

CITY COUNCIL REGULAR MEETING

MAY 9, 2022  
203 Broadway Ave N

PRESENT:

Pam McClain	Mayor	Regie Finney	Public Works
Michael Higbee	Council President	Teresa Robbins	Public Works Clerk
Kelly Peterson	Council Member	Jeremy Engbaum	Police Chief
Amanda Hawkins	Council Member	Reba Puente	Library Director
Marla Sisson	Council Member	Jason Scott	Street Dept Lead
Karen Drown	Clerk	Rick Brook	Code Services
Autumn Jones	Treasurer	Concerned Citizens	

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of April 25, 2022 – Working Meeting
2. Monthly Claims for Payment
3. Monthly Department Head Reports
4. Commission Minutes
5. Clerk Report
6. Treasurer Report

Michael Higbee moved to approve the consent agenda. Marla Sisson seconded the motion. There was discussion and the motion passed.

MONTHLY CITY ENGINEER REPORT

Scott updated Council that Burley Ave did have the patching completed the prior week and Harvest Hills is about 70% done with their pipe lines. He stated that Regie and him had requested a water model and doing a study of the water system specifically in the south area of town. He also discussed a meeting with Wilbur Ellis about their future plans and options they are considering around their property and possible future request of vacation of city streets. During the meeting it was discussed to put together a plan and experiment with different options before anything is finalized. Scott noted they are working on a number of improvements to help with the smell, dust, noise and safety concerns. It was also noted with the increase in business there had been an increase in train traffic.

It was questioned what Reed Grain does on their property with the steam and it was noted they are roasting soy beans. There was further discussion about the accident with the power lines for Harvest Hills.

COUNCIL CONCERNS: Michael noted Glennys Paulson had approached him about a concern of a weed lot by Kacy Meadows. She wanted to thank the city as the area was cleaned up. She didn't know if the owner or the city had done it but she appreciated it. Karen noted Rick Brook had made contact with the Kacy Meadows property manager and they addressed the concern.

It was questioned about the cleanup at 816 Broadway Ave N. Karen noted the legal notice had been certified mailed to the owner and tenant and the deadline was May 11<sup>th</sup>. There had been some work but more items had showed up again. City staff is working on getting a company lined up to complete that cleanup when the time is up.

CITIZENS CONCERNS: There were none.

#### UNFINISHED BUSINESS

There was no unfinished business

#### NEW BUSINESS:

Update on City Pool Tentative Summer Schedule: Teresa Robbins informed Council that the pool manager will start May 23, this will be her 3<sup>rd</sup> year at the pool. We have 9 lifeguards; all are returning from last year. If all complete training there will be 6 guards that can teach swimming lessons and the other 3 will just have lifeguard certifications. Tentative June 6<sup>th</sup> will be opening day with the schedule to have the pool closed on Sundays and Mondays. Monday will be a deep cleaning day. Teresa noted there was only one new application received and she was offered a position but she declined and went to work somewhere else. Amanda questioned 10 years ago how many guards there were on staff. Kelly noted at that time there were 12 to 13 guards. There was a discussion about the workforce available; Michael added the prior weekend he was at an event in the part and there were several parents that commented they thought their kids shouldn't have to work in high school. Amanda stated that in the past the pool had run 7 days a week with less staff and she had talked to kids from last year that were upset about only getting two days a week of work. Michael added the main reason Thousands Springs is selling was because she is tired of looking for employees.

Review and Consideration of Library Fund Policy: Autumn summarized the fund balance policy that was presented to the Library Board. She noted that GFOA policies recommend a balance of a minimum of 2 months of revenue or expenses, depending on which is more volatile, or between 5% to 15% of operating revenues. She stated the Library Board approved the recommendation to

reserve 3 months of expenditures which would be 25% and an amount of \$56,685. Kelly moved to establish and approve a library fund policy setting a reserve of 3 months of expenditures. Michael seconded the motion. There was a discussion that at the end of the year any unexpended all goes to the library fund. Michael noted it is good to have a policy like this in place. There was no further discussion and the motion passed.

#### Presentation of 10-Year Library, Streets and Utility Departments Strategic Plans:

Library: Reba presented her 10-year plan which included having less staff but working more hours. She explained the schedule that would include 4 clerks working 18 hours a week with two per shift. It would eliminate one position. Maegan she would like to work into Assistant Director as Reba is not there very much between service organizations, meetings and trainings. She would also like to move Deb from parttime to fulltime. She also presented information about the library remodel which she will be presenting to Seagraves, Glanbia and others for possible grants. It is approximately a \$200,000 project that will include shelves, carpet, plug-ins, plumbing and paint. It was questioned about an addition and Reba stated it is not essential right now. The library is currently open 32 hours and that would increase to 36 hours. Reba noted she would do a poll from the community to see where people would like the library open more. She would be discussing these topics with the Library Foundation meeting on Wednesday.

Streets: Regie stated the biggest item he is looking at is replacing the water truck. He noted before it was a water truck it was a fire truck and before that it was a milk truck. He would be looking for a used one with a 4000-gallon tank. He is also looking at resurfacing Fair Street and a few years out is a loader, a sweeper and a backhoe and they are reaching the end of their lives. He introduced Jason Scott, the streets lead and Regie's number two when he is out of town. Michael stated to Jason that Regie has really gone to bat for him and he is glad he is with the city.

#### Utilities Capital Improvement:

Water: Regie had \$50,000.00 for the chlorine generator repair.

Sanitation: Regie stated there are a couple payments left on the current truck. He will be needing to order another 300 garbage cans. He will need to be looking at a new garbage trucks, it will include a grab arm which will help in the newer subdivisions. It will only require one operator, which he will also be needing to help relieve the current two and allow them to use their PTO/COMP time. He did note that right now a new truck is anywhere from one to 1 ½ years out to receive. It was questioned by Mayor McClain if there is a time that the city needs to look at contracting the sanitation services out. There was a discussion about this and the possible concerns if residents wouldn't get twice a week pickup. Regie stated at this time it is still something that can be done in house.

Wastewater: Regie explained there is a need to start hauling the sludge off site. He added that it would have to be hauled directly to Burley to meet requirements but we now have two trucks that can be used for that. He will also be needing some equipment replacement as the timeframe is up for mixers and pumps.

Utilities Operating and Maintenance: Regie stated this he would keep as normal other than the increases in costs. He noted Idaho Power has already stated they are looking at estimated increases of 14% increase on large power like wastewater, 7% on commercial power and 7 to 8% on residential power.

Utilities Bond: Autumn informed Council the SRF matures in August and a final payment will be made. She will be scheduling a rate committee meeting to discuss that and rates in June. Amanda asked who was on the rate committee? Karen noted the committee has Traci Hulse as the commercial representative, Carla Critchfield as the residential representative and all industries are invited to the meeting. City staff including water superintendent, wastewater superintendent, public works director, city engineer, clerk, treasurer and mayor also are a part of the committee.

Off-Site Tours of City of Buhl Water, Public Works East, Public Works Shop and Wastewater: Misty Barnes took Council members and staff through the wastewater lab, headworks and sewer ditches. AJ Gray explained the water treatment plant including arsenic filters and ditch along with chlorine generator. He also discussed the shortage of parts available like meters and distribution supplies. Regie took the tour to the Public Works East and showed the changes since it was the old Seneca dorms for storage which helps keep equipment out of the elements. Last the tour stopped by the city shop to see the parks, code services and street departments.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Marla Sisson seconded the motion and all were in favor. The meeting was adjourned at 9:32 PM.

Minutes prepared by Karen Drown, City Clerk