

CITY COUNCIL WORKING MEETING

JUNE 12, 2023  
203 Broadway Ave N

PRESENT:

Pam McClain	Mayor	Autumn Jones	Treasurer
Amanda Hawkins	Council Member	Jason Scott	Public Works Director
Marla Sisson	Council Member	Jeremy Engbaum	Police Chief
Karen Drown	Clerk	Concerned Citizens	

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

Kelly moved to amend the agenda and add item number 6: Review and Consideration of 2022-2023 Alcohol and Game Table License for La Cabanita Mex #5. Amanda seconded the motion. Karen noted this application just came in that day and they would like to open their business before the next council meeting. The applicant stated there had been a delay with the prior owner and transferring the state license. Karen added this license would just be for the remainder of June and an application for the next year had also been received that will come before Council on June 26<sup>th</sup>. There was no discussion. There was a roll call vote on the motion. Marla voted yes, Amanda voted yes, and Kelly voted yes. The motion passed.

PUBIC HEARING: Mayor McClain opened the public hearing at 6:31 PM. It was confirmed there was a quorum. She asked the applicant to make a statement. Karen stated this public hearing was for testimony for the recommended changes to the City of Buhl fee schedule. Those changes included Administrative Fees for Printing/Copies of Legal, Tabloid, and Cardstock in black and white for .25, 1.00 & .50 and color copies cost for .50, 1.50, .75. Airport fees increasing of Ag Spraying Leases from \$1000.00 to \$2000.00 annually and removing the flowage fee going forward. Library fees to include pre-printed 3D items of sizes small through x-large for cost between \$1.00 and \$10.00, laminating of 11x17 paper for \$2.00, cleaning/buffing of Discs for \$1.00 and also the printing/copies for legal, tabloid and cardstock items for same as in administrative. Licenses fees for dog impoundment for 2nd offense from \$50.00 to \$100.00 and 3rd offense from \$75.00 to \$150.00. Public Works fees Replacement of water meter box change from \$275.00 installed to cost dependent on market price for the size of box required at time of replacement + equipment time based on FEMA figures times hours worked + employee compensation for each employee for hours to replace. And to add the cost for a meter touch pad of \$60.00. She stated if the resolution was passed these new fees would be effective July 1, 2023.

Mayor McClain asked if there was any testimony in support of the application. There was none. She asked if there was any testimony against the application. There was none. She asked if there was any testimony neutral of the application. There was none.

Mayor McClain closed the public hearing at 6:34 PM.

#### CONSENT AGENDA:

1. Minutes of May 22, 2023 – Working Meeting
2. Monthly Claims for Payment
3. Monthly Department Head Reports
4. Commission Minutes
5. Clerk Report
6. Treasurer Report

Marla Sisson moved to approve the consent agenda. Kelly Peterson seconded the motion. Amanda questioned the point of order that was made at the last meeting when the door was not opened after executive session was adjourned. Karen noted she would correct the minutes. There was no further discussion. There was a roll call vote on the motion. Marla voted yes, Kelly voted yes, Amanda voted yes. The motion passed.

#### MONTHLY ENGINEER REPORT

There was no engineer report as Scott was absent from the meeting.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS:

Review and Consideration of public hearing testimony for Fes Schedule Resolution: Amanda moved to accept Resolution No. 436 for the city fee schedule. Marla seconded the motion. There was no discussion. There was a roll call vote on the motion. Kelly voted yes, Marla voted yes, Amanda voted yes. The motion passed.

Review and Consideration of presentation for Harvest Moon Car Club Show: Coke LaCombe came before Council requesting to hold the annual car show on Saturday, October 7<sup>th</sup>. The area would be on Main Street between Broadway Ave N and 12<sup>th</sup> Ave N. The proceeds will go toward the school lunch program again this year. He requested trash cans and barricades for the event and he would get with Jason to coordinate prior to the event. He stated in 2022 they had 177 cars and this year could be bigger; he would like to include the blocks of 11<sup>th</sup> Ave N on both

sides of Main Street and have the full blocks not just the half they had in previous years. He stated they would need to talk to other businesses and residents in those areas. He questioned the option to have a banner across Broadway but he also noted the Twin Falls Senior Center had donated their old sign to their organization. Jason noted the current poles on either side of Broadway are ITD's poles not the city; the city ones had been removed with the project was done in that area a number of years before. Coke also requested the exhibition by the police dog and the raising of the flag by the fire department. Marla moved to approve the car show. Amanda seconded the motion. There was no discussion. There was a roll call vote on the motion. Marla voted yes, Amanda voted yes, Kelly voted yes. The motion passed.

Review and Consideration of 2023 Firework Stand Applications from Phantom Fireworks, TNT Fireworks & Outlet Fireworks: Kelly moved to approve the applications for firework stands as presented. Marla seconded the motion. It was noted these are the same vendors in the same locations as last year. There was no discussion. There was a roll call vote on the motion. Marla voted yes, Amanda voted yes, Kelly voted yes. The motion passed.

Review and Consideration of Library Board Member: Kelly moved to approve Anita Tatge as the new library board member. Marla seconded the motion. There was not discussion. There was a roll call vote on the motion. Amanda voted yes, Kelly voted yes, Marla voted yes. The motion passed.

Review and Consideration of Library Surplus Resolution: Marla moved to approve Resolution No. 437 for the surplus of library items. Amanda seconded the motion. There was no discussion. Kelly voted yes, Amanda voted yes, Marla voted yes. The motion passed.

Review and Consideration of 2022-2023 Alcohol and Game Table License for La Cabanita Mex #5: Amanda moved to approve the application for La Cabanita Mex #5. Marla seconded the motion. There was no discussion. There was a roll call vote on the motion. Amanda voted yes, Kelly voted yes, Marla voted yes. The motion passed.

2021-2022 Fiscal Year Audit Review: Autumn reviewed the audited financial statements from 2021-2022. She pointed out several pages of notes in the audit for council members to review. She noted the net increase for the year was \$887,659. She reviewed the capital assets and explained that it shows what was added and what was surplus. She noted the Management Discussion and Analysis was completed by her and gives a summary of the events that took place during the year. Those included the Highway 30 project and grants received by the library. She reviewed the affects the financial policies have and how they are shown in the audit. She also explained how the recent change to the general fund policy would show on Aprils monthly statement. There was a discussion about the changes in the fund balance and the differences between the years based on the projects for fund balance draw downs. Autumn noted the street fund is the most volatile because of the projects and funding. This fund and activities are

reported every year to the state with the annual street report. Autumn then reviewed the property tax revenues, and the difference in the property tax reform that has been discussed in the state. She explained the affect that a change from property tax to sales tax would have on the collection and property taxes can be collected for prior years if not paid, but if items are not purchased sales tax is not paid and can never be collected.

Autumn then reviewed the utility fund which included \$12.8 million in assets. She explained that \$7.5 million of that are non-spendable assets such as the treatment plants and pipe in the ground. She reviewed the unrestricted amount which included the capital savings. There was a discussion of data prior to 2011/2012 and the information cannot be confirmed. Mayor McClain noted that Brady Workman is always saying to have 3 to 4 months of operating and we have more than that.

Budget Discussion: General Fund Projected Revenue Allocations for the Fiscal Year 2023-2024:

Autumn reviewed her estimated revenues which is approximately a 5.08% increase. She noted there are some numbers that don't come in from Twin Falls County until late July so there are some calculations left blank. She noted she was assuming a 1% increase on O&M and a 3% normally has been used for salaries. She added with all the discussions about employee retention she had assumed a 10% increase on salaries to determine a pot. That would then be used to review positions if some need a reset and the rest can be determined for cost-of-living increases. Autumn stated she wanted to see if that would get salaries to a sustainable level and include ongoing expenses. She stated that it would cover those and leave about \$40,000 remaining. Kelly noted increasing wages is a good thing. Amanda asked if the employee surveys were anonymous, Karen stated they were, Amanda asked to see them at the next meeting. Autumn explained she would like to hold the remaining \$40,000 in the administration budget as a contingency for possible changes in insurance based on the change in the fire department. Amanda stated she would like to see the detailed budget sheets before she makes a final decision on amounts. Autumn explained those would be coming in the upcoming discussions and this was not a final decision just a step to move forward to build those detailed sheets.

COUNCIL COMMENTS: Amanda asked if we have received any fireworks show donations. Karen noted the show had been set for this year but donations will be accepted for next year. Autumn noted that is something to start in October so they come into the correct budget year to go for the show.

Amanda also questioned if ZOOM was still being used. Mayor McClain stated no as COVID is over.

Kelly wanted to commend public works about the work on the sidewalks. He noted that Liberty had high praise of the city crews. Marla noted Jason is her favorite person with all this work and upgrades. She questioned if it could be posted where the money for this came from as

Facebook posts are saying the school district is using ARPA money for it. There was a discussion about parking that is happening on the new walking path and ways to stop that.

Mayor McClain informed Council of the barrel that was placed between the Arctic Circle and Oregon Trail Inn. The tree that was there either dies or gets hit so the new barrel has been placed with the water plumbed to water the flowers she planted. Kelly noted those trees were part of a grant in 2008/2009 and the details of that grant needs to be researched for the replacement of those trees.

Marla questioned any door-to-door permits that have been issued. She noted someone came to her door and she asked but they didn't have one. Karen noted the only permit issued is for DaBella.

There was a discussion about the banner across Broadway. It was noted staff would check on the possibilities. Mayor McClain also noted the Family Center sandwich board is blocking the handicap access on the corner. Kelly noted the path around the antiques on the sidewalks. Karen noted she would look into these items with staff.

CITIZEN COMMENTS: There was none.

MEETING ADJOURNED – Amanda Hawkins moved that the meeting be adjourned; Kelly Peterson seconded the motion. All voted yes. The meeting was adjourned at 9:36 PM.

Minutes prepared by Karen Drown, City Clerk