

CITY COUNCIL WORKING SESSION

APRIL 25, 2016  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Elizabeth Barker	Treasurer
Michael Higbee	Council President	Karen Drown	Clerk
Pam McClain	Council Member	Regie Finney	Public Works Director
Kyle Hauser	Council Member	Scott Bybee	City Engineer
Sue Gabardi	Council Member	Concerned Citizens	
Bill Nungester	City Attorney		

WORKING SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of April 11, 2016: 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; Sue Gabardi 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. Michael questioned the effect of the possible sale of the Masonic Lodge on the parking for the police department parking. Mayor McCauley informed Council Members the Hagerman Lodge was now owner of the building and it would be going on the market in the near future. Mayor McCauley had discussed with Marvin Probasco the building and the parking agreement which would remain until the building was sold and then it would be between the new owner and the city. There was no further discussion and the motion passed.
- ... Seneca Update: Mayor McCauley updated Council members he had contacted Doug Vollmer and Doug was working on an appraisal which should be ready this week. Mayor McCauley added he had spoken with Bob Severa with Seneca and they would be interested in ending the lease if another party would like the building. One point of concern is the building does not have a separate service for water or sewer. It is part of the Seneca system; there is possibilities of working with Seneca and installing meters on both services until new separate lines could be installed.

## NEW BUSINESS:

Consideration of Beer & Wine License for Vaquero Restaurant: Kyle moved to approve the Beer & Wine License for Vaquero Restaurant. Pam seconded the motion. Karen presented information that the applicant had not received her state or county license yet but the state was in the process. If approved Karen would not issue the city license until the state and county was received. There was no further discussion and the motion passed.

Presentation of 2016 Comprehensive Plan: Karen presented to Council the 2016 Comprehensive Plan that had been compiled by the Planning and Zoning Commission. A public hearing was held at the last Planning and Zoning meeting on April 20, 2016 and by motion the commission recommended the proposed plan to Council. Mayor McCauley added that the plan is a good piece of work that helps in getting grants. Michael requested a paper copy to review. Bill will draft a resolution in regards to adopting the 2016 Comprehensive Plan and it will be presented at a future meeting.

AIC Annual Conference: Karen informed Council the Annual Association of Idaho Cities Conference is scheduled for June 21-23 in Boise. She will need a count on those wanting to attend by May 31<sup>st</sup> to get the early bird registration.

Discussion of Utility Working Capital Policy: Elizabeth reviewed with Council the Utility Working Capital Policy and added the policy stated it would be reviewed every year at budget time. She stated that the current policy states the reserve would be \$350,000 which is approximately 3 months of ongoing operating expenses. Her recommendation is that amount remains the same for the coming year. There was a discussion about fees paid and the utility fund is dependent on user fees. Discussion continued with the affect the Seneca closing will have on the utility fund. The consensus would be to watch it over the summer and discuss it again after there is information to review.

Discussion of Infrastructure Progress and Needs: Elizabeth, Scott and Regie presented to Council a spreadsheet with projections for the next 7 years for the water, sanitation and wastewater departments. Scott detailed the amount of work that had been done in both treatment plants and the distribution and collection system pipes. He also presented the amount of work that still needs done and items that are going to need to be replaced in the future. There was a discussion about the rate of replacement to be proactive for the future and the rate Council would like to see it done. Discussion continued with what the benefits are to being proactive and replacing pipe and Scott stated the biggest was economic growth. Scott added he had talked to a number of people that are using Buhl as an example of how to leverage the grants to extent money and get projects done. They added that no other town is doing what Buhl is doing in regards to line replacement.

Elizabeth and Regie continued the discussion with the spreadsheets that showed projected expenditures and revenues for the next 7 years and capital projects. It provided information on what expenses are projected to be and where revenues would be with no change in rates and with a shift of bond fees to utility fees and possible increase. There was discussion about if bond fees are collected must they be spent on bond payments. Elizabeth stated she would research that question with Association of Idaho Cities and Bill. It was also noted the rate committee recommendations were to have small increases each year.

COUNCIL CONCERNS – Kyle asked if a conference phone could be purchased for Council chambers.

MEETING ADJOURNED – Kyle Hauser moved that the meeting be adjourned; Michael Higbee seconded the motion and all were in favor. The meeting was adjourned at 8:00 PM.

Minutes prepared by Karen Drown, City Clerk