

CITY COUNCIL REGULAR SESSION

AUGUST 14, 2017
203 Broadway Ave N

PRESENT:

Michael Higbee	Council President	Regie Finney	Public Works Director
Kyle Hauser	Council Member	Scott Bybee	City Engineer
Sue Gabardi	Council Member	Jeremy Engbaum	Sergeant
Elizabeth Barker	Treasurer	Andrew Stevens	Fire Chief
Karen Drown	Clerk	Concerned Citizens	

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of July 24, 2017: Kyle Hauser moved to approve the minutes; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Monthly Claims for Payment: Sue Gabardi moved to approve the monthly claims for payment; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Monthly Reports: Kyle Hauser moved to approve the monthly department head reports; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Sue Gabardi moved to approve the clerk/treasurer report; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Monthly Report: Scott informed Council he had been working on a couple of new projects in town with the old Kings building and also the new clinic and helping them both through the first steps of their projects.

Planning and Zoning and also the Urban Renewal Agency would meet on Wednesday starting at 10:30 am.

Scott added that he had been approached from Cascade about moving back the start date for the sewer project to October 18th. He explained the city could go to the second bidder but there was a difference of \$250,000 between the bids and they would not be able to start until late September. He added he had talked to Cascade and they would be bringing in two crews for this project. It is a 60 day contract and they will do it in 30 to 45 days.

The paving contractors would be paving until Thanksgiving and later with weather permitting.

Kyle moved to accept the engineer's monthly report. Sue seconded the motion. There was no discussion and the motion passed.

NEW BUSINESS:

Consideration of Beer & Wine Garden for Magic Valley Republican Women's Meeting and BBQ in Eastman Park: Marie Silver presented to Council the plan to have a food catered BBQ with beer and wine served by donation. She explained they were looking at having about 50 people for the event. It was noted that their caterer was not interested in serving beer and wine for that small of a group. Jim Schouten would be checking id's before serving. Kyle moved to approve the beer and wine garden for the Magic Valley Republican Women for Wednesday, August 16, 2017. Sue seconded the motion. There was no discussion and the motion passed.

Consideration of Mobile Merchant Application Fee Waiver: Karen presented to Council the Mobile Merchant Application for the FFA Corn Wagon. It was explained the project goes to benefit the FFA chapter. Kyle moved to waive the fee for the FFA Corn Wagon. Sue seconded the motion. Michael stated that Mrs. Crismor brought this up last year that it was under cutting her prices. There was no further discussion and the motion passed.

Review of Draft Smoking and Vaping Ordinance: There was discussion about the draft ordinance that Andrew Wright had drawn up. Regie had priced signs which are going to run about \$15 each and an additional \$17 if a post is needed. Karen noted that since this was a major policy change to city code a public hearing would be needed. She would publish a notice as soon as possible and schedule that for the September 11 meeting. It was asked if this ordinance had been brought with the employees yet. Karen commented that it had not but a notice could be included on the paychecks later in the week.

Review of Draft Rate Committee Ordinance: Karen noted this ordinance just did some cleanup of code for the rate committee. She noted it stated the committee met quarterly throughout the year which they normally meet once per year. It was also clarified that it is a public meeting and an agenda needs to be posted and minutes need to be kept. The final change was in the members with the clerk and treasurer listed as two separate members and the water and wastewater managers becoming adjunct members.

All members of the City Council having been furnished a copy of the proposed Ordinance No. 986 and being fully apprised of the content and purpose of said Ordinance, Kyle moved that the provisions of Idaho Code Section 50-902 which require that said Ordinance be read on three (3)

different days, two (2) readings by Title only and one (1) reading which shall be in full, be dispensed with and that said Ordinance be passed upon one (1) reading by Title only. Kyle requested a roll call vote on the motion. Sue seconded the motion. There was no discussion. Sue voted yes, Kyle voted yes, and Michael voted yes. Motion passed.

Kyle moved to adopt Ordinance No. 986, to update the rate committee meeting schedule and members. He requested a roll call vote. Sue seconded the motion. It was stated this would clean this area of the code up. Sue voted yes, Kyle voted yes, and Michael voted yes. Motion passed and Ordinance No. 986 was adopted.

Discussion of Animal Shelter Options: Karen explained the city had received a letter the prior week concerning Fairview Veterinary not wanting to continue the contract for animal shelter services as of September 30, 2017. She detailed the information she had received from the Twin Falls Animal Shelter and the cost for several different ways to proceed with this matter. Regie explained he had looked at city facilities and had several possibilities to construct a small facility to hold dogs for the time allowed in code. He estimated a cost to build a small building with four or five kennels. Consensus was there would be more research for options and possible plan presented at a future meeting.

Discussion of Fund Balance Policy for Street Fund: Elizabeth explained that this policy would set a reserve for the Street Fund and be set as a committed fund balance. It follows the same guidelines as the fund balance policies for the General Fund and the Utility Funds. The policy states and the fund will have \$100,000 in it at all times. Kyle moved to approve the street fund balance policy with minimum of a \$100,000 balance. Sue seconded the motion. Elizabeth noted that the only way the balance could go below \$100,000 is by a motion from Council. There was no additional discussion and the motion passed.

Review of 2017-2018 Budget: Elizabeth summarized a few changes that had been made to the budget worksheets since the last review on June 12th. Those included updating the billing clerk salary to include additional for additional duties added in the building and planning and zoning departments. The Seagraves grant figures had been updated for the grant application that Elizabeth and Regie are going to submit. A 3% increase for Regie had been added between the four departments where his wage is paid from. Elizabeth had received the updated premium amount for the ICRMP insurance so those figures were updated on all the worksheets. Elizabeth had also received the updated property tax revenue and that adjustment had been done in the Administration contingency. There had been an increase for the Caselle monthly fee so that was updated in the line items that cover that cost. The final two items were projects that had been scheduled and budgeted in the 2016-2017 which would need to be moved into the 2017-2018 year those included the carpeting and painting of city hall and the URA sewer project.

Michael moved to move the \$18,000 that was budgeted in the police department for animal shelter costs and have that moved to the administration budget under a line item for animal control. Kyle seconded the motion. There was no discussion and the motion passed.

Elizabeth presented to Council a comparison of the 2016-2017 budget and the 2017-2018 budget and the differences between the number and an explanation for the differences. She also suggested looking at a capital project fund for the general fund so we could follow projects year to year and break it out of the operating and maintenance fund. She added that consistently the city comes in under budget in every department. That is a topic AIC has talked about in budgeting high so you don't have to keep opening the budget.

The public hearing is scheduled for August 28th after which there would need to be a motion to approve the budget.

COUNCIL CONCERNS – Kyle noted the concern of Regie's that there is more work for Rick Brook on code enforcement that he can get done. Kyle would like to see a work day be put together for service groups to help those in the community that are unable to get out and clean up their property due to physical restrictions.

CITIZENS CONCERNS – There were none.

MEETING ADJOURNED – Kyle Hauser moved that the meeting be adjourned; Sue Gabardi seconded the motion and all were in favor. The meeting was adjourned at 8:12 PM.

Minutes prepared by Karen Drown, City Clerk