

CITY COUNCIL REGULAR SESSION

MAY 10, 2021
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Autumn Jones	Assistant Clerk/Treasurer
Michael Higbee	Council President	Regie Finney	Public Works
Pam McClain	Council Member	Scott Bybee	City Engineer
Sue Gabardi	Council Member	Jeremy Engbaum	Police Chief
Kelly Peterson	Council Member	Reba Puente	Library Director
Karen Drown	Clerk	Concerned Citizens	
Elizabeth Barker	Treasurer		

Because of the recent COVID-19 pandemic Buhl City Council made this meeting available telephonically. Due to technical issues the connection was lost several minutes into the meeting.

REGULAR SESSION called to order at 7:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of April 26, 2021 – Working Meeting
2. Monthly Claims for Payment
3. Monthly Department Head Reports
4. Commission Minutes
5. Clerk Report
6. 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 informed Council the Homestead Subdivision road was complete. Regie has asked for some minor items to be fixed before the city officially considers accepting it. He also noted several developers had made inquiries about new subdivisions. The ICDBG project has begun and will continue for 90-120 days. Finally, the Highway 30 widening project had made a big step in obtaining the property on the south side.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS:

Review and Consideration of Walton Construction, ICDBG Payment Request: Scott presented the first payment request from Walton Construction which is mainly for materials. He detailed the percentages that would come from the city, ICDBG and URA portions. Scott noted the URA would be paying their portion directly to Walton Construction. Michael moved to approve a payment of \$83,117.62 to Walton Construction. Pam seconded the motion. There was no discussion and the motion passed.

Review and Consideration of City Fees Resolution, Adopt-A-Truck Resolution and Water Service Installation Resolution for Public Hearing: Karen presented information regarding a new resolution to pull all fees charged by the different departments into one resolution. These fees are for items that are not defined in the utility fee resolution. She detailed the reason for changes in some fees and the new fees that had overlooked and not been put into a resolution. She also reviewed and updated resolution for the Adopt-A-Truck program and also the Water Service Installation Resolution. The Adopt-A-Truck changes updated the detail to include the current and future fees charged by the Twin Falls Transfer Station and also process for the program. The Water Service Installation Resolution addresses a “rock clause” for areas where more time and equipment must be used to remove rock to install the new line correctly. She concluded that because each of these resolutions address new or changes in fees that are more than 5% of current fees a public hearing is required. Michael moved to proceed with these resolutions to public hearing. Pam seconded the motion. There was a discussion of the cost of the service of faxing a document. The conclusion was to leave that fee, as presented, at \$1.00 per page for all departments. There was vote and the motion passed.

Review and Consideration of Airport Board Ordinance: Karen presented information regarding history of the Airport Commission Board and stated the minutes from those meetings did not detail any of the thought behind the reasoning why a Council Member would be a member on the board. The previous ordinances also did not address whether the Council Member was a voting member or not. She also summarized the examples she had found from other municipal airports and the makeup of their boards, which varied from a simple statement that there was a board to very detailed members from a number of backgrounds. She stated since there were no details and such a variety, she was bringing it back to Council for direction. Pam moved to draft a new ordinance and remove the Council Member from the Buhl Municipal Board. Michael seconded the motion. Kelly presented research he had done regarding the options for this position. There was no further discussion and the motion passed.

Presentation of 10- Year Library, Street & Utility Departments Strategic Plans: Autumn presented an updated General Fund summary with changes that were made at the last meeting and also the correct Police Department information.

Library:

Autumn explained the three options that were being presented for the library and detailed a discussion with Andrew Wright about the remodel project and the cost for Idaho procurement laws. Reba then explained the remodel and also the future idea of expanding the library. There was a discussion about the remodel and the options for funding. Reba noted she was hoping to get some grants from possibly Home Depot or Lowes. She also detailed the RFID system for barcoding and security system to help improve inventory, she is hoping to present this to the foundation. Reba explained there has not been normal upkeep for a number of years on the shelving and carpet. Michael stated it is hard to save when a plan hasn't been seen and had a working session with the foundation.

There was also discussion about the proposed additional salary. Reba explained the qualifications of the staff at the library now and the work they are doing with additional groups of kids and the advocacy for the library in the community. Pam recommended looking into the First Federal Foundation Grants for the Chromebook and added the foundation might be a good applicant. The conclusion was to strike the savings for Grannies Drawers purchase and have a workgroup for the remodel.

Street:

Regie detailed his plan to purchase a new, or at least new to the city, dump truck. He stated he has found a number of very good used options. He is also looking at replacing the 1995/96 pickup. Both of these would be done by using the fund balance.

Regarding the additional personnel, he stated he needs a fourth person in the Street Department because on many of these projects he is the fourth person and he needs to be doing his job of managing. He detailed the savings that a number of the recent projects the city has done has saved with doing them in house.

11th Street – savings of \$80,000.00

Main Street between 12th & 13th – savings \$55,000.00

Chamber Parking – savings \$40,000.00

Sprague Street – savings \$75,000.00

This position would be the lead under the Street Superintendent or similar to a foreman and it would also allow the street sweeper to be out and not have Regie running it. There was additional discussion about the current state of the market in recruiting personnel and the for-profit companies are now a competitor for those employees. He concluded that the Idaho

Transportation Department would like to use the City of Buhl for a poster child for some of these projects.

Utilities:

Regie stated he is still looking a purchasing property for a new well but has not approached them with any offer yet. He is looking a purchasing him a new truck and transferring his to Rick in Code Services with some additions for transporting dogs. There was a discussion about the future needs for a sanitation truck and the options that might be necessary with the growth. It was also noticed a utility service truck would be purchased that would be setup for all utilities.

There was a short recess from 8:28 PM to 8:30 PM.

The discussion continued with the process of hiring personnel to the positions that will be retiring. Regie noted he had one applicant who already has a level 3 and some lab experience in wastewater and was licensed in water in another state but will have to retest in Idaho. He is looking at his vision of having a Utility Department which would cover both Water and Wastewater as his has individuals licensed in both and more wanting to cross train. He asked to strike the training figures that he had presented.

Bonds:

There was a discussion about the new homes coming in verses the bonds generated by those and the affect that has on the revenue. Elizabeth noted she had run those calculations previously and it really doesn't generate the amount some might think. It was noted the SRF bond will be paid off in 2022. It was also discussed about the other costs that could be going up for the utilities.

COUNCIL CONCERNS – Sue had been asked about the fees that would be raising \$60.00. She stated she was not familiar and asked if anyone knew. Mayor McCauley noted he had seen in the newspaper the City of Burley was raising their swimming fees by 60% and thought it had just been confused with Buhl. It was confirmed the City of Buhl was not looking at any type of increase.

Regie did note the opening of the swimming pool is on track for June 1st. The process seems to change daily but working through it.

Mayor McCauley stated he had asked at the weekly department head meeting earlier that day about the comfort level of not wearing masks within city hall. He noted there are some circumstances where they would still be worn but wanted to get Council's input. Pam felt it was up to the comfort level of the staff but felt everyone within the Council meeting was well distanced as long as there isn't a big crowd. Michael noted that groups of less than 30 masks are not required.

CITIZENS CONCERNS – There were none.

MEETING ADJOURNED – Pam McClain moved that the meeting be adjourned; Michael Higbee seconded the motion and all were in favor. The meeting was adjourned at 9:02 PM.

Minutes prepared by Karen Drown, City Clerk