

CITY COUNCIL WORKING SESSION

JANUARY 24, 2022
203 Broadway Ave N

PRESENT:

Pam McClain	Mayor	Karen Drown	Clerk
Michael Higbee	Council President	Regie Finney	Public Works
Kelly Peterson by phone	Council Member	Jeremy Engbaum	Police Chief
Amanda Hawkins	Council Member	Concerned Citizens	
Marla Sisson	Council Member		

PLEDGE OF ALLEGIANCE

WORKING SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of January 10, 2022 – Regular Meeting
2. Bi-Monthly Claims for Payment
3. Clerk Report
4. Treasurer Report

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

SPECIAL BUSINESS

Chief of Police Jeremy Engbaum introduced two new officers that are going through the back ground process and will be attending the POST Academy starting in May. Melissa Troumbley & Jordan Kunkel both have been around the police service.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS:

Review and Consideration of Water Share Transfers: Karen explained that one share was no longer needed by that individual. The lottery process for one share was somewhat cumbersome

so that one would be held until such time as there were more to lease. She also explained the process of how the city acquires these water shares. Michael moved to approve the water share transfers as presented. Marla seconded the motion. There was no discussion and the motion passed.

Review and Consideration of Class Reunion for 1970 & 1971 at McClusky Park with Beer and Wine: Marla moved to approve the request for the class reunion. Michael seconded the motion. Karen explained the applicant was informed of the date and time of the meeting but no one was in attendance to explain their plan. Michael informed new council members the applicant normally attends the meeting to discuss how the beer and wine will be monitored. There was no further discussion failed. Michael noted if they would like to attend a future meeting it could be reconsidered.

Presentation of 2020-2021 Audited Financial Statements: Brady Workman with Workman and Co. presented to Council the 2020-2021 Audited Financial Statement. He noted he felt bad that Autumn was not present for the glowing reviews. He stated the City of Buhl received and unmodified opinion which is the highest rating they can give. He highlighted a couple pages included the overall good year as property taxes came in very well in Twin Falls County. He reviewed several areas where funding had been received but not budgeted in the street fund and library fund. He noted normally a city should have four to six months of operating expenses in reserve, the City of Buhl has about one year. The utility funds are also very strong. There was a short discussion about bond revenue versus bond expenditures. Brady also added a number of other revenue sources were up including the State Liquor sharing and the gas tax, he stated during COVID people are drinking more and also driving more. Michael moved to approve the 2020-2021 Audited Financial Statements. Marla seconded the motion. There was no further discussion and the motion passed.

Review and Consideration of Fund Transfer from Joint Fire Suppression Fund to General Fund: Michael moved to approve the split and write a check to the Buhl Rural Fire Protection District for \$83,942.21 and transfer \$63,990.78 to the general fund. Marla seconded the motion. Karen explained the reason for this process to new council members. The Joint Management Agreement details the \$100,000.00 will remain in the joint fund and any remaining will be redistributed back at the contribution percentage from each entity. Michael noted that after seeing how much more the city is contributing to the joint budget, he feels it should go back to the general fund. There was no further discussion and the motion passed.

Budget Discussion – Consideration of Special Meeting for Pre-Budget Workshop Training: Karen explained she would like to hold a meeting to have a pre-budget training on the budgeting process works. This would include funding sources, different department funds and the budgeting process. This would allow council members to ask questions before we start the budgeting process. After

reviewing calendars, March 7th at 1:00 PM was the consensus. Karen will post the notice and agenda for the special meeting.

Review and Consideration of Bank Account Signatures: Michael moved to approve dropping Tom McCauley off of all the accounts and add Amanda Hawkins to all the accounts listed except for the Police Forfeiture Account. And to add Pam McClain to the Zion's Bank Checking Account.

Farmers Bank Accounts

<u>Account #</u>	<u>Signatures</u>
XXXX9298	Karen Drown
Checking	Pam McClain
	Michael Higbee
	Autumn Jones
	Amanda Hawkins

XXXX4732	Karen Drown
Money Market	Pam McClain
	Michael Higbee
	Autumn Jones
	Amanda Hawkins

XXXX4736	Karen Drown
Fire Donation	Pam McClain
	Michael Higbee
	Autumn Jones
	Amanda Hawkins

E-Corp Users	Karen Drown
	Autumn Jones
	Pam McClain
	Amanda Hawkins

First Federal Account

XXXX2743	Karen Drown
Police Forfeiture	Pam McClain
	Michael Higbee
	Jeremy Engbaum
	Autumn Jones

Zion's Saving Account

XXXX5672

Karen Drown
Autumn Jones
Pam McClain

Marla seconded the motion. There was no further discussion and the motion passed.

COUNCIL CONCERNS – Michael questioned the potholes on Highway 46 at the railroad crossing. Regie noted he had been in contact with Eastern Idaho Railroad but no one had made it out yet. It was noted that the Idaho Transportation Department and Eastern Idaho Railroad do not get along and that is why the crossing is in the shape that it is at this time.

It was questioned what the project was and the intersection of Main and Clear Lakes. Regie stated Intermountain Gas was updating the size of their lines and will be probably do more throughout town in the near future.

Michael asked about the new patrol car and if graphics will be on it. Chief Engbaum noted he was working with the graphics vendor that afternoon and had samples to go over with the mayor.

Mayor McClain updated Council members on several discussion she had had with department heads about different projects. She had discussed with Karen and Autumn about several updates to technology for remote meetings and possible changes in Council Chambers. Mayor McClain also noted she was asking the Police and Fire Chiefs to be stopping by businesses and introduce themselves and allow the citizens to ask questions.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Marla Sisson seconded the motion and all were in favor. The meeting was adjourned at 7:12 PM.

Minutes prepared by Karen Drown, City Clerk