

CITY COUNCIL REGULAR SESSION

JULY 13, 2020
203 Broadway Ave N

PRESENT:

Michael Higbee	Council President	Elizabeth Barker	Treasurer
Pam McClain	Council Member	Regie Finney by phone	Public Works Director
Sue Gabardi	Council Member	Scott Bybee	City Engineer
Kelly Peterson	Council Member	Autumn Jones	Billing Clerk
Karen Drown	Clerk	Concerned Citizens	

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of June 22, 2020 – Regular Meeting
2. Monthly Claims for Payment
3. Monthly Department Head Reports
4. Clerk Report
5. Treasurer Report

Pam McClain moved to approve the consent agenda. Kelly Peterson seconded the motion. Karen noted a development since her report that CFAC had preapproved the LiveScan fingerprinting system for the police department under the COVID-19 expenses. There was no further discussion and the motion passed.

Michael moved to amend the agenda and move new business item #3 after new business item #5 to allow Andrew Stevens time to arrive from his drill training; he requested a roll call vote. Pam seconded the motion. There was no discussion. All council members voted yes; the motion passed.

MONTHLY CITY ENGINEER REPORT

Scott stated he was finalizing the plans for the ICDBG project. He added the plans are matching up with the Burley Ave projects plans very well. There are several areas where water and or sewer lines will be installed or replaced which will be done prior to the road project. He also stated they are looking at bidding the ICDBG project in early August.

Planning and Zoning and Urban Renewal would be holding their meetings on Wednesday, July 15th. Kelly asked about the progress with Head Start. Scott noted they had applied for a conditional use permit to allow them to have a school at the Main Ave location. That application would go before planning and zoning on July 15th. There was a discussion about a project to put in sidewalk, curb and gutter between the city and Head Start on that block.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS:

Consideration of Beer Garden at Chamber of Commerce Saturday Markets: Rich White with Magic Valley Brewing was requesting a beer garden to be held during the Saturday Market that was approved at the last meeting. He stated it would be open to any vendor that would like to sell beer, wine or cider. Pam moved to approve the beer garden to be held during the Chamber of Commerce Saturday Market. Sue seconded the motion. There was a discussion about the security of keeping the alcohol within the event. Rich noted there would be signage at each end of the street stating no alcohol beyond this point. He also stated the vendors would be placed back to back down the middle of the street to allow store fronts to remain open. Karen stated she had confirmed with Idaho State Police that a separate catering permit would have to be issued to each vendor for each week. There was no further discussion and the motion passed.

Review and Consideration of Public Works Surplus: Pam moved to allow public works to surplus the old culverts. Kelly seconded the motion. There was no discussion and the motion passed.

Discussion of proposed State of Idaho disbursement of Public Safety officer's salaries: Elizabeth reviewed the documents provided in the council packet regarding communications between herself and AIC staff concerning questions with the proposed disbursement process. She noted the amount would be for salary figures from March until December. The deadline to submit payroll amounts is by July 17th and the state said we should know by July 24th what the city's allocation would be. Those figures could then be reviewed and see which way the city would like to go. She noted that if the city takes this option, we would forego the 3% and that would reduce the city levy amount for next year and future years. She noted the city has already submitted the request but we do have the option to not accept.

Budget Discussion – Review of General Fund Contingency, Sanitation, Wastewater, Water and Utilities grant funded projects Budgets:

General Fund Contingency: Elizabeth noted she has again listed legal fees the same as last year because of the unknown situation with the Seneca property, which has been quiet for months.

Sanitation: She noted the projected rate increases are included in the sheets. There were no major changes in this department. She did not a difference in the salary allocation because one individual will probably be getting his CDL.

Wastewater: Elizabeth noted there will be an operator getting a step increase in the coming year which changes the increase more than the 2%. There is also a new line item for State Permitting and Discharge Fees which are DEQ fees; these are being charged to the city since the State of Idaho DEQ took over the permitting from the EPA.

There was a discussion of retirement dates and the plans to work toward higher classifications for current employees during that time period to be ready for those changes.

Water: This department will have several step increases for changes in certifications which are all a benefit to the city. This budget also has an addition for adding a module to Caselle to track back flow devices and the testing that takes place. It was questioned if a discussion with the property owners for a possible new well location had taken place. Regie stated he had spoke with them when they first purchased the property but since the COVID-19 situation had hit. If things are in approved in the budget then he will open that line of communication further.

Utilities Grant Funded Project: The amount in this worksheet would be for the ICDBG project that Scott spoke about in his report. This project has been worked on to get the grant but the expenses and projects will be done in the 2020-2021 fiscal year.

Elizabeth informed Council that the Seagraves Foundation had approved a grant for the new pool heater but since the city had already purchased the heater Mayor McCauley went back to the Seagraves Foundation to get approval of using the grant towards a new restroom to be put at Eastman Park. They have approved that change but the cost of the bathroom is more than the grant. Elizabeth and Regie had reviewed the budget and not running the pool this summer had saved about \$40,000.00 which will go back to the general fund. She recommended reducing the general fund balance by \$40,000.00 next year to use with the grant money. There is an additional \$15,000.00 needed to complete the bathroom project. Michael recommended reducing the allocation to the sidewalk projects and use for the bathroom project. There was a discussion about the need for sidewalks but also the need for bathrooms at the park. Kelly moved to accept the grant for \$34,340.00 for the Seagraves Foundation; reduce the sidewalk allocation by \$15,000.00 and reduce the general fund balance by \$40,000.00 to complete the bathroom project. Sue seconded the motion. There was no further discussion and the motion passed.

Discussion of structure of Joint Fire Department: Michael began the discussion by stating the rural fire district is still looking at building the station on their side. He questioned if council is ok with district to move ahead in their own direction. There was discussion about the district still having concerns in co-ownership of equipment and property. It was noted that \$15,000.00 seemed like a small price to pay for a study on an investment in a station that could cost \$3 million. There was a discussion to have an item put on the agenda for the joint meeting to discuss the topic New Station Proposal/Evaluation of Feasibility Study. The discussion concluded with consensus of council that it was a cost benefit to both entities and all citizens to have a joint department.

COUNCIL CONCERNS – Pam noted the fireworks package that was voted on earlier in the year was a great show.

CITIZENS CONCERNS – There were none.

MEETING ADJOURNED – Pam McClain moved that the meeting be adjourned; Kelly Peterson seconded the motion and all were in favor. The meeting was adjourned at 8:41 PM.

Minutes prepared by Karen Drown, City Clerk