

CITY COUNCIL SPECIAL SESSION

JULY 30, 2018
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	Cynthia Toppen	Library Director
Sue Gabardi	Council Member	Kelly Peterson	Parks Department
Andrew Wright	City Attorney	Concerned Citizens	

SPECIAL SESSION called to order at 7:35 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of July 9, 2018: Pam McClain moved to approve the minutes of July 9, 2018; Sue Gabardi seconded the motion. There was no discussion and the motion passed.
- ... Minutes of July 16, 2018: Pam McClain moved to approve the minutes of July 16, 2018; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Bi-Monthly Claims for Payment: Michael Higbee moved to approve the bi-monthly claims for payment; 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.

NEW BUSINESS:

Letter to Council concerning Lifeguards: Kelly Peterson, Parks Department Supervisor, presented to Council a letter from Carol Vanhoozer who is one of the city pools best supporters. A copy of the letter is attached to these minutes. In summary she commended the lifeguard staff in saving three children on July 4th, 2018. She also stated her gratefulness for the city in repairing the pool after the spring flood that could have closed the pool for the summer, but was cleaned and repaired far sooner than any expected. Kelly also stated his is extremely proud of the lifeguards who have gone above and beyond this year. Michael noted that Kelly is also deserving of a piece of the praise.

Burley Ave Project Agreement Consideration: Regie explained this agreement was to begin the engineering work for the one mile on Burley Ave. This is the \$2 million grant that he received to redo from the intersection with Highway 30 to Fruitland Ave with curb, gutter and pavement. Michael moved to approve the agreement; Pam seconded the motion. There was no discussion and the motion passed.

Consideration of Mobile Merchant License for Sweet Corn Wagon at Field 66: Karen explained this was the young gentleman that had the corn wagon last year. He is hoping to be there two weeks if his corn supply lasts that long. It was noted sales are for his FFA project. The Mobile Merchant License fee was waived last year for this application. Pam moved to approve the license and waive the fee. Kyle seconded the motion. Michael noted there had been several other wagons over the years for different groups and there are other people that sell out of town that this wagon competes with. There was no further discussion and the motion passed.

Budget Discussion – Review of Proposed Budgets with Salary Recommendations:

Administration:

Elizabeth summarized the salary recommendation for the Administration Department. She noted that she and Karen had worked on them together along with Chief Foster on the split position with police.

Michael moved to reserve \$7,500.00 to a committed fund balance for the HVAC system. Pam seconded the motion. There was no discussion and the motion passed.

Michael moved to reserve \$100,000.00 to a committed fund balance for the savings of fire department equipment. Pam seconded the motion. There was no discussion and the motion passed.

Planning and Zoning:

Elizabeth noted that one employee is shared with administration and the salary recommendation followed along with the administration recommendation.

Police:

Elizabeth explained Chief Foster had worked in step increases that he knew would be coming in the next year and then worked with the remaining for his allocation for salary increases. She also noted one of the new officers being hired is listed more than the previous employee because she is coming in bilingual. It was asked if the SIRCOMM line item was going to see an increase as the Fire Department did, which was discussed in the joint fire meeting. She stated Chief Foster had already increased that line item by \$1000.00.

Parks and Rec.:

Elizabeth noted the position that is currently open is coming in at the same salary rate because it is an entry level position.

Michael moved to reserve \$6,000.00 to a committed fund balance for the savings of pool/park equipment replacement. Kyle seconded the motion. There was no discussion and the motion passed.

Community Service:

Elizabeth noted this was a new budget sheet this year because she felt the money needed to be tracked and it is good to show costs for these services. There are funds allocated to this department because of the dog intake facility and the impound fees. It was noted the employee is split between this department, streets and sanitation. Pam asked Regie what 50% of this employees time looked like for this department. Regie explained the majority is spent with dogs and weeds.

Library:

Elizabeth will be doing a small adjustment because of new numbers she had received from county. The adjustment will not affect the bottom line for this department just the revenue source for the funds. Cynthia explained the Library Board had meet and requested that 3% go to each employee.

Streets:

The new position is budgeted at an entry level position. It was noted that Regie has elected not to give himself and increase until the salary study is complete. Regie explained he has employees he needs more than a raise.

Kyle move to reserve \$167,000.00 to a committed fund balance for the Burley Ave Project. Pam seconded the motion. There was no discussion and the motion passed.

Airport:

It was noted that \$25,000.00 had been allocated in this budget which would be matching funds for an FAA grant. The project total is \$500,000.00 and 90% comes from the FAA. Mayor McCauley stated the funds would be received back through the hanger leases that the airport board recently increased.

Utilities:

Elizabeth noted that wastewater shows a replacement employee because one is retiring. Regie explained they are looking at a unified utility department with water and wastewater. AJ Gray,

Water Superintendent, has been talking with CSI and working on an apprentice program. He stated they had checked with the college last year and every student was already spoken for by the end of the school year.

Michael move to reserve \$40,000.00 to a committed fund balance for the savings of a replacement sanitation truck. Pam seconded the motion. There was no discussion and the motion passed.

Utilities Grant Funded Projects:

Regie explained that Scott and he were looking at an ICDB grant in combination with Buhl Urban Renewal Agency (URA). The total project would be \$1,000,000.00 with URA putting in matching funds of \$300,000.00, the city water/wastewater putting in \$200,000.00 and the remaining \$500,000.00 would be the department of commerce. They will be applying for this in the next year but it will not be spent unless we get the grant. The project would be for an alternate access from Fair Street to Highway 30 using Williams. Regie noted he has some funds available in streets currently to have the first stage of analysis done to look at the best options.

Utility Rate Discussion: Michael noted it is impossible to increase the utility rates enough to cover the depletion of the fund balance. There was discussion about the different options and the funds that would be generated with each option. Elizabeth's recommendation was to increase the capital improvement fees by 3%. Michael moved to increase the capital improvement fees by 3%. Pam seconded the motion. It was the consensus of the Council that it was their responsibility to not kick it down the road. There was no further discussion and the motion passed. It was noted to do the increase at the earliest opportunity. Elizabeth and Karen will revise the resolution and have it before Council as soon as possible.

Set Next Meeting Date: Michael moved to have a Special Meeting on August 6th and 6 pm. Pam seconded the motion. The regular session for August 13th would be cancelled. There was no further discussion and the motion passed.

COUNCIL CONCERNS – Pam asked if the hot dog stand that has been setting up in front of Trout's had a mobile merchant license. Karen informed Council that a permit had not been issued. She suggested having the police department make contact because they setup on evenings or weekends when code services are not at work. Karen stated she would get with Chief Foster on that concern.

Michael asked if a citizen had come to city hall with a concern about dogs. Elizabeth and Rick Brook, Code Serviceman, informed Michael she had come down and Rick had talked with her. Michael was just checking because it was not something he could help her with but he didn't know if people really come to city hall if he tells them that is the proper step.

It had been mentioned several times by Council members concerning a pot bellied pig that was within city limits. Karen explained that pig was considered a companion animal and the process for that had been worked through with Andrew Wright. The situation is covered under the Fair Housing Act so it involved case law. She did inform Council that if the pig got out it could be cited like any other animal at large.

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 8:54 PM.

Minutes prepared by Karen Drown, City Clerk