

CITY COUNCIL WORKING SESSION

MARCH 26, 2018  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Elizabeth Barker	Treasurer
Michael Higbee	Council President	Karen Drown	Clerk
Pam McClain	Council Member	Scott Bybee	City Engineer
Kyle Hauser	Council Member	Mary Comer	Starley-Leavitt Ins.
Andrew Wright	City Attorney	Concerned Citizens	

WORKING SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of March 12, 2018: Pam McClain moved to approve the minutes; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Bi-Monthly Claims for Payment: Kyle Hauser moved to approve the monthly claims for payment; Pam McClain seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Pam McClain moved to approve the clerk/treasurer report; Kyle Hauser seconded the motion. There was no discussion and the motion passed.

NEW BUSINESS:

Discussion of Health Insurance Plan: Mary Comer with Starley-Leavitt discussed with Council the possible options for health insurance plans because on January 1, 2019 the city will be required to move to a metallic plan. There was discussion on moving the renewal date to possibly July or even back to September but with any change it would still be to a metallic plan because the current plan will no longer be offered. Michael stated his concerns were to not have employees under insured and to have good benefits because we are competing with other employers. There was further discussion about benefits on the different plans and how they affect deductibles and prescriptions for employees.

Consideration of 2018 Fair Housing Proclamation: Kyle moved to approve the 2018 Fair Housing Proclamation. Michael seconded the motion. There was no discussion and the motion passed.

Consideration on 2018 Child Abuse Prevention Proclamation: Pam moved to approve the 2018 Child Abuse Prevention Proclamation. Kyle seconded the motion. There was no discussion and the motion passed.

Review and Consideration of Signing Twin Falls County Emergency Operation Memorandum of Understanding: Kyle moved to approve signing the Memorandum of Understanding. Pam seconded the motion. Kyle stated we are fortunate to be in a county with cooperation between all the different agencies. There was no further discussion and the motion passed.

Review and Consideration of Carter Subdivision: Scott addressed Council with the proposed map of the Carter Subdivision. He stated the application had been through a public hearing before the Planning and Zoning Commission who has approved it. He informed Council there had been no negative comments in regards to the proposed subdivision, but there had been several requests to purchase the lots which are already spoken for. Pam moved to approve the Carter Subdivision. Kyle seconded the motion. There was a discussion about septic systems and the difference between county and impact area. There was no further discussion and the motion passed.

Consideration of Changing the Date for the Joint Fire Quarterly Meeting: Mayor McCauley stated that Glenn Van Patten had called him requesting the date of the April 16<sup>th</sup> quarterly meeting be rescheduled because two of their members are accountants and the meeting was still in tax season. He added that Glenn had also requested the agenda item to reopen the discussion of purchasing the quint. Consensus of Council was they could meet on May 7<sup>th</sup>, 2018.

Discussion of 2018-19 Budget Schedule and review of Fund Policies: Elizabeth presented to Council information regarding fund balances and stated the fund balances are growing. She handed out a section from the 2017 Comprehensive Plan regarding ideas to look at for the coming budget year that people had expressed interest in to improve the community. She went over the proposed budget calendar and informed Council that department heads had been given the 10 year Strategic Plan worksheets to start working on for presentation to Council on April 23<sup>rd</sup>.

Elizabeth then reviewed the General Fund Balance Policy which is currently set at \$312,541.00. She stated she is very comfortable with that amount based on the numbers for operating revenues and expenditures. Consensus of Council was to leave the policy at \$312, 541.00.

The Street Fund Policy is currently at \$100,000.00 which Regie commented to Elizabeth is adequate for any emergency that could come up. Consensus of Council was to leave the policy at \$100,000.00.

The Working Capital Policy for the Utility Fund was reviewed and is currently set at \$350,000.00. She reviewed the numbers for the average operating expense per month over the last six years and noted that expenses have increased. She recommended increasing that policy from \$350,000.00 to \$375,000.00. She added that utility fund expenses are more volatile. Michael moved to increase the minimum level of working capital to \$375,000.00. Kyle seconded the motion. There was no further discussion and the motion passed.

Approval of Public Hearing Date for 2018-19 Budget: Consensus of Council was to hold the public hearing for the 2018-19 Budget on August 27<sup>th</sup>, 2018.

COUNCIL CONCERNS – Kyle apologized for missing the donation of the fire truck to Castleford Fire District.

Mayor McCauley explained there had been a request from a citizen to purchase a city flag. He explained that the citizen collected city flags. He recommended that if we sold one to cover the cost of replacing it. Consensus of Council was that would be fine.

Mayor McCauley also reminded Council of the community meeting in regards to the Sagebrush Days Parade that was planned for March 27<sup>th</sup> at 7 PM.

Karen reminded Council of the North Canyon Medical Clinic groundbreaking scheduled for Thursday, March 29 from 11:30 am to 1:00 pm. She had also been asked to let Council know they would like to have any members in attendance participate in the ceremony.

MEETING ADJOURNED – Kyle Hauser moved that the meeting be adjourned; Pam McClain seconded the motion and all were in favor. The meeting was adjourned at 7:15 PM.

Minutes prepared by Karen Drown, City Clerk