

**MINUTES OF HARRISVILLE CITY  
CITY COUNCIL MEETING  
Tuesday, February 14, 2017 – 7:00 p.m.  
Council Chambers  
363 West Independence Blvd  
Harrisville, Utah 84404**

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- Present:** Mayor Bruce Richins, Council Member Jeff Pearce, Council Member Gary Robinson, Council Member Jennifer Jensen, Council Member Ruth Pearce, Council Member Austin Tracy.
- Staff:** Bill Morris, City Administrator, Sean Lambert, Public Works Director, Bryan Fife, Parks and Recreation Director, Jennie Knight, City Recorder.
- Visitors:** John Scott, Ethan Wade, Zachary Vance, Kyler Dye, Bodey Jensen, Steve Meyers, Jeffrey Francom, Kelvin Lindeman, Jon Burrows, Kyle Hamblin, Cort Simpson, Bracken Fisher, Timber Clarke, Tyler Richey, Xander Stout, Trevor Behunin, Zachery Knowlden, Danny Hampton, Justin Hampton.

**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.**

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

**3. Consent Items.**

- a. Approve the minutes of January 10, 2017 as presented.
- b. Check Register

Council Member Robinson said he liked having the definitions available on the check register.

**MOTION: Council Member R. Pearce motioned to approve the consent items of February 14, 2017 as presented. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.**

**4. Business Items.**

**a. Discussion/possible action to grant Final Acceptance of Golf Crest Village Phase 2.**

Kyle Hamblin introduced himself as the representative of Golf Crest Village. The developer asked him to finalize any bond information or remaining escrow balances. He said he contacted the city to release the final bond on this escrow. There is a remaining balance of around \$15,000 left in escrow. Jennie Knight informed Council the city engineer has prepared a clear memo for this release. Council Member Robinson asked if the city has a city standard on final acceptance that initiates the final release. Bill Morris said this is initiated by the developer on their time frame. Council Member Jensen asked if a final item on phase two with water drainage between the older and newer homes has been addressed. She said the developer said he would install drains because the newer buildings sit higher than the existing buildings which cause a swampy area. Bill Morris said there is a letter from the engineer saying they have conducted a final inspection and the city requirements have been met. Council Member Jensen

said she understood the developer agreed to address this issue. Kyle Hamblin explained he is unaware of this problem area. He was tasked to close out the escrow and was not in his current position at the time of the issue but he can contact Joel Prince, who is the HOA contact. Council Member Jensen clarified where the problem area is; where the front doors of the old units meeting the back doors of the new units. Mayor Richins pointed out land drains are only as good as when they are installed. Bill Morris said the HOA may need to resolve this issue because the city standards have been met.

**MOTION: Council Member Jensen motioned to grant final acceptance of Golf Crest Village phase two. Council Member Ruth Pearce seconded the motion. All Council Members voted aye. Motion passed.**

**b. Discussion/possible action to grant Final Acceptance of Wildflower Subdivision Phase 5.**

Sean Lambert explained that Wildflower Phase 5 is complete with a clear letter from the city engineer. The city has been maintaining this for quite some time now. Council Member Jensen asked if all the sidewalks have been replaced. Sean Lambert responded that all of the houses have been built in this phase and any damaged sidewalks have been replaced. The infrastructure is working well and he recommends final acceptance.

**MOTION: Council Member Robinson motioned to grant Final Acceptance of Wildflower Subdivision Phase 5. Council Member Tracy seconded the motion. All Council Members voted aye. Motion passed.**

**c. Main Park Project Report.**

Bryan Fife passed out an outline of this project. He explained a few months ago he was approved to create a small pond on 4 mile creek on the east side of the main park next to the highway. This area is usually dredged every 10 years. Opening up this area will create an urban fishery which the DWR will stock. They started construction last week but with the wet weather the operator keeps getting stuck. Ryan Judkins, a division director for Weber County, said they have a long arm track hoe that would be able to dredge this area quickly. He is willing to assist with this project which will greatly reduce the time it will take to dredge the area. We have had to release water in the retention basins to prepare for the flow of water from North Ogden. Bryan Fife informed Council that Mayor Richins requested he contact the surrounding residents to inform them of the project. He reported that no residents immediately surrounding the project expressed any concern with flooding or increased park traffic from fishing; a suggestion was received to include a walking path around the pond. One resident on the south side of the project requested a privacy fence be installed. Bryan Fife explained that the mud pulled from the dredging will be hauled off when the weather improves. He did not receive any negative reactions.

Council Member Jensen suggested eliminating disc golf hole 7. The secondary location for this hole is too close to the highway to be used. Mayor Richins asked if this is the only hole that will need to be removed. Bryan Fife said golfers will finish hole 6 and walk around to hole 8. He would not recommend moving hole 8. Council Member Jensen pointed out the disc golf course does not have to include all of the golf holes. Council Member Tracy expressed concern with fishing and golfing in the same vicinity. Bryan Fife said staff will take a look at what might work best in the area. He expressed his main concern is informing the public of the increased safety hazard with the depth of the pond. He has ordered several signs to post around the area. He also will include an informational article in the newsletter. Mayor Richins suggested putting this on the Harrisville Park Facebook page.

Council Member Robinson asked what impact this may have on the water rights. Bryan Fife explained he was informed this project was not an issue with water rights because the impact is minimal, in fact the project will potentially aid in the water flow. We want to utilize the water coming down from North Ogden during the run off season to have less impact on any residents. He did receive a permit for dredging the pond. Council Member Robinson said he received negative feedback from one resident. He asked if there is concern with weakening the base of the pond. Sean Lambert explained the area will build up like what is currently happening with silt and debris and will likely be cleaned to the original depth sometime in the future, if necessary. Bryan Fife explained they are deepening the area but not raising the water level. Council Member J. Pearce expressed concern with children. Bryan Fife said the risk of drowning has always been there because of the level of silt. He expressed his desire to inform residents of this new change to reduce risk. He also informed Council, Officer Gammell has created a nonprofit organization, fish with a cop program. The first event will be held May 20<sup>th</sup>, 2017. The DWR officers will also be a part of this event with more information coming in the future.

**d. Your Community Connection Presentation**

Mayor Richins said Julie Smith was not available for her presentation this evening. He will reschedule this event for Feb. 28.

**e. Discussion/possible action to Harrisville Ordinance 489; Justice Court and Departmental Amendments.**

Bill Morris explained this ordinance realigns the Justice Court for direct reporting to the Mayor. Additionally, since the public works director took the position of building official, this position was moved from the administration department to the public works department. The deputy recorder position was eliminated. Purchase orders are now allowed to be distributed by department heads. They can waive this requirement and it also makes sense for staff to address their department heads when making purchases out of those budgets. This will also aid with the department heads knowing better how to budget because they will know where and when the money is being spent.

Council Member Robinson asked if there is a minimum or maximum that department heads can sign off on. Bill Morris explained what is approved in the fiscal budget, the department head administers. Bryan Fife said he believes this is set at \$1,000 in the policy and procedures. Council Member J. Pearce expressed his concern with finding out about damage to the police fleet through the check register. He would like Council to be informed of these issues in the future and what process is being taken to address the repairs. Bill Morris pointed out this is not affecting this ordinance.

**MOTION: Council Member R. Pearce motioned to approve Ordinance 489; Justice Court and Departmental Amendments. Council Member Tracy seconded the motion. A Roll Call vote was taken.**

<b>Council Member Tracy</b>	<b>Yes</b>
<b>Council Member R. Pearce</b>	<b>Yes</b>
<b>Council Member Jensen</b>	<b>Yes</b>
<b>Council Member Robinson</b>	<b>Yes</b>
<b>Council Member J. Pearce</b>	<b>Yes</b>

**Motion passed 5-0.**

Mayor and Council gave a brief discussion on how the city is reimbursed by insurance for damage to the city fleet.

**f. Youth City Council Report on Local Officials Day at the Legislature.**

Mayor Richins invited the youth city council who attended Local Officials Day to share a comment on their experience.

Blakely Champneys said she thought the day was fun. She said they talked about leadership and this was her first time at the capitol. Council Member Tracy said the mock discussion was about drug testing for extracurricular activities.

Aspen Teuscher said she liked watching the mock discussion and listening to the keynote speakers.

Ke Nunn said he enjoyed watching the mock debate, listening to the speakers, particularly the business speaker from Africa.

Council Member Tracy said the speaker after lunch was the individual whose story was told in the movie 128 hours.

Council Member Robinson said there were kids in attendance from all over the state with some groups being very large. Mayor Richins said this is a great experience for the youth. Council Member Tracy said they took a self guided tour. Council Member Robinson said Gage Froerer's wife gave him a personal tour, even behind the scenes.

**g. 2017 Municipal Election Discussion**

Jennie Knight explained this year's Municipal Election will be held by mail. There will be Election Day voting available at vote centers throughout Weber County but Harrisville City Office will not be a vote center. Any registered voter can vote at any county vote center anywhere in the county. Council Member Jensen asked how residents will vote for their municipal election. Jennie Knight explained the appropriate ballot will be available on the vote machine based on their voter registration. Due to this change staff would like to make an outside 24-hour drop box available for Harrisville residents. Weber County is willing to cover part of this cost since they will be sharing this drop box for all elections. The out of pocket cost is \$1,000. Interlocal agreements for Weber County Election services will be available in the next few weeks. Mayor and Council gave a brief discussion on the pros and cons learned from the last election. Vote by mail is the direction being taken for all future elections.

**h. 2017 Goals**

Bill Morris explained that after an election is held we often hold a retreat for newly elected officials. During the off years we typically discuss training items during regularly scheduled meeting. The following proposed goals for the Council are one of these items. He suggested developing an ordinance for economic development and mixed use, improving parks and recreation through the RAMP grant for parking on 2000 North, secure financial operation with a clean audit report and balanced budget. Bill Morris explained some of the proposed RAMP projects are for projects that might be nice to have; our proposed project on 2000 North is really a need for our city. Also staff has met with the strategic planning consultant to begin the development and adoption of the general plan.

Council Member R. Pearce suggested adding a goal for city history with the proposed RAMP grant. Bill Morris agreed establishing this history which will be available through the Western Digital Library hosted at Weber State as a 2017 goal.

Bill Morris also mentioned the next council meeting will be training given by Weber County Economic Development Director, Doug Larsen, on the proposed CDA project. He suggested holding this in a work session format.

**i. Heritage Days Update**

Bryan Fife explained when he received the assignment to coordinate Heritage Days many council members expressed interest in filling some assignments. He is here to see how many

and how much interest Council has to fill these assignments. Council Member Jensen agreed to coordinate the 5K. Mayor Richins asked if the 5K will conflict with the movie in the park. Bryan Fife explained the movie in the park will be completely cleaned up by 10pm and will be held in another area of the park, not using the bowery. Council Member Jensen said they start setting up for the 5K at 8pm. There should be plenty of area to coordinate both events.

Council Member Tracy said she will commit to the parade. Council Members Jeff and Ruth Pearce will coordinate Bingo with Council Member Robinson covering the information booth. Council Member Tracy will also oversee the sawdust scramble.

Bryan Fife informed Council we would like to bring back the breakfast in the park, having the Mayor, Council and even Planning Commissioners help with cooking and serving the food. Because the youth city council will be coordinating the parade, Council Member Tracy may need to be excused from this event. Council Member Robinson asked if we will charge. Bryan Fife said yes, \$5 per plate or \$20 per family. Mayor and Council gave a short discussion with what will be done with proceeds. Bryan Fife and Jennie Knight pointed out we will be using volunteer help hoping to break even on the event. Mayor and Council gave discussion on where they can get resources for this event.

Bryan Fife also asked Council to consider participating in the frozen t-shirt contest. He would like to encourage participation and excitement with residents through involving the Council with these activities. He explained we have family oriented activities planned from 10am to 3pm; bringing everything together towards the bowery at that time. We are still building the schedule. Current plans include an opening ceremony with flag raising, followed by breakfast in the park, parade, car show, home depot activity, watermelon spitting, corn husking, and other family oriented activities.

Council Member Jensen asked for the same 5K budget as last year.

Council Member Tracy mentioned the Easter Egg Hunt is just around the corner. Mayor Richins said the bowery has been secured for this date.

#### **5. Public Comments - (3 minute maximum)**

No Public Comments were offered.

#### **6. Mayor/Council Follow-Up:**

Mayor Richins said the Wasatch Front Regional Council will be holding training on March 14<sup>th</sup> and encouraged Council to attend. He also asked which Council Members will be attending the Utah League of Cities and Towns conference April 5-7. Jennie Knight will register those who are attending.

Mayor Richins informed Council he will be attending some training with other mayors sponsored by Weber County Sheriff's Department regarding increased suicide rates in Weber County. This includes appropriate questions, persuasion, and referral steps. Council Member Jensen said she attending similar training through Weber Health Department. The steps include questions to ask about suicide, persuading the individual to get help, and referring them to help when needed. Huntsville has been a common area for suicides with the Sheriff's Department responding to several calls per day.

Council Member J. Pearce asked if anyone had information on the large mobile crane behind SPS. There was no feedback on this issue.

Council Member Jensen expressed her excitement for the pond in the park. She feels this will be a great asset and improvement for our residents.

Council Member Robinson said he has an update on the Local Legislators Day. He feels it would help if they send out notes on what was discussed. He is concerned they are pushing to raise the gas tax. Bill Morris suggested Council Member Robinson join the email list so he can stay informed.

**7. Adjourn.**

Mayor declared the meeting adjourned at 8:35pm.

**ATTEST:**

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**BRUCE RICHINS**  
Mayor

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**JENNIE KNIGHT**

City Recorder

Approved this 14<sup>th</sup> day of March, 2017