



Project Management Meeting Minutes

Harrisville City Offices

363 W Independence Blvd

Thursday, February 12, 2026 – 9:00 am

Present: Jennie Knight, City Administrator, Grover Wilhelmson, City Council, Matt Robertson, City Engineer, Sarah Wichern, City Planner, Bryan Fife, Public Works Director, Mark Wilson, Chief of Police, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Angie Francom, Planning Commission Chair, Tyler Seaman, Building Official, Ryan Barker, North View Fire, Kenny Hefflefinger, Bona Vista Water, Dakota Thacker, Pineview, Dan Johnson, Pineview.

Visitors: Greg Montgomery, Brandon Green, Marvin Farrell.

Jennie Knight, City Administrator, began the meeting by having the committee members present introduce themselves.

1. Discussion on possible plat amendment to Ben Lomond Views Subdivision located at approximately 1801 North Highway 89. – Brandon Green

Brandon Green, Flagship Homes, gave background on the reasons for the plat amendment. Flagship Homes began building homes in Phase 2A. As they started digging for footings, they found they had to dig down seven (7) to eight (8) feet to native in order to get the proper drainage because the site has so much fill. It costs about \$30,000 to place engineered fill back in place to reach ground level. After discovering this, something they see as unsustainable, Flagship Homes completed a new GEOTECH report on Phase 2A. Phase 2B is in progress. The results came back with positive feedback saying basements would be acceptable across many of the lots surveyed. There are some lots which would not have basements due the water table height. They have created an elevation table per lot to show which homes would be possible for basements. They are asking if this is acceptable or if they need to find another way to mitigate the cost. Ms. Knight asked if the lots in process are included in the table. Mr. Green said they are not since they were already built.

The committee reviewed to see if SR, Specific Restricted Lot, and R, Restricted Lot, notes were placed on the site plan. They discovered they were notated as #5. This is in accordance with HCMC §8.07.101 – Regulations Relating to New Subdivisions. Notations to be revised to state the following; For lot type are for “R” Lots the note would read, “R” (RESTRICTED LOT) “R – Based upon high ground water conditions, the lowest habitable floor level on this lot is restricted to an elevation which is one (1) foot below the curb and gutter fronting the lot. The curb elevation reference point shall be the lowest top back of curb elevation on the lot frontage.” For lots the note would read, “SR” (SPECIFIC RESTRICTED LOT) the note would read, “SR – Based upon a detailed ground water study that has been prepared and approved for this subdivision. Due to the ground water conditions at this site, the lowest habitable floor elevation for structures located on specific restricted lots “SR lots” are limited to the floor elevations shown on this plat. The final plat will provide a table showing the lowest habitable floor elevation for all lots labeled with the “SR” designation.”

After some discussion on another subdivision where this was mitigated, Tyler Seaman, Building Official, stated there should be someone, other than the city, to certify the elevation for the lot is correct and that the land drains tie into the proper system. Mr. Green responded by saying they plan on having LEI there on site for this purpose because they know some lots will need to be over excavated. This will help the builder verify grades are at the right level.

Mr. Seaman said footing drains do not need to be complicated. He would like to see a universal sump on each house set a foot or two below the footing with a GFI outlet to it. This way the homeowner may use this when they are ready. Having the sump pit outside allows the homeowner to know where it is and see where the water is pumped to.

Mr. Green said they also plan on landscaping the yard in such a way that the downspouts will be extended past code limits of 10 feet. The reasoning is to stay outside of the disturbed area to keep the water from migrating back towards the house. If they can, they plan on tying the rear downspouts into the front to mitigate the water from there as well. The water will flow to the sidewalk. They will install bubblers if needed to push the water out. Also, if needed, they will put in a sump pump. The goal is to not have anyone cut the curb or bore under it. This is the plan, on an as needed basis, during construction. The contractor will be Simplified Landscaping.

Mr. Seaman asked if the slopes of the properties will be to the front and away from the neighbors. Mr. Green said they will do the best they can with the flat ground they have. They discussed other options to mitigate the water on the property such as high-water alarms.

Mr. Green said the intent during the walkthrough of the home is to inform the homeowner about the water and the sump pump pit. Matt Robertson, City Engineer, confirmed the distance to native ground is between six (6) to eight (8) feet with four (4) to five (5) feet to ground water. Mr. Green stated ground water is not the issue. It is surface water. Mr. Robertson continued by saying these recommendations from the Earth Tech Study Memo for the foundation drains, sump pumps, and elevations need to be noted on the map with memo to go with it.

Mr. Seaman said the sump pit with lid needs to be ready to go for certificate of occupancy.

The committee reviewed the process for plat amendment approval. The next available Planning Commission meeting is March 11, 2026. Mr. Green needs to send the new plat and reports to the city by February 25, 2026, for a review. Mr. Robertson will complete an engineer's memo. Mr. Seaman will complete a building memo.

2. Discussion on potential connection of culinary and secondary water lines to Parcel #11-021-0086 located at approximately 617 West Harrisville Road. – Marv Farrell

Marvin Farrell, owner, said the reason he was there was due to the West Harrisville Road widening project. He would like to receive permission from the city to work with the culinary and secondary agencies to obtain access to culinary and secondary water for his property. He said there is a 10-foot easement already in place along his 16-foot entrance road. The easement is owned by the city. He would like to run the lines in that easement.

Mr. Robertson asked what size of line he was planning on using. Mr. Farrell said for now it would be a 1" line. He already talked with Jeff at Pineview about future development on the lot and a larger line. Dan Johnson, Pineview, said it will probably be a 6" line for the future development

of the adjacent lots. Kenny Hefflefinger, Bona Vista Water, said for a single lot he would only need to run a ¾" line for service. Mr. Farrell clarified that at this moment he is not looking at developing the lots but would like services in place if he every decides to.

Mr. Robertson reviewed the easement, entrance road, and recommended placement of the laterals to be within the 16-foot entrance road with traffic rated lids on the meter boxes. The culinary and secondary lines would be established as private utilities. Discussion continued with the explanation of the public easement being reserved for public utilities and how the laterals Mr. Farrell is asking for are private. Mr. Robertson explained why this easement was placed on the lot and the intended use of it for future public utilities. The committee explained how service lines would run if there was future development on all parcels owned by Mr. Farrell in this area with or without a HOA.

3. Continuing Projects.

Ms. Knight asked for the status of Heavenly Roads subdivision with each of the various agencies present. Kenny Hefflefinger, Bona Vista Water, the development still needs to be annexed, and remaining reviews are in progress for culinary. Mr. Robertson confirmed fire was complete with Ryan Barker, Fire Marshall. He also confirmed with Dan Johnson, Pineview, the review is complete for secondary.

Harrisville Fields subdivision has received final approval. Pre-construction meeting set for next week.

Meeting adjourned at 9:42 am.