



# HARRISVILLE CITY

363 W. Independence Blvd · Harrisville, Utah 84404 · 801-782-4100

[www.cityofharrisville.com](http://www.cityofharrisville.com)

MAYOR:  
Michelle Tait

COUNCIL MEMBERS:  
Grover Wilhelmsen  
Steve Weiss  
Blair Christensen  
Max Jackson  
Kenny Loveland

## CITY COUNCIL AGENDA

**March 14<sup>th</sup>, 2023**

[Zoom Meeting Link](#)

Meeting ID:863 2557 9110

Passcode: 383071

### 7:00 Pm City Council Meeting

Presiding: Mayor Michelle Tait

Mayor Pro Term: Blair Christensen

1. **Call to Order** [Mayor Tait]
2. **Opening**
  - a. Pledge of Allegiance [Council Member Loveland]
3. **Consent Items**
  - a. Approval of meeting minutes for February 14<sup>th</sup>, 2023 as presented.
  - b. Advice and consent of Mayor's appointment of City Recorder.
4. **Oath of Office** - [Jack Fogal]
5. **Business Items**
  - a. Presentation- Live 911 by Weber County Sherriff's Lieutenant Mark Horton
  - b. Discussion/Possible action to adopt Resolution 23-02: a resolution to adopt interlocal agreement with Weber County for 2023 and 2025 Municipal Elections. [Jennie Knight]
  - c. Discussion/possible action to grant approval for the Environmental Study for West Harrisville Road Funding. [Jennie Knight]
  - d. Discussion/possible action to adopt Resolution 23-03: a resolution to authorize the application for and in support of Representative Blake Moore FY24 community project funding request. [Jennie Knight]
  - e. 2024 Budget Discussion
6. **Public Comments** - (3 Minute Maximum)
7. **Mayor/Council Follow-Up**
  - a. Annual training.
8. **Adjournment**

The foregoing City Council agenda was posted and can be viewed at City Hall, on the City's website [www.cityofharrisville.com](http://www.cityofharrisville.com), and at the Utah Public Notice Website at <http://pmn.utah.gov>. Notice of this meeting has also been duly provided as required by law.

In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Requests for assistance may be made by contacting the City Recorder at (801) 782-4100, at least three working days before the meeting.

Posted: By: Jack Fogal, City Recorder.

**MINUTES  
HARRISVILLE CITY COUNCIL  
February 14, 2023  
363 West Independence Blvd  
Harrisville, UT 84404**

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Minutes of a regular Harrisville City Council meeting held on February 14, 2023 at 7:00 p.m. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

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

**Staff:** Jennie Knight, City Administrator, Mark Wilson, Police Chief, Justin Shinsel, Public Works Director, Jack Fogal, City Staff, Jill Hunt, City Treasurer, Jessica Hardy, Finance Director, Brody Flint, City Attorney, Clint Carter, Police Officer, Nic Francis, Police Officer, Sergeant Alisha Davis, Randy Douglas, Parks and Rec Bryan Fife, Parks and Rec Director

**Visitors:** Arnold Tait, Jon Hansen, Lily Hansen, Elisabeth Hansen, Doug Russell, Linda Russell, Chris Cope, Michael Shinsel, Matt Chura, Tyra Makela.

**1. Call to Order.**

Mayor Tait called the meeting to order and welcomed all in attendance.

**2. Opening Ceremony.**

Council Member Jackson opened with the Pledge of Allegiance.

**3. Consent Items.**

**Approval of the Meeting Minutes for January 10, 2023 and January 24<sup>th</sup>, 2023 as Presented**

**Motion:** Council Member Loveland made a motion to approve the meeting minutes for January 10, 2023 and January 24<sup>th</sup>, 2023 as presented, second by Council Member Wiess.

The vote on the motion was as follows:

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

The motion passed unanimously.

#### **4. Oath of Office**

Jennie Knight administered the Oath of Office to Officer Clint Carter.

#### **5. Recognition/Awards**

Bryan Fife and Randy Douglas were presented with a service awards by Mayor Tait for their 22 years and 25 years of service respectively.

*[Council Member Wilhelmsen arrived at this time via zoom.]*

#### **6. Business Items**

##### **a. Presentation by Youth City Council on attendance at 2023 ULCT Officials Day**

Lily Hansen, who is part of the Youth City Council, gave her presentation about the Utah League of Cities and Towns Local Officials Day. She said that her favorite parts were the speeches given by the Governor Cox and First Lady. She further explained the talk by Abby Cox was about how to volunteer in your community. The Harrisville City Youth Council then partnered with the Pleasant View Youth Council and did a mock exercise dealing with plots of land and what local governments part would be in that process.

Tyra Makela, also a member of the Youth City Council, explained her fascination about politics and how she wants to major in Political Science when she graduates from high school. She enjoyed the mock exercise about the plans for a plot of land. Members of the Youth Council were then given a tour by Representative Wilcox. Tyra Makela said getting to do these exercise and tour allowed her to look at a day in the life of a local politician. She was able to leave the meeting feeling reassured that her officials did care.

##### **b. Presentation of year 2022 Audit Report**

Jessica Hardy gave a presentation on the Fiscal Year 2022 Audit report. She explained the City did not receive any findings, which is good. She stated the audit was conducted per government standards. She explained there are two types of funds Governmental and Enterprise or business type activities. The difference is the business funds can make a profit and the governmental funds cannot. The money from the Public Works building sale is included in this audit. The City did not go over in fund balances or projections because the CARES Act money was re-allocated. Auditors looked at budget compliance, Justice Court, governmental fees, retirement, fund balance, restricted taxes, tax levy, public treasury bond, and impact fees. Jessica Hardy explained the only thing that was found by the auditors is the City did not have a separation of duties in the Justice Court. She said that the City has already fixed this issue during this current fiscal year. Mayor Tait asked if the auditors made any suggestions. Jessica Hardy said the only suggestion or item that needed to be fixed was the separation of duties with the Justice Court.

##### **c. Discussion/ possible action to grant an extension for Conditional Zoning of the Ben Lomond Views Development.**

Jennie Knight explained this issue was brought up by the Developer's attorney. The issue pertains to the City's conditional zoning that was adopted in 2021 with the development agreement to change the zoning of Ben Lomond Golf Course from open space to mixed-use large project zone. There is reversion in that code 11.06.080 subsection 3. The code says that

the City may examine the reason for delay and may either extend the time frame or initiate the steps for the reversion. It is outlined in the staff report dated February 9<sup>th</sup>, 2023. The analysis of phases submitted by the developer matches with plan maps and master development included in Ordinance 515. The developer has acquired easements for storm water improvements and have applied for the stream alteration permit for Millenium Park. The reasons for delay are outlined in number 4 of the Staff Memo. An application was submitted in May of 2022 for UDOT access to Highway 89. The Developer and City Staff met with UDOT, and completed the additional studies requested by UDOT. On Wednesday February 9<sup>th</sup> 2023, City Staff received permission to relocate the light from 1550 N Highway 89 to approximately 1700 N or 1800 N Highway 89, and permits have been issued for the developer to have access to the requested access locations on Highway 89. The City Staff is recommending an extension of up to 36 months for the developers to work through the appropriate process where the recording is required of the subdivision. Council Member Jackson asked will there be entrances or exits on 2000 North from the subdivision. Jennie Knight explained yes, there will be 2 access points completed during phase 2D. Council Member Weiss asked if there will be a light on 2000 North. Jennie Knight specified the approximately location is further to the south than 1900 North. Council Member Loveland asked why a 36-month extension. Jennie Knight answered because of the large project the proposed access requires a lot of construction from Highway 89 to the connection on 2000 N. That timeline can be shortened if the Council decides.

**Motion:** Council Member Weiss made a motion to approve grant of extension for Conditional Zoning of the Ben Lomond Views Development for a period of 36 months, second by Council Member Christensen.

The vote on the motion was as follows:

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

The motion passed unanimously.

**d. Discussion/possible action to grant final acceptance of Plushnest Subdivision.**

Justin Shinsel explained he asked for special funding to fix the street lights at Plushnest development a few months ago. This caused a conversation with the developer, and he was able to bring up the unpaid invoices during the conversation. The developer paid these invoices on Thursday February 9<sup>th</sup>, 2023. We are now ready to grant Final Acceptance which will put the Plushnest Development into City maintenance. Council Member Loveland asked if the street lights work and if the roads are good. Justin Shinsel said yes, we are ready to move forward with Final Acceptance.

**Motion:** Council Member Loveland made a motion to approve final acceptance of Plushnest Subdivision, second by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

**e. Discussion/possible action to adopt Court Security.**

Chief Wilson explained that the Justice Court has recently returned to in person court. He, Assistant Chief Moore, and Detective Keller have been covering as bailiffs. Chief Wilson explained that next year he has bailiffs budgeted into his proposed budget. He asked to start the contract for bailiffs now. There is currently a court security budget of \$1,300 but they need an additional \$2,000 to pay for the bailiff service for the rest of the fiscal year. Council Member Jackson asked if it is the same service Ogden City uses. Chief Wilson said yes. Council Member Jackson inquired how many bailiffs will be in court and if there is a minimum time the City will be billed for. Chief Wilson answered there will 2 bailiffs at court with a 4-hour minimum billing period. Council Member Jackson questioned if the bailiff service will transport to the jail and back. Chief Wilson said yes, it costs extra for them to transport, so they would save money by having a duty officer transport to and from the jail. Council Member Loveland asked if the \$1,300 in the budget and the \$2,000 extra will cover the cost for the rest of the fiscal year. Chief Wilson answered yes it will, he had planned out for a little extra in what he was asking for just in case. Mayor Tait asked if we would be able to cancel the contract if needed. Brody Flint said he would look at the contract and include this if it was not already included. Council Member Loveland asked if the proposed budget for next year of \$10,000 would cover the whole fiscal year. Chief Wilson confirmed it would cover it with a little extra to cover unexpected costs. Council Member Jackson said he did not see any harm in trying the bailiff service, and if they do not like them, they will find a different solution.

**Motion:** Council Member Weiss made a motion to approve \$2,000 for Court Security, second by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

**f. Discussion/possible action to approve Storm Water Improvements at Harrisville Main Park**

Justin Shinsel said that in early January the City experienced unexpected flooding due to rain and melting snow. He explained during that time we found the head gate at Harrisville Main Park was inoperable due to not being maintained properly. He stated that Public Works has already started the project and received three bids because of the \$20,000-\$25,000 price range. He explained this will help hold water back in the park retention pond and mitigate flooding downstream. He already has funds included in the budget this year but needs permission for the

allocation of these funds. Mayor Tait asked about an anticipated completion date. Justin Shinsel stated the estimated completion date is March 6<sup>th</sup>, but it would be a longer wait on the sod because of the time of year. Mayor Tait asked if this we will be ready in time for any unanticipated run off. Justin Shinsel answered yes, we will be ready.

**Motion:** Council Member Weiss made a motion to approve Storm water Improvements at Harrisville Main Park, second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

**g. Discussion/possible action to approve Harrisville Ordinance 539; General Plan Amendment; amending the Moderate-Income Housing Elements of the General Plan and including the 2022 Moderate Income Housing Report.**

Jennie Knight said in November of 2022 the City received a notice of non-compliance with the Moderate-Income Housing Plan and we had a 90-day grace period to come into compliance. She explained in 2019 SB34 was passed and cities with population greater than 5000 needed to implement a program of reporting moderate income housing to the Department of Workforce Services. In 2022 a new law was passed that increased requirements from cities. To meet state requirements, we need to adopt at least three strategies, the staff is currently presenting 6 strategies. The City held the required public hearing during the Planning Commission Meeting, during that meeting we received two comments. These strategies are in line with the state's new requirements. Jennie Knight explained that the City Council is free to make any changes or recommendations they want. We need to adopt at least three of these suggested strategies to meet state requirements, if we adopt five the City is eligible for special funding. Council Member Loveland expressed concern about strategy number three. He is worried about reduced regulation on accessory dwellings. He gave an example that he has property and would upset his neighbors and other residents if we put up apartments in their yards. Jennie Knight explained we can eliminate that wording or that strategy if it is what the Council wants. Mayor Tait clarified that this is just identifying strategies we can evaluate in the City that might work but this is not passing an ordinance. Jennie Knight explained this does not take the authority from the legislative body to change and adopt ordinances. Council Member Loveland said if that is the case, he is okay with including strategy three. Mayor Tait asked if they want to leave all six strategies in. The Council confirmed yes.

**Motion:** Council Member Weiss made a motion to approve Harrisville Ordinance 539; General Plan Amendment; amending the Moderate-Income Housing Elements of the General Plan and including the 2022 Moderate Income Housing Report, second by Council Member Loveland.

The vote on the motion was as follows:

Council Member Wilhelmsen, Yes  
Council Member Weiss, Yes

Council Member Christensen, Yes  
Council Member Jackson, Yes  
Council Member Loveland, Yes

The motion passed unanimously.

**h. Discussion/possible action to adopt 2023 Goals.**

Jennie Knight reviewed the 2022 goals with the City Council. Those goals were economic development, new municipal complex, Ben Lomond ground breaking, department and staff development, City flag, increase in community activities, cemetery plan, and utility rate analysis. She explained the staff recommends recapturing some of our 2022 goals that did not get completed. She also suggested adding new goals this year. Those suggestions were updating franchise agreements, conduct business license study, conduct a facilities study, and try to complete the Healthy Utah Communities Award. Jennie Knight asked if there are any goals the Council would like to see or revisions to goals recommended by staff.

Council Member Loveland asked Jennie Knight to clarify what franchise agreements are. Jennie Knight explained that franchise agreements are agreements with utility companies, where the city receives a percentage from taxes collected by those utilities. Mayor Tait suggested we add updating franchise agreements to the 2023 City goals. Council Members agreed to add it to the City's 2023 goals.

Mayor Tait asked if they are still interested in a City flag. Council Member Weiss said the Youth City Council were tasked with this goal and suggested we open the idea to the residents to bring in ideas and drawings. Mayor Tait suggested leaving it as a goal. Council Member Wiess suggested giving a time frame of six months and see what ideas come in. Council Members agreed to keep it in the City's 2023 goals.

Mayor Tait then asked about the business license study and when the last time it was completed. Jennie Knight answered it was last completed in 2016. Council Members agreed to add it to the City's 2023 goals

Council Member Weiss suggested leaving off the cemetery plan from the 2023 goals due to there being more pressing goals. Council Members agreed to remove the cemetery plan for the time being.

Council Member Weiss asked about doing the farmers market for the Healthy Utah Communities Recognition. He suggested we put it out to the citizens to help with a farmers' market. Council Member Loveland said he likes the idea of a walkability audit for the Healthy Utah Communities Recognition. He asked how well attended the previous farmers markets were. Mayor Tait explained that they had trouble getting farmers to come to the market, there were people willing to buy but not enough sellers. Jennie Knight suggested making the walkability audit part of the Healthy Utah Communities and do the farmers market as part of our community activities goal. Council Members agreed.

Jennie Knight recommended removing the department and staff development goal. Mayor Tait said she feels the staff is where it needs to be and thinks it can be removed as a goal. Council Members agreed to remove the department and staff development goal.

**Motion:** Council Member Loveland made a motion to adopt 2023 Goals, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

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

The motion passed unanimously.

### **7. Public Comments**

Mayor Tait opened the public comment period

There were no public comments received.

Mayor Tait closed the public comments section.

### **8. Mayor/Council Follow-Up**

Justin Shinsel explained there was a theft at the Public Works building, and they are looking at a camera system due to the theft. There were two catalytic converters cut off snow plow trucks. The total damage is about \$14,000, and it will be three to four months before those trucks are repaired. Justin Shinsel thanked the City Council for allowing them to move forward with building the new Public Works facility. He said it will allow them to park vehicles in locked fully covered facilities. He expressed concern about it being a rough winter with snow fall, and asked for residents to please be cordial to plow drivers as they are trying their best to keep roads cleared of snow.

Bryan Fife explained that Parks and Recreation are working on an asset inventory of the shop and Bowery. He said basketball games are in full swing and are going well. He explained that the department will have to move sooner if they want to purchase the movie equipment for movies in the park. He said it may need to be as soon as next week.

Chief Wilson explained that he has some budget item updates. He said the budget numbers he gave at the retreat on January 24<sup>th</sup>, did not include the new detective the department was asking for. He announced that Assistant Chief Moore was working with the radio company and may have been able to reduce the purchase price of new radios by \$10,000.

Jennie Knight explained that the Planning Commission issued the Conditional Use Permit required for the Public Works building.

### **9. Closed Executive Session for purposes described under UCA §52-4-205(1)(c); strategy session to discuss pending or reasonable imminent litigation.**

**Motion:** Council Member Weiss made a motion to enter into a Closed Executive Session for the purposes described under UCA §52-4-205(1)(c), second by Council Member Loveland.

The vote on the motion was as follows:

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

The motion passed unanimously.

The Mayor and Council Convened into a Closed Executive Session.

**Motion:** Council Member Loveland made a motion to close the Closed Executive Session, second by Council Member Weiss.

The vote on the motion was as follows:

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

The motion passed unanimously.

## 10. Adjournment

The meeting was adjourned at 8:55 PM.

**ATTEST:**

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**MICHELLE TAIT**  
Mayor

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**Jack Fogal**  
City Recorder  
Approved this 14th day of March, 2023

## **Live 911**

Costs for individual licensing, setup/configuration and training

Per User License-	900.00
Remote Installation and Configuration	785.00
Remote Virtual Training	595.00
Cost for three licenses with setup and training =	4080.00
Cost for two licenses with setup and training=	3180.00
Annual renewal for three licenses=	2700.00
Annual renewal for two licenses=	1800.00

**HARRISVILLE CITY  
RESOLUTION 2023-02**

**COUNTY ELECTION SERVICES**

**A RESOLUTION OF HARRISVILLE CITY, UTAH, ENTERING AN  
INTERLOCAL AGREEMENT BETWEEN HARRISVILLE CITY AND  
WEBER COUNTY FOR CERTAIN ELECTION SERVICES.**

**WHEREAS**, the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, 1953 as amended, permits governmental units to enter into agreements with one another for the purpose of exercising on a joint and cooperative basis powers and privileges that will benefit their citizens and make the most efficient use of their resources;

**WHEREAS**, Title 11, Chapter 13, Section 2 of the Utah Code Annotated, 1953 as amended, provides that governing bodies of governmental units adopt resolutions approving an interlocal agreement before such agreements may become effective;

**WHEREAS**, Harrisville City (hereafter “City”) has negotiated a contract with Weber County (hereafter “County”) for certain election services, and the City operates under the alternative council-mayor form of government provided in *Utah Code Annotated* §10-3b-201, 1953, as amended;

**WHEREAS**, the County proposes an Interlocal Agreement (hereafter “Agreement”) for certain election services attached hereto as Exhibit “A” and incorporated herein by this reference;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of Harrisville City that the Agreement for certain election services attached hereto as Exhibit “A” and incorporated herein by this reference is approved. The City Council hereby authorizes and directs the Mayor to execute the Agreement and any documents relating thereto for and on behalf of the City.

PASSED AND APPROVED by the Harrisville City Council this 14th day of March, 2023.

\_\_\_\_\_  
MICHELLE TAIT, Mayor

ATTEST:

\_\_\_\_\_  
Jack Fogal, City Recorder

Roll Call Vote Tally    Yes    No

Grover Wilhelmsen	___	___
Steve Weiss	___	___
Blair Christensen	___	___
Max Jackson	___	___
Kenny Loveland	___	___

City Contract No. \_\_\_\_\_  
County Contract No. \_\_\_\_\_

**INTERLOCAL COOPERATION AGREEMENT**  
**BETWEEN**  
**WEBER COUNTY**  
**on behalf of the**  
**WEBER COUNTY CLERK’S OFFICE, ELECTIONS DIVISION**  
**-AND-**  
**HARRISVILLE CITY**

THIS AGREEMENT is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between WEBER COUNTY, a political subdivision of the State of Utah (“County”), on behalf of its Clerk’s Office, Elections Division, and Harrisville City (“City”). The County and the City may be referred to collectively as the “Parties” and may be referred to individually as a “Party.”

**WITNESSETH:**

WHEREAS, the County desires to provide the services of its Clerk’s office, Elections Division, to the City for the purpose of assisting the City in conducting the City’s 2023 and 2025 primary and general municipal elections; and

WHEREAS, the City desires to engage the County for such services;

NOW, THEREFORE, in consideration of the promises and covenants hereinafter contained, the Parties agree as follows:

1. **Term.** County shall provide election services to the City commencing on the date this Agreement is executed, and terminating on January 1, 2026. The term of this Agreement may be extended by mutual agreement in writing signed by all Parties. Either Party may cancel this

Agreement upon ninety (90) days written notice to the other party. Upon such cancellation, each Party shall retain ownership of any property it owned prior to the date of this Agreement, and the City shall own any property it created or acquired pursuant to this Agreement.

2. **Scope of Work.** The services to be provided by the Weber County Clerk's Office, Elections Division, shall be as set forth in the Scope of Work, attached hereto and incorporated by reference as Exhibit A. Generally, the County Clerk shall perform all elections administration functions as set forth in Exhibit A and as needed to ensure implementation of the City's 2023 and 2025 primary and general municipal elections.

3. **Legal Requirements.** The County and the City understand and agree that the 2023 and 2025 primary and general municipal elections are the City's elections. The City shall be responsible for compliance with all legal requirements for these elections and shall direct the manner in which the elections are conducted. The County agrees to work with the City in complying with all legal requirements for the conduct of these elections and conduct these elections pursuant to the direction of the City. The City, not the County, is responsible to resolve any and all election questions, problems, and legal issues that are within the City's statutory authority.

4. **Cost.** In consideration of the services performed under this Agreement, the City shall pay the County an amount not to exceed the rate estimate given to the City by the County in Exhibit B. The County shall provide a written invoice to the City at the conclusion of the elections, and the City shall pay the County from the invoice within thirty (30) days of receiving it. The invoice shall contain the number of active registered voters as of one week before Election Day, the rate used, and jurisdictions participating in the election(s). In the case of a vote recount, election system audit, election contest, or similar event arising out of the City's election, the City

shall pay the County's cost of responding to such events, based on a written invoice provided by the County. The invoice amount for these additional services may cause the total cost to the City to exceed the estimate given to the City by the County. For such consideration, the County shall furnish all materials, labor and equipment to complete the requirements and conditions of this Agreement.

5. **Governmental Immunity.** The City and the County are governmental entities and subject to the Governmental Immunity Act of Utah, Utah Code Ann. §§ 63G-7-101, et seq. ("Act"). Subject to the provisions of the Act, the City and County agree to indemnify and hold harmless the other Party, its agents, officers and employees from and against any and all actions, claims, lawsuits, proceedings, liability damages, losses and expenses (including attorney's fees and costs) arising out of or resulting from the performance of this Agreement to the extent the same are caused by any negligent or wrongful act or omission of that Party, its officers, agents and employees. Nothing in this Agreement shall be deemed a waiver of any rights, statutory limitations on liability, or defenses applicable to the City or the County under the Act.

6. **Election Records.** The County shall maintain and keep control over all records created pursuant to this Agreement and to the elections relevant to this Agreement. The County shall respond to all public record requests related to this Agreement and the underlying elections and shall retain all election records consistent with the Government Records Access and Management Act, Utah Code Ann. §§ 63G-2-101 et seq. and all other relevant local, state and federal laws.

7. **Service Cancellation.** If the Agreement is canceled by the City as provided herein, the City shall pay the County on the basis of the actual services performed according to the terms of this Agreement. Upon cancellation of this Agreement, the County shall submit to the City an

itemized statement for services rendered under this Agreement up to the time of cancellation and based upon the dollar amounts for materials, equipment and services set forth herein.

8. **Legal Compliance.** The Parties, as part of the consideration herein, shall comply with all applicable federal, state and county laws governing elections.

9. **Interlocal Agreement.** In satisfaction of the requirements of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended (“Interlocal Act”), in connection with this Agreement, the Parties agree as follows:

(a) This Agreement shall be approved by each Party, pursuant to § 11-13-202.5 of the Interlocal Act;

(b) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to Section 11-13-202.5 of the Interlocal Act ;

(c) A duly executed original counterpart of the Agreement shall be filed with the keeper of records of each Party, pursuant to § 11-13-209 of the Interlocal Act;

(d) Each Party shall be responsible for its own costs of any action done pursuant to this Agreement, and for any financing of such costs; and

(e) No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the City Recorder of the City and the County Clerk of the County, acting as a joint board. No real or personal property shall be acquired jointly by the Parties as a result of this Agreement. To the extent that a Party acquires, holds, and disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by

this Agreement, such Party shall do so in the same manner that it deals with other property of such Party.

10. **Counterparts.** This Agreement may be executed in counterparts by the City and the County.

11. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

12. **Integration.** This Agreement, with attached exhibits, embodies the entire agreement between the Parties and shall not be altered except in writing signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above written.

HARRISVILLE CITY

By: \_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
City Attorney

Date: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
OF WEBER COUNTY

By: \_\_\_\_\_  
Gage Froerer, Chair  
Commissioner Arrington Bolos voted \_\_\_\_\_  
Commissioner Harvey voted \_\_\_\_\_  
Commissioner Froerer voted \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ricky Hatch, CPA  
Weber County Clerk/Auditor

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
County Attorney

Date: \_\_\_\_\_

**Exhibit A**  
**2023 and 2025 Municipal Elections**  
**Scope of Work for Election Services**

The County shall provide to the City an Official Register as required by Utah Code Ann. § 20A-5-401, (as amended).

The City shall perform all administrative functions related to candidate filing requirements and all other requirements of Utah Code Ann. § 20A-9-203 (as amended), including all administrative functions related to financial disclosure reporting.

The City shall be responsible for all public notice(s) required by law. The County may additionally publish election notices at its own discretion, but this does not relieve the City of its obligations to publish all public notices required by law.

The City shall be responsible for collecting and delivering ballots that are placed in drop boxes within their City to the County in a timely manner, in accordance with drop box procedures created by the County, and according to a schedule agreed upon by the City and the County up through and including the end of Election Night. If the City damages or loses any drop box items or collection supplies, then the City shall pay the County the cost to replace such items. The County shall be responsible for collecting and delivering ballots that are placed in drop boxes within the County in a timely manner. The City shall be given the collection schedule ahead of time, however any and all changes to the schedule or method of collection are at the discretion of the County. The City shall be responsible for returning and delivering ballots on Election Night in accordance with drop box procedures created by the County and according to a schedule created by the County. The City shall be responsible for locking their drop boxes at exactly 8pm on Election Night. If the City damages or loses any drop box items or collection supplies, then the City shall pay the County the cost to replace such items.

The City agrees to consolidate all elections administration functions and decisions in the County Clerk to ensure the successful conduct of multiple, simultaneous municipal elections. In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and the City recognizes that such decisions, made for the benefit of the whole, may not be subject to review by the City.

Services the County will perform for the City include, but are not limited to:

- ballot layout and design;
- ballot mailings;
- ballot printing;
- compensate vote center poll worker (Exhibit C);
- conduct audits (as required);
- conduct recounts (as needed);
- delivery of supplies and equipment;
- election day administrative support;
- operation of county wide vote centers (Exhibit C);
- poll worker recruitment and training;

- printing optical scan ballots;
- program electronic voter register;
- program and test voting equipment;
- provisional ballot verification;
- tabulate and report election results on County website; and
- update voter history database.

The City will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the election in a timely manner.

**Exhibit B**  
**2023 and 2025 Municipal Elections**  
**Cost Estimate for Election Services**

Below is the good faith estimate for the upcoming *2023 and 2025 Municipal Elections* for Harrisville City. The City will be billed for the actual costs after each election, according to the County’s cost per active registered voter. The per voter rate will not exceed \$2.25 per active registered voter per election. The number of active registered voters and cost per each will be determined by the registration deadline, one week prior to each election. See the table below for an estimated cost breakdown at the rate of \$2.25 per voter.

Election costs are based upon the offices scheduled for election, the number of voters, and the number of jurisdictions participating. The City will be invoiced for its share of the actual costs of the elections, which will not exceed the estimated rate of \$2.25 per voter.

If one or more jurisdictions, other than the City, hold a special election within the same precinct as the municipal election, then the City shall pay the County the actual cost of the election for that precinct, divided by the number of participating jurisdictions within that precinct. See the table below for an estimated cost of an election with multiple participating jurisdictions at the rate of \$2.25.

A nominal administrative fee will be charged to each jurisdiction sharing a ballot, not to exceed \$0.05 per active registered voter.

<b>Example of the Impact of Cost Sharing Across Multiple Jurisdictions</b>			
<b>Number of Participating Jurisdictions</b>	<b>Active Registered Voters Per Precinct*</b>	<b>Estimated Rate</b>	<b>Total Cost Per Precinct</b>
<b>1</b>	1,075	\$2.25	\$2,418.75
<b>2</b>	1,075	\$1.17 (half plus \$0.05)	\$1,257.75
<b>3</b>	1,075	\$0.80 (1/3 plus \$0.05)	\$860

\*Largest precinct within municipality used as an example

<b>Estimated Cost per Election</b>		
<b>Active Registered Voters Per Municipality</b>	<b>Estimated Rate</b>	<b>Total Cost Per Municipality</b>
3,192	\$2.25	\$7,182

\*This table represents the total cost per municipality at the highest estimated rate, however cost is calculated per precinct (see table above)

**Exhibit C**  
**2023 Municipal Elections**  
**Core Vote Centers**

<b>2023 Locations*</b>
Weber Center
Ogden Valley Library
Weber County Fairgrounds

\*Vote Centers are subject to change in accordance with state law and the decision of the County.

Additional polling locations may be established by consent of both the City and the County, the cost of which will be borne by the City, and which would be in addition to the estimates provided in Exhibit B. The County does not guarantee that all vote centers will be used in a primary election.

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**MEMORANDUM**

**TO:** Harrisville City Mayor and City Council

**FROM:** Matt Robertson, P.E.  
Harrisville City Engineer

**RE:** **West Harrisville Road Widening Project – Environmental Study**

**Date:** March 9, 2023

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As you are aware, the City has been approved to receive Federal money through the Surface Transportation Program (STP) to widen West Harrisville Road from Highway 89 to just past the railroad tracks. To be eligible to use this funding, an environmental study needs to be conducted which will assess the impacts of the project. Wasatch Front Regional Council (WFRC) and UDOT, which coordinate the use of these funds, require that the environmental study be completed by the local government and at the cost of the local government prior to using any federal money. Since this project is only a widening that shouldn't have significant environmental impacts, the study should be a "Categorical Exclusion (CatEx)" which is the simplest acceptable study.

Jones & Associates will prepare this CatEx with the help of environmental specialists. These specialists are required to complete the following reports:

- Cultural and Historic Architecture Survey
- Threatened, Endangered, and Sensitive Species Assessment
- Wetlands Determination and Water Resources Report

Jones and Associates will take these reports and obtain the required clearances from UDOT and incorporate them into the final report. We will also complete the other required sections, drawings, and exhibits for the report. It is anticipated that the cost of the sub-consultants will total between \$15,000 - \$20,000 and the cost for Jones and Associates will be approximately \$15,000 which results in a total estimated cost of \$35,000 to complete the environmental study. It is anticipated that the study will take 5-6 months to complete.

The intent of this memo is to bring the Mayor and Council up to speed on the status of this project and to request permission to move forward with completing the environmental study. If there are any questions, please let me know.

**HARRISVILLE CITY  
RESOLUTION 23-03**

**COMMUNITY PROJECT FUNDING REQUEST**

**A RESOLUTION OF HARRISVILLE CITY, UTAH, AUTHORIZING THE  
APPLICATION FOR AND IN SUPPORT OF THE REPRESENTATIVE BLAKE  
MOORE FY24 COMMUNITY PROJECT FUNDING REQUEST**

**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* §10-3-717 authorizes the City to exercise administrative powers by resolution;

**WHEREAS**, the City owns certain real properties identified as Weber County Parcel Numbers 11-019-0025 and 11-019-0006.

**WHEREAS**, the City is currently in process of relocating the Public Works Facility to the above identified parcels.

**WHEREAS**, the City desires to apply for Representative Blake Moore’s FY24 Community Project Funding to secure Federal Funding for infrastructure improvements to build a road connection, and any other improvements, from Highway 89 to 750 West in Harrisville.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of Harrisville City, Utah, to authorize the application for and in support of the Representative Blake Moore FY24 Community Project Funding Request.

**IT IS FURTHER RESOLVED** that this Resolution hereby authorizes the Mayor to execute any document to effectuate the application for funding request including any other documentation necessary to effectuate this Resolution.

PASSED AND APPROVED by the Harrisville City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
**MICHELLE TAIT**  
Mayor

\_\_\_\_\_  
**JACK FOGAL**  
City Recorder

Municipal Council  
Roll Call Vote Tally

	Yes	No
Mr. Wilhelmsen	___	___
Mr. Weiss	___	___
Mr. Christensen	___	___
Mr. Jackson	___	___
Mr. Loveland	___	___



Mayor Michelle Tait

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# CITY *of* HARRISVILLE

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363 West Independence Blvd · Harrisville, Utah 84404 · (801) 782-4100 · Fax (801) 782-1600

## Memorandum

**To: Mayor and City Council**

**From: Justin Shinsel**

**Date: March 8th 2023**

**Re: Adoption of the 750 West to Hwy 89 Roadway through the new Harrisville City Complex**

Summary:

Public Works is asking for the adoption of a resolution in support of the new roadway connecting 750 West to Hwy 89 through the proposed Harrisville City complex

This roadway will serve as a much-needed connection between 750 West and Hwy 89. This roadway will also serve as a connection to the New Harrisville complex and safer access to Hwy 89 for Police, Fire, Public Works, School Busses and general public in this area.

This resolution is to show our support for the federal transportation grant, Harrisville City Public Works is trying to obtain for the entirety of this roadway.

Thank You,  
Justin Shinsel  
Harrisville City  
Public Works Director.

07-Mar-2023

Rep. Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

RE: Harrisville City Community Project Funding Request for FY 2024

Dear Representative Moore,

This letter serves as notification of support for the Harrisville City Community Project Funding request for transportation infrastructure for a municipal complex located at 750 West in Harrisville, UT. I feel this project will provide additional service to not only Harrisville residents but also create connectivity through this area, which would benefit the public at large. With the increase in population through northern Weber County, transportation options become a much needed resource to connect people to work, school, and home.

Sincerely,

Mayor Ken Phippen  
Farr West City



March 7, 2023

Representative Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

Dear Representative Moore,

It is an honor to be providing a letter of support for Harrisville City's Community Project Funding Request for FY2024. The Weber Prosperity Center of Excellence (COE) has the opportunity to work with Mayor Michelle Tait, her leadership team and their honorable council members for the past several months and just recently in January, during their annual retreat. In addition, Mayor Tait and I co-chair the WACOG Housing Subcommittee.

Harrisville's request for transportation infrastructure for a municipal complex located at 750 West in Harrisville, UT is a critical infrastructure need. It will not only benefit Harrisville residents, the connectivity this adds to our community will also provide additional benefits to neighboring cities and the public at large.

With the increase in population and projected growth in our future, the housing crisis, workforce shortages and rising inflation, Harrisville is working proactively to provide all of northern Weber County transportation options and the resources necessary to maintain a vibrant community now and for generations to come.

Please feel free to contact me regarding this letter of support.

Respectfully,

A handwritten signature in blue ink that reads "Melissa Freigang". The signature is written in a cursive, flowing style.

Melissa Freigang  
Executive Director  
Weber Prosperity Center of Excellence

# **NORTH VIEW FIRE DISTRICT**

**315 East 2550 North**

**North Ogden, UT 84414**

**Phone: 801-782-8159**

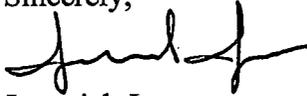
**Fax: 801-782-3532**

March 7, 2023

To whom it may concern,

This letter is to express North View Fire District's support to Harrisville City for improving infrastructure by connecting HWY 89 to 750 W. in their city. This will improve our access to grass fire responses in the area. Our District has also been in talks with Harrisville City and this property is currently being evaluated for a possible future site for a public safety building in conjunction with Harrisville City, for which this access road would be vital.

Sincerely,



Jeremiah Jones

Deputy Fire Chief

North View Fire District



**RYAN ARBON, SHERIFF**

AARON PERRY, CHIEF DEPUTY  
PHILLIP REESE, CHIEF DEPUTY  
JOSH GARD, CHIEF DEPUTY

March 7, 2023

Rep. Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

RE: Harrisville City Community Project Funding Request for FY 2024

Dear Representative Moore,

This letter serves as notification of support for the Harrisville City Community Project Funding request for transportation infrastructure for a municipal complex located at 750 West in Harrisville, UT.

I am in support of this project, knowing the needs of public safety in our community and knowing that this will greatly benefit the residents of Harrisville, as well as surrounding areas.

I feel this project will provide additional service to not only Harrisville residents but also create connectivity through this area, which would benefit the public at large. With the increase in population through northern Weber County, transportation options become a much needed resource to connect people to work, school, and home.

Sincerely,

  
Sheriff Ryan Arbon



HOUSE OF REPRESENTATIVES  
STATE OF UTAH

REPRESENTATIVE  
RYAN D. WILCOX  
DISTRICT 007  
WEBER COUNTY



P.O. BOX 14007  
OGDEN, UTAH 84412  
(385) 600-3306  
email: ryanwilcox@le.utah.gov

Wednesday, March 8, 2023

Rep. Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

RE: Harrisville City Community Project Funding Request for FY 2024

Dear Representative Moore,

This letter serves as notification of support for the Harrisville City Community Project Funding request for transportation infrastructure for a municipal complex located at 750 West in Harrisville, UT. This project will provide additional service to not only Harrisville residents but will also create needed connectivity through the region, benefiting the public at large. With the increase in population through northern Weber County, transportation options become a much-needed resource to connect people to work, school, and home.

Sincerely,

*Ryan D. Wilcox*

Representative Ryan D. Wilcox  
District 7 | Weber County

To: Rep. Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

March 7, 2023

RE: Harrisville City Community Project Funding Request for FY 2024

Dear Representative Moore,

This letter is written in support of the Harrisville City Community Project Funding Request involving transportation infrastructure for a municipal complex located at 750 West in Harrisville, Utah.

The proposed thoroughfare between 750 West and Hwy 89 would benefit Weber School District by providing an alternate route for transportation. Current school bus routes require crossing railroad tracks to the south.

The district also owns property to the east of this location at approximately 200 E. 1600 N. With the proposed development and continual population growth, the district has future plans to seek public approval to build a new elementary school on this property to better serve the needs of the community.

The proposed roadway in this Community Project Funding Request would create greater connectivity between residents and schools in Harrisville City, and would provide for more efficient and safer routes of transportation.

Sincerely,



Lane Findlay  
Community Relations & Safety Specialists  
Weber School District



March 6, 2023

Rep. Blake Moore  
1131 Longworth HOB  
Washington, DC 20515

County Commission  
Weber Center  
2380 Washington Blvd.  
Suite 360  
Ogden, UT 84401  
(801) 399-8406  
[www.co.weber.ut.us](http://www.co.weber.ut.us)

Congressman Moore,

Weber County Economic Development Department is delighted to support Harrisville City's application for funding for transportation infrastructure for a municipal complex to be located at 750 West in Harrisville, UT.

I recently facilitated a strategic planning session with Harrisville's elected and community stakeholders where we discussed city growth projections, needs, and short and long term economic and community development priority projects. In order for the city to accommodate current and projected growth, connectivity through the 750 West corridor needs to be improved. The municipal complex is an anchor point in the overall strategic plan for the city, thus the transportation infrastructure component has become a top priority.

I believe that an award of the earmarked funds for the Harrisville City transportation infrastructure project would be the catalyst for implementing the other priority projects on Harrisville's short and long-term strategic plan. Thank you for your consideration.

Best Regards,

Stephanie Russell  
Economic Development Director/Government Relations  
Weber County Corporation  
[srussell@webercountyutah.gov](mailto:srussell@webercountyutah.gov)  
801.399.8419

James H. "Jim" Harvey  
Commissioner  
[jharvey@WeberCountyUtah.gov](mailto:jharvey@WeberCountyUtah.gov)

Sharon A. Bolos  
Commissioner  
[sbolos@WeberCountyUtah.gov](mailto:sbolos@WeberCountyUtah.gov)

Gage Froerer  
Commissioner  
[gfroerer@WeberCountyUtah.gov](mailto:gfroerer@WeberCountyUtah.gov)