

CITY COUNCIL REGULAR SESSION

May 11, 2015
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Regie Finney	Public Works Director
Kyle Hauser	Council President	Eric Foster	Police Chief
Pam McClain	Council Member	Randy Clark	P & Z Clerk/Building Inspector
Sue Gabardi	Council Member	Cynthia Toppen	Library Director
Bill Nungester	City Attorney	Mark Korsen	Fire Chief
Elizabeth Barker	Clerk/Treasurer	Scott Bybee	City Engineer
Karen Drown	Asst. Clerk/Treasurer	Concerned Citizens	

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Elizabeth Barker confirmed a quorum.

OLD BUSINESS:

- ... Minutes of April 27, 2015: Kyle Hauser moved to approve the minutes; Pam McClain 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; Pam McClain seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Pam McClain moved to approve the clerk/treasurer report; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Monthly Report: Scott updated council the ICDBG grant was to begin today; there was a medical emergency within Walton Construction so they should be in town tomorrow to begin.

Scott also informed council on the Burke and 11th Street project which is being done by city crews. There is new curb and gutter going in along with new water and sewer lines. He stated this first phase will continue for approximately the next 60 days. Phase 2 and 3 will come in the next 2 years.

NEW BUSINESS:

Information regarding potential bond refunding: Cameron Arial and Christian Anderson with Zions Bank presented to council the opportunity to refinance the 2008 water and sewer bonds. They stated they would be the municipal advisor through the process if that is the direction council would like to proceed. There was discussion about the current market rates and the cost savings to the city on those bonds if council choose to proceed. They also discussed the situation the city is in and the good standing of the accounts to allow this to proceed. With the last three years of improvements done by the administration and council the city has a great position for investors. The savings if the sale were to happen would save the city \$693,000.00 on the water bond and \$1.1 million on the sewer bond. Cameron did point out those figures are based on the rates right now and the sale would not be final until August so the rate would not be locked until then. There was also a discussion about the option to take out a surety bond which is an insurance policy for the reserve that is required for the bonds. The current reserve could then be used for a down payment. Also the savings on the payment due in September would be used to also pay on that down payment. Cameron described the three items needed from council to proceed. Pam moved to authorize the Mayor and Elizabeth to sign the applications, to cut the two checks for \$500.00 each for the application fee and authorize the Mayor to sign the engagement letter. Kyle seconded the motion. There was no further discussion and the motion passed.

Question for Department Heads regarding written budget notes:

Library – There was discussion about the additional hours that employees could work and still stay under the 19.5 hours required by PERSI which would allow for training time for staff members. There was also discussion about the upgrading of computers and the options to look at. Cynthia also added that 2016 is the 100th Anniversary of the Buhl Public Library; she is not sure yet about any events.

Police – There was a discussion about current comp and PTO that the police department has and the ability for officers to take that time. Eric stated the PTO accrues fast and it is hard to cover shifts but they have managed to do some recently because of a slow time of year. Discussion took place about the security of the department and the evidence areas. Eric stated Buhl is one of the only departments that still have an open door policy in the lower half of the state. Mayor McCauley stated he felt the most important area is work a detective does; he commented that if someone is arrested the job is not done and court hearings and a conviction must also be completed. Eric explained this detective position would not be like the previous position; they would be required to maintain their patrol certifications and cover shifts when needed. They would also play an important role as a resource officer in the schools. He added there are currently two employees within the department that could fill this position right now. Officer Hanners and Officer Deetz have the skills needed to step into the position.

Administration – Elizabeth precluded her portion with pointing out that the city hall building is 22 years old and needs some repairs. She discussed the insulation that is needed to make building more energy efficient. She stated she would like to use her contingency funds from this year to complete that process.

Planning and Zoning/Building Inspection – The major need in this department is the GIS system that will be discussed later in the meeting. It was pointed out that Randy Clark will be retiring June 30, 2015.

Public Works – Pam opened by stating that she supports the Code Enforcement position. Regie stated he would require the employee to have certifications like a CDL so they could be utilized in other department when there was a need. Regie also explained that the sander box and asphalt machine are items he would like but he will be watching the state sales to get a good price on them. There was a discussion about the locator needed in the water department and the fact they have done well to keep the unit running minus the fact that parts are not available.

Fire – Mark discussed the items he had on his budget needs list and explain the reason behind the information that was provided. One item was the large cost difference in fire trucks and he explained that was based on the different options available for those trucks. He also discussed the benefits to the department of adding an additional firefighter/EMT to the staff. There was a conversation about the benefits of the GIS system to the fire department and the future needs for MDT's (mobile data terminals). Les Preader, Rural Fire Protection District Commissioner, commented on the items on Mark's list of needs.

A recess was taken from 8:40 PM to 8:45 PM.

Presentation of findings of Rate Committee: Scott summarized for council the meetings that the rate committee had done over the winter months. There were seven meetings with the committee looking at a number of areas. The top seven recommendations were:

- 1) \$2.00 increase to utility bill.
- 2) Look at commercial accounts with a change of more than 40% and review to see if there is a cause or reason for the change.
- 3) Not to modify bond fees at this time.
- 4) More education about 12,000 gallons that each customer gets every month.
- 5) A review was done of other communities and the rates that are charged there.
- 6) The city is collecting fees yearly in capital reserve account to cover costs of equipment and pipe replacement.
- 7) The committee would like to continue to save the capital reserve funds to have the ability to get future grants.

It was discussed that the best time to implement any new rates would be at the beginning of the new budget year. Kyle stated he had a hard time raising rates and asked about the possibility of a change in the bond payment because of the refinancing. Scott stated that the recommendations from the rate committee were prior to any discussion about the possibilities of refinancing the bonds.

Information regarding funding the GIS system: Scott explained to council that Randy Clark had started the conversation about investing into a GIS system. There had been several meetings about the type of software and hardware available and the advancements in both areas in the last couple of years. Scott stated it no longer took a \$50,000.00 piece of equipment in the field; it is now a device the size of your cell phone and costs \$2500.00. The biggest concern is to collect data that will be usable and not to collect something for the sake of collecting data. Scott commented that the departments are looking at their current year budgets and contingencies to start this year on the base mapping. This item will be put on the agenda for June 8 during budget discussions.

Consideration of Beer and Wine License for La Hacienda Mexican Food LLC: Pam moved to approve La Hacienda Mexican Food, LLC beer and wine. Sue seconded the motion. There was no discussion and the motion passed.

COUNCIL CONCERNS – Kyle stated at the next meeting he would like to discuss switching back to the Buhl Herald as the official newspaper. It was discussed there were some legal requirements that are under review by the administration along with Bill Nungester. Mayor McCauley explained that the city needs to follow the law to make sure something that is published isn't jeopardized by switching back.

CITIZENS CONCERNS – Jeanne Hart, Buhl ID, came to represent Desert View Care Center based on information that was handed out to neighbors concerning parking on Sprague, Robertson and Fair. She stated she didn't think she needed to say anything because none of the residents of those streets attended the meeting. Chief Foster addressed council concerning the patrols that had been done in the area and officers had seen nothing out of line. Jeanne also added to cut down on traffic on paydays the facility had setup a pickup at the Community of Christ Church on Highway 30.

MEETING ADJOURNED – Kyle moved that the meeting be adjourned; Pam seconded the motion and all were in favor. The meeting was adjourned at 9:30 PM.

Minutes prepared by Karen Drown, Assistant City Clerk-Treasurer