

CITY COUNCIL REGULAR SESSION

JUNE 12, 2017
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Regie Finney	Public Works Director
Pam McClain	Council Member	Scott Bybee	City Engineer
Kyle Hauser	Council Member	Andrew Stevens	Fire Chief
Sue Gabardi	Council Member	Eric Foster	Police Chief
Andrew Wright	City Attorney	Cynthia Toppen	Library Director
Elizabeth Barker	Treasurer	Concerned Citizens	
Karen Drown	Clerk		

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of May 22, 2017: Pam McClain moved to approve the minutes; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Monthly Claims for Payment: Kyle Hauser moved to approve the monthly claims for payment; Pam McClain seconded the motion. There was no discussion and the motion passed.
- ... Monthly Reports: Sue Gabardi moved to approve the monthly department head reports; Kyle Hauser 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 informed Council that the Planning and Zoning Meeting had been moved to Tuesday, June 20th because of the Association of Idaho Cities Conference later that week. The sewer line projects will bid on Thursday, June 22 at 2 pm and 2:30 pm. And Julia had sent over a couple Request for Information projects in the last couple of weeks.

NEW BUSINESS:

Door to Door Application: Bert Jarv presented to Council samples of the educational books that he would like to sell door to door. He explained he was in Illinois last year and New Mexico the

year before. Kyle moved to approve the application for door to door sales. Pam seconded the motion. There was no further discussion and the motion passed.

Co-Sponsorship of Sagebrush Day Parade and Permission to Hang Decorative Trout: Michelle Olsen presented to Council the proposed 2017 Sagebrush Days Parade route. She explained that there were changes from the previous years which included removing the loop around Sprague Ave that went by Desert View Care Center. Mayor McCauley explained there had been a meeting with WEMA and member of Chamber to discuss where to stage the parade and how to end so there wasn't the congestion on Burley Ave. Michelle added that if approved she had the certificate of insurance. Pam moved to co-sponsor the parade. Kyle seconded the motion. Mayor McCauley explained that WEMA is a service group and it was explained there is a minimum of 33 people needed and it should really be 60 to man every intersection that the parade impacts. There was a vote and the motion passed to co-sponsor the parade.

Michelle was asking permission to hang the large trout on the large silver street light poles. She explained that they would be sandwiched on either side and held together with large zip ties. She also asked to have Main Street closed between Broadway and 11th Ave. Pam moved to approve the hanging of the large trout and the closing of Main Street. Kyle seconded the motion. It was asked if the businesses had been notified. Michelle explained she was waiting to get Council approval before talking to the business owners within that block. She added the event would be after 3 pm so the impact would be minimal to most businesses and they would accommodate patrons that might need in to those businesses. There was no further discussion and the motion passed.

Consideration of Beer & Wine Garden July 3rd and July 4th: Rich White presented Council with two options for a beer and wine garden at the Trout Festival which would take place at the Senior Center and parking lot. Option #1 would open the beer and wine garden up to the entire parking lot. Rich stated that signs would be posted stating no alcohol beyond this point and a wrist band and hand stamps would be provided to those who have had their id's checked. They would have to have both items to purchase a beverage. Option #2 was a restricted area in the corner of the parking lot which would be roped off as it has in the past. Rich explained that with the restricted area they had had problems with beverages being passed over the line. The vendors would be Magic Valley Brewing, Holesinksy Winery and possibly one from Twin Falls. Pam moved to approve option #1. Kyle seconded the motion. There was no further discussion and the motion passed.

Rich also presented a proposal for a beer and wine garden in Eastman Park on July 4th. He stated this garden would be like option #2 from previous discussion and be very clamped down. He provided a map of the proposed setup and explained the fence and tents that would be used to keep the garden restricted. The vendors would be Magic Valley Brewing and Holesinksy Winery

who would both be serving in plastic cups and El Cazador who would be serving in cans. The exact location had not been determined but would probably be close to the Rotary Shelter or along that side of the park somewhere. Kyle moved to approve the beer and wind garden in Eastman Park for the 4th of July. Sue seconded the motion. Mayor McCauley stated he doesn't want it to be a focal point. Rich added that he will be asking vendors to bring trash cans to help make sure the garbage is picked up. There was no further discussion and the motion passed.

Consideration of VFW BBQ in Eastman Park: Melanie Foster presented to Council a request to have the VFW BBQ in Eastman Park which would include a beer garden catered by Trout's and food by B & L Meat. This event would take place July 9th. Pam moved to approve the VFW BBQ and beer garden. Kyle seconded the motion. There was no further discussion and the motion passed.

Consideration of Alley Way Picture Show: Melanie also informed Council she is working on an event to take place in the alley between the Buhl Herald building and the Farm Girl building. She stated she had talked to the Fire Department for approval. They would have a 10x20 foot screen and a movie projector setup on one end. Niel Irish would provide the movie which he had permission for the major movie studios to show. Mayor McCauley stated the Council's approval wasn't necessary because it was private property but he appreciated the information that it would be taking place.

Consideration of Firework Permit Applications: Karen presented the two fireworks stand application. They both are return vendors and would be inspected by the Fire Department before they could open. Pam moved to approve the fireworks application from TNT Fireworks and Outlet Fireworks. Kyle seconded the motion. There was no further discussion and the motion passed.

Consideration of Public Works Surplus: Regie explained the items listed for surplus had been replaced and were no longer needed. He added that the sander truck that was listed should not be driven on the road but he was waiting to see if the Buhl Rodeo Association was a non-profit before he donated it to them for a water truck. Kyle moved to approve the requested items be listed as surplus and be disposed of either by scrapping or donating as noted on Regie's request. Pam seconded the motion. There was no further discussion and the motion passed.

Mayor McCauley stated he needed to amend the agenda because of confusion with regards to the previous discussion concerning the easements around the dorm building. Kyle moved to amend the agenda and add Discussion of Easement with Seneca. Sue seconded the motion. There was a roll call vote. Kyle voted yes, Pam voted yes and Sue voted yes. The motion passed.

Discussion of Dorm Building Sale: Mayor McCauley explained it had been brought to Council about turning the dorm building into a pretreatment facility to someone who buys the Seneca facility. He added that there were several people looking at the property but they are only looking at a portion and the type of business wouldn't need pretreatment. He wanted to check with Council and if a buyer came forward interested in the property if Council was still willing to sell if the opportunity arose. Consensus of Council was ok to sell dorm building.

Discussion of Easement with Seneca: Mayor McCauley explained that Seneca was not willing to give up an easement on the east side of dorm building. He added that Seneca was only looking for a 20 foot easement in exchange for a 31.7 foot easement all on the west side of the dorm building. He stated he had also talked to Seneca about the possibility of purchasing 2 to 3 acres on the south side of the dorm property to allow for vehicle turn around since the east side access was not an option. A new memorandum of understanding would be drafted and once complete Seneca would draw up an easement. Kyle moved to approve the Mayor to sign a new memorandum of understanding for a 20 foot easement in exchange for a 31.7 foot easement on the west side. Pam seconded the motion. There was no further discussion and the motion passed.

Initial Council Review of Budgets:

Fire: Elizabeth explained the format of the fire department worksheets had changed based on suggestions by Mike Ruffing. It was also noted that the ICRMP insurance agents have agreed that equipment can be jointly owned. Andrew informed Council that his paid on-call staffing is at a level that if he adds to many more he will have to look at buying more equipment. He would like to on-call staff to be active and not have a bunch that are inactive but on the roster. He would also like to look at the possibilities of surplus old Engine #2 which is stored at the armory. The budget sheets showed the increases for career staff and also a proposed increase for on-call and EMT stipend.

Admin & Planning & Zoning: Kyle moved to set aside \$7500.00 for future HVAC replacements. Pam seconded the motion. There was no discussion and the motion passed. Pam moved to place \$50,000.00 into a restricted fund or transfer into the Fire Capital Improvement fund. Sue seconded the motion. It was discussed that based on the outcome of the meeting at the joint meeting with the Buhl Rural Fire Protection District the money would be put one or other area. Elizabeth explained a plan that she had discussed with Chief Foster about the possibility of splitting a full time person between Police and Administration. It would fill the need that Police has for office staff and also cover half time for Teresa's position so she may concentrate on Planning and Zoning and building permits. She will also be doing training on building inspections which Scott has already been working with her on. There was discussion that if she was taking on more duties then her compensation should reflect that.

Police: Chief Foster stated that his salary requests included the step increases that his staff would be looking at for the budget year plus an increase of 30 cents per employee. He also explained that the new employee's benefits were estimated at the maximum so there wouldn't be a budget shortage once they were hired.

Parks & Rec: Elizabeth presented numbers on swimming pool expenses and revenues. She explained that it is an asset for the community paid for by the taxpayers because the revenues brought in by the pool do not cover the expenses. Kyle moved to set aside \$6000.00 for the pool/park equipment. Pam seconded the motion. There was no discussion and the motion passed. Elizabeth added that she and Regie will be applying to the Seagraves Foundation for a grant to redo the pool deck and bathrooms and also had a handicap lift chair.

Street: Elizabeth will draft a fund balance policy for the street fund which will Regie would like it to keep \$100,000.00 in the fund. Regie explained the Community Service Man has gone above and beyond; he will do anything that is asked of him. Elizabeth noted that Regie has used the salary allocations to bump his employee's salaries but had not allocated anything for himself. There was a discussion and Council felt an increase was necessary for Regie. Pam moved to have a 3% raise for Regie Finney. Kyle seconded the motion. Mayor McCauley explained that Regie works to retain his crews and he was doing that by not giving himself an increase. There was no further discussion and the motion passed.

Library: Elizabeth stated the library budget was straight forward. Cynthia had budgeted \$5000 in this years to replenish her fund balance because of the HVAC system that drew down her fund balance in the 2016-17 budget.

Airport: Josh Kenyon emailed Elizabeth and stated the budget request remained basically the same from previous years.

Contingency Fund: Elizabeth explained this fund was the money left from the Seneca property tax situation. She stated that she felt this money should remain in this fund but no additional needed to be added.

Water: Mayor McCauley stated there was a meeting scheduled with Clear Springs to discuss the options for land for a new well. Also an additional \$100,000.00 was added to the tank maintenance because Regie is having a hard time finding someone to do the work needed.

Sanitation: Regie requested that the money from the sale of the sanitation truck be put to the purchase of new garbage cans. Many of the current ones are reaching the end of their life.

Wastewater: Regie informed Council there was going to be a possibility to purchase the Misner property which would be a good location for a storm water retention facility.

COUNCIL CONCERNS – There were none.

CITIZENS CONCERNS – There were none.

MEETING ADJOURNED – Kyle Hauser moved that the meeting be adjourned; Pam McClain seconded the motion and all were in favor. The meeting was adjourned at 9:33 PM.

Minutes prepared by Karen Drown, City Clerk