

COUNCIL WORKING MEETING
December 8, 2025
203 Broadway Ave N

PRESENT:

Marla Sisson	Council President	Jazmine Mills	Planning and Zoning
Sue Gabardi	Council Member	Nestor Madrigal	HMH Engineering
Amanda Hawkins	Council Member	Concerned Citizens	
Chelsea Popplewell	Clerk		
Andrew Wright	City Attorney		
Jason Scott	Public Works Director		

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Chelsea Popplewell confirmed a quorum. Michael Higbee was not in attendance.

PUBLIC HEARING #1:

Opened at 6:30 PM.

Chelsea explained that this public hearing was to establish an ordinance for public and commercial pool regulations. Josh Jensen from South Central Public Health District spoke and gave more details regarding the sunset of State regulations in regards to public and commercial pools and the importance of having regulations in place.

There was no testimony in support of the proposed amendment.

There was no testimony in opposition to the proposed amendment.

There was no neutral testimony on the proposed amendment.

The hearing was closed at 6:35 PM.

PUBLIC HEARING #2:

Opened at 6:35 PM.

Chelsea explained that this public hearing was to add funds from the general fund balance to the general fund budget to pay for 2 new roof top units at the police building remodel to replace unsalvageable units.

There was no testimony in support of the proposed amendment.

There was no testimony in opposition to the proposed amendment.

There was no neutral testimony on the proposed amendment.

The hearing was closed at 6:37 PM.

CONSENT AGENDA:

1. Minutes of November 11, 2025– Regular Session
2. Claims for Payment
3. Monthly Department Head Reports – Engineer, Public Works, Police
4. Commission Minutes – Housing Authority
5. Clerk/Treasurer Report

Marla moved to approve the consent agenda. Sue seconded the motion. There was a roll call vote on the motion. Marla voted yes, Amanda voted yes and Sue voted yes. The motion passed.

NEW BUSINESS:

Review and Consideration of an ordinance establishing regulations for public and commercial swimming pool licensing and inspection in the City of Buhl: All members of the City Council having been furnished a copy of the proposed Ordinance No. 2025-15 and being fully apprised of the content and purpose of said Ordinance, Amanda moved that the provisions of Idaho Code Section 50-902, which require said Ordinance to 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 passed upon one (1) reading by title only. Amanda requested a roll call vote on the motion. Sue seconded the motion. There was no discussion. There was a roll call vote. Amanda voted yes, Sue voted yes, and Marla voted yes. The motion passed.

Amanda moved to approve Ordinance 2025-15 to establish regulations for public and commercial swimming pool licensing and inspection in the City of Buhl. Marla seconded the motion. Pam read the title of the ordinance. There was no discussion. There was a roll call vote. Sue voted yes, Marla voted yes, and Amanda voted yes. The motion passed.

Review and Consideration of Amended Appropriations Ordinance for Fiscal Year 2025-2026: All members of the City Council having been furnished a copy of the proposed Ordinance No. 2025-16 and being fully apprised of the content and purpose of said Ordinance, Marla moved that the provisions of Idaho Code Section 50-902, which require said Ordinance to 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 passed upon one (1) reading by title only. Marla requested a roll call vote on the motion. Sue seconded the motion. There was no discussion. There was a roll call vote. Marla voted yes, Amanda voted yes, and Sue voted yes. The motion passed.

Marla moved to approve Ordinance 2025-16 amending the Appropriations Ordinance for Fiscal Year 2025-2026 for \$25,778. Sue seconded the motion. Pam read the title of the ordinance. Amanda had some questions for CORE Construction regarding the units. CORE explained that once they started construction, they found there was no way to keep the units running as they were. There was a roll call vote. Amanda voted no, Sue voted yes, and Marla voted yes. The motion passed.

Review and Consideration of Clearwater Financial’s annual review and renewal: Abbey Erquiaga spoke about what Clearwater has done with the City this year as well as a recap of what the Clearwater retainer included. Sheridan Sylvester was also on the call and assisted during the presentation. There was some additional conversation regarding the Rural Community Investment Fund. Marla made a motion to approve the renewal of the Clearwater Financial retainer contract. Sue seconded the motion. There was no further discussion. Marla voted yes, Amanda voted yes, and Sue voted yes. The motion passed.

Review and Consideration of the Urban Renewal Termination Ordinance: Pam McClain read an email from Scott Bybee regarding the sunsetting of Urban Renewal Area 1. Scott Bybee was able to get on the Zoom call and reiterated his email and added clarification to the termination of Urban Renewal Area 1. URA 2 and the board remains intact.

All members of the City Council having been furnished a copy of the proposed Ordinance No. 2025-17 and being fully apprised of the content and purpose of said Ordinance, Marla moved that the provisions of Idaho Code Section 50-902, which require said Ordinance to 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 passed upon one (1) reading by title only. Marla requested a roll call vote on the motion. Sue seconded the motion. There was no discussion. There was a roll call vote. Marla voted yes, Amanda voted yes, and Sue voted yes. The motion passed.

Marla moved to approve Ordinance 2025-17 for the Urban Renewal Termination of Area 1. Sue seconded the motion. Pam read the title of the ordinance. There was a roll call vote. Amanda voted yes, Sue voted yes, and Marla voted yes. The motion passed.

Review and Consideration to move to Public Hearing for Planning and Zoning Commission Recommendations of Amendment to Title 9, Chapter 8, Section 1—Schedule of Land Uses: Add “Equipment Rental Yard” in the Commercial table as a CONDITIONALLY PERMITTED use in the B-3 Community Business District: Marla moved to move to public hearing for an Amendment to Title 9, Chapter 8, Section 1—Schedule of Land Uses: Add “Equipment Rental Yard” in the Commercial table as a CONDITIONALLY PERMITTED use in the B-3 Community Business District. Sue seconded the motion. Amanda had a couple questions regarding the applicant. There was no further discussion. There was a roll call vote. Marla voted yes, Amanda voted yes, and Sue voted yes. The motion passed.

Review and Consideration of November 4, 2025 Election Results: Marla moved to approve and validate the November 4, 2025 election results. Sue seconded the motion. There was no further discussion. There was a roll call vote. Sue voted yes, Marla voted yes, and Amanda voted yes. The motion passed.

Review and Consideration of Surplus Resolution: Marla moved to approve Resolution 2025-17 for Library Surplus. Sue seconded the motion. There was no further discussion. There was a roll call vote. Marla voted yes, Amanda voted yes, and Sue voted yes. The motion passed.

MAYOR & COUNCIL COMMENTS: Mayor McClain read the below statement.

We need to make sure that we comply with the law regarding employee privacy issues. If a member of City Council would like to discuss any issues pertaining to complaints, discipline, etc., of a city employee, those will first need to be discussed with the mayor, who is the chief city administrator per Idaho Code 50-602. After review of the complaint, discipline, etc., if it needs to go before City Council, it will be listed under an executive session on the upcoming meeting agenda.

Sue commented on the letter from the Idaho Conservation League and commended the wastewater department. She also thanked Chief Engbaum and Candice for their work on the new building to save some additional money on the remodel.

Mayor McClain updated everyone on the placement of the Eagle Scout's flag pole project and said that it has gone in at the new police building .

Marla updated the Council on her AIC training in Boise the previous week. She brought up discussions about HB389 and the impacts of that bill on cities. She urged collaboration with other cities when it comes to growth and paying for growth. She mentioned the State Insurance Plan and urged Chelsea to look into that plan and compare it to what we have currently for staff members.

Mayor McClain asked Jason to give an update on the Burley Avenue project. He stated that they are hoping to start February 15th and it would be a 120 day project.

Amanda thanked and complimented Misty Barnes for her leadership within the wastewater department.

CITIZEN COMMENTS:

There were no citizen comments.

MEETING ADJOURNED –Marla moved that the meeting be adjourned; Sue seconded the motion. There was no discussion. All voted yes. The meeting was adjourned at 7:39 PM.

Minutes prepared by Chelsea Popplewell, City Clerk