

**MINUTES
HARRISVILLE CITY COUNCIL
August 11, 2026
363 West Independence Blvd
Harrisville, UT 84404**

Minutes of a regular Harrisville City Council meeting held on August 11, 2026 at 7:00 P.M. in the Harrisville City Council Chambers, 363 West Independence Blvd., Harrisville, UT.

Present: Mayor Roger Shuman, Council Member Grover Wilhelmsen, Council Member Annette Prall, Council Member Greg Montgomery, Council Member Jason Hadley.

Excused: Council Member Blair Christensen.

Staff: Jennie Knight, City Administrator, Jack Fogal, City Recorder, Bryan Fife, Public Works, Parks and Recreation Director, Jill Hunt, City Treasurer, Mark Wilson, Chief of Police, Assistant Chief Nick Taylor, Officer Cole Vanbeekum.

Visitors: Sarah Wichern, Matt Robertson, Andy Blackburn, Marvin Farrell, Sheldon Hunt, Kaelani Stanger, Chris Cope, Tammi Bischoff, Ryleigh Medford, Skylah Medford, Courtney Kronka, Amber Canning, James Canning, Shannon Rich, Kaitlyn Davis, Megan Calerwood, Jay Behunin.

1. Call to Order.

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

2. Opening Ceremony.

Council Member Montgomery opened with the Pledge of Allegiance.

3. Public Comment

Mayor Shuman opened the public comment period.

Chris Cope explained that the water bill includes the City's newsletter and she did not receive it until August 7. It arrived too late to attend the August 4th Truth In Taxation meeting.

Marvin Farrell asked to address a few things. He thanked all who have helped with Ordinance 573. This is the farm stand ordinance. He has recently had a lady stop by and he explained what he would like to do. She said it would be a good idea for her family as well. He is opposed to the Pioneer Elementary Fall Festival. We have 2 schools from the same district in our City. We should support those 2 schools. There is a discussion regarding the City complex Detention basin. As far as the irrigation ditch there are a few things. There is a 15-inch irrigation pipe at the existing ditch. If there is any construction on the ditch Western Irrigation has not approved any work. He questioned where the storm water would go. He stated 3 years ago, a letter was sent to the City that said no additional storm water could be put into the Western Irrigation canal.

Chris Cope thanked all those who have been a part of Ordinance 573. Harrisville is known as rural. This will help with the rural feel in the A1 zone.

Shannon Rich is for the Pioneer Elementary Fall Festival. She worked with Jennie Knight and Bryan Fife to get the first Fall Festival put together. At Walmart they sell Harrisville-Opoly, on that board is the Fall Festival. She jokes with her family that she owns that property. This event started small. The first year was bitter cold but they still did it. They have been consistent and it is getting bigger every year. This event brings the community together. She stated she looked at the school boundaries today and Pioneer Elementary students are mostly from Harrisville City. If you keep the event going people will come. We don't need fireworks for the event to be successful.

Mayor Shuman closed the public comment period.

4. Consent Items

a. Approval of Meeting Minutes for July 28 and August 4, 2026, Council Minutes.

Council Member Montgomery stated he sent some spelling corrections. Council Member Prall stated the minutes listed the old rate but not the new rate. She asked for it to be corrected.

Motion: Council Member Montgomery made a motion to approve the meeting minutes for July 28 and August 4, 2026 with changes, second by Council Member Wilhelmsen.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

5. Business Items.

a. Discussion/possible action to adopt Ordinance 573; Amendments to Harrisville City Code 11.01.060, 11.08.020 and 11.10.020.

Sarah Wichern with Jones and Associates explained we had a resident apply to expand the type of produce stands allowed in the A1 zone. We do allow produce stands in all residential zones. We wanted to expand this in the A1 zone to provide more options. The goal is to create less overhead so the residents can sell their produce easier. Council Member Montgomery explained under our definitions we would need to renumber all other items due to the new definition. We should change our numbering system but that is not the concern tonight. Sarah Wichern stated she spoke with Brody Flint and we can list it as we did and change the numbers when we codify the ordinance or we can eliminate the numbering for definitions. Council Member Montgomery inquired what is an accessory consumable product. Sarah Wichern stated it would be an accessory to the other products sold at the produce stands and it is consumable. She did include a possible definition with the ordinance. It is included in the code but she felt it was redundant to add it to the definitions as well. Council Member Montgomery stated he would like it simplified so the common man can understand. He questioned is there something else besides a produce or jam or salsa being sold. Sarah Wichern stated that was the term they came up with during the Planning Meeting. If Council would like to change it you can. Council Member Montgomery stated if you have your definition just list items you would allow. Sarah Wichern stated she does not like providing the list which could limit property owners' ability to sell items. Council Member Hadley inquired if the definition is vague how do we enforce it if

there is a code enforcement complaint. Sarah Wichern said you would rely on description of it being consumable, is someone going to eat it. Council Member Montgomery reminded state law says a normal person should understand our code. Sarah Wichern stated if Council would like a different word or definition, we could do that. She felt the term accessory consumable product would serve the purpose. Mayor Shuman stated "accessory consumable products" could include welding supplies because they are consumable. Sarah Wichern clarified should we clarify human consumption. Mayor Shuman inquired could we do food and beverages and tie it to produce stands. In the world he lives in he consumes drill bits. Council Member Prall stated we can choose between the wordier option or a more concise definition. Council Member Hadley stated he believes the intent is to limit the products to human consumption. Someone could say baling wire is a consumable to farming. Council Member Prall stated we could go with the listed definition and it would cover it. Council Member Montgomery stated in the text change it removes commercial crop and fruit production, could we just add the produce stand instead of removing the other term. Sarah Wichern stated yes, we can do that. Council Member Montgomery stated the ordinance states the stand must be at least 15 feet from the edge of the road. He questioned is that from the asphalt or property line. Sarah Wichern stated the hard part with roads in the A1 zone is some right of ways go a way back and some end by the roadway. The intent was to push it far enough back from the roadway to not inhibit sight lines. If we make it based on setbacks it would eliminate the ability to have a stand in most areas of the City. We can look at other ways to address this. Council Member Montgomery asked could they could put it in the right of way if it is 15 feet from the roadway. Sarah Wichern clarified it would need to be on their property but if their property line is 15 feet from the roadway they could put it right on the edge of the property. Council Member Montgomery inquired would it be better to change the wording to allow the stand to be closer to the roadway. Sarah Wichern stated we can shrink the distance or change it. The important part would be not obstructing the visibility on the roadway. Council Member Montgomery inquired is this only for temporary structures. Sarah Wichern stated you are correct permanent structures would follow setbacks outlined in our code. Council Member Montgomery inquired about the parking requirement. Having a dedicated parking area behind the setback would be a hindrance. He questioned why make them put in parking for a temporary structure. They should be allowed to park on the shoulder. Sarah Wichern stated outside her office there is a produce stand. It is approximately 1,000 square feet. They have 10 parking stalls which are filled constantly. This is still a residential zone. We must maintain the residential use as the primary use. Parking is usually the biggest complaint with running a business in the residential zone. We are currently working on updating our parking ordinance. They would only need 1 parking stall for the produce stand. It could even be parking in their driveway if needed. Council Member Montgomery stated there is no building on this property. Normally your frontage in an agriculture zone would have 100-200 feet. The parking requirement for a smaller frontage would make more sense. Sarah Wichern stated in agriculture zones the roads may be wider or more narrow than normal. If it is narrower the parking could impact safety. It would need to be 1 parking stall per 150 square feet of produce stand. Council Member Hadley questioned somebody with a 10x10 awning selling produce would be required to set up a parking space. Sarah Wichern stated it could be their driveway, which would cover the one space requirement. Council Member Wilhelmsen inquired whether this was written with new growth potential in mind. He questioned if this grows to multiple stands on 1 parcel does the time spent now exceed 15 minutes. Council Member Hadley stated this would be different for a 10x10 instead of a large space. You would not need 15 minutes to walk a 10x10 space. Council Member Montgomery stated this ordinance gives the feeling that we cannot park in a residential space. Sarah Wichern stated in a residential environment we do not want to have a commercial space take away the residents expected parking space. Mayor Shuman stated he likes the idea of changing based on the size of the structure. As long as the space is available, they can park on the road. It can be hard to draft an ordinance covering the whole City instead

of 1 property. Council Member Montgomery inquired can we change the distance to 5 feet behind the setback. Council Member Prall stated having this in the ordinance will get the owner thinking about having that space available. It does not seem prohibitive. Sarah Wichern explained we have separated temporary structures from canopy type structures. She would recommend just separating it from temporary structures to permanent structures.

Motion: Council Member Montgomery made a motion to adopt Ordinance 573; Amendments to Harrisville City Code Sections 11.01.060, 11.08.020, and 11.10.020, subject to the following revisions: remove the numbering from the definitions; revise the definition of produce stand to eliminate the term "accessory consumable products" and replace it with "food or beverage product meant for human consumption"; retain the existing commercial crop and fruit production language; revise the setback for a temporary produce stand to five feet from the right-of-way line, with permanent stands required to meet the normal setbacks; define a temporary structure as anything not permanently attached to the ground; and require one parking stall per 150 square feet of temporary structure, second by Council Member Hadley.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously

b. Discussion/possible action to approve City Complex Detention Basin.

Matt Robertson with Jones and Associates explained the intent of the project is to construct a regional retention basin on City property. The purpose is to catch storm water from the City property, runoff from the highway, and the Ben Lomond Development. The required size from the City parking lot is approximately 15,000 square feet. The basin will hold over 43,000 square feet. This area has storm water problems and this basin should help solve the problem. This would detain the water and slow the flow down. We would not be touching the irrigation ditch which is piped in the area. There is an additive alternate for 18-inch RCP. The main irrigation ditch on the property would not be touched. The outlet for the basin would go under the irrigation pipe. It would tie into the storm drain on 1750 West. It will help with the new development and the existing problem in the area. 4 bids were received for the project. Blue Rock Enterprise was the low bid. They are currently on site working with R&O for the new building. Staff recommends awarding the bid to Blue Rock Enterprise. The ad alternate for the addition of fabric and rock to the basin got pricey and staff recommends doing that later. The cost would be \$139,398.92. It was budgeted for approximately \$204,000. Council Member Montgomery inquired does the pipe come across someone else's property before it gets to ours from the Highway. Matt Robertson stated it goes through HHI property but there is an easement. Council Member Montgomery stated you said ditch is it drainage ditch or irrigation ditch. Matt Robertson clarified it is a drainage ditch. Council Member Montgomery stated it would not go into the ditch at all. Matt Robertson stated it would flow into the ditch if the basin overfilled completely. We did work with Western Irrigation to make sure there was not water put into their ditch. Council Member Montgomery questioned does it go to a ditch after getting in the storm water system. Matt Robertson stated yes everything eventually ends up in a ditch. Council Member Montgomery inquired what is the capacity for the basin. Matt Robertson stated

it is 3 feet deep and about half an acre. He does not remember the exact measurements. Council Member Montgomery inquired is that the best spot for it. When the property was acquired, it was meant to be a park. Matt Robertson stated it has gone through several plans. At one point it was going to all be a ditch, at some point it was going to be an irrigation pond, and now a detention pond. Council Member Montgomery stated this could be a larger multi land use area. Matt Robertson stated the City is trying to look at this problem area and hopefully help address the issues. Council Member Prall inquired how was the size and volume calculated. Matt Robertson stated it was calculated based off the City property. We then increased the capacity to account for the additional water coming from across the highway. Council Member Prall inquired is it going to be enough for future growth. Matt Robertson stated it should cover additional development. The City hall construction will pour the curb and gutter next week and pour asphalt this month. If we do not have a spot for the water, it could cause issues. Council Member Prall inquired is the contractor already on site working on the project. Matt Robertson stated they are a sub-contractor for R&O. They are assisting with the new building but are not working on the basin. Council Member Wilhelmsen inquired is this going to impact Western Irrigation. Matt Robertson stated a lot of storm water from neighboring cities ends up in our City and ultimately ends up in a ditch. The goal for development is to get the volume as close to the existing rate as possible. Council Member Montgomery inquired where is the funding coming from. Jennie Knight stated this is under the Public Works Storm Water Fund Impact Fees. Council Member Montgomery stated the shape of the basin makes it hard to plan something in this property. Matt Robertson stated this could be incorporated into a park area. Council Member Montgomery inquired is there a possibility to change the shape to make this a wetland area. Matt Robertson stated you need a constant flow for a wetland area to keep it alive. For a stormwater basin it would be infrequent. In Harrisville it is hard to do underground retention due to the high water table. Council Member Montgomery stated he wished the shape was more natural. Council Member Prall inquired about the ad alternates. You stated we could do this at a later date; she questioned would it cost more. Matt Robertson stated he has been working with Bryan Fife and Public Works could self perform a lot of the work. Council Member Prall inquired about the need for piping the ditch. Matt Robertson stated it would be a benefit and it may need to be piped at a later date if you want to build there. Council Member Prall asked about the fabric lining. In her research it would be a benefit. She questioned what would we do if we don't do rocks and fabric. Matt Robertson stated it is a benefit but is not a requirement. If there is not rock it could be grass or dirt. Council Member Prall stated the ad alternates do not seem to be a pressing matter right now. Council Member Montgomery inquired will this still empty into Western Irrigation after it leaves this drain. Matt Robertson stated it would connect to the City storm drain which does connect to Western Irrigation. Mayor Shuman stated something to keep in mind with the rocks and fabric is Public Works will have more maintenance costs if it is an empty retention basin. How can we plan on maintaining the bottom of it. Ashlar Cove has rocks and it is covered in cat tails. Council Member Hadley inquired if the City was going to add rocks when could we do it. Bryan Fife stated it does not have to be done right now but he would recommend doing it while they are on site. His team can do it but it would be a large project for them. Once it starts to get away from us it is harder to get it back. We can prioritize that but what does it look like for water in spring or fall time. Council Member Prall stated the rocks and liner is all over the place in the bid sheet. Could we get a bid for just that item. Matt Robertson stated we could do that. Council Member Wilhelmsen stated you have to assess what you need to do but we won't know until we build it. He questioned how much run off will there be. It is hard to predict while we are in a drought. Council Member Hadley stated the total for the contract, fabric, and rock is \$213,546. Mayor Shuman stated we have the budget to cover the project and ad alternate.

Motion: Council Member Prall made a motion to approve the City Complex Detention Basin with Blue Rock Enterprise Bid with the staff looking at additional bids for the rock and fabric liner, second by Council Member Montgomery.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

c. Discussion/possible action to adopt Resolution 26-22; Property Tax Rate Adoption.

Jill Hunt stated looking through everything she would suggest going with the original rate the county provided in June which would get rid of the \$35,000 in additional revenue. Council Member Montgomery asked for clarification that adopting the original rate would mean the Council was not adopting the proposed Truth in Taxation increase. Jill Hunt answered affirmatively. Council Member Prall inquired after we adopt this resolution can we look at the budget and reallocate funds to sidewalks to make up the difference. Jill Hunt answered Council can do that as long as the funds have not been expended already.

Motion: Council Member Hadley made a motion to adopt Resolution 26-22; Adopting a Property Tax Rate of 0.001534, second by Council Member Prall.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

d. Discussion/possible action to adopt Resolution 26-23; a resolution adopting the Fiscal Year 2027 Final Budget for Harrisville City, Harrisville Community Reinvestment Agency, and Four Mile Special Service District.

Jill Hunt stated this is the final budget. If we have expended funds based on the interim budget we cannot change that item. If it has not been expended, we can move funds around. Please motion to omit the Truth in Taxation funds when adopting the final budget. Council Member Montgomery questioned we should motion to omit line item 10-31-115. Jill Hunt answered you are correct. Council Member Montgomery inquired where in the budget does it include the new numbers from the county. Jill Hunt stated we need to adjust our revenue based on the new number provided by the county plus new growth. Council Member Montgomery inquired why did the employee engagement double this year. Jill Hunt stated the line item was combined with another fund. It includes a little treat on birthdays and anniversaries plus an employee luncheon monthly. Council Member Montgomery stated you also have \$2,750 in the Public Works employee engagement. Council Member Prall stated as an example could we lower both to

\$1,500 for Public Works and \$1,500 for Administration. Bryan Fife stated it is used for items such as employee Christmas presents, breakfast after large projects, a BBQ for our seasonal employees at the end of the season. We can make that amount work if that is what Council decides. Council Member Wilhelmsen stated we have asked our staff to take care of our City. We want to cut the cost down to minimum we can do that but this can be a benefit to our staff members and help us with hiring and retention. These people are working hard to use the money in the best way they can. Council Member Montgomery inquired does the City give out Christmas bonuses, and where does it come from. Jill Hunt stated it comes from the Salaries Line Item. Jennie Knight stated it has fluctuated over the years from \$350-500. Jill Hunt stated full-time gets more and part-time gets less. Council Member Hadley stated we need to omit the \$35,000 from the sidewalks as well. Jill Hunt stated you are correct. Council Member Hadley inquired do we need to adjust where that \$35,000 is going. Jill Hunt clarified that \$35,000 would go away we would not assign it anywhere else. Bryan Fife stated we would have \$25,000 in the budget already which was not dependent on Truth in Taxation. Council Member Montgomery inquired didn't we discuss moving the leftover funds from items like snowplowing to sidewalks and projects. Jill Hunt stated that was last year's budget. Once we get the audit finalized, we would be able to provide that number. Mayor Shuman stated there is a monthly mayor's meeting in the county. When it is his turn to host does he pay or is there a fund for that. Jill Hunt explained there is a fund that would cover the cost for that. Council Member Prall stated there is a lot in Mayor and Council travel and training. She questioned could it be reduced. Mayor Shuman stated he found the trainings in person were very valuable. Besides the training there is some good relationship building. The trainings were 8-9 hours a day. The trainings were not golfing; there was in class training. This fund covers Council, Mayor, and Planning Commissioners. Council Member Prall stated she looks at the budget and she wonders how much do we put on the tax payers. We need to think in this moment is this item needed. Council Member Hadley stated the good thing is if there is money leftover it can re-allocated and pay for things we may have missed. We are not increasing taxes; it is being covered by what we currently have. His opinion is we need to approve the budget. Council Member Montgomery inquired for General Fund contributions says it was an increase in fund balance and shows \$0. Jill Hunt explained it is \$0 right now because we do not have that number yet. This would be covered under the amendments which we are allowed to do 2 times a year. Council Member Prall stated her concern is if we have this massive number how do we break that down and decide what we actually need. Council Member Hadley stated this process starts in January. We must have a balanced budget so we must assign it somewhere. No item will be taken away. If we don't use the money for training it can be moved during one of the budget amendments. Council Member Prall stated it could be assigned to sidewalks. If we are saying we need more money than we go to St. George, that looks bad to our citizens. Council Member Hadley asked for clarification are you trying to say not having a trained Council or Planning Commission is not more important than the sidewalks. Council Member Prall questioned have we looked at free options or options utilizing our subscription services. Council Member Hadley inquired is it the allocation that you don't like. Council Member Prall stated she sees everyone saying just in case we need to add some more funds to this account and this account. Council Member Hadley stated we have been looking at what was used and what is being budgeted. It seemed like there is a little bit but not a lot. Council Member Prall stated last year we budgeted \$25,000 for sidewalks and we spent \$12,000. She expressed concern about not getting the necessary repairs done that are needed for the safety of the residents. It should be our priority over traveling to St. George for a training. Council Member Hadley stated that should change this year. Bryan Fife stated we could spend the full \$60,000 on sidewalk repairs in one year easily. Sidewalk repairs are an ongoing expense. Council Member Prall stated she is seeing some large jumps but is not sure of the justification. She has discussed subscriptions and memberships with Jill Hunt. Have we looked at these and weighed the benefit of keeping some

of these things. Mayor Shuman stated the money for the sidewalks comes from Capital Projects not the training. Council Member Prall stated we asked for a tax increase and residents came out against it. Mayor Shuman stated our code stated we must hold Truth in Taxation every year. His personal belief is we should repeal that ordinance. The budgetary process is balancing the budget based on what we are projecting. The state has made the Truth in Taxation process time consuming and cost a lot of money. The residents get upset about a proposed tax increase we did not need. He is learning a lot about City government budgeting which is different than his business budgeting. Council Member Hadley inquired should we go line item by line item tonight. Council Member Prall stated it is too late in the process to do that. She is worried that some of these got bumped up without a justification. Council Member Hadley inquired what would you like to do tonight. Council Member Prall stated the purpose would be to look at these items and her reservations about the vote. Council Member Hadley stated he does not have reservations because he knows things can be changed. Council Member Prall asked if we do a budget amendment do we need to do it before the end of August. Jennie Knight stated we could do a budget amendment whenever we need as long as the noticing is done. Council Member Prall stated we could do the amendment later if Council agrees. Council Member Montgomery stated we could but he would like to hear the final numbers from last fiscal year so we can set that aside for the projects. Council Member Prall stated she does not want the burden put on the tax payer.

Motion: Council Member Hadley made a motion to adopt Resolution 26-23; a resolution adopting the Fiscal Year 2027 Final Budget for Harrisville City, Harrisville Community Reinvestment Agency, and Four Mile Special Service District, omitting 10-31-115 and lowering 10-63-435 to \$25,000, second by Council Member Montgomery.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

e. Discussion/possible action to adopt Resolution 26-24; Special Event Policy/Permit.

Council Member Montgomery inquired in c28-2 it says may require a permit. Jack Fogal explained we reached out to other cities in the county to see what permit requirements they use. Most based the requirements on Weber Morgan Health Departments standards for a mass gathering permit. We can adjust that language or include more strict guidelines. Council Member Montgomery inquired who would decide if a permit is needed. Jack Fogal answered the application would be submitted to department heads and North View Fire. If they decide it needs a permit one would be required. Council Member Montgomery inquired about the time frame for a decision. Jack Fogal explained most cities require an application 60 days prior to the event he would recommend something similar. The cities would then make a decision on whether a permit was needed between 5-15 days. We can change any of those recommendations that was the average used by cities in the county. Council Member Montgomery inquired what are the rates for police and Public Works. Jennie Knight stated we did not have that rate when creating the ordinance. We have gotten that rate since then and it will be added. The cost would be \$65 per hour for police and \$45 per hour for Public Works and Parks. Council Member

Montgomery inquired what is that rate based on. Jennie Knight explained it is based on an overtime rate for the employee. These events normally occur on weekends or evenings which would put our staff in overtime. Council Member Montgomery stated North Harrisville Rd holds a kids parade every year on the 4th of July. How do the citizens come up with a \$1,000,000 insurance policy. Council Member Prall inquired do we have a permit already in place for special events. Jennie Knight answered no we do not have a permit currently. Council Member Prall stated she misunderstood she thought Council approved Pioneer PTA to follow the normal special event process outside of the regular time frame. Jennie Knight clarified the approval last month was to allow Pioneer Elementary to reserve the bowery at the park outside of the normal reservation season. Council Member Prall stated this permit would be the next step in holding larger events in the City. Jennie Knight agreed. We have had several requests for special events this year and we are trying to get a permit and process in place. She agrees with Council Member Montgomery about the challenges of an insurance policy for these small neighborhood events. The Trust that covers our City insurance will not cover all of these special events. We want to make sure the City is not liable if an incident occurs during these events. We do not want to make it so expensive that these events cannot be held, but we do want to make sure we protect the City. Council can make changes they would like to this permit process. We were trying to provide a baseline. Council Member Hadley stated he has concerns that an individual will not be able to get commercial insurance coverage for an event. When people hold weddings, they often have to get the insurance through one of their vendors to put a rider on their policy. Most vendors are unwilling to do that and assume the liability for the event. Jennie Knight agreed those are some of the challenges staff was finding while reviewing the permit process. Mayor Shuman inquired can we put some kind of indemnification agreement in the permit process. Andy Blackburn stated you could do that. He stated he is not familiar with our coverage, but some cities will purchase extra insurance due to allowing these events. Council Member Prall inquired could we charge the organizers the difference for those insurance costs. Andy Blackburn stated that is an option. It would depend on your insurance company and what they are willing to cover. Jennie Knight stated we have a policy with the Local Governments Trust. Staff can do some research and see what they would be willing to cover. She is unsure how willing they would be to cover an event that is not held on City property. Mayor Shuman inquired would we be covered for an event at the bowery for example. Jennie Knight answered affirmatively. Council Member Prall summarized by adopting a formal process we can review the plans and decide what would be needed for events. Jennie Knight agreed. Council Member Montgomery inquired if they do the children's parade on the 4th of July and there are no officers would the fees be applicable. Jennie Knight answered that would be up for Council to decide what parameters they would like to set. She questioned if there is a road closure will you require a police presence. We are happy to follow the guidelines put in place by Council for this process. We do not want to be fun crashers. Some of these events are a decade or older. This item was brought before Council due to the number of requests for special events.

Motion: Council Member Montgomery made a motion to table Resolution 26-24; Special Event Policy/Permit, second by Council Member Hadley.

The vote on the motion was as follows:

Council Member Wilhelmsen,	No
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed 3-1.

f. Discussion/possible action to approve Pioneer Elementary Fall Festival Celebration.

Mayor Shuman stated we heard the comments from Pioneer Elementary and had a discussion during the July meeting. We will not have a permit so we need to outline requirements if this event is allowed. Council Member Montgomery stated he read the letter from Kaelani Stanger. The idea was for the City to participate to a lesser degree. We would still help with police presence and doing something smaller like a pumpkin walk. He likes the idea of the City participating to a lesser extent. People want to come out and attend events like this. Mayor Shuman stated he spoke with Jennie Knight about the Fall Festival. She shared some information about how the event started. He heard from residents when he was running that they want to see more community events. In his conversations with Jennie Knight, it was reported that the bulk of planning for events was on staff without community volunteers. During covid Cherry Days was almost canceled, but the community rallied to make sure it was held. We want these community events. There are a lot of opinions about the schools in the City participating. Ultimately if he had a gavel and could order those things he would want an activity during Spring, Summer, Fall, and Winter. It is not budgeted for 2027 but we can try and pull the money from another fund and make an adjustment. We are open to support Pioneer but how are we going to support. He had to approve overtime for the fireworks ban enforcement. Sometimes you make those calls for safety. Council Member Montgomery asked for clarification Pioneer Elementary would provide the food, treats, trunk or treat. The trunk or treat would be open to outside participation. Kaelani Stanger stated we would love you to participate. Council Member Montgomery questioned will we pay overtime to support this event. Council Member Hadley stated he does not have final numbers from the America250 Celebration but there should be some budget remaining. He would support using the remaining funds to help cover the costs. Council Member Prall inquired can we open it up to any 6th grader from Harrisville. Kaelani Stanger stated they would welcome participation the difficulty is if they setup booths and charge for tickets how do you balance that across one PTA to another. They can figure it out but it will take some thought. Council Member Prall stated could we outline participation for activities like any child can participate in the pumpkin walk for example. Kaelani Stanger stated we can do that. Council Member Montgomery inquired can you do the event in the field instead of the parking lot. Kaelani Stanger stated it is an option but it would be better to do it in the parking lot. Chief Wilson stated we would need to close the parking lot down. We have had people use cars as weapons and we do not want that around our kids. Jennie Knight inquired do we want to cover the mass gathering permit or do they need to. Council Member Hadley stated he would be up for covering it from the remainder of the America250 Celebration budget. Jennie Knight stated we need Council's approval to publicize this with our resources. Council agreed we utilize our resources to help publicize this event. Council Member Wilhelmsen inquired have we discussed the police and Public Works involvement and cost. Jennie Knight stated her understanding is we would use the remainder of the America250 budget to help cover. Council Member Prall inquired who would cover the extra. Jennie Knight stated that would be up to Council. Council Member Hadley inquired do we need as many officers or staff for event. Chief Wilson stated we would need less than normal due to no fireworks. Council Member Wilhelmsen inquired do you have a timeframe for the event. Shannon Rich stated the timeframe can be whatever works best. We would prefer to end the event before it gets dark. Bryan Fife stated if you are under 2 hours it would eliminate the need for a mass gathering permit. Kaelani Stanger stated we could make that work. She questioned could we do 1 hour and 45 minutes. Bryan Fife stated you could. He brought up there is \$65 food handlers permit which would need to be purchased. Kaelani Stanger stated the PTA would cover it due to them handling the food. Council Member Wilhelmsen inquired how long we would need police at the event. Chief Wilson

stated we would probably need 4 people. He and Assistant Chief Taylor are salary so there would be no cost for them. The salaries would need to be covered for 2 additional officers. Bryan Fife stated he would need 3 staff members on the upper ball field. They would setup for the event during the normal work day. He is salary and he would be happy to attend with 2 staff members. Kaelani Stanger inquired could the PTA do traffic control. Bryan Fife stated you could run that with volunteers. Mayor Shuman inquired if Majestic wanted to participate could they run their own booths. Kaelani Stanger stated they could but money would need to be kept separate. Council Member Prall questioned can we include in the motion some way for all residents of that age to participate. Council Member Hadley stated he feels it would be best to leave it generic. Council Member Prall stated she has had people express concerns about only one school participating in the event.

Motion: Council Member Wilhelmsen made a motion to approve the Pioneer Elementary Fall Festival on October 20, 2026, with the remaining America250 Celebration budget used to cover the costs for police and Public Works associated with the event, with the Pioneer Elementary PTA responsible for any costs exceeding the remaining America250 Celebration budget, and with the understanding that other children may participate with the PTA, they are able, second by Council Member Montgomery.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

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

This business item was tabled.

7. Mayor/Council/Staff Follow-up

Chief Wilson reported we had our active shooter training last Monday. We conducted a full simulation with role players. It was a very good event. We are going to try to hold a simulation every year at a different school.

Bryan Fife stated if you want fireworks next year for an event, we get a \$500 discount if we pay early. We do not have to determine a date yet. Council Member Prall inquired about the deadline. Bryan Fife stated he is unaware when the deadline is for a discount. Kevin Wilbur secured a grant to put some plants in the park. We have a community gardening class about harvesting and preserving. Mayor Shuman reported about the sidewalk cleaning on Highway 89. He complimented staff on how good it looks.

Jennie Knight reported on change orders related to the Public Safety/City Hall building. We had 2 change orders. One was for the elevator which had a recent code change. They needed to put lighting in the chamber and put metal plates around the lights. The cost of this change order was \$9,843.97. The second item is the drinking fountain in the building. It was omitted from the

bid. The contractor met us halfway on the cost. The cost for this change order was \$3,083.22. We do have a decision for Council. We can do the projector in the Council chambers or 2 90-inch TVs. We have the screen in the bid for the projector but need to purchase the projector. If we choose the TVs, we need to run wiring to the TVs plus add supports. The TVs are a bigger cost savings. Council Member Hadley stated he is leaning towards the TVs. The projector bulbs are expensive and replacing them would cost almost as much as purchasing a new projector. Council Member Montgomery inquired is the screen LED. Jennie Knight stated it's a projector screen; the projector would be mounted to the ceiling. Council Member Montgomery stated in Ogden they used a large projector and people did not complain about being able to see. Council Member Prall inquired can the screens show different things. Jennie Knight answered I am not sure if they will be wired for that. Council Member Prall inquired was the cost for running the electrical not included in the bid. Jennie Knight stated the bid was to run the electrical to the projector not the tv screens so it would be raised a little. Council Member Montgomery stated his preference is the projector. Mayor Shuman inquired is there an option for a cheaper projector. Jennie Knight stated we can get some more numbers and look at other options. Council Member Hadley stated the projectors will be facing towards windows and they never project as well in lighted areas. Council Member Prall, Council Member Hadley, and Council Member Wilhelmsen stated their preference is 2 TV screens.

Council Member Prall reported on the America250 service project. They provided 140 pounds of food to the Tri-City Food Exchange. 38 letters to the military service men and women and 10 letters to their families were written during the celebration. We handed out about 350 t-shirts. She would like the remaining shirts to be handed out. Jennie Knight reported we have a Night Out with the Police event and we were planning on handing them out during that event. Mayor Shuman stated the America250 Celebration was a good event.

Council Member Montgomery thanked everyone for their participation in the America250 Event.

Council Member Wilhelmsen reported about the mosquito abatement board. Mosquitoes are down. There were 11 cases of West Nile in the state. There was a lot of positive response during the America250 Celebration about the music groups. He wants Council's opinion about the bands using the cabin on Monday nights for rehearsal. He would like to have them continue and make the band a permanent thing. Council Member Prall inquired what was the approval reason for the use before. Council Member Wilhelmsen stated it was for the America250 event. Council Member Prall inquired were funds coming out of the event to rent the cabin. Council Member Wilhelmsen stated it did not the fee was waived. Jennie Knight stated we allow the cabin to be reserved by a 501c3 for free. Council Member Prall stated she is a member of the orchestra and was unsure whether she would be permitted to vote on the matter. Mayor Shuman stated if both Council Member Prall and Council Member Wilhelmsen remove themselves from a vote we only have 2 Council Members we cannot pass this motion. Council Member Hadley stated he is a member of North Ogden Community Band and they use their facilities. If a paying event happens, they get booted.

Council Member Montgomery stated the Utah Chapter of APA will have their conference in September. It is at the Davis Conference center. It is a good place to learn and be involved. The rate is \$150 for 3 people. Council Member Prall stated it is the 9th and 10th of September.

Council Member Hadley thanked everyone who was involved with the America250 Event. People were really happy and the vendors were well supported. We wanted to keep it simple but it was awesome.

Mayor Shuman stated he appreciates everyone's comments tonight.

8. Adjournment

Motion: Council Member Wilhelmsen motioned to adjourn the meeting, second by Council Member Hadley.

The vote on the motion was as follows:

Council Member Wilhelmsen,	Yes
Council Member Prall,	Yes
Council Member Christensen,	Excused
Council Member Hadley,	Yes
Council Member Montgomery,	Yes

The motion passed unanimously.

The meeting adjourned at 10:12 P.M.

ATTEST:



Jack Fogal
City Recorder

Approved this 8th day of September, 2026





Roger Shuman
Mayor