

CITY COUNCIL REGULAR MEETING

MAY 13, 2024
203 Broadway Ave N

Amended Minutes

PRESENT:

Pam McClain	Mayor	Jason Scott	Public Works Director
Michael Higbee	Council President	Jeremy Engbaum	Police Chief
Kelly Peterson	Council Member	Scott Bybee	City Engineer
Amanda Hawkins	Council Member	Maegan Hanson	Library Director
Marla Sisson	Council Member	Andrew Wright	City Attorney
Karen Drown	Clerk	Jazmine Mills	P & Z Admin
Autumn Jones	Treasurer	Concerned Citizens	

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

PUBLIC HEARING #1:

Mayor McClain opened the public hearing. Dave Thibault, EHM Engineers, represented the applicant, Mike Morales. Dave explained that each building would be connected to City services. He added these lots will have duplexes. Michael clarified it was two lots going to four lots. Dave confirmed that was correct. Michael also clarified the property previously had only one dilapidated house. Dave also confirmed that was correct.

Mayor McClain stated no one signed up in support, opposition, or neutral testimony.

The hearing was closed at 6:34 PM.

PUBLIC HEARING #2:

Mayor McClain opened the public hearing. Karen presented on behalf of the City as the applicant. She stated this was a recommendation of Public Works and Administration to have City infrastructure protected from contractors and citizens to have the construction area put back to preconstruction condition. She noted the summary of the ordinance would be published if it was approved.

Janis Hurd from Buhl, ID, expressed concerns about her responsibility for sidewalks, cars parked in yards, and vehicles parked on sidewalks and on the wrong side of the street. She questioned who would enforce the sidewalk code. She stated there were more important things to worry about than someone's sidewalks.

Michael asked if someone from Public Works or Admin could explain the ordinance. Mayor McClain stated she would have that done during the discussion section.

Mayor McClain stated there was no one signed up for in favor or neutral testimony.

The hearing was closed at 6:39 PM.

PUBLIC HEARING #3:

Mayor McClain opened the public hearing. Karen presented on behalf of the City as the applicant. She referenced the draft resolution that had the proposed fee changes in red. She also mentioned her clerk's report, which explained that the Library section had a \$1.00 per day late fee for items in the "Library of Things" and this information was included in the draft emailed in this meeting packet, which had not been included in the previous draft. She stated this proposed fee had been approved by the Library Board. Karen noted that no one had inquired about the proposed changes before the public hearing; Autumn added that she had only one citizen with questions. Amanda asked what the "Library of Things" is. Maegan stated it was hot spots, laptops, snow cone- machines, sewing machines, and other miscellaneous items. Karen noted it was not for books.

Mayor McClain stated there was no one signed up for testimony, in favor, against, or neutral.

The hearing was closed at 6:42 PM.

CONSENT AGENDA:

1. Minutes of April 22, 2024 – Working Session
2. Minutes of April 29, 2024 – Special Session
3. Claims for Payment
4. Monthly Department Head Reports – Fire, Engineer, Police, Public Works, Code Services
5. Commission Minutes – Airport, Library, Planning & Zoning
6. Clerk Report
7. Treasurer Report

Michael moved to approve the consent agenda. Marla seconded the motion. Michael questioned Scott's engineer report and the valley gutters at Wilbur-Ellis. Scott stated the new parking off 11th

Ave S would have a concrete transition from the street to their gravel lot, protecting the City asphalt. Amanda questioned Wilbur-Ellis's maintenance of the railroad tracks. Scott explained the railroad company is hard to reach and that they are responsible for track maintenance. Amanda noted the concrete blocks look permanent. Scott stated they are still temporary and were put into place because people weren't listening to the road-closed signs. Amanda also commented it looks dirty. There was a discussion about vacating the streets, and the difference between vacating and selling. Mayor McClain asked everyone to have all comments and concerns brought to City Hall. Karen noted that the responsibility for vacating the street lies with the applicant, and the City is waiting for Wilbur-Ellis to present their proposal. Michael mentioned that this conversation began because of safety concerns, and Mayor McClain noted that the area would become busier. There was no further discussion. There was a roll call vote on the motion. Marla voted yes, Michael voted yes, Amanda voted yes, and Kelly voted yes. The motion passed.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS:

Review and Consideration of Mike Morales Subdivision Preliminary and Final Plat: Marla moved to approve the Mike Morales Subdivision. Michael seconded the motion. Kelly asked about the irrigation ditch and pipe on the east side of the property, and whether there was a plan to address the previous flooding. It was mentioned that an easement had been included in the plans to maintain and protect the conveyance of the irrigation water. Jason confirmed he approved the plan for the irrigation water. There was no further discussion. There was a roll call vote. Michael voted yes, Amanda voted yes, Kelly voted yes, and Marla voted yes. The motion passed.

Review and Consideration of Ordinance adding a new Chapter 8 to Title 6 of the City of Buhl, Idaho, Code 2010 for Establishing Right-of-Way Permits and Application Process: All members of the City Council having been furnished a copy of the proposed Ordinance No. 2024-5 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 that 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. Michael seconded the motion. There was no discussion. There was a roll call vote. Amanda voted yes, Kelly voted yes, Marla voted yes, and Michael voted yes. The motion passed.

Marla moved to adopt Ordinance No. 2024-5 establishing Right-of-Way Permits and application process. Kelly seconded the motion. Mayor McClain read the title for the record. Jason gave examples of situations where this would apply. First, the current boring across Broadway/Highway 30 in front of City Hall and then up the alley. Second, the Burley Ave incident where the company bored through the middle of a City sewer line, went unnoticed until it backed up and left the homeowners dealing

with a mess. He stated this permit would protect the citizens and would allow the City to confirm clean-up was complete. Michael questioned if this was policing sidewalks. Jason stated if the sidewalk is torn up and not put back it holds them responsible. Karen did detail section 6-8-11, which was a provision that would allow the Council to declare and require sidewalk repair that is similar to the property clean-up process. There was a discussion about a portion of this section that requires the replacement to be done in 15 days and possible alternatives to the wording. There was no further discussion. There was a roll call vote on the motion. Kelly voted no, Marla voted no, Michael voted no, and Amanda voted no. The motion failed.

Michael moved to adopt Ordinance No. 2024-5 with a change of section 6-8-11, paragraph 4 to state “15, or demonstrate within 15 days that they are attempting to start construction”. Marla seconded the motion. Michael noted contractors expect having to fill this application out. Amanda questioned the term “Portland Cement”; Jason noted that refers to an industry standard. Amanda also questioned the section on awnings; Jason clarified these required businesses to pull a permit to have an awning. There was no further discussion. There was a roll call vote. Marla voted yes, Michael voted yes, Amanda voted yes, and Kelly voted yes. The motion passed.

Michael moved to amend the agenda and move # 8 to # 3. He requested a roll call vote. He asked to have this moved to allow Jackie Frey to be able to leave the meeting a little sooner. Kelly seconded the motion. There was a roll call vote. Marla voted yes, Michael voted yes, Amanda voted yes, and Kelly voted yes.

Update on FEMA Equipment Grant through Jackie Frey for Police Department Communication: Jackie Frey, Emergency Manager for Twin Falls County, explained to the Council her role in helping communities enhance first responders and infrastructure. She explained the pass-through money in the grant is for the antenna at the new police station. This project equated to \$34,800 at no cost to the City of Buhl. She explained the process took three months for approval and FEMA does require specifics in their grants to be approved. She thanked the Council, explained it is fun to do things for her hometown, and added she is willing to help with anything the City might need. Mayor McClain thanked Jackie for working on the City’s behalf. Marla also thanked Jackie for her time.

Review and Consideration of Public Testimony for 2024 Fee Schedule Resolution: Michael moved to adopt Resolution 2024-5 on the 2024 fee schedule. Kelly seconded the motion. Amanda inquired about the charge for email copies of the Comprehensive Plan and it was clarified that digital copies were not subject to a charge. She also asked if the pool fees that were presented still apply. It was explained that those fees were what had been proposed and voted on at a previous meeting. Marla stated she strongly feels the need to raise costs, that all those she has spoken to agree, and they are still cheaper than surrounding areas. She also added she does not want to have to close the pool. There was further discussion about the total cost effect on the pool outcome that was detailed at the prior meetings. There was no further discussion. There was a roll call vote. Michael voted yes, Amanda

voted no, Kelly voted yes, and Marla voted yes. Amanda stated she voted no because of the increased cost of the pool fees, not other things.

Review and Consideration of Rodeo Grounds Agreement: Michael moved to approve the rodeo grounds agreement as presented. The motion was seconded by Marla and Amanda. Kelly stated he knows it is a nonprofit and they have not been operating as they had in the past, but, as he stated before, the bonds were voted on by the citizens, and did not feel right to exclude this one. He stated this is a slippery slope and is not in favor of this agreement. Mayor McClain requested to have the parcel number and address filled in. There was a discussion about future requests such as this. Kelly added this is opening the door and setting the wrong precedent. Michael clarified this agreement is only with the Buhl Rodeo Association and it can be canceled at any time. Karen clarified this was for the service to the cook shack. Andrew Wright confirmed those two items. There was no further discussion. There was a roll call vote. Michael voted yes, Amanda voted yes, Kelly voted no, and Marla voted yes. The motion passed.

Review and Consideration of Contract Amendment to J-U-B existing Agreement for Professional Services for Water Study: Karen explained this was an amendment to the current water study agreement with J-U-B Engineers. IDEQ had made the City aware there were additional funds available, but an amendment had to be provided to IDEQ. Jason explained these additional funds would be used to bring the water treatment plant to optimal function after the water capital improvements had been completed. The work this amendment would cover was already included in the water capital plan, but this would leverage IDEQ money and keep ours for other portions of work needed. If IDEQ approves the amendment, it will be brought back before the Council for final approval, but the deadline to complete the amendment process is June 30th. Marla moved to approve the contract amendment with JUB Engineers. Kelly seconded the motion. Michael clarified this was just leveraging additional funds from IDEQ and not increasing the line item. Autumn clarified it would eventually increase the line item by the amount IDEQ approved with this amendment, but it potentially would be included in the expense for the new budget year. There was no further discussion. There was a roll call vote. Amanda voted yes, Kelly voted yes, Marla voted yes, and Michael voted yes.

Review and Consideration of Bid Award for FY 2024 Airport Improvements to Buhl Municipal Airport Rehabilitate Runway 9-27: Karen summarized the airport project as being put out to bid, with four bids received. This was an improvement from the first time, which only received one bid. It was detailed that the low bid of \$2,994,400 was from Western Construction. Kent Atkin, J-U-B Engineers, explained that awarding the bid locks it in for the grant application to be submitted. He also explained the airport match for the project would be 5%. There was a discussion about looking for additional funds to help cover the 5%, as Kent said a 0% match from the FAA is hard to come by. Kent also explained they had worked to find additional funds with the State for the power pole project and a small amount remaining from CARES funding. Kent added with the total project of \$3.3 million, 5%

was approximately \$160,000. It was explained the airport board had a deficit on that of about \$60,000. Karen added it would be up to the Board if they wanted to request a loan from the City for that portion. Michael questioned if the City would be on the hook for the 5%. Kent stated this award locks in the bid amount to get the FAA funding. There was additional discussion about awarding the bid and if the City cannot match the 5% amount. Kent summarized that if the airport cannot come up with the matching amount, the grant awarded by the FAA could be declined by the City and the money would be lost. Kent also clarified that the FAA has not approved any funding yet. He added that the airport board had been very responsible with their money, but this project is being affected by inflation costs. Michael asked what benefits the airport provides to the citizens and the City. He added that plane owners are not residents. Karen stated some pilots live in town and the area. Kent noted the heart of the airport is this runway and this is a generational project that is setting the airport up for the next 50 years. Michael pointed out that the City didn't initiate the airport; rather, individuals started this to get grant funding if it became a part of the City. He questioned Kent about the value of this ongoing project. Kent stated that speaking as a pilot, he sees the value. Amanda questioned if the City was in a position to loan \$60,000 to the airport. Autumn stated it depends on budget discussions and the application for the FAA grant, and if awarded, lock in the required 5%. Karen noted it will still be an option to either accept or deny the grant; Kent detailed the process for the grant application and until the City accepts the grant, the City does not owe any money. Michael again questioned if we were in for the 5% required match. Karen stated this is only accepting the bid to put that amount into the application and the City is only on the hook once the grant is accepted by the City. Mayor McClain also summarized this is to award the bid. Amanda noted that we will still have more opportunities to look for additional money and to consider this. There was no further discussion. There was a roll call vote. Kelly voted yes, Marla voted yes, Michael voted yes, and Amanda voted yes.

Karen noted later in the meeting that a motion was not made on this action item before the roll call vote. Kelly then moved to approve the bid award to Western Construction. Marla seconded the motion. Karen confirmed that all prior votes were still how Council members wanted to vote. The passage of the motion stood.

Review and Consideration of Easement on Edge of Wastewater Parcel for Access to Residential Properties: Karen explained that the draft easement was being required by the Twin Falls County Building Department before a building permit could be issued to a property owner in the area. This access road had been used for many years without a formal legal document in place. The morning of this meeting, it was brought to the City staff's attention that three additional property owners needed to be included in the use of the easement. There was a discussion on how to handle these additional property owners. It was also clarified that the easement is tied to the land, not the owner. Andrew confirmed that it follows the land. Michael moved to approve the easement as presented. The motion was seconded by Marla and Kelly. There was a roll call vote. Marla voted yes, Michael voted yes, Amanda voted yes, and Kelly voted yes.

Review and Consideration of Library Fund Policy: Autumn reviewed the proposed fund balance policy. She stated it had been reviewed and approved by the Library Board. She explained the current restricted amount is \$56,685. Michael moved to continue with the same policy. Marla seconded the motion. There was no further discussion. Michael voted yes, Amanda voted yes, Kelly voted yes, and Marla voted yes. The motion passed.

Review and Consideration of Presentation of 10-Year Administration, Code, P&Z, Parks & Rec, Police, Library, Streets, Utilities, Departments Strategic Plans:

Administration: Karen presented information on the continued savings for the HVAC and water heater replacements. She noted each HVAC system had been quoted at \$14,000. She also reviewed rolling over the fire alarm system and repairs as it has been found that some parts are obsolete. Also, rolling over the code update, including the Clearwater Financial Retainer, and rolling over the \$30,000 grant from the Blue Cross Foundation. Karen stated there is also work that needs to be done on the alley approach with concrete maintenance, which would be the final concrete work needed around City Hall. It was also suggested to increase security in the building, as there are only a few cameras around the police department and more cameras should be installed. The estimate for the ADA-compliant front doors was still pending. A \$150,000 estimate for an 18-month Comprehensive Plan rewrite project's scope of work was also included. She concluded that in the next few years, there may be some maintenance and technology upgrades in the fire department.

Kelly moved to approve the Admin 10-Year Strategic Plan with the addition of the \$150,000 Comprehensive Plan scope of work. Marla seconded. There was further discussion about the Comprehensive Plan. Michael questioned what the \$150,000 would provide, noting that the last Comprehensive Plan did not cost that much. Mayor McClain asked how much time the Council would want to spend creating a plan and suggested that there should be alternatives. It was noted by the staff that a draft scope of work had been provided by Clearwater Financial and Karen mentioned she would email that draft to Council members the following morning.

It was noted that the \$30,000 grant from the Blue Cross Foundation has a requirement to be spent by December 31st, 2024. However, there could be a discussion with the foundation regarding a possible extension. Amanda questioned if the \$30,000 could be used for something else; Karen stated it had to be used for the Comprehensive Plan. Mayor McClain emphasized the Council needs to communicate what it wants to Autumn. Autumn added that the Administration needs to know what type of Comprehensive Plan is desired.

Marla suggested finding someone with knowledge but emphasized that they wanted Buhl to do the work. Michael added that they are not professionals or planners, but are concerned with growth, and most of the questions are about Planning and Zoning. Karen explained the process entails Clearwater Financial facilitating stakeholders in the process and not writing it for them. Their discussion continued with a question of what the \$30,000 would get them. Amanda noted that this was a good

discussion, but emphasized that these should not be set in stone. Autumn stated this was not in stone, and this discussion provided her with the direction the Council wants to pursue. Amanda stated she did not feel comfortable to have a vote on these 10-year plans. Autumn added that the previous year, items from these sheets were put on budget sheets without motions and Admin was questioned why they were put there if they were not voted on previously. There was no further discussion. There was a roll call vote. Kelly voted no, Marla voted no, Michael voted no, and Amanda voted no. The motion failed.

Marla moved to approve the Admin 10-year Strategic Plan with the Comprehensive Plan amount of \$30,000. Michael seconded the motion. There was no further discussion. There was a roll call vote. Marla voted yes, Michael voted yes, Amanda voted no, and Kelly voted yes. Amanda stated that she doesn't have any specific points of disagreement but is concerned that this isn't just a discussion.

Code: Jason presented the Code Services 10-year Strategic Plan that included an additional employee, which has been discussed for several years. Kelly moved to approve this plan as presented. Marla seconded the motion. Marla asked if the City is ready for the additional employee now. Jason confirmed Code Services is busier than ever with letters. Amanda asked if the current employee fills in for other departments. Jason confirmed he does occasionally but not lately. Michael asked about the extent of the need for this employee. There was a discussion about a seasonal/part-time employee who can swing between departments to save money. There was no further discussion. There was a roll call vote. Michael voted yes, Amanda voted no, Kelly voted yes, and Marla voted yes. Amanda again noted these are discussions and should not be a voted-on action item.

There was a discussion about these being action items. Autumn pointed out that a vote on these plans would give the staff a clear direction on what the Council wants to pursue. Michael mentioned that he does not want to be committed to something without the "Piece-of-the-Pie" discussion. Karen explained that each year, Department Heads work together to prioritize needs and make adjustments based on the preliminary budget sheets when revenue numbers come in. Mayor McClain assured that the staff does not hold the Council to anything. Amanda noted that this had happened in her first year. Michael emphasized that the vote on these action items is to show that the Council is working as a unified body.

Planning & Zoning: Karen reviewed furniture needs for Planning and Zoning to move into the police area of City Hall, an additional 32-hour employee, and, down the road, permitting software to track incoming permits. Michael expressed difficulty in understanding the benefit of allocating a high budget for these needs. Karen noted that the staff is resourceful in finding ways to save on furniture costs. Michael moved to approve the Planning and Zoning 10-year Strategic Plan. Kelly seconded the motion. There was additional discussion on the staffing requirements of this department, with Scott recognizing the increased workload, the valuable contributions made by Jazmine, and the necessity of hiring an additional person. Kelly expressed appreciation for Jazmine's hard work and stated she

was an asset to the City. There was a discussion about the changing nature of the job within the department and the complexity seen from the transition from Randy Clark to Scott Bybee and the present. There was no further discussion. There was a roll call vote on the motion. Marla voted yes, Michael voted yes, Amanda voted no, and Kelly voted yes. The motion passed.

Parks & Rec: Jason presented this 10-year Strategic Plan that included grants for the pool, scheduled replacement of equipment, and a future mower replacement. Marla moved to approve this 10-year plan. Michael seconded the motion. Kelly asked about the Ferris Field lights in 2022-2023, and it was clarified that it was the switch to LED bulbs. Amanda inquired about the Old Farm green space project, and Jason explained that it involved transforming the old water retention pond into a park space. There was no further discussion. There was a roll call vote on the motion. Amanda voted no, Kelly voted yes, Marla voted yes, and Michael voted yes. The motion passed.

Police: Jeremy presented his 10-year Strategic Plan, which included technology updates, new rifles for the officers, and savings on parking lot expenses. Additionally, the plan mentioned the possibility of hiring additional patrol officers in five to six years, depending on the rate of growth, but this was not set in stone. Marla moved to approve the Police 10-year Strategic Plan. Michael seconded the motion. Amanda questioned the shed for the new building; Jeremy explained that was to store yard maintenance equipment. There was a discussion about city crews handling maintenance, and Jeremy mentioned that the yard only required three passes with a small lawn mower, so his department's staff could take care of it. There was also a discussion about adding garage doors to the drive-through portion to provide a safe space to work on the vehicles as needed. Mayor McClain suggested discussing with Magic Valley Brewing to help with the cost of repairs to the parking lot since it is a shared-use area. Jeremy informed the Council that the State of Idaho fully funded the Highway 30 boring project to address the ILETs terminal at the new building, saving the City money and enabling fiber connection. There was no further discussion. There was a roll call vote on the motion. Kelly voted yes, Marla voted yes, Michael voted yes, Amanda voted no. The motion passed.

Library: Maegan expressed her main concern about staffing at the library. According to the State recommendations for the population of Buhl, there should be one full-time staff member for every 936 patrons served. She noted Buhl has a population of 4,667, which per the State standards would equal to 4.98 full-time staff needed. Currently, the staff is short by 13 hours to cover shifts, and there is a 32-hour deficiency due to one employee being on maternity leave. Maegan's goal is to hire an additional full-time adult employee to address this staffing shortage. Additionally, she mentioned the need for new conference tables and chairs, long-term computer upgrades, and a picnic table outside for patrons to use the free Wi-Fi. Mayor McClain urged her to look into grants, particularly from nonprofit foundations. Maegan stated she is trying to work with REDS. She also noted that some maintenance issues such as rain gutter and brickwork need to be completed, and the sealing of windows on the front of the building. Marla moved to approve the Library's 10-year Strategic Plan. Kelly seconded the motion. Michael asked if the patron count was up or down; Maegan stated she did

not have the exact numbers on hand, but referenced the previous summer's youth reading programs enrollment. Maegan stated according to the State counts, she needs an additional full-time but desperately needs a 19 ½ hour week employee. Michael questioned if the Foundation could help. Mayor McClain has seen an increase in library services. There was no further discussion. There was a roll call vote on the motion. Marla voted yes, Michael voted yes, Amanda voted no, and Kelly voted yes. The motion passed.

Streets: Jason presented the 10-year Streets Strategic Plan, which was the same as it was last year. He is hoping to have the water truck here this year. Fiscal year 2026-2027 has a backhoe included. Marla moved to approve the Streets' 10-year plan as presented. Kelly seconded the motion. Amanda voted no, Kelly voted yes, Marla voted yes, and Michael voted yes. The motion passed.

Utilities Capital:

Water: Jason noted in water the chlorine generator was updated to \$200,000 from what was emailed. There was a discussion about this equipment that was reviewed on the tour of the water facility.

Sanitation: There were no future needs at this time as the staff was working on the RFP to possibly contract this service.

Wastewater: Jason had included funds for equipment replacement. He also discussed a fire in an AC unit that took place and worked through the replacement of any damaged equipment. He also noted no definite numbers had been decided on phosphorus, but the ponds would have to be lined which will need to be looked at in the future.

Michael moved to approve the Utilities Capital 10-year Strategic Plan. Kelly seconded the motion. There was a roll call vote on the motion. Kelly voted yes, Marla voted yes, Michael voted yes, and Amanda voted no. The motion passed.

Utilities O&M: There were no future needs in the Utilities O&M. Michael moved to approve the Utilities O&M 10-year Strategic Plan. Marla seconded the motion. There was a roll call vote. Marla voted yes, Michael voted yes, Amanda voted no, and Kelly voted yes. The motion passed.

Utilities Bonds: Autumn pointed out that we still need to make the bond payment, but the good news is that the remaining years fit on one sheet. Marla moved to approve the Utilities Bond 10-year Strategic Plan. Michael seconded the motion. There was no discussion. There was a roll call vote on the motion. Michael voted yes, Amanda voted no, Kelly voted yes, and Marla voted yes. The motion passed.

Michael moved for a 3-minute recess. Kelly seconded. All were in favor. Recess started at 9:36 PM.

The meeting returned to session at 9:40 PM.

Review and Consideration of Council Spending Priorities for Fiscal Year 2024-2025:

Mayor McClain asked each of the Council members for their priorities.

Marla stated wants an increase in wages because of rising prices and for employee retention, to put a park in Harvest Hills, and to redo the tennis courts with pickle-ball courts—possibly with grant funding. Scott noted that Mr. Williams, the developer of Harvest Hills, had talked about possibly donating ground for parks.

Michael mentioned that last year, the city fulfilled his request for sidewalks. He stated we spent a lot of money last year. This year he wants to be more conservative and look at long-term infrastructure of items to help into the future. Mayor McClain noted that the City has been successful in obtaining grants, and the staff will continue to seek out such opportunities. Michael pointed out that it's not possible to increase revenue, as the city is limited by tax revenues. He stated that last year was the biggest pay increase. Michael noted employees are the #1 asset, but also the #1 expense.

~~Amanda agreed with Marla and Michael.~~ Amanda stated, “I don’t want to take up to much time but you both (gesturing to Marla and Michael) hit on really good points. But I do think that Michael hit the nail on the head with a lot of things you said there.” She stated her priority is to focus on the city utility bill, avoid another increase, and keep costs down. She stated it probably cannot decrease, but there have been increases for quite a few years. She added that Buhl is important to all. She also suggested putting out to the community to help with the Comprehensive Plan.

Kelly stated he is proud of last year's employee wage increase. He stated the possibility of unforeseen expenses and advised slowing down spending and focusing on departmental needs. He added the need to use the police department building for its intended purpose and emphasized the need for caution until the situation becomes clearer. He noted the pool will possibly be open before the next Council meeting and recommended reduced hours because of the expense; one day’s costs are \$800 in labor, \$400 in chemicals and heat, plus Leo’s time. He pointed out that Sundays and Mondays have a reduced number of crowds. Kelly added that Leo accrues much comp time because he is tied up every day at the pool, with no summer vacation. He added reducing hours/days can cut comp time and labor costs; this was just an idea for future consideration. He concluded by stating his appreciation for working with professionals among the Admin staff.

Autumn also wanted to note that she is examining the numbers for the City's coverage of all benefit costs at 100%.

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

“We need to make sure that we comply with the law with regard to employee privacy issues. If a member of the 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.”

It was noted that there is no second meeting in May.

Amanda questioned the Public Works Department about why they had replaced the curbing by the football field and Pizza Planet but did not replace it in front of the rental house.

Marla stated that she is working on pool grants and discussed asking Jason about any possible contractors. Mayor McClain stated that she had talked to a grant writer.

Kelly expressed how proud he is to work with some people. He noted that those who attended the February 12th meeting will be entering an executive session. He stated that because there is a Judas Iscariot among us, he cannot go into the next meeting feeling he can be open. He added that he knows who it is and when he gets further proof, he will call that person out.

CITIZEN COMMENTS: There were no citizen comments.

EXECUTIVE SESSION: Michael moved to enter executive session with provisions of Idaho Code 74-206, subsection 1.f. to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal option for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. He requested a roll call vote. Kelly seconded the motion. Marla voted yes, Michael voted yes, Amanda voted yes, and Kelly voted yes. Executive session was entered at 10:07 PM. Attendees in the executive session were Mayor McClain, Michael Higbee, Kelly Peterson, Amanda Hawkins, Marla Sisson, Andrew Wright, and Karen Drown. Michael moved to adjourn the Executive Session. Marla seconded the motion. There was a vote; all voted yes. The Executive Session was adjourned at 10:23 PM.

MEETING ADJOURNED – Marla Sisson moved that the meeting be adjourned. Michael Higbee seconded the motion. There was no discussion. All voted yes. The meeting was adjourned at 10:24 PM.

Minutes prepared by Karen Drown, City Clerk