

CITY COUNCIL WORKING MEETING

JUNE 27, 2022  
203 Broadway Ave N

PRESENT:

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

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of June 13, 2022 – Regular Meeting
2. Bi- Monthly Claims for Payment
3. Clerk Report
4. Treasurer Report

Marla Sisson moved to approve the consent agenda. Amanda Hawkins seconded the motion. There was discussion and the motion passed.

UNFINISHED BUSINESS

There was no unfinished business

SPECIAL BUSINESS

Chief Jeremy Engbaum, Officer David Katsules and the Buhl Police Department presented to Officer Jayson Wheeler the department Life-saving award for a recent call of an infant not breathing. Officer Wheeler preformed maneuvers to dislodge the object blocking the child's airway and reviving the child.

## NEW BUSINESS:

Review and Consideration of Local Professional Services Agreement with HH, LLC for Transportation Alternatives Program (TAP) #1: Regie explained this agreement would get HMH Engineers on board for TAP #1 for the inspections of the project. Kelly moved to accept the agreement with HMH Engineering. Marl seconded the motion. Kelly questioned when this would begin and if it would be completed by November. Regie stated that HMH would not start until the project construction starts and with the joining of TAP #1 and TAP #2 the dates will be pushed back once that process is official determined by the LHTAC board. There was a discussion on the location of these projects being up 7<sup>th</sup> Ave N, down Sawtooth Ave and the down Highway 46. There was no further discussion and the motion passed.

Review and Consideration of 2022-2023 Beer, Wine, Liquor and Game Table Licenses: Amanda moved to approve the renewals for the 2022-2023 beer, wine, liquor and game table licenses. Kelly seconded the motion. It was questioned about the fourth liquor license that had been available. Karen explained that the Gala Showroom had an application in with the State of Idaho and it was working through their process. She added that herself and Chief Engbaum were involved in several meeting with the state and their detective about that application. At this time no license had been issued. It was also questioned about the liquor sold at Ridley's. Karen explained that falls under the state as that is considered a liquor store and not sold by the drink.

Discussion of Contracting of Sanitation Services for Moon-Glo Village: Regie explained that Moon-Glo Village is selling. The current owner does all the sanitation services himself for the residents. The new owner would like the city to pickup once a week. Kelly moved to give Regie permission to go out to bid and sign a contract for sanitation services in Moon-Glo Village. Marla seconded the motion. Regie stated he had been in contact with three local sanitation companies and he had heard back from two of them. Regie also explained the contract would consider the fuel prices and also tipping fees at the Twin Falls County Transfer Station and have stipulations. This contract would also only be for one year. Regie introduced Clayton & Starlett Strolberg, owners of West End Sanitation. Starlett noted the money would stay locally with their company and they had been in business for 20 years. There was no further discussion and the motion passed.

Budget Discussion: Initial Review of all Governmental and Enterprise Funds for 2022-2023 Fiscal Year: Autumn noted they would be reviewing all departments and going over major changes, but if anyone had questions as they went just ask them.

Code Services: 50% of the employee salary would be moved out of sanitation so all 100% would be in code services. There was a discussion about the body cam training Rick would be attending.

Parks & Rec: Regie stated he had included an increase in gas and oil, spraying and training. He added the school would be taking over North Park. He included an increase in repairs for park equipment because of items being torn up by little angels, a \$1.00 increase for each of the new employees to hopefully keep them. On the pool O&M he was leaving it alone as he came in a little under budget in the past few years. He explained he had increased the wages for pool staff and detailed the recent save they had performed very well. Amanda asked if the pool would be open more days. Kelly added it takes at least 12 bodies to open seven days a week with overtime. He also stated the rules for municipal pools are different than hotel pools. Regie added the economists are saying the staffing shortage could be around for 15 years.

Planning & Zoning: Autumn stated the only change was the addition of the building inspector position.

Police: Chief Engbaum explained he had included the detective position at the lance corporal level. The biggest increase was the fuel line item. Marla questioned if there was just one school resource officer for all three schools, in the future she would like to have one at each school. Chief Engbaum explained Sergeant Hawkins was working with the school and fire department on training for active shooter situations. He went over several new ongoing expenses for equipment and technology for increased staffing. Autumn also explained a shift of the restitution revenue that had been going in the restitution and assets forfeiture account should really be going back in the O&M budget since it was restitution for wages and expenses out of the O&M budget. Chief Engbaum also stated this budget included making Kora's position full-time.

Streets: Regie stated he had increased gas, oil and equipment maintenance. Chip sealing was up because the price of oil is up. He had included the rollover of \$90,000 for the Maple and Main sidewalk projects. There was a discussion about the sidewalk corners by the football field and Regie stated they were currently in the project application for the Safe Kids grant but he may do them sooner as they are a little difficult. Regie noted the gravel bought this year and hauled before fuel prices really increased will be sufficient for a year or two.

Airport: The normal \$2,500 was budgeted. Karen explained there is the current design grant that could overlap into next year and the construction portion is planned for 2023. There are also several COVID funding grants for O&M expenses that will have rollover amounts into next year. Karen added there will be more firm numbers at the next budget level review.

Library: Autumn explained there is a current revenue shortfall of \$23,906 for this budget. In the past the contribution amount from the general fund was similar to the salary amount but that is not required. With the changes in staffing there is an increase of total wage amounts. Reba explained the Seagraves and other grants would not be spent unless received. She also explained the changes in staffing and the eliminating of one position and the changes in the way they are

doing business. Pam questioned what could be cut because of the shortfall. Reba stated she is not sure what could be cut as the budget is pretty tight on O&M. Autumn also explained she didn't know of any source for an additional \$24,000 of ongoing expenses. There was a discussion about working supervisors and Pam asked Reba if she did other projects. Reba stated she takes an active role in the library functions.

A short break from 8:25 PM and 8:30 PM was held.

Fire: Autumn explained that preliminary budgets A, B, and C are from Andrew. Budget D was worked up by Autumn after a recent conversation between Mayor McClain and Neal Gier with the rural fire district. Autumn explained Budget A includes a 7% increase to salaries, Budget B includes a 7% increase and the addition of one new firefighter, Budget C is Autumn's take on Council direction from the last meeting including a 3% increase to salaries and direction from Council on O&M increases. Andrew felt all his O&M line items were fine except a small increase to fuel. Autumn explained a correction that needed to be made with the hours works and the FLSA requirements for 7K exempt employees in a fire department. The change increases the total hours worked on the budget sheet but reduces hours that were being compensated through comp time hours. Budget D Autumn explained this one uses the new formula that had been presented the last few months. It would give \$766,017 and based on the worksheet if a 3% increase to career salaries was included but the previous number of EMS paid on-call was reduced from 24 to 18 the budget would come within that amount. There was a discussion about the conversation Mayor McClain had with Neal and he stated that they had discussed the proposed formula and are willing to consider it if all excess funds from the budget at the end of the year would go into a capital fund. Neal added this hadn't been voted on so he could officially speak for the other two commissioners. Autumn noted that she would request that the city would hold the capital fund. Kelly stated he respected the job the fire department does, but didn't think 7% is doable and should be comparable to the rest of the city. Mayor McClain read comments from Michael received via email. Marla commented she would support D the most. Mayor McClain also stated after the last joint meeting she went to Chief Stevens and stated she was going to suggest a split no progress was made.

Michael arrived to the meeting at 9:05 PM

Admin: Karen explained an increase to the fireworks line item because of increased costs. There was also an increase to the mayor expense for a city cell phone and the monthly publications in the Magic Valley News publication. Kelly questioned the increase in council expense and Karen noted with new council members and additional training and boarding at those trainings she thought there should be an increase. She did note a decrease in the SIED line item as no request had been made. She stated she had called a left messages for the new interim director and had

not heard anything back. She noted the comment that Jim Schouten with REDS stated that REDS deals with those cities under 10,000 and SIED is for over 10,000 population.

Autumn explained the bottom of the admin sheet is where all the general fund departments come together and there is only \$305,356 which will not fund any of the fire budgets A, B or C and the library overage. So, to fund those departments cuts will need to be made in other departments or the library and fire departments.

Andrew Stevens arrived at the meeting.

Fire Continued: Andrew did review his budgets and also explained a grant he had applied for; it would put 10 people through EMS training, 1 training to be a paramedic, a new computer for the front admin office and the salary for administrative assistant for one year. It was a total application of \$116,000.

Contingency: Autumn explained this one was being left the same in case there was any legal expenses regards the Seneca property.

Police Forfeiture: The only change is moving restitution to the police O&M budget.

Fire Donation: This budget just had chipper rental and maintenance budgeted and donations.

Utilities:

Water: Regie included increase to power, chemicals and a 3% on wages.

Sanitation: Regie included the increase for tipping fees at the transfer station, the last payment on the old garbage truck and the down payment and first payment on the new tipper truck. This budget also included the addition of the new employee.

Wastewater: Regie included the increase for power, pumping and chemicals and the cost for sludge removal. He also noted the possible new requirements coming down from DEQ on temperature and phosphorous.

Review and Discussion of Fire Formula and JMA updates: There was a discussion about the agenda for the joint meeting including the budget options and updating formula. Kelly moved to have Autumn present the budget with the equal taxation formula. Michael seconded the motion. Amanda suggested a one- or two-year trial period. It was asked if Autumn attend the district meeting. There was no further discussion and the motion passed.

Kelly moved to draft an update to the JMA with left over funds going into a capital fund. Michael seconded the motion. There was no discussion and the motion passed.

A short break from 9:48 PM and 9:50 PM was held.

Review and Discussion of Utility Rate Committee Recommendations & Utility Rate Resolution:

Autumn stated that all the increases in the three utility departments could be done with shifting the \$4.87 from the SRF bond to O&M.

Autumn explained the rate committee met and their recommendation was to transfer the \$4.87 from the payoff of the SRF to the O&M for water, sanitation and wastewater. They had a concern that enough had not been figured for possible cost increases on such things as fuel, chemicals and power. They also recommended increasing the O&M fee by \$1.00. Michael moved to approve the rate committee recommendations. Kelly seconded the motion. Amanda questioned if the city was paying off a bond. Autumn confirmed the SRF would be paid off in August. It was also discussed when the larger water and wastewater bonds were refinanced in 2015 the savings was shifted to the O&M side. Amanda questioned if citizens will ever see a reduction in the bill. Autumn also stated the reserve that was being held for the SRF payment could be used for capital purchases in the water system. The rate committee didn't want to go back mid-year for an additional increase. Kelly noted this would be a .70% increase. Autumn confirmed that increase for an owner-occupied residence but for a renter split the owner/bond portion will be reduced and the renter side will increase the \$5.87. Mayor McClain asked for a roll call vote with Marla voting yes, Michael voting yes, Amanda voting yes and Kelly voting yes. The motion passed.

Review and Discussion of City of Buhl Fee Schedule Resolution: Michael moved to move forward to public hearing with the recommendation to the city fee resolution. Marla seconded the motion. Karen asked about the pool fee prices. Consensus was to keep the swim prices the same. There was a roll call vote with Marla voting yes, Michael voting yes, Amanda voting yes and Kelly voting yes. The motion passed.

Review and Discussion of Installation and Activation Resolution: Michael moved to move forward to public hearing with the recommendation to the water service installation fee resolution. Amanda seconded the motion. There was a roll call vote with Marla voting yes, Michael voting yes, Amanda voting yes and Kelly voting yes. The motion passed.

Review and Discussion of Adopt-A-Truck Program Resolution: Michael moved to move forward to public hearing with the recommendation to the Adopt-A-Truck resolution. Kelly seconded the motion. There was a roll call vote with Marla voting yes, Michael voting yes, Amanda voting yes and Kelly voting yes. The motion passed.

Consideration of Special Meeting for August 1, 2022 & Cancelling Working Session on July 25, 2022: Kelly moved to cancel the July 25<sup>th</sup> meeting and hold a special meeting on August 1<sup>st</sup>.

Michael seconded the motion. Karen noted this would allow time to publish notices for all the fee updates as they have to publish twice before the hearing. Mayor McClain stated she would be gone on that day. There was no further discussion and the motion passed.

COUNCIL COMMENTS: Marla stated she had made some notes from the prior weeks Association of Idaho Cities Conference and because of the time she would email those out to Council members.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Marla Sisson seconded the motion and all were in favor. The meeting was adjourned at 10:12 PM.

Minutes prepared by Karen Drown, City Clerk