

CITY COUNCIL REGULAR SESSION

April 13, 2015  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Karen Drown	Asst. Clerk/Treasurer
Kyle Hauser	Council President	Regie Finney	Public Works Director
Pam McClain	Council Member	Nathan Fawcett	Asst. Fire Chief
Michael Higbee	Council Member	Scott Bybee	City Engineer
Sue Gabardi	Council Member	Concerned Citizens	

PUBLIC HEARING opened at 7:00 PM.

CONFIRMATION OF QUORUM:

Elizabeth Barker confirmed a quorum.

Mayor McCauley asked Karen Drown to explain as the applicant the reason for the public hearing. She explained that council had reviewed the beer and wine license fee rates and had proposed resolutions to raise the beer fee for consumption on premises from \$75.00 to \$100.00 and consumption off premises from \$18.75 to \$25.00 and to raise the wine fee for consumption on and off premises from \$48.00 each to \$100.00 each.

Mayor McCauley asked if there was testimony in support. There was none. He then asked if there was testimony against. Mimi Ford, Buhl, Idaho, gave testimony against. Also Rick Cantrell, Buhl, Idaho, gave testimony against the rate increase.

Mayor McCauley gave Karen time to rebut and answer questions that had been asked in the testimony.

There was no neutral testimony.

Mayor McCauley closed the public hearing.

REGULAR SESSION called to order at 7:22 PM.

CONFIRMATION OF QUORUM:

Elizabeth Barker confirmed a quorum.

Pam McClain moved to amend the agenda and add the ICDBG bid approval item. Kyle seconded the motion. She stated that it was an oversight that it wasn't on the agenda and needed to be approved to start the project. There was a roll call vote which was unanimous. Mayor McCauley stated that item would be added to the end of New Business.

#### OLD BUSINESS:

- ... Minutes of March 23, 2015: Kyle Hauser moved to approve the minutes; Pam McClain seconded the motion. There was no discussion and the motion passed.
- ... Monthly Claims for Payment: Pam McClain moved to approve the monthly claims for payment; Michael Higbee seconded the motion. There was no discussion and the motion passed.
- ... Monthly Reports: Pam McClain moved to approve the monthly department head reports; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Kyle Hauser moved to approve the clerk/treasurer report; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Monthly Report: Scott informed council that Regie and his crew is beginning the project for 11<sup>th</sup> Ave S. and Burke Street. They will be adding curb and gutter, water and sewer lines and when complete the two streets will be paved.

Scott also informed council that work had begun on setting up the GIS system. He stated city employees had meet with Elecdata out of Jerome and are compiling the information that each department would like to have in the system. He explained the ESRI software is the leading experts; which is the software that will be used. He also explained that Randy has already got information from Twin Falls County that will be used. He stated Randy has done a great job to get it where it is already. He stated that there is a small budget to start and that will get the software to start entering data. The hardware is able to be used by current staff instead of experts with expensive equipment.

#### NEW BUSINESS:

Appointment of Buhl Housing Authority Board Member: Kyle moved to approve Bonnie Haviland to the Buhl Housing Authority Board. Michael seconded the motion. There was no discussion and the motion passed.

Library Survey: Cynthia handed out the completed survey and explained that this is a yearly process. She detailed the information that was included in the survey which is everything from patron information to employee information. Michael commented that it was interesting that 1/5 of the visitors were on computers. Kyle questioned if there was enough terminals for the need.

Cynthia stated that since smartphones and tablets are more readily used the demand is not as great. But the library is the only option for those who cannot afford a computer.

Approve Urban Renewal Agency Annual Report: Michael moved to accept the Urban Renewal Annual Report. Kyle seconded the motion. Michael asked if there was anything that council needed to look at particularly. Pam explained the report is required by state code to state what the agency has done the previous year. Tom commented that it was for informational purposes only. There was no further discussion and the motion passed.

Consideration of Beer & Wine License for Juanita's Tacos & More: Kyle moved to approve Juanita's Tacos & More beer and wine license. Pam seconded the motion. There was no discussion and the motion passed.

Consideration of Resolutions to increase Beer & Wine license fees: Kyle Hauser recused himself from the discussion. Pam moved to approve Resolution No. 376 to increase beer for consumption on premises from \$75.00 to \$100.00 and increase beer for consumption off premises from \$18.75 to \$25.00. Michael seconded the motion. There was discussion with the licenses holders in the audience about the rate increase and the questions that had come up in the public hearing. Michael explained it was a council decision to look at a rate increase. Mayor McCauley added comments that the administration had been requested by council to gather data concerning other cities rates to compare to the current Buhl rates. There was discussion about where the increase in fees would be used and the difference that would be generated. Michael commented that there have been issues that have occurred around license holders businesses that have come up in the past so some of the fees go to offset the monitoring of those issues. There was no further discussion and the motion to adopt Resolution No. 376 passed.

Pam moved to approve Resolution No. 377 to increase wine for consumption on premises from \$48.00 to \$100.00 and increase wine for consumption off premises from \$48.00 to \$100.00. Sue seconded the motion. There was discussion about the large amount of the fee increase and the affect that would have on the small businesses in town. There was further discussion about other options. Sue commented that there is no history on when these rates were raised last and don't know when they will be discussed again. The motion failed. Michael moved to adopt Resolution No. 377 and increase both on and off premises to \$60.00 each. Pam seconded the motion. There was no discussion and the motion passed.

City Property List: Karen explained the images that were sent of the parcels of city owned property was pulled from the GIS system that Scott had discussed earlier. Michael asked if any "gems" had been found. The one area that Karen questioned was the parcel that contained the old Gun Club. Bill and Regie commented that there was a lease between the city and the snooker players. Pam expressed appreciation for the listing.

Discussion of Cell Tower Lease: Karen explained the proposed lease that was included in the council packets was 3 years in the making. She explained the current lease is for the land under the cell tower and the control room. It is currently for \$1.00 per year. In August of 2013 she sent AT&T an invoice for 9 years of power which should have been paid based on the current lease. As of last week a check in the amount of \$20,920.48 was received to pay for the power usage. Since August 2013 Karen has been billing them monthly for the power usage which is paid within the month. Karen explained the proposed lease was for \$1500.00 per month with a 3% increase each year. The amount for the lease had been achieved by guidance from SIRCOMM. Michael questioned if we risk losing them at that price. Karen stated AT&T made no counter offer and as of that afternoon had confirmation that AT&T had signed the lease and mailed it to the city to complete the signatures. Kyle moved to authorize the mayor to sign the lease when received. Pam seconded the motion. There was no further discussion and the motion passed.

Discussion regarding City's portion of excess Joint Fire Protection Funds: Elizabeth explained the discussion about the excess funds that are currently split between the Buhl Rural Fire Protection District and the City of Buhl at the end of the fiscal year. Currently the city portion goes back into the general fund. She stated she had discussed it with the auditors and there would just need to be a motion by council to earmark those funds to a savings account. Michael stated the Joint Management Agreement states it is strongly encouraged to save those funds. Kyle questioned if all departments excess go back into the general fund. Elizabeth explained that yes the other departments excess does go back for those that are budgeted out of the general fund. Michael stated the city is different from the district because of the other departments that pull from the general fund. There was discussion about years that were short on funds and the good years where money could possibly be saved. There was also discussion about the future purchases that the department will need and items that would make the building more viable for the future. Elizabeth stated the motion would need to be made every year. There was discussion of the timing and whether to look at the current year or address it in the next budget year. Mayor McCauley stated a concern about the potential future manipulation of future budgets years to increase that savings balance. Michael stated Mark had brought by information about the cost of the ventilation system and the current quote would be \$53,574.00. There was discussion about the fact that if the money is needed in a certain department that it could be used there if the council thought the need was over any other department. Consensus was this would be a future agenda item for discussion.

A recess was taken from 9:00 PM to 9:05 PM.

Set Budget Hearing Date: Elizabeth stated she needed to inform the county of the budget date by April 30<sup>th</sup>. She added that health insurance renewal information will not be available until July 15<sup>th</sup> or so. After some general discussion about budget timeframe Kyle moved to set the budget

hearing for August 10, 2015, at 7:00 PM. Pam seconded the motion. There was no discussion and the motion passed.

Association of Idaho Cities Spring Workshop & Annual Conference: It was discussed that no one would be attending the Spring Workshop. The Annual Conference in June was confirmed for June 10-12. Attendees would be Mayor McCauley, Sue and Regie.

Administration Surplus Items for Disposal: After explanation from Mayor McCauley about the upgrade to the phone system and the current pile of old phones in city hall the request was to sell or throw the excess away. Michael moved to try and donate or throw away the items. Pam seconded the motion. There was no discussion and the motion passed.

ICDBG Project Bid Approval: Scott Bybee explained that this is phase 3 of sewer line replacement project. He explained there were two bidders; the component of pipe bursting limits the number of contractors that can do the job. Scott explained the bid sheet he had handed out to council members and that Walton Construction was the low bidder and Cascade came in about \$10,000.00 over Walton's bid. Scott explained they would be happy with either company. He did explain that Walton's equipment isn't as new as Cascade but they are more that capable of doing the job. Council was also informed the Urban Renewal Agency had approved the bids since a portion of the matching funds were their funds. Scott explained the work would begin the first part of May and take 90 days and be complete around the first of August. Scott recommended awarding the bid to Walton Construction. Michael moved to approve the URA/ICDBG bid package. Kyle seconded the motion. There was no discussion and the motion passed.

COUNCIL CONCERNS – Michael pointed out that the second meeting in May is Memorial Day and asked at looking at cancelling the meeting. Consensus was the second meeting in May would be cancelled.

Michael stated he would not be at the May 11<sup>th</sup> meeting.

Pam stated she would not be at the June 8<sup>th</sup> meeting.

Tom stated he would not be at the July 27<sup>th</sup> meeting.

CITIZENS CONCERNS – None

MEETING ADJOURNED – Kyle moved that the meeting be adjourned; Pam seconded the motion and all were in favor. The meeting was adjourned at 9:30 PM.

Minutes prepared by Karen Drown, Assistant City Clerk-Treasurer