

CITY COUNCIL REGULAR SESSION

APRIL 8, 2019
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	
Andrew Wright	City Attorney		

PUBLIC HEARING called to order at 7:00 PM.

Karen Drown confirmed a quorum.

Elizabeth Barker presented to Council the proposed amended budget for fiscal year 2018-2019 to spend \$300,000 in capital funds to do maintenance on the water tanks. She explained this had been budgeted in the prior year but a contractor could not be found to do the work. We now have an interested contractor. Scott Bybee added that he is spec'ing the project which will go out to bid following Idaho Code.

Mayor McCauley asked if there was any testimony in support of the proposed budget amendment, there was none. He asked if there was any testimony against the proposed budget amendment; there was none.

Mayor McCauley closed the public hearing at 7:03 PM.

REGULAR SESSION called to order at 7:04 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of March 25, 2019: Pam McClain moved to approve the minutes; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Monthly Claims for Payment: Pam McClain moved to approve the monthly claims for payment; Sue Gabardi seconded the motion. There was no discussion and the motion passed.

- ... Monthly Reports: Kyle Hauser moved to approve the monthly department head reports; Michael Higbee seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Pam McClain moved to approve the clerk/treasurer report; Michael Higbee seconded the motion. Karen presented to Council several items of interest that had been dropped off at city hall. The first items were coins from 1981 marking Buhl's 75th Anniversary. The second item was a poster that was found during a remodel on a home at 820 Broadway Ave N. Karen did some research because it did not have a date. Based on the information it was found to be from 1917 for the first day of the draft for World War I. It was noted it was in very good shape for being almost 102 years old. There was no further discussion and the motion passed.
- ... Monthly Report: Scott reported to Council he was continuing to work With Debra Gibson on the Homestead Subdivision. There were to applications submitted for the spec homes but as was explained to her they would not be permitted until the developer's agreement was signed.

He noted that he and Teresa had an excellent meeting with Bill Williams. He is working to put cost estimates together for both options that are being considered. He stated the city will also be looking at an ICDBG application for this project through the Urban Renewal Agency (URA). He will present it to URA on April 17th.

Scott added he had received information the Seneca property will hopefully be going with the subdivision process.

Finally, Scott commented that he is working closeout for the current URA ICDBG project.

NEW BUSINESS:

Review and Consideration of Amending the 2018-2019 Fiscal Budget: Michael moved to amend the 2018-2019 budget as published. Kyle seconded the motion. There was no discussion and the motion passed.

Review of Financial Reserve Policies:

Fund Balance Policy for the General Fund: Elizabeth presented the current policy and data that showed the amount is sufficient at this time. Michael move to keep an assigned fund balance of \$312,541.00. Kyle seconded the motion. There was no discussion and the motion passed.

Fund Balance Policy for the Street Fund: Elizabeth noted that this money is not intended for operating and maintenance costs or capital project. It is there for emergencies that arise and

quick action or repairs need to be completed. Michael moved to retain \$100,000.00 in the street fund. Pam seconded the motion. There was no discussion and the motion passed.

Working Capital Policy for the Utility Fund: Elizabeth presented figures and data for this fund. She recommended increasing it to \$400,000.00. Michael move to adjust the working capital fund to \$400,000.00. Kyle seconded the motion. It was noted if the data shows we are going over that then we need to look at increasing it. There was no further discussion and the motion passed.

Discussion of Council's Financial Priorities: Michael started the discussion about last year's priorities being roads and sidewalks and he continues to get more feedback about sidewalk projects. Kyle added he would like it to be more pedestrian friendly and make it better to be out in town. Options were discussed about incentives to people to put in new sidewalks and possibilities for another Urban Renewal District.

Pam commented that with growth and more people in town the possible need for more law enforcement. She would like to be proactive in law enforcement.

There was a discussion about putting some planning sessions together to discuss growth and goals for the future. Kyle noted that growth affects all departments and added offices need to be open 5 days a week.

Mayor McCauley added that an area that needs to be looked at is the confines of city hall. The police department is very full, the library is full. He stated the need of acquiring property needs to be looked at.

Association of Idaho Cities Annual Conference: Karen listed the dates for the AIC Annual Conference and asked who would be able to attend.

Michael – no

Kyle – no

Pam – yes

Sue – yes

Tom – yes

Regie – yes

Andrew – would like to attend Friday's city attorney conference.

COUNCIL CONCERNS – There were none.

CITIZENS CONCERNS – Cynthia announced the state librarian is retiring and the assistant would be the interim who was Stephanie Bayley White from Buhl.

MEETING ADJOURNED – Pam McClain moved that the meeting be adjourned; Michael Higbee seconded the motion and all were in favor. The meeting was adjourned at 8:23 PM.

Minutes prepared by Karen Drown, City Clerk