid impairment of them or contamination from them during flooding.
- 4. Sumps and Drains. No sump pumps, sump drains, land drains, or any other non-sewage drain shall connect to the sewer system.

8.60.020 Enforcement.

Any person failing to comply with any of the provisions of this Chapter or violating any such provisions is guilty of a Class B misdemeanor with jail and/or a fine not to exceed \$1,000.00. Also, the City may seek a civil fine not to exceed \$1,000.00, per day, per violation, and any civil enforcement remedies available at law or equity, including injunctive relief.

Chapter 8.70 Building Floor Elevations

Sections:

- 8.70.010 Regulations Relating To New Subdivisions.**
- 8.70.020 Regulations Relating to Construction Outside Subdivisions.**
- 8.70.030 Enforcement.**

8.70.010 Regulations Relating To New Subdivisions.

All lots in any subdivision receiving final approval after the date of this Chapter shall be required to prepare and record a final subdivision plat with the following:

- 1. Restriction. All lots on the subdivision plat shall be labeled with an “R” (Restriction) meaning that a restriction applies to each lot. A note on the final plat shall read as follows:
 - a. “R” (RESTRICTED LOT) “Based upon high ground water conditions, the lowest habitable floor level on this lot is restricted to an elevation which is one (1) foot below the curb and gutter fronting the lot. The curb elevation reference point shall be the lowest top back of curb elevation on the lot frontage.”
 - b. The developer of a subdivision may be given an exception to the requirements of the above section provided that a detailed soils investigation from a qualified

geotechnical engineering firm is conducted across the development site and a soils report is submitted to the City documenting that structures located below the natural ground elevation are feasible. The submitted data shall include a recommendation regarding the maximum depth habitable floor levels can be constructed below the natural ground surface in order to be above the maximum anticipated ground water level. If this submittal information is approved by the City Engineer and Public Works Director, then the final plat shall be prepared, approved, and recorded labeling and table with all lots with an “SR” designation. A note on the final plat shall read as follows:

- i. “SR” (SPECIFIC RESTRICTED LOT) “Based upon a detailed ground water study that has been prepared and approved for this subdivision. Due to the ground water conditions at this site, the lowest habitable floor elevation for structures located on specific restricted lots “SR lots” are limited to the floor elevations shown on this plat. The final plat will provide a table showing the lowest habitable floor elevation for all lots labeled with the “SR” designation.”
 - ii. The construction of any lot with an “SR” designation shall comply with the table on the plat showing the lowest habitable floor elevation.
2. Permit. The Building Official shall review and approve building permits based on the elevation restrictions shown on the plat. During the foundation inspection by the Building Official, the builder shall document for the Building Official that the building foundation is in compliance with any lot restriction using verified surveyed documentation.

8.70.020 Regulations Relating to Construction Outside Subdivisions.

1. New Construction. Construction of new residential structures requiring a building permit after the date of this Chapter, shall have the lowest habitable building floor elevation limited to the following:
 - a. The lowest habitable floor level is restricted to an elevation which is one (1) foot below the curb and gutter fronting the lot or development area. The curb elevation reference point shall be the lowest top back of curb elevation on the curb and gutter frontage, or in the case where curb and gutter do not exist, the lowest floor elevation shall be referenced from the lowest pavement elevation on the lot or parcel frontage.
 - b. The owner of the new construction outside of a new subdivision may be given an exception to the requirements of the above section provided that a detailed soils investigation from a qualified geotechnical firm is conducted at the site and a soils report is submitted to the City documenting that a structure located below grade the natural ground elevation is feasible. The submitted data shall include a recommendation regarding the maximum depth habitable floor levels can be constructed below the natural ground surface in order to be above the maximum anticipated ground water level. If this submittal information is approved by the City Engineer and Public Works Director, then a building permit will be granted based on the recommendations in the soils study.

2. The City Building Official shall review and approve building permits based on the elevation restrictions provided in this Chapter and any code, as applicable. During the foundation inspection by the Building Official, the builder shall document for the Building Official that the building foundation is in compliance with the lot restriction by verified surveyed documentation.

8.70.030 Enforcement.

Any person failing to comply with any of the provisions of this Chapter or violating any such provisions is guilty of a Class B misdemeanor with jail and/or a fine not to exceed \$1,000.00. Also, the City may seek a civil fine not to exceed \$1,000.00, per day, per violation, and any civil enforcement remedies available at law or equity, including injunctive relief.

**Chapter 8.80
Addresses**

Sections:

- 8.80.010 Assignment Procedure.**
- 8.80.020 Placement Required.**
- 8.80.030 Street Names.**
- 8.80.030 Enforcement.**

8.80.010 Address Assignment Procedure.

The City Engineer shall designate all addresses within Harrisville City based upon the Weber County grid system as determined by the City Engineer.

8.80.020 Address Required.

It shall be unlawful for any person to fail, neglect, or refuse to place a proper and conspicuous the designated address number assigned by the City Engineer so that it can be easily seen and deciphered from the sidewalk or street on any structure owned, occupied, or controlled by such persons within the City.

8.80.030 Street Names.

Street names shall only be assigned by the City, and be designated on an approved plat or as required by the County Recorder.

8.80.040 Enforcement.

Any person failing to comply with any of the provisions of this Chapter or violating any such provisions is guilty of a Class B misdemeanor with jail and/or a fine not to exceed \$1,000.00. Also, the City may seek a civil fine not to exceed \$1,000.00, per day, per violation, and any civil enforcement remedies available at law or equity, including injunctive relief.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which shall continue in full force and effect.

Section 4: Effective date. This Ordinance will take effect immediately upon mayoral approval and posting.

PASSED AND ADOPTED by the City Council on this ____ day of _____, 2017.

BRUCE RICHINS, Mayor

ATTEST:

JENNIE KNIGHT, City Recorder

RECORDED this ____ day of _____, 2017.

PUBLISHED OR POSTED this ____ day of _____, 2017.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

In accordance with Utah Code Annotated §10-3-713, 1953 as amended, I, the City Recorder of Harrisville City, hereby certify that foregoing Ordinance was duly passed and published or posted at: 1) City Hall, 2) Harrisville Cabin, and 3) 2150 North, on the above referenced dates.

JENNIE KNIGHT, City Recorder

DATE:_____

**HARRISVILLE CITY
ORDINANCE NO. 493**

HOME BUSINESS REPEALED

**AN ORDINANCE OF HARRISVILLE CITY, UTAH, REPEALING
BUSINESS LICENSING REQUIREMENTS; REPEALING OUTDATED
DEFINITIONS IN TITLE 3; MAKE TECHNICAL CHANGES;
SEVERABILITY; AND PROVIDE AN EFFECTIVE DATE.**

WHEREAS, Harrisville City (hereafter “City”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §10-8-84 and §10-8-60 allow municipalities in the State of Utah to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, Senate Bill 81 limited business license fees on home businesses;

WHEREAS, in light of said state legislation, the City desires to eliminate home business regulations;

WHEREAS, the City Council finds it necessary to update the municipal code in order to keep the municipal code modern, current with state law, and to protect public health, safety, and welfare;

NOW, THEREFORE, be it ordained by the City Council of Harrisville City as follows:

Section 1: Repealer. Title 3 is hereby repealed as set forth herein.

Section 2: Amendment. Title 3 of the *Harrisville Municipal Code* are hereby amended to read as follows:

3.01.010 Unlawful To Operate A Business Without A License.

1. Authority to regulate. In accordance with *Utah Code Annotated* §10-1-203(2), 1953, as amended, or its successor statute, the city hereby prescribes that all businesses, ~~including home businesses~~, operating in the city to be licensed for the purpose of regulation and revenue and the same are subject to applicable regulations established by ordinance.
2. License required. Unless exempted by state, federal, or local law, it shall be unlawful for any person to engage in any business, ~~home business~~, or similar operation within the city, whether on a temporary or permanent basis, without first procuring the license required by this title.
3. Non-transferable. All licenses issued under the provisions of this title are non-transferable and expire as set forth in this title.

3.01.020. Definitions.

In addition to the definition set forth in *Utah Code Annotated* §10-1-203, 1953, as amended, adopted and incorporated herein for the purposes of this title, the following additional definitions apply to this title:

1. “Applicable authority” means either the licensing authority or the inspection and enforcement authority or both acting in the scope of their authority set forth in this title.
2. “City” or “municipality” means the corporate boundaries of Harrisville City, Utah.
3. ~~“City attorney” means the attorney or his designee for Harrisville City, Utah.~~
4. ~~“Complainant” means a person, including the administrator, who files a complaint under this chapter.~~
5. ~~“Conciliation” means the attempted resolution of issues raised in a complaint filed under this chapter, or raised in the investigation of the complaint, through informal negotiations involving the complainant, the respondent and the administrator.~~
6. ~~“Conciliation agreement” means a written agreement setting forth the resolution of issues by conciliation under this chapter.~~
7. “County” means the geographical area comprising Weber County, Utah.
8. ~~“Discrimination” means any direct or indirect exclusion, distinction, segregation, limitation, refusal, denial, or other differentiation in the treatment of a person based upon unlawful discrimination as specified in this title or because of a person’s association with any such person. Discrimination shall not be interpreted to require, grant, or accord preferential treatment to any person or protected class of persons.~~
9. “Dwelling” means any building or structure, or a portion of a building or structure, occupied as, or designed or intended for occupancy as, a residence of one or more families in the county and vacant land that is offered for sale or lease for the construction or location of a dwelling in the county.
10. “Employee” means any individual applying with or employed by an employer. The term does not include an elected official.
11. “Employer” is defined in *Utah Code Annotated* §34A-5-102(8).
12. ~~“Employment agency” is defined in Utah Code Annotated §34A-5-102(9).~~
13. “Home occupation” means any income-producing use conducted within the home and carried on by persons residing in the home, which use is clearly incidental and secondary to the use of the dwelling and does not change the residential character. A home-based day-care, child care, nursery, school or similar is not considered a home business for the purposes of licensing. ~~The home occupation typically allows the home to be used for maintaining a business telephone and receiving mail. In addition to the licensing provisions of this title for a home occupation, the applicant shall also comply with the applicable requirements of the land use ordinances.~~
14. “Inspecting and enforcement authority” means any federal, state, county, or local authority that may inspect, investigate, or enforce upon a business compliance with any governing law. The inspection and enforcement authority has the ability to issue citations or seek other remedy for a violation of law under its respective jurisdiction. Any law enforcement officer of any jurisdiction shall be considered an ex-officio inspection and enforcement authority under this title.
15. ~~“Labor organization” means any organization that exists for the purpose in whole or in~~

- ~~part of collective dealing with employers concerning grievances, terms or conditions of employment or other mutual aid or protection in connection with employment.~~
16. “Licensing authority” means the city licensing officer designated to administer this title, issue a business license, or review and/or revoke the license of a business operating in the city, or the city council only as specifically provided herein.
 17. “Municipal services” is defined by *Utah Code Annotated* §10-1-203.
 18. ~~“Otherwise qualified” means a person who possesses the following required by an employer for any particular job, job classification, or position:~~
 - ~~a. Education;~~
 - ~~b. Training;~~
 - ~~c. Ability;~~
 - ~~d. Moral character;~~
 - ~~e. Integrity;~~
 - ~~f. Disposition to work;~~
 - ~~g. Adherence to reasonable rules and regulations; and~~
 - ~~h. Other job related qualifications required by an employer.~~
 19. ~~“Person” means one or more individuals, partnerships, associations, corporations, legal representatives, trusts or trustees, receivers, and the city.~~
 20. ~~“Real estate broker or salesperson” means a principal real estate broker, an associate real estate broker, or a real estate sales agent as those terms are defined in Utah Code Annotated §61-2-2 or any successor statute of Utah law.~~
 21. ~~“Religious organization” means a religious corporation, association, educational institution, society, trust or any entity or association which is wholly owned or controlled subsidiary or agency of any religious corporation, association, society trust, or corporation sole.~~
 22. “Regulating authority” means any federal authority, state authority, local authority, or professional organization that must first license an individual or business prior to receiving a business license. The regulating authority includes such entities as the Utah Division of Occupational and Professional Licensing, the local health department, the Utah State Bar, the fire Marshall or related designee, the local planning commission, any land use authority, and similar authorities.
 23. “Rent” means to lease, sublease, let, or otherwise grant for a consideration the right to occupy premises not owned by the occupant.
 24. ~~“Residential real estate related transaction” means the making or purchasing of loans or providing other financial assistance for purchasing, constructing, improving, repairing, or maintaining a dwelling; or secured by residential real estate; or selling, brokering, or appraising residential real property in the county.~~
 25. ~~“Respondent” means a person identified in a complaint as having committed an unlawful practice under this chapter.~~
 26. “Person” means any individual, receiver, assignee, trustee in bankruptcy, trust, estate, firm, partnership, joint venture, club, company, business trust, corporation, association, society or other group of individuals acting as a unit, whether mutual, cooperative, fraternal, non-profit, or otherwise.
 27. “Schedule” means the business license fee schedule set forth in the Study.
 28. “Study” means the Business License Study prepared by the City’s consultant along with

- any supplement or update to the same.
29. “Temporary license” means any license issued to a business not to exceed a period of 45 calendar days.
- ~~30. “Unlawful practice” means a discriminatory act or practice relating to housing or employment that is prohibited under this title.~~

3.01.040. Uniform Business License Regulations.

1. Applicability. The following types of businesses are required to obtain a license before engaging in any business within the city:
- a. Any business operating within the municipality.
 - b. Any business engaged in the sale of alcohol.
 - c. Any businesses engaged in the sale of certain tobacco products as defined in state law.
 - d. Any temporary business that is temporarily located within the municipality.
 - ~~e. Any home occupation within the municipality.~~
 - f. The owner of a rental residential dwelling unit within the municipality.
 - g. A residential solicitor who is soliciting within the municipality.
 - h. Any sexually oriented business.

3.01.050 Business License Application.

1. Application form and filing. An application for a business license shall be made in the form and manner provided by the city administrator and shall be filed with the city’s licensing officer.
2. Application contents. The application shall include the following:
- a. Provide the name and location of the business.
 - b. State the name of the applicant.
 - c. State the type of entity under which the business is organized.
 - i. If an entity registered, incorporated or organized with the Utah Department of Commerce, specify the name and address of the registered agent with Utah Department of Commerce who is authorized to receive service of process and any communication regarding the applicant’s license.
 - d. Provide the state sales tax reporting number and federal tax identification number, as applicable.
 - e. Provide the state contractor’s license number, state real estate broker’s license number, or other professional license number issued by the state or a regulating authority, if applicable.
 - f. Provide information relating to the purpose and general operation of the business, including:
 - i. Its primary operation and function.
 - ii. The number of employees.
 - iii. Building square footage, site frontage, and dimensions of its building and grounds, as needed.
 - iv. Whether it engages in the sale of alcohol or beer.
 - ~~v. Whether it is a home occupation.~~
 - vi. Whether it engages in the handling or use of hazardous material,

- explosives, or an ultra hazardous activity.
 - vii. Emergency contact numbers and related information.
 - viii. Any additional information required by the city administrator on the application to assist in the regulation of a business or as may be needed for the purpose of issuing the license.
3. Business to provide updated information. The applicant or his designee is responsible to provide to the licensing official, in writing, updated information relating to any change in the information in the application within ten (10) days of the change.

3.01.070 Exceptions To The Business License Fee.

A person or business is exempt from business license fees as provided in this part, notwithstanding, this part does not exempt a residential solicitor from any applicable provisions of the residential solicitation provisions of this title. No business license or fee shall be required or imposed under this chapter upon the following persons or businesses:

1. Any person engaged in activities that are solely religious or eleemosynary, excepting any disproportional fee.
2. Any business or person exempted from obtaining a business license by state law.
3. Any contractor holding a valid state license and regulated by the state in accordance with Part 3, Chapter 55, Title 58 of the *Utah Code Annotated*, where the contractor does not maintain an office located within this city.
4. Any alarm company providing services in the city where the same holds a valid license issued by another jurisdiction in the state and where the alarm company does not maintain an office within the city.
5. Any tow truck motor carrier holding a valid business license to perform tow truck service where the tow truck service does not maintain an office within the city.
6. Any person selling surplus household goods or furnishings at a private residence in the garage or yard, if such sales are held in accordance with the applicable requirements and frequency set in the municipal code.
7. A bona fide agricultural operation or family food production.
8. Any ~~minor operating a parental supervised home business grossing nominal amounts per year,~~ notwithstanding this exemption, all land use and other code regulations still apply.

**HARRISVILLE CITY
RESOLUTION 2017-07**

2017 TAX RATE

**A RESOLUTION OF HARRISVILLE CITY, UTAH, ADOPTING THE
2017 TAX RATE, TAX YEAR 2017.**

WHEREAS, Harrisville “City” is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, the City has followed all procedures required by statute in adopting a Tax Rate for Tax Year 2017;

WHEREAS, the Single Levy Certified Tax Rate Worksheet, Report 713 has been reviewed by the County Auditor and found to be true and correct;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City, Utah, that the Property Tax Rate of 0.001074 for Tax Year 2017 as agreed is hereby ratified effective July 1, 2017, and said rate is now duly adopted and approved.

Section 1: Effective Date. This Ordinance shall be effective immediately upon posting or publication.

PASSED AND ADOPTED by the City Council on this 25th day of July, 2017.

BRUCE RICHINS, Mayor

Harrisville City

ATTEST:

JENNIE KNIGHT, City Recorder

RECORDED this ____ day of July, 2017.

PUBLISHED OR POSTED this ____ day of July, 2017.

Roll call vote is as follows:

Mr. Pearce	Yes	No
Mr. Robinson	Yes	No
Ms. Jensen	Yes	No
Ms. Pearce	Yes	No
Ms. Tracy	Yes	No

HARRISVILLE CITY

PROPOSED TAX RATE FOR TAX YEAR 2017

DESCRIPTION	2017	2016	CHANGE	PERCENTAGE CHANGE
Adjusted Sum of Valuations	\$ 295,708,942	\$ 274,710,704	\$ 20,998,238	7.6%
Proposed Tax Rate	0.001074	0.001123	(0.000049)	-4.4%
Property Tax	\$ 317,591	\$ 308,500	\$ 9,091	2.9%