

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
May 11, 2021
363 West Independence Blvd
Harrisville, UT 84404**

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

Staff: Bill Morris, City Administrator, Glen Gammell, Public Works, Zack Loveland, Public Works, Dennis Moore, Police Lieutenant, Jennie Knight, City Recorder, Bryan Fife, Recreation Director, Rick Hill, Bailiff.

Visitors : Lynnette Kelley, Arnold Tait, Marc Hansen, James Burnett.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Tait called the meeting to order and welcomed all visitors.

2. Opening Ceremony.

Mayor Tait led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of April 13, 2021 as presented.

MOTION: Council Member Weiss motioned to approve the minutes of April 13, 2021 as presented. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action to set a public hearing for June 8, 2021 for purposes of amending the FY 2020-21 budget in accordance with UCA §10-6-127.**

Lynn Fortie informed Council of the formality to set a public hearing so the public has an opportunity to comment on any proposed budget amendments for the current fiscal year.

MOTION: Council Member Jackson motioned to set a public hearing for June 8, 2021 for purposes of amending the FY 2020-21 budget in accordance with UCA §10-6-127. Council Member Weiss seconded the motion. All Council Members voted aye. Motion passed.

- b. **Discussion/possible action to adopt tentative FY 2021-22 budget in accordance with UCA §10-6-113; and set a public hearing on proposed final budget for June 8, 2021.**

Lynn Fortie reviewed the schedule for adopting the tentative budget during the first council meeting in May with the final budget being adopted before June 30th. He explained budgeted revenues in the General Fund are up higher than anticipated which includes additional sales tax revenue. We are showing an increase of 12-15% above last year. Rather than using these increased number as a base, he went back two years and added 5% for each year to find an anticipated revenue number for the upcoming fiscal year. Which is a reasonable estimate.

Budgeted fines are down, which may be a little too pessimistic, since the police department is back in regular routine. There is no property tax valued above the certified tax rate. There is a projected \$122,284 deficit in this tentative budget, when balancing expenditures against revenues, that would be pulled from the rainy-day fund. The American Relief Fund estimates we will receive \$766,000 over the course of the next few years. That is not included in this budget yet. Tax revenue is up, licenses and permits are down, comparing to the current year. Governmental revenue is decreased, with the police anticipating a grant they did not receive. Expenditures compared to last year, all the transfers and impact fees show what we actually have to spend money on. Impact fees must be spent on particular items. Budgeted expenditures decreased from last year, which shows departments are trying to do what we can to decrease. There is a difference in wages and benefits by \$16,000. He plans to decrease this with the removal of a seasonal part time wage being zeroed out. Motor pool payments have been adjusted with the additions of motor pool to the Recreation budget. Which then affects the Public Works motor pool being decreased. The current Public Works motor pool payment is paying for equipment that was purchased in the past. The motor pool increased by \$27,000. There is no merit increase in this budget, although there is a Christmas bonus. There was a 5.4% increase in health benefits but retirement remained the same. The allocation of wages remained the same, with no additional employees added. Police have asked for two vehicles and Recreation has asked for one truck. Public Works bought a Bob Cat which they will begin payments on that purchase. Central Weber Sewer has an increase that will begin January 2022. There is no proposed increase to the garbage fund, that may be something to look at before adopting the final budget. Bill Morris said the garbage fund was increased this fiscal year. If we go into a fuel crisis, we may have to consider another increase. Mayor Tait said the American Relief Fund bill could help with some of these increases. Bill Morris suggested using some of that funding to replenish the depleted utility funds. The money must be spent over the course of three years. Zack Loveland said he has a meeting tomorrow to see what the guidelines are from the Treasury Department. Lynn Fortie reviewed the fuel line item asking if department heads were okay with the projection. Chief Wilson said he is comfortable with the proposed budget. Council Member Christensen asked for clarification that the budget does not include a merit increase. Mayor Tait confirmed unfortunately not, she is hoping we can do more next year. Council Member Wilhelmsen asked when the new cars will arrive. Bryan Fife said in October or November.

MOTION: Council Member Wilhelmsen motioned to adopt the tentative FY 2021-22 budget in accordance with UCA §10-6-113; and set a public hearing on proposed final budget for June 8, 2021. Council Member Jackson seconded the motion. All Council Members voted aye. Motion passed.

c. Discussion/possible action to adopt Harrisville Resolution 21-04; A resolution accepting a petition for Annexation of Certain Real Property.

Bill Morris explained an annexation petition was filed by Anthony and Shanna Bown to annex property into Harrisville City. The petition was also filed with Weber County and will be certified after it is accepted. The proposed annexation is within the annexation policy plan to add 7.3 acres. We have not had an annexation for a while. After certification, there is a protest period. They are also annexing part of this parcel into North Ogden and developing the property.

MOTION: Council Member Christensen motioned to adopt Harrisville Resolution 21-04; A resolution accepting a petition for Annexation of Certain Real Property. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0.

d. Discussion/possible action to adopt Harrisville Resolution 21-05; A resolution adopting the Harrisville City Sewer Management Plan.

Glen Gammell explained the mandate by the state department of environmental. Bill Morris explained this is another unfunded mandate by the state. Like the storm water, the legislators mandate a program which also includes testing and tracking development, which has become very costly. Now they have done the same thing to the sewer system. They are specifically looking for how we deal with FOG (Fats, oils and grease), and how we deal with the infrastructure. We need to make certain the fees are in line with what the cost is to the city. He suggested we have some community outreach and set up a city program to invite residents to see what the city does. Staff has recently been getting questions on the storm water system, and it is important for residents to understand this is broader than just the pipes in the ground, but also the entire function of sanitary waste disposal. He suggested better community outreach to the residents. This resolution will bring us into compliance, and by sending this into the state, it shows the governing body is aware of what is going on with the sewer system.

MOTION: Council Member Weiss motioned to adopt Harrisville Resolution 21-05; A resolution adopting the Harrisville City Sewer Management Plan. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0.

e. Discussion/possible action to adopt Harrisville Ordinance 521; Sewer Services Re-enacted.

Bill Morris said as part of the sanitary sewer management plan, we need to implement this into our municipal code. This adopts an inspection fee to \$150 so if there is someone accessing or doing something to the system, an inspection will take place.

Number 8 in General Provisions is new. The regulations allow gray water to be used as a conservation measure, which in turn means shower and sink water can be used to water lawns. Number 9 requires all sewer systems that service two or more laterals or septic tanks be sponsored by the city, which means ownership by the city; implementation will include an easement for any of these. The Sewer Management Plan that was adopted today. This also addresses illegal connections, failure to pay sewer fees, making sure all properties have a

backflow preventer. Pretreatment of sewer water is typically related to manufacturing areas, where they are processing something that goes into the system, that needs to be pretreated before this goes into the line. Council Member Jackson asked what requires pretreatment. Bill Morris gave an example of in Ogden BDO a cookie or bakery that puts so much sugar into the system, there is a need for treating the water.

MOTION: Council Member Jackson motioned to adopt Harrisville Ordinance 521; Sewer Services Re-enacted. Council Member Loveland seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0

f. Discussion/possible action to approve Storm Water Maintenance Projects.

Zack Loveland explained this project includes using a camera and water jets to inspect the pipes. Three bids, included on the memo, were received for a six-year period to make this more cost affordable. He is recommending Val Kotter and Sons for \$24,000 over six years. Council Member Jackson asked if we have been happy with their work in the past. Zack Loveland said they have worked with Pro Pipe in the past but the last few months, they have used Val Kotter. He clarified the storm water system has never been captured by camera.

MOTION: Council Member Wilhelmsen motioned to approve Storm Water Maintenance Projects to Val Kotter for \$24,000 over six years. Council Member Christensen seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0.

g. Discussion/possible action for Radio Purchase Program for Harrisville Police.

Lieutenant Moore explained in a few years all emergency radios will be pushed to a new network. There was a recent deadline missed for a Motorola upgrade that was not guaranteed. Rather than purchasing something that may or may not work, they opted to wait and save money towards new radios that they should be able to use for 10 more years. They did not feel it would be fiscally responsible to spend money on a system that was not guaranteed. By putting off our purchase, they would save money towards buying Harris radios they could actually save money on by going with the state bid. We will need to get an upgraded system. The new systems will be fully encrypted for all radios. Harris said they would stand by the new system. They have implemented a budget savings plan to purchase these radios in the future.

Bill Morris said the ARP (American Relief Plan) money could be used to buy the radios. Lt. Moore said this change is about four years behind schedule. The system should have been in place already. Every dispatch system must be upgraded. Council Member Jackson asked if the whole system is being upgraded. Lt. Moore said the current network is shared with cell phones. The new network will be for law enforcement and emergency only. This is much more stable but coming at a price. We must make sure the equipment purchased will work. Council Member Loveland asked for clarification that we are waiting then. Lt. Moore said yes, they are informing Council of their decision to wait.

Chief Wilson said the radios are 15 years old now. Lt. Moore said they are basically using analog radios on a digital system. When the new system comes online, these will not work. They would also be unable to get replacement parts. Council Member Wilhelmsen asked if there is a contingency plan. Lt. Moore said they will have to pull radios from the administration cars to protect the patrol officers. There are companies selling radios, but they will not work. They are anticipating this will be an expenditure for the city.

h. Discussion/possible action to approve surplus of equipment.

Jennie Knight outlined the items in the memo which include: miscellaneous exercise equipment, a vacuum leaf blower, baseball/softball backstops, cabin playground equipment, and the addition of one item, a welder.

MOTION: Council Member Christensen motioned to approve surplus of equipment including the welder. Council Member Weiss seconded the motion. All Council Members voted aye. Motion passed.

5. Public Comments - (3 minute maximum)

James Burnett said they have enjoyed being neighbors with the city, but he is asking for a fence to be installed like the one bordering the park.

6. Mayor/Council Follow-Up.

Mayor Tait thanked Council Member Jackson for his work on the Chief Terikee ceremony as well as the public works and police department.

7. CLOSED EXECUTIVE SESSION: Utah State Code §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 individuals(s).

MOTION: Council Member Weiss motioned to close the public meeting and enter into a Closed Executive Session. Council Member Wilhelmsen seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0.

Mayor and Council convened into a Closed Executive Session.

MOTION: Council Member Weiss motioned to close the Closed Executive Session and reopen the public meeting. Council Member Loveland seconded the motion. A Roll Call Vote was taken.

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

Motion passed 5-0.

8. Adjourn.

Mayor Tait declared the meeting adjourned at 8:26pm.

ATTEST:

MICHELLE TAIT
Mayor

JENNIE KNIGHT

City Recorder

Approved this 8th day of June, 2021.