

CITY COUNCIL REGULAR SESSION

AUGUST 10, 2020  
203 Broadway Ave N

PRESENT:

Michael Higbee	Council President	Regie Finney	Public Works Director
Pam McClain	Council Member	Scott Bybee	City Engineer
Sue Gabardi	Council Member	Andrew Stevens	Fire Chief
Kelly Peterson	Council Member	Reba Puente	Library Director
Karen Drown	Clerk	Autumn Jones	Billing Clerk
Elizabeth Barker	Treasurer	Concerned Citizens	

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Monthly Claims for Payment
2. Monthly Department Head Reports
3. Commission Minutes
4. Clerk Report
5. Treasurer Report

Pam McClain moved to approve the consent agenda. Kelly Peterson seconded the motion. There was no discussion and the motion passed.

MONTHLY CITY ENGINEER REPORT

Scott outlined that he has been dealing with an issue with the Sagecrest development the last number of months that he wanted to make Council aware of. After review of the building plans the state was requiring a commercial hood in the kitchen but the issue is there are three other facilities in Buhl with the same general setup and they were not required to obtain a commercial hood. After trying to work through it with the state building department they were not willing to allow anything different. Sagecrest has decided to purchase the commercial hood so they can continue with the project. Scott did not there is no danger on the state coming back on the Hulse properties and make her change.

The ICDBG project will be bidding soon. Planning and Zoning and Urban Renewal will be meeting on August 19, 2020.

Scott also reported he has been working with the Veteran's Affairs on the new cemetery which everyone loves but the one complaint is there are no restrooms. The discussion has involved consideration of installing both water and sewer lines from the existing lines that end just beyond the city building on Cemetery Road. They are planning on putting in 12-inch water and sewer lines but are working through the funding process because the total project will probably be close to \$500,000.00. Scott noted they are trying to work out a plan that will work until the funds are available and he will update Council as things develop.

Mayor McCauley updated Council on the airport construction project. They have completed some base work and began asphalt today. He also noted that hangars are being built and considered so the airport board will be reviewing their Capital Improvement Plan in the near future.

#### UNFINISHED BUSINESS

There was none.

#### NEW BUSINESS:

Review and Consideration of Official Newspaper: Mayor McCauley explained to Council and to Melanie Foster with the Buhl Herald that the city hasn't got the services we need to meet the requirements of Idaho State Code. He also stated the communications back to staff have not been there. And it has gotten to a point the city needs to look at options to meet the requirements timely and that is why the proposed ordinance was before them. He noted Melanie had issued a letter requesting Council to remain as the official newspaper for the city and had provided the missing documents for the city's records. Karen read that letter for the record.

All members of the City Council having been furnished a copy of the proposed Ordinance No. to be determined and being fully apprised of the content and purpose of said Ordinance, Michael moved that the provisions of Idaho Code Section 50-902 which require that said Ordinance be read on three (3) different days, two (2) readings by Title only and one (1) reading which shall be in full, be dispensed with and that said Ordinance be pass upon one (1) reading by title only. Michael requested a roll call vote on the motion. Pam seconded the motion. There was no discussion. Pam voted yes, Michael voted yes, Sue voted yes and Kelly voted yes. The motion passed.

Michael moved to adopt the ordinance to change the official newspaper to the Times News. Pam seconded the motion. A discussion with Melanie concerning the problems was held and she

explained the steps she was taking to correct the problems. She also noted that all communication will go directly through her. Michael noted that the community would sorely miss the paper if it was gone. Mayor McCauley asked Karen and Elizabeth if the correction were made by Melanie if that would satisfy the concerns; they agreed it would. There was no further discussion and a vote on the motion failed.

Future Treasurer Appointment Discussion: Mayor McCauley began the discussion by explaining he had replied to a question Michael had asked with incomplete and inaccurate information. He explained that because of information that received after the meeting where the plan for the administration budget was presented the plan has changed some. He stated Elizabeth has agreed to stay on as Treasurer but she is transferring a number of the bookkeeping procedures such as payroll, payables and financial statements to Autumn. Elizabeth will work 19 hours or less per week and focus strictly on the treasurer duties.

Michael detailed his concerns that the financials and the treasurer position is the most important position in the city. Elizabeth agreed it is an important position but noted that a number of the tasks she does is general bookkeeping that doesn't need an accountant to do them. She also stated that she as everyone else had begun with the city setting at the front window learning and understanding the processes and we have continued to hire the best we can to move forward and up with cross training. She added that governmental accounting is not taught in any CPA courses.

There was a discussion about the presentation from the budget session when the administration budget was presented and confusion that came from that meeting. Karen explained the plan that was presented in that meeting was the plan at that time with the exception of the error that wrong employee was listed as the deputy clerk/treasurer. After that meeting a problem was made aware that the plan to have Elizabeth as an independent contractor was not possible with PERSI because a promise of employment cannot be made to an employee that is considering leaving or retiring. The plan had to be changed so the city could maintain Elizabeth after the first of the year for help. It was detailed that Elizabeth would not retire but remain with the city and work 19 or less hours per week with no benefits but at rate that would allow for the amount budgeted for contract hours to cover her time; so, the amount budgeted for staff would not change.

**COUNCIL CONCERNS** – Pam noted the owners of the old Masonic Lodge need to be notified the property needs to be cleaned up. There was additional conversation about the amount of cleanup that has taken place around town and the work Rick Brook was doing has made a big difference. Melanie Foster stated she had dealt with Rick on an issue and he could not have been more polite through the process.

There was a short discussion about the project on Main Street to extend the sidewalk on block between 12<sup>th</sup> and 13<sup>th</sup> Avenues. The project was in conjunction with the CSI/Head Start program.

CITIZENS CONCERNS – There were none.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Pam McClain seconded the motion and all were in favor. The meeting was adjourned at 6:55 PM.

Minutes prepared by Karen Drown, City Clerk