

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
March 26, 2019 – 7:00 p.m.
363 West Independence Blvd
Harrisville, UT 84404**

Present: Mayor Michelle Tait, Council Member Gary Robinson, Council Member Ruth Pearce, Council Member Clark Beecher, Council Member Steve Weiss. [Mayor Tait excused Council Member Wilhelmsen]

Staff: Bill Morris, City Administrator, Foster Bateman, Finance Officer, Jennie Knight, City Recorder, Sean Lambert, Public Works Director, Rick Hill, Bailiff, Rick Mabrey, Police Officer.

Visitors: Jonathan Hayes, Travis Neumann, Arnold Tait, Tara Thue.

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.

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

3. Consent Items.

- a. Approve the minutes of February 26, 2019 as presented.

MOTION: Council Member Weiss motioned to approve the minutes of February 26, 2019. Council Member Pearce seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action on advice and consent to Mayor's appointment of Finance Clerk.**

Foster Bateman introduced himself to Council giving his background in accounting and also his involvement with Marriott-Slaterville and how he came over to Harrisville. Mayor Tait overviewed his job responsibilities and how this position continues to serve Marriott-Slaterville as well. Bill Morris explained this is an appointed position and reviewed the laws regarding appointments. Mayor Tait commended the efforts of Lynn Fortie and his training of Foster. Bill Morris also reviewed the insurance coverage through Utah Local Governments Trust.

MOTION: Council Member Beecher motioned to ratify the appointment of Foster Bateman as the Finance Officer for Harrisville City. Council Member Pearce seconded the motion. All Council Members voted aye. Motion passed.

b. Discussion/possible action to approve First Net built with AT&T for cell phone service.

Tara Thue introduced herself and her colleagues from AT&T. She gave a presentation showing the history creating FirstNet which was inspired by first responders to help public safety entities keep Utah communities safe. Utah opted into this network on November of 2017, which now includes over 80 agencies in Utah including Weber County Sheriff and North Ogden PD. Some incentives of the program include priority and preemption built into all FirstNet Services, Voice/Data/Integration, no capping or data throttling, no roaming charges, and discounts on devices. The increasing coverage of the network explained and how it will continue to increase rapidly. Accounts of increased ability to respond during emergencies were shared, including Hurricane Florence responses. One large advantage to this service is access to satellite deployables to FirstNet customers at no extra charge. FirstNet also has an oversight organization in the FirstNet Authority that ensures AT&T delivers and advocates for public safety.

Council Member Robinson asked if the network is available with any other service provider. Tara Thue explained Verizon has a similar service they are marketing; however, AT&T is unique through handling the national contract with a dedicated core for public safety. They are also required to meet cyber security standards; other networks cannot offer the same. Council Member Robinson asked if this will feed off of satellites. Tara Thue confirmed they will feed off of satellites during emergencies, but satellites are not as reliable as hard connections. Satellites work for voice and data but are not good resources for video streaming.

Mayor Tait explained this will help significantly with our police department. JJ Hayes said FirstNet gives cities and counties different levels of priority and preemption. The network is not a commercial network for public users. There are primary rates and extended rates. The primary agency can uplift the extended users during an emergency. Council Member Weiss asked if other cities have included department heads as primary users. JJ Hayes explained once the account is created a local administrator can decide the priority of users. If there is a mass population where there is strain on communication, priority is given for first responders. The admin department will facilitate the plan with Jennie Knight as the administrator.

Jennie Knight reviewed the history of cell phone plans with the city over the last 8 years. A number of years ago, the budget was reduced significantly and cell phone service was transferred to T-Mobile. Since then, the coverage has become very spotty with dropped call throughout the city. With the incentives being proposed and the low primary rates, FirstNet will have a limited affect on the current budget, resulting in a slight increase.

MOTION: Council Member Pearce motioned to approve FirstNet built with AT&T for cell phone service amending the two lines added as primary users for Public Works as needed. Council Member Weiss seconded the motion. A Roll Call Vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes

Council Member Pearce **Yes**
Council Member Robinson **Yes**

Motion passed 4-0

c. Discussion/possible action to approve Harrisville Resolution 19-02; entering an Interlocal Agreement with Weber County for Election Services.

Jennie Knight explained this interlocal agreement covers both the 2019 and 2021 municipal elections. Weber County uses a fee schedule based on the number of registered voters combined with the number of jurisdictions running an election. If only one jurisdiction is included, we will cover the cost of the election alone; if the school board will be holding an election, costs will be split between two entities; and if the county is holding an election, costs will be split between three entities.

It is too early in the season to know how many elections will be held. Although entering into this agreement allows for cost savings, we will need to budget to cover costs ourselves. There is a good chance another entity will be holding an election. The county works very well with cities to provide these services. Jennie Knight indicated she is still responsible to meet the state law requirements for elections. By contracting we are able to offer more voting options for registered voters, and save money on publishing costs. Elections will be held by mail, with vote centers throughout the county available on Election Day. All registered voters will receive a ballot in the mail. The county also helps with the advertising costs. In the past, this has been a cost savings. She recommended approving the resolution which includes the interlocal agreement for these services. Council Member Robinson asked if this was included in this fiscal budget. Jennie Knight clarified this will be included in the next fiscal budget. If a primary election is held, it will be held in August. The contracts need to be submitted now.

MOTION: Council Member Pearce motioned to approve Harrisville Resolution 19-02; entering an Interlocal Agreement with Weber County for Election Services. Council Member Beecher seconded the motion. A Roll Call Vote was taken.

Council Member Weiss **Yes**
Council Member Beecher **Yes**
Council Member Pearce **Yes**
Council Member Robinson **Yes**

Motion passed 4-0.

d. Discussion/possible action to approve Harrisville Resolution 19-03; a resolution authorizing agents for PTIF.

Bill Morris explained this resolution updates the employees who are allowed access to the PTIF fund. This is a state managed trust fund. With the change in finance officer, this needed to be updated to allow for appropriate access.

MOTION: Council Member Weiss motioned to approve Harrisville Resolution 19-03; a resolution authorizing agents for PTIF. Council Member Pearce seconded the motion. A Roll Call Vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

e. Discussion/possible action to approve purchase of digital white board from Les Olson for Council Room.

Jennie Knight explained the need to increase transparency with the public during our public meetings and the management of presentations for council. A grant was received from the state for the current television, which serves its purpose still as the Council room doubles as the court room. During presentations where information is being given, it is difficult for the public to read from the current distance. Our equipment has become outdated and the projector will no longer work with our computers.

Over the years, whiteboards have become more affordable. In preparation for the upcoming April 10th combined Planning Commission/City Council meeting, staff met at Marriott-Slaterville to discuss the meeting. Bill Morris was able to pull up the map of our city, hand draw focus areas on the map, save and email the map to Jennie Knight who sent it off to the city engineer's office to create the Horizon Map that will be used at that meeting. This will be very convenient to utilize for Project Management and other like meetings. With new technology, including the Weber County GIS Map, the lay of the land can be seen during initial development discussions.

If approved, staff is hoping to receive delivery in time for the open house. This will come on a large stand, which is mobile. The police department will be able to use this for trainings, and it could also be relocated for Heritage Days or other events. Mayor Tait asked what budget this would be coming from. Jennie Knight said Capital Improvements. Bill Morris reviewed the bid totals. Mayor Tait said we do need to update equipment. Bill Morris indicated that is the number one complaint from residents, they cannot see the screen.

MOTION: Council Member Weiss motioned to approve the purchase of 80-inch digital white board from Les Olson. Council Member Pearce seconded the motion. A Roll Call Vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

f. Discussion/possible action to approve purchase of phone system for City Offices.

Jennie Knight explained over the last few months the public works department has not been able to receive incoming calls. Our phone system is outdated and unsupported; software is outdated and the internet goes through the phone before it goes to the computer, slowing down the system. They are unable to use the internet speed we pay for because the phones are slowing things down. Bill Morris recommended staff solicit three bids for a new phone system. Two bids were received. Both bids include 19 phones and a one year warranty. Knowing this would have to be a capital improvements purchase, long term maintenance is a concern. One bid includes a 5-year warranty on the system.

The first system is Tritel and five 9's is the second. The Tritel operating system includes some options we do not currently have. The police department has needed to be able to record phone calls, which is not currently available on our system. Both systems offer recording options, but are very different. The Tritel system will also eliminate some utility billing.

Also, we have a 10 man people department but only the admin have desk phones. The Tritel system has an integrated system allowing licenses for all officers. This enables them to make calls from their phone system, using an app that looks like they are calling from the city offices.

There were two back to back purchases when the current system was purchased, and only five new phones were purchased. The other office phones throughout the city are even more outdated. Staff is seeking approval for the purchase of a new system. Jennie Knight is still meeting with the Tritel provider for final numbers.

Council Member Weiss asked if this is a temporary fix. Bill Morris said this is an entirely new phone system. Jennie Knight explained because of the age of the current system, the equipment is no longer supported. Mayor Tait asked how long the new system should last. Bill Morris said about ten years. Jennie Knight explained other phone options include leasing programs which are charged through monthly maintenance fees. These programs are not nearly as cost effective as purchasing the system. Mayor Tait asked about the extended warranty. Council Member Pearce pointed out the warranty is included in the pricing. Council Member Weiss suggested including the warranty to control costs in the future. Jennie Knight explained after the warranty period ends, software upgrades can be purchased yearly to lengthen the life of the system. There would be an associated cost built into the system for maintenance.

MOTION: Council Member Weiss motioned to approve the purchase of the phone system for city offices at a cost of up to \$18,000 to Tritel. Council Member Pearce seconded the motion. A Roll Call Vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

g. 2019 Road Projects

Sean Lambert explained the 2019 Road Projects. These include crack seals at the North end of town. There are quite a few patches this year that have been included as well. Aspen Paving has done our work the last few years and does an excellent job. These projects will be paid with Class C Road funds. Council Member Pearce pointed out the date on the Aspen Paving proposal is 2014. Sean Lambert said he will make sure this is corrected on the contract.

MOTION: Council Member Weiss motioned to approve the 2019 Road Projects and award the bid to Aspen Paving. Council Member Beecher seconded the motion. A Roll Call Vote was taken.

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

5. Public Comments - (3 minute maximum)

No public comments were offered.

6. Mayor/Council Follow-Up:

Mayor Tait informed Council she received a letter of resignation from Roger Shuman on Planning Commission.

Jennie Knight is taking registration for the ULCT spring conference.

Mayor Tait reminded Council of the April 10th open house for the general plan from 7-8:30pm. This open house will be to discuss the future of our city. Questions may be directed towards Laurence. Bill Morris directed staff to send out the maps that will be used. This information will help decide what things to expect when planning for the future.

Council Member Weiss said he has received quite a few phone calls regarding speeding on 2000 North; particularly in the mornings. Bill Morris asked if residents have any suggestions. Council Member Weiss said they expect the police to sit on the road in front of Orion Jr. High. Council Member Weiss asked when the new speed signs will be installed. Sean Lambert said within a few months. Bill Morris pointed out probably not before the end of the school year.

Council Member Robinson asked about the letter from a resident regarding 4-way stop issues. The resident expressed concern with the number of 4-way stops in the city and whether they are necessary and serving the appropriate purpose; referencing the MUTCD. Bill Morris clarified the MUTCD is not state law but rather a guidance manual

on how/where to install signs. Staff members were unaware of the letter being received. Bill Morris directed staff to have the engineer look at the issues.

7. Adjourn.

Mayor Tait declared the meeting adjourned at 8:07pm.

ATTEST:

MICHELLE TAIT
Mayor

JENNIE KNIGHT

City Recorder

Approved this 23rd day of April, 2019