

**MINUTES FOR REGULAR MEETING
HARRISON CITY COUNCIL
May 9, 2024- 6:00 PM
Harrison Senior Center**

1. CALL TO ORDER: Mayor Wand Irish called the meeting to order at 6:00 PM

2. ROLL CALL OF COUNCIL MEMBERS: Will Butler, Josephine Prophet, Joe Cornell, John Gray, and Debbie Lockhart were present.

3. AMENDMENTS TO THE AGENDA: NO AMENDMENTS TO THE AGENDA

4. GUEST SPEAKERS: N/A

5. CONSENT CALENDAR: - ACTION

A. Approval of Minutes for Regular Meeting Minutes April 11, 2024 and Special Meeting Minutes April 15, 2024

B. Monthly Bills presented for approval.

Council Member John Gray inquired about separating Items A and B. Terrun, the City Attorney, clarified that while A and B could be discussed separately, they must still be voted on together as part of the consent calendar. Council member John also asked about the purpose of the Annual Budget and the distinctions between Monthly Bills. Council Member Josephine Prophet explained that the Consent Calendar is already approved within the budget. Instead of asking, "Do you approve the monthly bills?" John suggested considering a change in wording to "Do we approve paying the bills?"

Josephine Prophet made a motion to approve the consent calendar

Will Butler seconded

Debbie Lockhart AYE

John Gray NAYE

Joe Cornell NAYE

Josephine Prophet AYE

Will Butler AYE

6. OLD BUSINESS:

A. Approval of Road Names and Addresses/Rules and Procedures of Meetings Ordinance-
ACTION

At the last City Council Meeting, the Council did not read the Ordinance aloud. During the discussion, Will Butler inquired whether the City Administrator was the Mayor. Will raised questions about section 6-3-8 in the performance standards, specifically the second sentence. Terrun, the city attorney clarified that the City Planner had crafted this ordinance, drawing inspiration from similar language used in Road Name and Addresses Ordinances in other cities and counties. Terrun wasn't certain if this standardization came from the Idaho Department of Transportations (ITD). Josephine Prophet pointed out that our current addressed don't along with the ordinance, as one side of the road has even numbers while the other has odd numbers. Terrun assured her that existing addresses would be grandfathered in. If the council wishes, they can table the discussion and revisit it during the next council meeting, where Tyler Kuber, the city planner, will be present.

Will Butler made a motion to suspend the rules and read the Ordinance

Josephine Prophet seconded

Debbie Lockhart AYE

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**John Gray AYE
Joe Cornell AYE
Josephine Prophet AYE
Will Butler AYE**

Josephine Prophet made a motion to approve the Road Names and Addresses/Rules and Procedures of Meetings Ordinance based upon reading it by title only

**Will Butler seconded
Debbie Lockhart AYE
John Gray AYE
Joe Cornell AYE
Josephine Prophet AYE
Will Butler AYE**

B. Transportation Alternatives Program (TAP)
No New Information Available at this time

7. NEW BUSINESS:

A. Approve the Harrison Chamber having vendors for Music in the Park-TABLED

Harrison Chamber Secretary, Ani clarified that the chamber does not typically have vendors in the park. Exceptions occur during Oktoberfest and the Fourth of July Events.

Josephine Prophet inquired whether this applied to every Saturday when there is music in the park. The Chamber would charge vendors, and the City would receive some funds. However, the city already receives an annual donation from the Chamber. When Joe Cornell asked about the amount received, Mayor Wanda Irish confirmed it was \$250. Joe Cornell also raised the issue of a code prohibiting commerce in the park. He suggested reviewing the code before granting permission for vendors.

**Will Butler made a motion to table the Harrison Chamber having vendors for Music in the Park
Debbie Lockhart seconded**

**Debbie Lockhart AYE
John Gray AYE
Joe Cornell AYE
Josephine Prophet AYE
Will Butler AYE**

B. Approve Resolution 2024-02 to Amend the City Personnel Policy with Respect to Vacation and Sick leave-TABLED

Josephine Prophet stated that the item was sent to the administration committee. The clerk visited with multiple cities to gather information about sick and vacation time policies in other places. As a result, they decided to reduce the carry over from 240 hours to 208 hours for both sick leave and vacation time. Additionally, Josephine Prophet mentioned in the personnel policy that if an employee resigns or is terminated, they will receive a paycheck for their remaining vacation time.

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Joe Cornell mentioned that he did not like having hours accrued per paycheck. He stated he would like administration to review it again.

Will Butler made a motion to Table Approve Resolution 2024-02 to Amend the City Personnel Policy with Respect to Vacation and Sick leave

Joe Cornell seconded

Debbie Lockhart AYE

John Gray AYE

Joe Cornell AYE

Josephine Prophet AYE

Will Butler AYE

C. Approve Riverbend Annexation Agreement-TABLED

Mayor Wanda Irish mentioned that the applicants were unable to attend this meeting but would be present at the one scheduled for June 13.

Will Butler made a motion to Table the Riverbend Annexation Agreement

Debbie Lockhart seconded

Debbie Lockhart AYE

John Gray AYE

Joe Cornell AYE

Josephine Prophet AYE

Will Butler AYE

8. REPORTS:

A. Mayor

Mayor Wanda Irish announced that Miriah Pfeiffer, the City Clerk, is currently in Boise, graduating from the Association of Idaho Cities. Out of 100 applicants, only 35 were selected in the state of Idaho, and she was among them. Miriah received a plaque for her achievement. Additionally, Mayor Irish informed about upcoming special meetings: A Public Hearing on May 16 to discuss fee increases for garbage services and land use applications at 6 PM, and another meeting on the same day at 1:30 PM with HMM Engineering. She stated that the Budget Manuals will be coming in soon. She mentioned that the city has been receiving a lot of Public Record Request and the staff at city hall has been busy.

- i. HMM Engineering N/A
- ii. City Attorney-Andy Doman N/A
- iii. Public Works- Josh Burg
Josh reported that work has begun on repairing the potholes along Lakefront Avenue. The city received the street sweeper from the County to be able to sweep the city streets.
- iv. City Clerk-Miriah Pfeiffer
Miriah reported that she attended the AIC (Association of Idaho Cities) Spring Clerk and Treasurer Workshop on April 16th. The AIC Spring District Workshop is an annual event that brings together city staff, leaders, and professionals from various municipalities across Idaho. This year's work shop took place in Coeur d Alene
- v. Treasurer-Mary Riberich

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Mary provided a summary of her previous experiences here at the city when she was contracted. She emphasized the importance of checks and balances within the city administration, involving the Mayor, Treasurer, and Clerk. When she started working for the city, she discovered that bank statements were significantly over due. However, she diligently caught up on these statements, ensuring the city maintains a positive reputation for timely bill payments.

C. Committees

- i. Administration Committee: The Administration Committee went over the budget and the personnel policy, sick and vacation. The next meeting will be May 28 at 10 am.
- ii. Public Works Committee: The Public Works Committee went over the overflow parking, striping proposal and abatement of nuisances.
- iii. Economic Development Committee: N/A
- iv. Urban Renewal Agency: John Gray noted that there is a lot of material related to the URA, and he has reviewed the URA Plan.

9. PUBLIC COMMENTS/LETTERS: N/A

10. ADJOURNMENT: Meeting Adjourned at 7:30 PM