

CITY COUNCIL WORKING SESSION

JULY 26, 2021
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Karen Drown	Clerk
Michael Higbee	Council President	Autumn Jones	Treasurer
Pam McClain	Council Member	Regie Finney	Public Works
Sue Gabardi	Council Member	Jeremy Engbaum	Police Chief
Kelly Peterson <small>by phone</small>	Council Member	Concerned Citizens	

REGULAR SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

CONSENT AGENDA:

1. Minutes of July 12, 2021 – Regular Meeting
2. Bi-Monthly Claims for Payment
3. Clerk Report
4. Treasurer Report

Pam McClain moved to approve the consent agenda. Sue Gabardi seconded the motion. There was no discussion and the motion passed.

Michael moved to amend the agenda and strike the item, Review and Consideration of Proposal for Fire Department to Fill Private Swimming Pools, he requested a roll call vote. Pam seconded the motion. It was stated the pool in question has already been filled. There was no discussion and all Council members voted yes. The motion passed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS:

Presentation of Proposed Baseball Batting Building at Farris Field: Brandon Craner, Buhl High head baseball coach and Legion head baseball coach, presented to Council a proposal to build a new batting facility at Farris Field in the location of the current tennis courts. He explained Buhl is one of the few schools in the area with no indoor training facility for the off season. His plan including building the facility start to finish with donations from the community, of the \$210,000 cost he has currently raised 15%. He was proposing the city to cover the electric and water bills once in place and also waiving of costs to connect to water and sewer. There was a discussion about the average cost and Brandon had talked to Robin Quigley who stated it should average \$150 to \$200 per month for power to heat in the colder months. The overall footprint of the building would be smaller than the existing tennis courts. Brandon stated his goal is the have it built by the spring of 2022.

Pam moved to approve the baseball batting building at Farris Field. Sue seconded the motion. There was discussion about the future ownership of the building. Kelly stated the tennis courts were put in with and Idaho Department of Land Grant for a recreational facility. He also stated a concern the facility would only be used by a select group of people. There was further discussion about time needed in the parks department to maintain all the facilities and the option for additional seasonal employee to help. Mayor McCauley stated if it a city asset it needs to be open to the public. Brandon stated the plan is not to have is open on a walk-in bases because of the manpower needed to do that but scheduling a time would be available. There was no further discussion. Mayor McCauley stated since Kelly was attending the meeting by phone, he would ask for a roll call vote. Michael, Sue and Pam voted yes. Kelly voted no. Motion passed.

Review and Consideration of Proposal for Fire Department to Fill Private Swimming Pools: Item was stricken from the agenda.

Review and Consideration of PTO Back to School Event in Eastman Park after Closing Hours: Alisa Atkinson presented to Council the new parent organization “TRIBE”, Together Reinforcing and Investing in Buhl Education. She was asking to hold an outdoor movie night in Eastman Park on August 20th in celebration of back to school. Pam moved to approve the event in Eastman Park after hours on August 20th. Michael seconded the motion. There was discussion about having the sprinklers off and to have the bathrooms unlocked for the event. Regie stated he would just have to have someone confirm the are locked after the event. There was a roll call vote on the motion. All voted yes and the motion passed.

Presentation from Library Board of Proposed 2020-2021 Budget Amendment: Reba Puente, library director, and Jeff Gabardi, treasurer of the library board and library foundation board, cam before Council to propose an amendment to the 2020-2021 library budget for \$14,000. Autumn summarized the remake of the financial statement that had been included in the Council packets. It broke down the line items because the library has several funding sources that are not for normal

operating and maintenance expenses. The breakdown shows the amount over budget currently. Reba explained there was a big expenditure for shelves and trying to fix things that are not great. She also stated nobody understood the budget completely to know where they were at until Autumn broke it out into the categories. Pam asked some questions to clarify, because she has never seen this before. Michael asked if the board was aware of the purchases before they were made. Jeff explained they are revising their accounting system internally at the library. Pam moved to prepare the budget for amendment. Sue seconded the motion. There was no further discussion. There was a roll call vote on the motion and all voted yes. The motion passed.

Budget Discussion – Review of Admin, Planning & Zoning, Community Service, Police, Parks & Rec., Police Forfeiture, Streets, Library, Airport, General Fund Contingency, Water, Sanitation, Wastewater and Utilities grant funded projects Budgets:

Planning & Zoning: Pam moved to approve the planning and zoning's preliminary budget. Sue seconded the motion. There was a discussion and Michael noted he doesn't want to jeopardize operating and maintenance to cover salaries. Mayor McCauley stated operating and maintenance funds have not been used to cover salaries. Pam noted receptionist make more than this current position and there is a lot of knowledge required for planning and zoning. There was a roll call vote on the motion. With Sue, Kelly and Pam voting yes and Michael voting no. The motion passed.

Kelly commented that he was losing the phone connections and hung up.

Community Service: Pam moved to approve the community service preliminary budget. Michael noted the increase in wage is 30%. Regie stated this position is a relief driver for streets and sanitation, a roller operator and is running the spray program. Pam commented that departments are cross trained and that doesn't happen everywhere and she commended the city for that the departments. Chief Engbaum noted that since switching the code enforcement to Regie's department it has allowed for more options. There was further discussion about operating and maintenance and salaries. Mayor McCauley noted there are a few key personnel with increased responsibility. Regie also noted that projects that are using contractors still require city staff to do work on top of normal work. There was a roll call vote on the motion. With Sue and Pam voting yes and Michael voting no. The motion passed.

Police: Pam moved to approve the police preliminary budget. Chief Engbaum discussed the rats and mice that are eating the records. The proposed evidence room would be sufficient for 10-20 years. He also discussed the body cams that were proposed and the funds and supply for ammunition. He sated they have been very frugal with their supply because it is really hard to get. There was further discussion about the School Resource Officer and the DARE program the chief would like to bring back. It was noted the school district is discussing the option of funding a

portion of that position again in the future. There was a roll call vote on the motion. All voted yes and the motion passed.

Parks & Recreation: Pam moved to approve the parks and recreation preliminary budget. Sue seconded the motion. There was a discussion about adding a part time seasonal recreational facility manager and using the additional funds still remaining to be allocated. There was a roll call vote on the motion. All voted yes and the motion passed.

Police Forfeiture: Pam moved to approve the police forfeiture preliminary budget. Michael seconded the motion. Autumn explained this budget looks a little different than last year as the proposed budget is more of a true picture for this fund. There was a roll call vote on the motion. All voted yes and the motion passed.

Streets: Pam moved to approve the streets preliminary budget. Sue seconded the motion. There was a discussion that this included adding the additional position. And additional discussion about Jason training as Regie's assistant. There was a roll call vote on the motion. All voted yes and the motion passed.

Library: Pam moved to approve the library preliminary budget. Sue seconded the motion. Reba detailed information on line items that had changed from previous years, one being the library of things Collection with has a number of random items that can be checked out and used by patrons. Autumn explains the details on the calculation of the general fund contribution and the limits from House Bill 389 which limits the city to a 4.25% increase. The net taxable market value that had been used in previous years had an increase of 21% but Autumn stated an allocation based on that formula was not feasible from the general fund. There was a discussion about staffing that the options that had been looked at in this process. Jeff noted the foundation revenue had increased this year to cover the difference. There was a roll call vote on the motion. All voted yes and the motion passed.

Airport: Pam moved to approve the airport preliminary budget. Sue seconded the motion. Karen noted the COVID grants had been included in this proposed budget as some of those funds are planned for next year. There was a roll call vote on the motion. All voted yes and the motion passed.

There was a recess from 8:25 PM to 8:33 PM.

Administration: Pam moved to approve the administration budget either with or without the foregone amount preliminary budget. Sue seconded the motion. There was a discussion to use the unallocated amount in the parks & rec budget for the new position and leave the other in the

contingency. There was a roll call vote on the motion. Sue and Pam voted yes Michael voted no. The motion passed.

General Fund Contingency: Pam moved to approve the general fund contingency preliminary budget. Michael seconded the motion. There was no discussion. There was a roll call vote on the motion. All voted yes and the motion passed.

Water: Pam moved to approve the water preliminary budget. Sue seconded the motion. Regie stated there was a change on a capital purchase of a service truck instead of the purchase for a new well. He stated that would be worked into another project. There was a roll call vote on the motion. All voted yes and the motion passed.

Sanitation: Pam moved to approve the sanitation preliminary budget. Sue seconded the motion. Regie noted the changes in salaries are because we are struggling to hire and retain CDL drivers. Michael questioned because of the rate change there is the ability to make these changes. Autumn confirmed that question. There was a roll call vote on the motion. All voted yes and the motion passed.

Wastewater: Pam moved to approve the wastewater preliminary budget. Sue seconded the motion. Regie noted that within the month he should have two class three operators and one with a GIS certification. There was a roll call vote on the motion. All voted yes and the motion passed.

Grant Projects: Pam moved to approve the grant projects preliminary budget. Sue seconded the motion. It was noted this is where the American Rescue Plan Act (ARPA) funds are in addition to a new ICDBG project which the city will be applying for in November. There was a roll call vote on the motion. All voted yes and the motion passed.

COUNCIL CONCERNS – Michael noted a concern that had been brought to him about the traffic and speeds on Burley Ave since the speed limit change. Chief Engbaum noted there had been 79 stops and 11 citations. He added they are covering it as much as possible.

MEETING ADJOURNED – Michael Higbee moved that the meeting be adjourned; Sue Gabardi seconded the motion and all were in favor. The meeting was adjourned at 9:08 PM.

Minutes prepared by Karen Drown, City Clerk