

CITY COUNCIL WORKING SESSION

APRIL 24, 2017
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Karen Drown	Clerk
Michael Higbee	Council President	Regie Finney	Public Works Director
Kyle Hauser	Council Member	Eric Foster	Police Chief
Sue Gabardi	Council Member	Andrew Stevens	Fire Chief
Bill Nungester	City Attorney	Cynthia Toppen	Library Director
Andrew Wright	City Attorney	Scott Bybee	City Engineer
Elizabeth Barker	Treasurer	Concerned Citizens	

WORKING SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of April 24, 2017: Kyle Hauser moved to approve the minutes; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Bi-Monthly Claims for Payment: Michael Higbee moved to approve the monthly claims for payment; Kyle Hauser 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.

NEW BUSINESS:

Consideration of Child Abuse Prevention Month Proclamation: Mayor McCauley stated he had been contacted by South Central Head Start asking the city to proclaim April as Child Abuse Prevention Month. They included a proclamation. Mayor McCauley read the proclamation into the record and declared April as Child Abuse Prevention Month in the City of Buhl.

Review and Consideration of Comprehensive Plan and Resolution: Michael moved to adopt Resolution No. 391 adopting the 2017 Comprehensive Plan. Kyle seconded to motion. There was no discussion and the motion passed.

Discussion of status of Dix Hudson and other property violations of City Code: Karen explained there are differences between the property owned by Dix Hudson and other businesses with auto repair businesses. She stated Dix's property is zoned for his type of business and there is a signed agreement between the city and Dix and Terry Hudson. The properties of S&L Repair on Broadway and Barragan's on Clear Lakes Road both have conditional use permits which are granted by the Planning and Zoning Board and can be reviewed by Council if they wish. There was discussion that the requirements of the conditional use permit is set by the Planning and Zoning Board based on the type of business and the area where it resides. Scott Bybee explained that in these situations the applicant came before Planning and Zoning and stated what they would be doing and those are the restrictions that the board set in their permits. Since the issuance of those permits the applicants have gone beyond those restrictions and now are in violation. After discussion Mayor McCauley stated that administration would look at the procedure and review it with the city attorney. Scott also added he would review the conditional use permits and report back with the details of the violations.

Strategic Plan Review for budgeting purposes: Elizabeth explained the process each department head had done to review anticipated costs for the next ten years. She added that they are trying to look at every department in the same format.

Streets: Regie explained that additional personnel would be needed and that the community service position is not a ½ time job. He also explained that the street department is doing more of the work themselves instead of hiring it done. Equipment needed would be a 550 Dump Bed Truck which we currently borrow one from the Buhl Highway District to complete the work needed. In about 5 years funding will be needed to match the grant for Burley Ave. Michael commented about setting a fund balance base that would not go below. There was further discussion about safety lights on Broadway and it was discussed to look at that for next year.

Library: Cynthia explained the HVAC had been removed from future needs because it needs to be replaced now. It would be paid for by drawing down the library fund balance. She also explained that most of the funding the library receives is a fixed income. The only portion that would increase 3% would be that coming from the city's general fund. There was a discussion about grants being a possibility for new computers.

There was a recess for 7:05 pm until 7:10 pm because of no longer having a quorum.

Fire: Elizabeth explained that the fire budget had been reviewed in the joint meeting the prior week. There was a discussion about co-ownership of equipment.

General Fund:

Administration: Elizabeth explained the estimated cost for the salary research would be \$8000. She also discussed that she had budgeted \$400,000 for a fire truck because the Mack is the one needing replaced and it is city owned.

Police: Eric explained there are programs that have been available through rural development grants for public facilities. He would also like to continue a car every year as has been done the past few years. In regards to staffing he would like to look at an additional officer down the road but an additional clerk is where the need is currently. He explained the figures he had worked in for that position had the maximum amount of benefits included so it could possibly be lower. Eric also explained that Buhl officers purchase some of their equipment themselves and that could possibly help in recruitment down the road if the city picked up those costs. There was a discussion of the option of having a public safety building that could possibly hold the police and fire with training facilities for both.

Parks and Rec: Regie and Elizabeth explained that they would be applying to the Seagraves Foundation for a grant to rebuild the pool which would possibly offset those costs. The rebuild would include handicap access. Regie stated he also has in the plans to redo the parking lot at the pool which would remove the hole so the water

Utilities: It was discussed that \$350,000 would be scheduled in every 3 years for a match to a grant for either water or wastewater.

Discussion of AIC Annual Conference: Michael and Kyle would not be able to attend. Mayor McCauley, Regie, and possibly Pam and Karen would attend.

COUNCIL CONCERNS – Michael questioned how the meetings have been going with regards to the possible EPA regulation on phosphorus. Mayor McCauley and Scott explained that the EPA is not exactly clear on what the rules are going to be. They added they don't have a bases for the requirements and there is no science behind the regulations.

Michael questioned Regie about Brandon Unruh asking about dumping septic waste into the wastewater system. Regie stated that he had explained to Brandon that there was things that needed to be resolved before the city could take the waste. It included a testing station and an area for the waste to be dumped at so it could be held before entering the system. He stated he hadn't brought this before council yet because he didn't have all the information gathered.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Kyle Hauser seconded the motion and all were in favor. The meeting was adjourned at 8:15 PM.

Minutes prepared by Karen Drown, City Clerk