

CITY COUNCIL WORKING MEETING

APRIL 10, 2023  
203 Broadway Ave N

PRESENT:

Pam McClain	Mayor	Autumn Jones	Treasurer
Michael Higbee	Council President	Jason Scott	Public Works Director
Kelly Peterson	Council Member	Jeremy Engbaum	Police Chief
Amanda Hawkins	Council Member	Andrew Stevens	Fire Chief
Marla Sisson	Council Member	Concerned Citizens	
Karen Drown	Clerk		

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

Michael moved to amend the agenda and add action item #8, Review and Consideration of Buhl Schools Pedestrian Safety Project (formerly know TAP 1 & 2) additional City contribution expense. Kelly seconded the motion. There was no discussion. A roll call vote was taken with Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes. The motion passed.

CONSENT AGENDA:

1. Minutes of March 27, 2023 – Working Meeting
2. Monthly Claims for Payment
3. Monthly Department Head Reports
4. Commission Minutes
5. Clerk Report
6. Treasurer Report

Marla Sisson moved to approve the consent agenda. Amanda Hawkins seconded the motion. There was no discussion and the motion passed.

ENGINEER REPORT:

Scott stated there had been concerns about 11<sup>th</sup> Ave S with Wilbur-Ellis construction. He stated there had been damage which is to be repaired by them and congestion in the area will clear up with the construction.

He added he is wrapping up the water/sewer project design. And he is working on the URA project for Fair Street for curb, gutter, and sidewalk. Harvest Hills is planning on paving in late April or early May but no building permits are allowed. He noted a meeting was planned for the coming Wednesday with the Moon Glo owners about an expansion. He added there was a project on Peck Street which is installing sewer lines. It was noted a portion of Peck St is still county.

Amanda questioned if Wilbur-Ellis is going to keep wanting more. She stated their employees need more training for safety, the liability should be on Wilbur-Ellis. Scott stated the trial plan is still in place and options are being reviewed to the best outcome. Scott noted he had not received any concerns with the trial, Karen noted the only concern city hall received was the email that was also sent to Council members. There was a discussion about the city paying to maintain but Wilbur-Ellis is using the streets. The discussion continued by Scott explaining the options for the streets which could include vacating, leasing, and possible sale. All have items to consider and discuss.

Marla questioned about any new proposed subdivisions. Scott noted questions still come into the office but nothing new has been proposed. He noted the reason Buhl is being looked at is Buhl's property values are half of that in Twin Falls.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS:

Presentation of Update from Buhl Chamber of Commerce: Rich White stated that the Chamber of Commerce has recently elected a full board. They are looking at creating liaison positions for Filer and Castleford and possibly looking at rebranding to include Filer and Castleford. He listed the new board members

Reme Pullicar - Executive Director

Rich White – Past President

Kelly Graff - Vice President

Sheila Winn – Secretary

Ashley Greco – Treasurer

Daniel Santos – Director

Sarah Neyhart – Director

Jeanette Sparks – Director

Doug Welch – Director

Rich noted they have recently updated their bylaws. He pointed out the condition of the roof and noted there was a double roof on the building but the materials had been purchased to complete

the repairs. He noted the annual Easter Egg Hunt had occurred the prior weekend with success. He continued by noting the Reme has put tighter a three-year plan.

Michael stated Council had received additional information from Magic Valley Business Association (MVBA). Rich noted that it had been presented last year to look at working with MVBA; he stated they agreed to meet with them at a neutral location and MVBA cancelled two days before the meeting. He commented that they have good talent for printed materials. He added the chamber has been talking with SOS who has an understanding of office/utilities and talent in house to help the chamber with materials. He stated the chamber met with MVBA last year and after the third meeting the chamber was not interested.

Review and Consideration of Co-Sponsorship of Sagebrush Days Parade with Chamber of Commerce: Rich came before Council to ask if the city would co-sponsor the parade with the chamber again this year. He noted the parade route would be the same as it had the previous year. Michael moved to co-sponsor the Sagebrush Days Parade with the Chamber of Commerce. Marla seconded the motion. Rich noted no schedule had been set for events yet as they do not want to schedule events on top of other events. He stated they would be lining up the same as last year down 11<sup>th</sup> Ave South. There was a discussion about groups that had previously been in the parade that caused concern. Rich noted last year they met with the specific group; Michael suggested having that meeting again. Council noted to Rich that the cost of fireworks has gone up this year so the show will not be as big. Rich requested that if the city could help with the cost of the portable restrooms. There was a discussion and it was noted that the cost of the restrooms has been split between the city and the chamber in previous years and the last few had been at a 50/50 split. Michael amended his motion to continue the split of 50/50 on the portable restrooms. Amanda seconded the amendment. There was not further discussion and the motion passed.

Review and Consideration of 2023 Fair Housing Proclamation: Michael moved to approve the 2023 Fair Housing Proclamation. Kelly seconded the motion. There was no discussion and the motion passed.

Review and Consideration of Updated Contract with Action Collection: Karen explained the agreement presented was for the same terms as the previous contract; there had been an ownership change within Action Collection. It was noted as a municipality if the amount was transferred to the collection company, they could add their 33% to the amount which would have the city debt remain whole; Idaho code allowed for this provision. Michael moved to approve the signing of the Action Collection Service Agreement. Kelly seconded the motion. There was no discussion and the motion passed.

Review and Consideration to Additional Incentive Pay on Police Department Pay Scale: Chief Engbaum was requesting to create a new incentive for the SRO position. He noted he has enough to pull it out of the SRO training budget this year and budget in salaries next year. Michael moved to approve the SRO incentive. Marla seconded the motion. Kelly briefly reviewed the

history of the SRO position and the relationship with the school district. Chief Engbaum noted he has reached out to the school district for possible funding support for the next fiscal year. Marla questioned when would we benefit from two SRO positions. There was a discussion about current staffing and the shortages that other departments in the area are seeing. There was no further discussion and the motion passed.

Review and Consideration of Fiscal Year 2023-2024 Budget Calendar and Setting of Public Hearing Date: Michael moved the approve the 2023-2024 budget calendar with the public hearing date for August 28, 2023. Amanda seconded the motion. Karen noted if Council knew of any dates they were not available if they could let Karen or Autumn know so they can make note if there could be a quorum issue. There was no further discussion and the motion passed.

Review and Consideration of Fee Schedule: Karen stated the draft fee schedule had green highlighted changes from staff based on costs and yellow highlighted areas that had been talked about in previous Council meetings of areas that needed to be reviewed. Marla noted she felt the dog impound costs should be \$100.00 for the 2<sup>nd</sup> impoundment and \$150.00 for the 3<sup>rd</sup> impoundment and the boarding fee should be \$40.00 per day. There was a discussion about the pool fees and the possibility the pool may not open because there were only three applications received and those were from returning guards. Karen and Teresa noted they would get word out through Facebook and KMVT about the need for lifeguards and if applications were not received the pool might not open.

Marla made a motion to change the impound fees to \$100.00 for the 2<sup>nd</sup> and \$150.00 for the 3<sup>rd</sup> and \$40.00 per day for boarding. Amanda seconded the motion. There was not discussion and the motion passed.

Michael moved to approve the staff recommendations and the concession treat costs. Marla seconded the motion. There was no discussion and the motion passed.

Review and Consideration of Buhl Schools Pedestrian Safety Project (formerly known TAP 1 & 2) additional City contribution expense: Jason Scott explained the bid for these two projects came in over \$200,000 over engineer estimates. Autumn explained they would like to take \$16,000 from the water truck line item. Jason noted Idaho Materials and Construction was the only bidder. Michael moved to approve the new match of \$76,731. Kelly seconded the motion. Jason said this would be 1 mile of bike path and several 100 feet of sidewalks. Michael noted that is a lot to get for that investment on the city's money. Jason noted the third project is out to bid currently and he hopes to get a bid on that project. There was no further discussion and the motion passed.

COUNCIL COMMENTS: Marla questioned the time limit for on-street parking. There was a discussion about areas of concern. Karen noted she would review code to verify process to designate no parking areas.

CITIZEN COMMENTS: Reme Pullicar thank Council for the good job they do.

There was a 2-minute recess.

EXECUTIVE SESSION - Michael moved to enter executive session with provisions of Idaho Code 74-206, subsection 1.c to acquire an interest in real property which is not owned by a public agency. He requested a roll call vote. Marla seconded the motion. Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes. Those that remained for executive session were Marla Sisson, Michael Higbee, Pam McClain, Amanda Hawkins, Kelly Peterson, Andrew Wright, Jeremy Engbaum, Karen Drown and Autumn Jones. Executive session was entered at 8:08 PM.

Michael moved to adjourn Executive Session. Marla seconded the motion. There was no discussion and the motion passed. Executive Session adjourned at 9:00 PM.

Consideration of Executive Session Discussion: Kelly moved to contact Tracy Woolman and begin communications and see if some of the restrictions could be removed from the building deed. Michael seconded the motion. There was no discussion. There was a roll call vote; Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes.

Kelly moved to hold a future discussion on communications and discussions on restrictions. Michael seconded the motion. There was no discussion. There was a roll call vote; Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes.

Michael moved to make changes to the letter and send it to Farmers Bank. Amanda seconded the motion. There was no discussion. There was a roll call vote; Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes.

MEETING ADJOURNED – Kelly Peterson moved that the meeting be adjourned; Amanda Hawkins seconded the motion and all were in favor. The meeting was adjourned at 9:04 PM.

Minutes prepared by Karen Drown, City Clerk