

CITY COUNCIL REGULAR SESSION

JUNE 13, 2016  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Karen Drown	Clerk
Michael Higbee	Council President	Regie Finney	Public Works Director
Pam McClain	Council Member	Cynthia Toppen	Library Director
Kyle Hauser	Council Member	Andrew Stevens	Fire Chief
Sue Gabardi by phone	Council Member	Scott Bybee	City Engineer
Bill Nungester	City Attorney	Concerned Citizens	
Elizabeth Barker	Treasurer		

PUBLIC HEARING was opened at 7:00 PM

Karen Drown confirmed a quorum.

Karen summarized the reason for the hearing. The City Council has declared the property known as the Seneca Dorm Property as surplus and stated that it will not be used by the city for any purpose. Council would like to put the property up for public auction. Mayor McCauley asked if there was any testimony in support, there was none; any against, there was none; or any neutral and there was none.

HEARING closed at 7:05 PM

REGULAR SESSION called to order at 7:05 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of May 23, 2016: 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; Michael Higbee seconded the motion. There was no discussion and the motion passed.
- ... Monthly Reports: Pam McClain moved to approve the monthly department head reports; Kyle Hauser seconded the motion. There was no discussion and the motion passed.

- ... Clerk/Treasurer Report: Kyle Hauser moved to approve the clerk/treasurer report; Pam McClain seconded the motion. There was no discussion and the motion passed.
- ... Monthly Report: Scott reported to Council the ICDBG grant has been awarded to the City of Buhl and Carleen with Region IV was here to detail where they were at in the process. Carleen informed Council that she is currently working on the Environmental Review which has several time periods they have to work through for public comment. She stated the project should start late summer and finish up by late fall. She provided Council with a schedule of the project through completion. There was a discussion on when bids could be received and Carleen said they can be received anytime; they just cannot be awarded yet.
- ... Discussion & Consideration of 2016 Comprehensive Plan: Kyle moved to adopt the updated 2016 Comprehensive Plan, Pam seconded the motion. There was discussion about the phrasing of items in the plan and the direction the plan is aiming for the future. The consensus was Council needed to take a working session and go section by section through the plan. There was a vote on the motion and it failed.

Michael moved to table review until after the budget sessions. Pam seconded the motion. There was no discussion and the motion passed.

#### NEW BUSINESS:

Co-Sponsorship of Sagebrush Days Parade: Michelle Olsen presented to Council information concerning the parade route, which is the same as it has been the previous number of years. She stated she has talked with the Police Department and they approve of the route. She also presented the Certificate of Liability for the Chamber of Commerce. Kyle asked if there was a Grand Marshall. Michelle stated the Grand Marshalls would be Wayne and Betty Moberg. Pam moved to co-sponsor the 2016 Sagebrush Days Parade. Michael seconded the motion. There was no further discussion and the motion passed.

Consideration for Chamber of Commerce BBQ Competition & Beer Garden in McClusky Park: Michelle presented to Council the idea to have a BBQ Competition in McClusky Park. Along with the competition they would have a Beer Garden which would be roped off, ID's would be checked and wrist bands would be issued. The contestants would setup Friday night. Items would be judged at 5 PM on Saturday and the beer garden would be Saturday from noon-7 PM. All contestants will have a fire extinguisher. Michael stated he thought it was a great idea. Michael moved to approve BBQ Competition and Beer Garden in McClusky Park for Saturday, July 2, 2016. Pam seconded the motion. There was no further discussion and the motion passed.

Consideration of Firework Permit Applications: Karen explained the three applicants are the same ones as last year and all would be in the same locations as they were last year. Michael

moved to approve the 2016 Firework Permits. Pam seconded the motion. It was asked if they have been checked by the Fire Department. Andrew stated once the booths were setup they could be inspected. Karen added the permits would not be issued until the approval from the Fire Dept. had been given. There was a vote on the motion and it passed.

Consideration of Resolution to Sell Seneca Dorm Property: Michael moved to adopt Resolution No. 385, Resolution to Sell Seneca Dorm Property. Kyle seconded the motion. Michael amended his motion to include the Public Auction to be on July 11, 2016, at 7 PM in the Buhl City Council Chambers. There was no discussion and the motion passed.

Council took a recess from 7:40 PM to 7:50 PM.

Projected Revenues for Fiscal Year 2015-16 and Direction from Council concerning salary increases: Elizabeth stated she was changing the budget schedule and at the June 27<sup>th</sup> meeting the initial review would be for Police, Fire, Fire Donation, Library, Airport, Admin, P&Z, General Fund Contingency Fund, Streets & Parks & Rec. The July 11<sup>th</sup> would be initial review of the utilities budget. Elizabeth presented several spreadsheets on revenue projections and there was a discussion about last year's percentages. The discussion continued regarding salaries and increases for employees. Pam would like to set a percentage of the budget for salaries so the overall increase in revenue doesn't go all to salary. There was further discussion at looking at a dollar amount instead of a percentage for cost of living increase. Michael stated he thought the lower-paid employees needed to be incentivized.

The discussion reverted back to the major one time needs of the departments. It was reviewed what each department head had stated in their requests.

Council took a recess from 9:10 PM to 9:15 PM.

Michael began the discussion again with commenting he struggles with not having a plan when council gets to the salary point in the budget process. Pam stated there must be some type of raises. Michael added the raises cannot outrange the yearly increase. Michael moved to authorize 35 cents per hour per employee for each department which would give a total dollar figure to disperse between all employees. Kyle seconded the motion. The motion passed.

The discussion of allocation for major needs was to use \$32,500 that was saved for air packs to purchase the bunkers in the Fire Department. Council also discussed allocating \$10,000 to the Police Department, \$5,000 of which would be for the additional for the K-9 car and \$5,000 for the recording equipment. Additionally \$10,000 was allocated to Administration for replacement of windows and the snow cleats on the roof. Regie explained that he would use a portion of his fund balance in the Street Department to pay for the pickup he would like to purchase. Michael

stated he appreciated how fiscally responsible Regie is in his departments. Michael also recommended by next budget year he would like to see a plan in place for salaries and increases.

COUNCIL CONCERNS – none

CITIZENS CONCERNS – none

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Kyle Hauser seconded the motion and all were in favor. The meeting was adjourned at 10:07 PM.

Minutes prepared by Karen Drown, City Clerk