

CITY COUNCIL WORKING SESSION

MAY 19, 2020
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Regie Finney	Public Works Director
Michael Higbee	Council President	Jeremy Engbaum	Police Chief
Pam McClain	Council Member	Reba Puente	Library Director
Sue Gabardi	Council Member	Autumn Jones	Billing Clerk
Kelly Peterson	Council Member	Teresa Robbins	Public Works Clerk
Karen Drown	Clerk	Concerned Citizens	

REGULAR SESSION called to order at 7:02 PM.

Because of the recent COVID-19 pandemic Buhl City Council held this meeting telephonically. Mayor McCauley outlined the process he was going to use to allow Council members a chance to have a turn at making motions and discussion. He added that all votes on the motions would be done by roll call vote.

Pam McClain, Jeremy Engbaum, Reba Puente and Teresa Robbins attended the meeting by phone all others were present in Council Chambers.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Bi-Monthly Claims for Payment
2. Clerk Report
3. Treasurer Report

Michael Higbee moved to approve the consent agenda. Sue Gabardi seconded the motion. There was no discussion and the motion passed.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

Buhl Chamber Request for 2-Day Vendors and Beer Garden at Eastman Park for Sagebrush Days: Rich White, President of the Buhl Chamber of Commerce, presented information and proposed plans to have vendors at Eastman Park for Sagebrush Days. He noted normally the

Friday night events take place downtown in conjunction with the West End Senior Center. They were asking to move those events to the park and over lap Friday and Saturday. These events would also include a beer garden similar to last year. Vendors would start setting up about 11 am on Friday and be ready to open by 3 pm. Michael moved to approve the 2-day vendors and beer garden for July 3rd and 4th. Sue seconded the motion. Michael started discussion by asking the chambers plans to address COVID-19 and if the chamber is prepared to ask attendees to wear masks. He also stated a Buhl business owner sought him out with concerns about so many people from out of town coming to Buhl for the event and the exposure that could bring. The business owner stated he is considering closing his business during that event even though it is a busy time for him.

Regie addressed Council with concerns about needing help with sanitation during the event. It was asked if the vendors could put their garbage in the adopt-a-truck if provided at the event. Kelly questioned the plans for the pancake breakfast. Rich stated that because of the changes to the trout feed there will be a grill already at the park so they were planning on doing the breakfast also at the park on Saturday morning. Michael wrapped up discussion by noting that this event will reflect on the city and the community and plans should move forward but everyone needs to be prepared to make changes. Pam asked during the vote that the chamber communicate in their advertisements about preventative measures and ask those attending to observe recommendations. There was a vote on the motion, all voted yes and the motion passed.

Amendment to Flexible Spending Plan to include CARES ACT changes: Karen explained that recent changes to the Flexible Spending Plan through the CARES ACT provided for reimbursement of over the counter medication and women's health products. She noted because it is a city sponsored plan, she brought it before Council for review to consider the amendment. Michael moved to approve the amendment to the Flexible Spending Plan. Sue seconded the motion. There was no discussion. There was a vote on the motion, all voted yes and the motion passed.

Review and Consideration for the Mayor to Sign the Airport Project Construction Contracts: Mayor McCauley noted he had received the contracts for both JUB Engineers and Idaho Materials. Both are the same as the bids were. He explained the first portion is the grant for \$666,666.00 and currently it is looking like more will be coming from the FAA and the state so the city portion may only be around \$17,000.00. He noted that both contracts are boiler plate documents. Michael moved to authorize signing of the contracts for the airport projects. Sue seconded the motion. There was no discussion. There was a vote on the motion, all voted yes and the motion passed.

Presentation of 10-Year Departments Strategic Plans: Each department head had prepared a worksheet outlining projects and plans for the next ten years.

Administration: Mayor McCauley started by explaining a conversation that he had with Twin Falls County Assessor Brad Wills concerning the DMV offices. At this time, they will not be opening this office and both agreed they look for a different location that would allow for additional space for their customers and provide much needed space in city hall. The concerns of their customers lining up in the hallway with nowhere to allow for social distancing was a major concern. It was noted the annual rent for the space was only \$560.00 Karen presented information regarding some additional saving to reserves to replace HVAC systems and water heaters over the next few years. Also, the sidewalk replacement on the Broadway side of city hall was half complete for the area in front of the fire bays but due to the costs the remaining portion was again proposed for next year to complete that project. Karen also detailed the current plans for Elizabeth's retirement in December of 2020 and the plan for Autumn to continue her schooling to toward that position. A portion had been proposed to allow for contract training hours to allow Elizabeth time to help through special projects and other needs.

Planning and Zoning: Karen noted that she had proposed an additional half time person in this department for anticipation of continued growth in the community. If that growth and work was not there then this position would not be needed.

Police: Jeremy stated he had received a letter from the school district stating they will not have funds for the school resource officer. Pam noted that if the city comes in with the whole amount then they might expect it every year. Jeremy stated that if the city pays the whole amount then he has more control over the position and can use them to cover if others need to use comp or PTO time to keep those numbers down. There was a question if the school didn't see the value in the position. Mayor McCauley stated he had meet with Ron Anthony prior to receiving the letter and they do see the value but just don't like they will have the funding.

Community Service: Regie explained that he had scheduled a pickup in the next few years because the \$1000.00 pickup he found is not going to last forever. Michael noted he hasn't heard about more than this department and the work being done.

Parks and Rec.: Regie stated this department had stayed the same from last year. Mayor McCauley stated he has just recently heard from the Seagraves Foundation which the city had originally applied for a grant to make improvements to the pool and did not get has considered a smaller grant for the replacement of the heater.

Mayor McCauley also noted the Seagraves Foundation was paying for all first responders to get COVID-19 antibody tests at no cost.

Library: It was noted that most of this was the same as last year. Reba did state she had added an additional full-time position to allow for more outreach and community engagement which cannot be done with a part-time position.

Streets: The major item in the street department would be improvements at the intersection of Fair Ave and Highway 30. Mayor McCauley noted that they city has met with Dr. Jones and his wife concerning this project and they can see the benefit. Currently that intersection is the biggest bottle neck in town.

Utilities: It was noted that funds were scheduled out every few years to be matching money for a possible grant in the capital improvement accounts. There was also money scheduled for plans to acquire new property and a new well at well #3 which was noted to have some mechanical issues. In operating and maintenance, a plan was in place in anticipation of retirements of current staff in the coming years. The dates are tentative on these but allow for the planning. The bond funds remain with the payment and interest every year.

Council Concerns

There were none

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Sue Gabardi seconded the motion and all were in favor. The meeting was adjourned at 8:20 pm.

Minutes prepared by Karen Drown, City Clerk