

CITY COUNCIL WORKING SESSION

APRIL 26, 2021  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Karen Drown	Clerk
Michael Higbee	Council President	Regie Finney	Public Works Director
Pam McClain	Council Member	Autumn Jones	Assistant Clerk/Treasurer
Sue Gabardi	Council Member	Scott Bybee	City Engineer
Kelly Peterson	Council Member	Concerned Citizens	

Because of the recent COVID-19 pandemic Buhl City Council made this meeting available telephonically.

PUBLIC HEARING opened at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of April 12, 2021 – Regular Meeting
2. Bi-Monthly Claims for Payment
3. Clerk Report
4. Treasurer Report

Pam McClain moved to approve the consent agenda. Kelly Peterson seconded the motion. There was no discussion and the motion passed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Presentation of 10-Year General Fund Departments Strategic Plans:

Administration: Karen presented projects plan for city hall and the administration office. She detailed savings for HVAC, and water heater replacements. She also summarized new flooring needed in the three restrooms in city hall. With Twin Falls County moving the DMV office out of city hall she went over a project to turn that room into a conference room with carpet, an access door for the current planning and zoning room and a modular conference table. She is looking at several upgrades to the computer/server system the hardware the MiiCOR that backs

up both the administration system and the police system to the Cloud. The last piece was a new module for timekeeping to provide a web portal for employees to enter their time.

Planning & Zoning: After discussion with Tom, Karen asked to strike the \$15,000 for the additional personnel for the coming year. With a number of changes possibly coming in the next year there more questions that answers in this department and until those are figured-out she thought it best to hold on that.

Code Services: Regie presented a new vehicle for Rick but stated he was looking at some options to move vehicles around between his and utilities so he asked to strike what he originally presented.

Parks & Rec: He was not requesting anything for 2021/2022. It was noted a correction for the cost of the tennis court replacement from the total column to the detailed columns. Pam recommended looking at the First Federal Foundation for the tennis court replacement.

Police: Jeremy stated his department had been doing training and more uses of non-lethal options and the Tasers completes out fitting his staff as half were purchased with a grant recently. He detailed a training room and evidence storage at the dorm facility that he has been working with Regie on planning. There was a number of technology upgrades that he is working through including MDTS, body cams and the ILETS computer. He also is looking at bringing back a version of the D.A.R.E. program which would have training and education materials. Michael noted he would like to see the training room be a capital expense instead of how it is show which looks like an ongoing expense.

Discussion of Retiring Personnel Timelines: Karen stated Elizabeth had stated June 30, 2021 would be her retirement date. The administration is working through the replacement process. Regie stated Pete Pleticha and Carey Koeplin had announced their retirement for August 20, 2021. Regie went over his plan of Misty testing for her class III license in May and moving her up. He also noted he has people that want to cross train. He will be working with Misty through the budgeting process.

Council Concerns – Tom stated that Trueleap had approached the city to install fiber optic throughout town and they will be bringing their proposal forward soon.

Tom also informed Council there is a new owner of Snyder Winery. They will be having their grand opening around the 4<sup>th</sup> of July.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Pam McClain seconded the motion and all were in favor. The meeting was adjourned at 7:17 pm.

Minutes prepared by Karen Drown, City Clerk