

CITY COUNCIL WORKING MEETING

NOVEMBER 28, 2022

203 Broadway Ave N

PRESENT:

Pam McClain	Mayor	Autumn Jones	Treasurer
Michael Higbee	Council President	Regie Finney	Public Works
Kelly Peterson by Zoom	Council Member	Jason Scott	Public Works Director
Amanda Hawkins	Council Member	Jeremy Engbaum	Police Chief
Marla Sisson	Council Member	Andrew Stevens	Fire Chief
Karen Drown	Clerk	Concerned Citizens	

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of November 14, 2022 – Regular Meeting
2. Bi- Monthly Claims for Payment
3. Clerk Report
4. Treasurer Report

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

UNFINISHED BUSINESS

Update on Discussion of Pool Numbers: Autumn presented to Council the information the mayor had asked for to show what it would take to break even. The outcome would be a 313% increase to each item. She also included what the difference would be if the fees were just doubled. Mayor McClain also explained there was information in the packet that showed the cost for other sources of entertainment. She explained to those in attendance the loss on the pool for this year was \$48,989, but she wanted to reiterate the city does not want to get rid of the pool. Michael stated an increase needs to be looked at but noted the pool is an asset but can't keep losing more and more. Mayor McClain asked to have this item on the January working session agenda.

Review and Reconsideration of BBR Investments LLC for zone change from Ag-20 to B-3:

Michael moved to approve the BBR Investments LLC rezone request. Marla seconded the

motion. Andrew Wright stated he had questioned a couple of items including the pending lot split which had been answered and clarified that if the property owner wanted water and sewer to the property that would be at the developer's expense. He also explained that if it was rezoned then they can put any type of use that falls under the B-3 code and that changes to code would have to be made to allow for additional oversight. Amanda questioned the code and stated it is kind of scary because it gives them free rain; she added that maybe messy is a better description. Michael stated it would be no different than any other B-3 property. There was further discussion about the use. There was no further discussion. Marla voted yes, Michael voted yes, Amanda voted no and Kelly voted yes. The motion passed. Amanda asked for it to be noted that her no vote was not about the business but the gaps and the need for a better grip on planning.

NEW BUSINESS:

Presentation of 2021-2022 Audited Financial Statements: Brady Workman with Workman and Co. presented the 2021-2022 Audited Financial Statements and detailed some changes in the format it is presented in. He stated the city received an unmodified opinion which is the highest an audit can be given. He added they made no changes to the financial statements that were presented monthly. Pam asked how rare that was; Brady stated he only has about 3 to 5 clients that fall into this category. He added it is a testament to the staff on the information they are accounting for items correctly. He reviewed the details of the governmental fund which had an increase in fund balance of \$300,000. He stated they are seeing a strong revenue funding from property taxes, and gas tax plus the city is adhering to the budget. The General Fund is holding right around one year of operating expenses surplus. In the Enterprise Fund there was an increase of \$793,223 which he explained \$550,000 is ARPA which is a different funding process than other federal funding as the funds are actually received and then spent. He concluded that part of his process is to read all of the city council meeting minutes and he stated he loves to see an active Council and appreciates the discussions.

Mayor McClain stated is the surplus getting to be too much. Brandy restated as he has before city's are not in business to make money but need to be fiscally responsible. He added the Magic Valley is fiscally conservative and many cities save into a capital improvement funds to save for big purchases. It was noted Buhl does save for future purchases it is just done within each fund and not a separate capital fund for the all General Fund departments. Marla requested to have a financial statements 101 review to go into this with more detail. Autumn explained that Brady was early this year as all the state information had come in; there will be an agenda item to review the actual figures in more detail when she presents the graphs. Mayor McClain thanked Autumn for her hard work. Autumn noted she has sleepless nights over this so it is nice to have it complete. Michael moved to approve the 2021-2022 Audit. Marla seconded the motion. Kelly also thanked Autumn for her hard work. There was no further discussion and the motion passed.

Review and Consideration of Fund Transfer from joint Fire Suppression Fund to General Fund: Autumn reviewed that the joint fire fund ended with \$214,870.67 and the Joint Management Agreement requirements are to leave \$100,000. The remainder of \$114,870.67 would be split back to each entity as the percentage it was contributed into the fund. That breakdown would be \$66,389.85 to the Buhl Rural Fire Protection District and \$48,480.82 back to the General Fund. Marla moved to approve the Joint Fire fund excess split for \$48,480.82 to the General Fund and \$66,389.85 to the Buhl Rural Fire Protection District. Michael seconded the motion. Amanda asked if this could be set aside for future fire purchases. Autumn explained there is the \$100,000 in the administration budget that is set aside for future fire purchases which is funded with a draw down of the fund balance which is where the \$48,480.82 will go. Discussion for the use of this specific amount can be looked at during budgeting for next year. There was no further discussion and the motion passed unanimously.

Review and Consideration of Tribe Baseball, Inc. Hitting Facility Agreement: Brandon Craner reviewed the presentation he made to Council about 1 ½ years prior and explained there had been a few hiccups to work through. He stated he was back tonight because the Seagraves Foundation is onboard to give \$50,000 but they prefer it go to the city since the city owns the property. The city could then lease it out to TRIBE Baseball. Brandon explained that since the last meeting he attended TRIBE Baseball is now a 501c3. He added the request was the city fund utilities for water, sewer and electric(heating); the power he said was estimated to run about \$1500 annually. He stated they would have to look into insurance. There was a discussion about senior projects that are done that provide fundraising money to TRIBE Baseball. To receive the Seagraves money the agreement needs to be approved and signed this year. Part of the agreement discussion with Seagraves was the facilities availability to other groups. Brandon explained the use of other facilities in the valley and for use there would need to be a member at the facility; he added a rental of the facility is not known right now. Michael stated the city is not going to hire someone to manage the facility TRIBE Baseball would need to manage it. Brandon added the city would own it and then lease it to TRIBE Baseball.

Michael moved to move forward with the TRIBE Baseball facility agreement. Marla seconded the motion. There was a discussion about the logistics of the \$50,000 being received and spent in this process. There was no further discussion. Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted no. The motion passed. Michael noted major improvements to the facility would need to be reviewed by the city and Mayor McClain recommended cameras to monitor the property.

Review and Consideration of Naming a Baseball Memorial: Barry Seeklander, VFW Post 3604, addressed Council concerning Levi Woodhouse who was recently killed in a tragic accident. He stated Levi had played baseball for Buhl and was active in coaching. He was also a member of the VFW; he had served as a US Army Medic and served two or three tours in Iraq. He came

before Council and would like a ball field named in memory of him to honor his service to his country, state and city. Mayor McClain stated she had people reach out to her after seeing this agenda item wanting to make sure nothing was going to change with the current field names. Karen informed Council of the two baseball fields the city owns are at Faris Field and the larger field is the Clint Faux Memorial Diamond and the smaller field is in memory of Cary Schmeckpeper. Michael suggested holding a fundraiser to fix the score board or other problems at one of the fields and North Park and talking with the school district to rename one of those fields; he added he would be willing to support an event like that personally. Barry thanked Council and stated he would never want to take anything from others.

Review and Discussion of City of Buhl map with Scott Bybee, City Engineer: Scott presented to Council a street map, a planning and zoning map and a comprehensive plan map. He explained the comprehensive plan map is vague as it is supposed to be. The planning and zoning map is in the process of being updated with recent changes of parcels and annexations. Scott explained that historically these maps were in AutoCAD but with new systems they are now in a GIS system which makes them more readily available. The GIS system is also used for mapping water and sewer. He explained that another city jumped into the GIS system and did it wrong which provides bad information and it isn't usable but we are taking our time and working through entering items correctly. Amanda asked if there was information about each zone to go with the map. Jazmine stated section 9-8-1 in city code is the schedule of uses which details what is allowed in each zone. Scott said the goal for the future would be to have a GIS staff member for the city; Regie added there is one certified employee at wastewater.

Review of specific requests from Council for Planning and Zoning Board to review: Marla stated she looked at Gooding, Filer and Wendell but really liked Middleton which has recently grown to 10,000+ in population. Her worry is there will be all houses and no green space. She summarized it states for every 1,000 people they need to have 10 acres of green space and each home needs to be within a ½ mile walking distance to a park. She added they have a great comprehensive plan. Scott stated that the struggle of planning and zoning is the knowledge and motivation to tackle updates. Scott noted they would follow up with Middleton and see if they used someone to help guide them through the process; but he added the code has to be specific and developers are hard to hold to specifics. Scott concluded by noting that Buhl has the infrastructure and we need to look at having the rules in place before the next wave. Kelly stated his niece's husband is a planner who was talking about SCORP that has a rating for cities; he also discussed the ideas of road and sidewalk widths; size of parking lots and he added the time to look at this is now.

COUNCIL COMMENTS:

Amanda asked about the open seat on the Planning and Zoning Board. Karen noted the plan was to post on Facebook and the website. Michael stated Facebook gets it out to the masses but doesn't always want those that are on Facebook. Marla also commented Facebook has become a

cancer. Karen added that employee positions are posted both on Facebook and the website for those who don't use Facebook. Mayor McClain stated the Planning and Zoning Board would review and then make their recommendations to Council.

A recess was taken from 8:27 PM to 8:31 PM

EXECUTIVE SESSION – Michael moved to enter executive session with provisions of Idaho Code 74-206, subsection 1.b to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public office, employee, staff member or individual agent. He requested a roll call vote. Marla seconded the motion. Marla voted yes, Michael voted yes, Amanda voted yes and Kelly voted yes. Those that remained for executive session were Teresa Robbins, Autumn Jones, Karen Drown, Marla Sisson, Michael Higbee, Pam McClain, Amanda Hawkins, Andrew Wright, Jazmine Mills, Regie Finney, Jason Scott, Rick Brook, Jeremy Engbaum, Andrew Stevens, Scott Bybee and Kelly Peterson by Zoom. Executive session was entered at 8:32 PM. Marla moved to adjourn Executive Session. Michael seconded the motion. There was no discussion and the motion passed. Executive Session adjourned at 9:34 PM.

Mayor McClain mentioned one last Council comment regarding a senior project for a mobile library that had been placed up at the Chamber of Commerce Office.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Kelly Peterson seconded the motion and all were in favor. The meeting was adjourned at 9:35 PM.

Minutes prepared by Karen Drown, City Clerk