



HARRISVILLE CITY

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

MAYOR:

Bruce N. Richins

COUNCIL MEMBERS:

Grover Wilhelmsen
Michelle Tait
Jeffery Pearce
Jennifer Jensen
Jennifer Morrell

**CITY COUNCIL MEETING
AGENDA
363 West Independence Blvd
January 13, 2015**

"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 MEETING
Presiding: Mayor Bruce Richins
Mayor Pro Tem: Jeff Pearce

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE & OPENING CEREMONY** [Mayor Richins]
- 3. CONSENT ITEMS**
 - a. Approve the minutes of December 9, 2014 as presented.
- 4. BUSINESS ITEMS**
 - a. Presentation of 2013-2014 Audit Report. [Christensen, Palmer, & Ambrose]
 - b. Recognition for Roger Shuman for service on Planning Commission [Mayor Richins]
 - c. Discussion/possible action on advice and consent to Mayor's Appointment to Planning Commission. [Mayor Richins]
 - d. Discussion/possible action to approve Harrisville City Resolution 2015-1; a resolution for Harrisville City, Utah, amending the Harrisville City Personnel policies and procedures manual relating to vacation leave; and providing and effective date.[Bill Morris]
 - e. Annual Training – Open and Public Meetings Act.[Bill Morris]
 - f. Annual Training – Non-discrimination and Sexual Harassment Training. [Bill Morris]
- 5. PUBLIC COMMENTS - (3 minute maximum)**
- 6. MAYOR/COUNCIL FOLLOW-UP:**
- 7. ADJOURN**

DATE POSTED: January 9, 2015

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>.

MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, December 9, 2014 – 7:00p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404

Present: Mayor Bruce Richins, Council Member Michelle Tait, Council Member Grover Wilhelmsen, Council Member Jennifer Morrell, Council Member Jeff Pearce, Council Member Jennifer Jensen.

Staff: Bill Morris, City Administrator, Jennie Knight, City Recorder.

Visitors: Ruth Pearce, Spencer Bischoff, Logan Hadley, Braxton Dean, Joshua Whiteman, Robert Bischoff, Bentley Merrill, Drew Webb, Nate Brandley, Axel Nelson.

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.

Scout Troop 496 led the pledge of allegiance and Mayor Richins conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of November 25, 2014 as presented.

MOTION: Council Member Tait motioned to approve the consent items of December 9, 2014 as presented. Council Member Pearce seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action to adopt new 2015 Meeting Schedule.**

Bill Morris explained this motion is a formality to adopt the regular meeting schedule for the following year. This will be published on January 1, 2015 as required by law.

MOTION: Council Member Pearce motion to adopt the new 2015 Meeting Schedule as presented. Council Member Morrell seconded the motion. All Council Members voted aye. Motion passed.

b. Discussion/possible action on advice and consent to Mayor's Appointment:

- Appointment of Jeff Pearce as Mayor Pro Tem.

Mayor Richins explained he would like to continue the rotation for Mayor Pro Tem. This will also update the seating arrangement.

MOTION: Council Member Wilhelmsen motioned to give the advice and consent to appoint Jeff Pearce as the Mayor Pro Tem. Council Member Morrell seconded the motion. All Council Members voted aye. Motion passed.

c. Discussion/possible action to approve Harrisville City Resolution 2014-13; a resolution for Harrisville City, Utah, authorizing an agreement between the city of Harrisville and Salt Lake Chamber of Commerce for Professional Services in support of the Utah Transportation Coalition; and an effective date.

Mayor Richins explained the first time he was introduced to this proposal was down at the league conference in September. There is not enough funding in small cities and towns for transportation; which includes trails, sidewalks, and pathways. These services are important to residents. The last tax increase for transportation was in 1983. All of the cities and towns have aging infrastructure.

An example in our area is 2550 North in Pleasant View. They do not have the funding to bring this road up to standard. There is a shortfall between 3 to 11 billion dollars in needs for transportation infrastructure throughout the state for cities and towns. The proposal would increase the sales tax .25% to be dedicated for transportation. Bill Morris said there was follow-up sent out to Council in email regarding the gas tax hasn't been increased since 1997. We now find different modes of transportation including hybrid cars. By including this as a sales tax they would be reaching all people regardless of their mode of transportation.

Most cities and towns are struggling and fund transportation projects through their general funds. The proposed resolution would be an agreement with the Salt Lake Chamber of Commerce to lobby in our favor to resolve transportation issues in the legislature. The resolution will include on change in the compensation section not to exceed \$250. Council Member Tait asked if the Chamber of Commerce is for or against this proposal. Bill Morris explained the chamber of commerce represents the businesses and they are on board with this proposal.

Council Member Pearce said he spoke with Gage Froerer who expressed support. Council Member Morrell commented the need to educate the public when this goes to the ballot and this will provide assistance with those needs. Bill Morris explained the proposal includes a communication tool kit to use to inform the public; including information to be placed on the website and in the newsletter.
[Council Member Jensen arrived.]

Mayor Richins explained the fee for each city is based on population. The minimum for small communities is \$5. The intent is to include as many cities and town showing support to demonstrate to the legislature we are serious about transportation issues. Mayor and Council agreed this needs to happen. Bill Morris said this extra funding would help with 2550 North.

MOTION: Council Member Tait motioned to approve Harrisville City Resolution 2014-13; a resolution for Harrisville City, Utah authorizing an agreement between the city of Harrisville and Salt Lake Chamber of Commerce for Professional Services in support of the Utah Transportation Coalition; and an effective date. Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.

Council Member Morrell	Yes
Council Member Jensen	Yes
Council Member Pearce	Yes
Council Member Tait	Yes
Council Member Wilhelmsen	Yes

Motion passed 5-0.

Bill Morris will provide a report as this moves through the legislative process.

d. Discussion/possible action to approve proposal to reduce speed limit on West Harrisville Road to 35 mph.

Bill Morris said this item was tabled from the last meeting. The new packet includes the study and updated statistics. He explained the study wasn't very old and is quite extensive. People are turning from a stopped position onto West Harrisville Road which is a busy road and staff is concerned with safety with the increase in traffic. Council Member Jensen said she went out and talked to residents and received feedback they would like to see the speed limit reduced. She feels like the speed limit should be reduced. Council Member Pearce pointed out there a lot of people coming out of driveways along this area as well. This will also standardize the speed on this road from 1200 West to Highway 89.

Council Member Morrell asked if there was an increase in tickets when Marriott-Slaterville reduced the speed on a main road. Bill Morris said officers use this as an education tool and only ticket drivers who exceed 10+ mph over the speed limit. Council Member Morrell said she drove West Harrisville Road in the dark the other night and realized how the changes in lanes affect the ability to make turns. Council Member Tait said she travels this road daily and very rarely can maintain 35 mph. Council Member Jensen agreed.

MOTION: Council Member Morrell motioned to approve the proposal from staff and the transportation impact study to reduce the speed limit from 40 to 35 mph

on West Harrisville Road. Council Member Pearce seconded the motion. All Council Members voted aye. Motion passed.

Mayor Richins said he feels this will help. Mayor and Council gave a brief discussion about the amount of homes the new development in Ogden includes and the impact this will have on this area.

5. PUBLIC COMMENTS - (3 minute maximum)

Mayor Richins thanked Logan Hadley for leading the pledge of allegiance.

Joshua Whiteman, Harrisville 4th Ward, commended Council on reducing the speed limit on West Harrisville Road. His children attend the day care right in this area. He has witnessed traffic moving fast on more than one occasion. He also appreciated the prayer during the opening ceremony.

Bentley Merrill, Avalon Hills, said he has noticed crashes on the nearby streets and appreciates lowering the speed limit.

6. MAYOR/COUNCIL FOLLOW-UP:

Mayor Richins invited Council to attend the staff luncheon on Tuesday, December 16th at noon.

Mayor Richins informed Council the sidewalk project on 2550 North will not qualify for a CDBG grant so we will be applying for a RAMP grant instead. Council Member Wilhelmsen asked if the survey will still be required. Bill Morris said the survey was to show a low to moderate income level in the area for the CDBG grant and will no longer be necessary. He said this issue is on the agenda for project management meeting on Thursday and will include a discussion with the Chatlains, who are property owners of property without sidewalk and are looking to subdivide property. Council Member Tait said there was an alternative plan discussed at staff meeting. Bill Morris said if there is a subdivision through the Chatlains property this might provide access but they are not looking to solve the sidewalk issue with this option.

Council Member Jensen said the speed trailer was placed on her street but is not working. Mayor Richins said Lt. Wheelwright mentioned in staff meeting the battery had to be replaced.

Council Member Pearce asked if Pleasant View can reduce the speed limit on 2550 North. Council Member Wilhelmsen asked if they could at least put up another speed limit sign. Council Member Jensen said they tried to get a children school zone. Bill Morris said the school access routing plan must include the PTA approval. He suggested the PTA ask for a school zone at that time. Council Member Pearce would like to see signs that are like speed trailers, with flashing lights.

Robert Bischoff offered his services with the 2550 North sidewalk issue saying he is on the community action group for Majestic Elementary. Bill Morris pointed out the RAMP

grant deals with trails and pathways in a recreation aspect and the CDBG grant relates to safety. Council Member Jensen said she has pictures of this area.

Council Member Pearce asked if the police car in the parking lot will be surplus. Mayor Richins said this should be taken care of the beginning of next year.

7. Adjourn.

Mayor Richins motioned to adjourn at 7:33pm.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT
City Recorder

**HARRISVILLE CITY
RESOLUTION 2015-01**

PERSONNEL POLICY MANUAL VACATION LEAVE AMENDMENTS

**A RESOLUTION OF HARRISVILLE CITY, UTAH, AMENDING THE
HARRISVILLE CITY PERSONNEL POLICIES AND PROCEDURES MANUAL
RELATING TO VACATION LEAVE; AND PROVIDING 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, the City Council is authorized to adopt personnel policies and procedures for the effective and efficient administration of municipal government;

WHEREAS, the City Council adopted its current *Personnel Policies and Procedures Manual* on April 28, 2009;

WHEREAS, the City Council desires to amend its personnel policies and procedures manual;

NOW, THEREFORE, be it resolved by the City Council of Harrisville City, Utah, that the Policies and Procedures Manual is hereby amended to read as follows:

Section 1: Section B-6-2 Annual Vacation Leave.

1. New employees shall accrue annual leave from the date of hire, but they shall not be eligible to use the accrued leave until satisfactorily completing the probationary period and being promoted to permanent status.
2. Each permanent, full-time employee shall receive vacation leave at the following rate:
 - a. If less than 5 years of continuous service, an employee will accrue 10 work days of annual leave (a rate of 3.08 hours per pay period).
 - b. If greater than five (5) years, but less than ten (10) years of service, an employee will accrue 15 work days of annual leave (a rate of 4.61 hours per pay period).
 - c. If greater than ten (10) years but less than fifteen (15) years of service, an employee will accrue 21 days of annual leave (a rate of 6.46 hours per pay period).
 - d. If greater than fifteen (15) years of service, an employee will accrue twenty-seven (27) days of annual leave (a rate of 8.31 hours per pay period).
3. Persons hired on an emergency, part-time, seasonal, temporary or contract basis shall not accrue or be entitled to paid vacation leave.
4. The maximum vacation leave which can be carried forward from calendar year to calendar year is one hundred ~~twenty sixty (1260)~~ sixty (160) hours. ~~Any accrued vacation leave in excess of one hundred twenty (120) hours shall be forfeited at the beginning of the first full pay period of the calendar year~~ Vacation leave shall not accrue beyond one hundred and sixty (160) hours.
5. A holiday which falls during an employee's vacation leave shall be counted as a paid holiday and not as vacation leave.
6. An employee who is separated from employment may be compensated for all accrued annual vacation leave.
7. All annual vacation leave requests should be submitted in a reasonable time in advance of the desired time off to the City Administrator, Mayor, or designee. If an excessive (being the number of requests if granted that would render the department or organization ineffective) amount of employees request annual vacation leave for the same time period, annual vacation leave shall be

Harrisville City, Utah
Resolution 2015-01 – Vacation Leave Amendments

granted in order of application (first-come-first-served) at the discretion of the City Administrator, Mayor or designee.

Section 2: Effective Date.

This Resolution shall be effective immediately upon passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2014.

HARRISVILLE CITY:

Roll Call Vote is as follows:

BRUCE RICHINS, Mayor

Council Member Wilhelmsen	Yes	No
Council Member Tait	Yes	No
Council Member Pearce	Yes	No
Council Member Jensen	Yes	No
Council Member Morrell	Yes	No

ATTEST:

JENNIE KNIGHT, City Recorder