

REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
February 2, 2021

AGENDA

REGULAR SESSION AT 7:00 P.M.

CONSENT CALENDAR

- 1. ACTION ITEM 1.a through c.** Items on the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the Council. Any request shall be made after the Consent Calendar is read and before action is taken.
 - a. APPROVAL OF MINUTES FROM REGULAR AND SPECIAL MEETINGS**
 - b. BILLS PAYABLE \$1,090,951.85.**
 - c. PAYROLL ENDING ON 1/15/21 FOR \$330,427.21.**

- 2. ACTION ITEM** Annual Industrial Park Report Cameron Cook
- 3. ACTION ITEM** Approval of Camping @ Baseball Tournament Cassie Chapman
- 4. ACTION ITEM** Resolution No. 1-21 Approval to Destroy Records Ellen Maier
- 5. ACTION ITEM** Nielsen Farm Lease Mark Mitton
- 6. ACTION ITEM** Approve Letter Concerning Senate Bill 1021 Mark Mitton

- 7.** Report and Discussion of Recent City Events

Information Items

BUILDING PERMITS:

Brent Mitchell Construction	835 Lake Cleveland	Single Family	\$158,047.00
Brent Mitchell Construction	751 Lake Cleveland	Single Family	\$170,733.00
Young Automotive Group	111 Overland Ave	Commercial	\$1,620,000.00

NEW HIRES:

Romney Hobson	Library Intern	Part Time	\$ 7.25 Per Hour
Susie Larios	Library Intern	Part Time	\$ 7.25 Per Hour

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**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
February 2, 2021**

COMMENCE MEETING

Council met in regular session at 7:00 p.m. with Mayor Ormond presiding. Council members present were Casey Andersen, Jon Anderson, John Craner, Janet Hansen, Bryce Morgan and Kimberli Seely.

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Waste Water Treatment Director Dee Hodge (joined by phone), Golf Pro Scott Draper (joined by phone) and Engineer Bryan Reiter. Cameron Cook from Boyer joined by phone.

INVOCATION

The Invocation was offered by Council member Kimberli Seely followed by the Pledge to the Flag.

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A motion was made by Council member Craner and seconded by Council member Seely to accept the Consent Calendar as written.

Roll Call Vote.

The results of the votes were as follows:

Casey Andersen	Aye	Janet Hansen	Aye
Jon Anderson	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye

Motion carried.

ANNUAL INDUSTRIAL PARK REPORT

Cameron Cook, representing Boyer Company, presented the annual report on the Burley Industrial Park. Mr. Cook said the industrial park consists of 11 companies, they have over 20 acres of available land and are marketing spaces in four buildings. They are marketing the vacant land for land lease or build to suit. Payments to the city for 2020 was \$79,835.52. Mr. Cook stated the freezer has been empty for about a year and a half. They had three potential tenants for the freezer but none of those materialized. They continue to maintain it and are hopeful to find a tenant. They have brokers out of Utah and Twin Falls to help with marketing. They will keep marketing the freezer, management office, cafeteria office and the trucking office and do park improvements as needs arise.

A short discussion followed.

APPROVAL OF CAMPING AT BASEBALL TOURNAMENT

Cassie Chapman representing the Hogg'n Men's Softball Team stated they will hold a Coed Softball Tournament April 16th through April 18th and asked Council for permission to camp at the fields as they have in the past. Last year they had 167 players with many of them staying in this area and using our amenities. She stated that they used the fields in June of 2020 and adhered to the State guidelines regarding social distancing, sanitizing and clean up. They also stayed late to make sure all garbage was cleaned up and removed.

City Attorney Dave Shirley stated that City Code requires a permit approved by City Council to camp at the fields.

City administrator Mark Mitton said there have been no issues in the past and it is being brought before Council because the parks supervisor cannot approve the camping.

A discussion followed with Council thanking the teams for coming to our area over the years to hold their tournaments. It was determined that the teams would need to comply with the guidelines the State will have out on Covid at the time of the tournament and also they would need to apply for a permit to camp each year. This will then be presented to Council for their approval. It was also stated that the trash and restrooms can be addressed in the permit.

A motion was made by Council member Casey Andersen and seconded by Council member Morgan to permit camping pursuant to the information as presented, subject to the requirement that they comply with Covid regulations set forth by the State at the time the tournament is being played.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Janet Hansen	Aye
Jon Anderson	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye

Motion carried.

RESOLUTION NO. 1-21 APPROVAL TO DESTROY RECORDS

City Clerk Ellen Maier asked Council for permission to destroy old records. She stated they are all temporary and semi-permanent records with none having any historical value. She also mentioned that they follow the records destruction manual to determine what can be destroyed.

A motion was made by Council member Morgan and seconded by Council member Jon Anderson to approve Resolution No. 1-21.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Janet Hansen	Aye
Jon Anderson	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye

Motion carried.

Resolution Authorizing Destruction of Records

Resolution No. 1-21

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BURLEY, IDAHO, AUTHORIZING DESTRUCTION OF RECORDS.

WHEREAS, Idaho Code 50-907 requires the city Council to authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the city's record retention schedule and are no longer required by law or for city business; and,

WHEREAS, the City Clerk has proposed for destruction of certain records that have exceeded their minimum retention; and,

WHEREAS, approval for the destruction of the below listed records has been or will be obtained from the Idaho State Historical Society, when required, and the City Attorney, as provided by Idaho Code 50-907;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Burley, Idaho that the below listed records may be destroyed following 30 days of written notice to the Idaho State Historical Society, and under the direction and supervision of the City Clerk.

Temporary and Semi-Permanent Records:

A/P Vouchers Through 2013, Cash Receipting Printouts Through 2012, Customer Checks Through September 2019, Public Records Requests Through 2018.

The administrative staff of the City is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

PASSED BY THE CITY COUNCIL

Date February 2, 2021

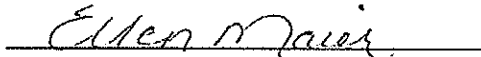
SIGNED BY THE MAYOR

Date February 3, 2021



MAYOR

ATTEST:



CITY CLERK

NIELSEN FARM LEASE

City Administrator Mark Mitton asked Council to approve the lease with Derek Larsen Farm, LLC to farm the Nielsen property. He said the contract has been changed to 5 – one year contracts for 29,711.00 per year. He mentioned the crop rotation will be sugar beets, grain, beans, potatoes and then sugar beets again.

A motion was made by Council member Jon Anderson and seconded by Council member Casey Andersen to approve the lease and allow the Mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Janet Hansen	Aye
Jon Anderson	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye

Motion carried.

APPROVE LETTER CONCERNING SENATE BILL 1021

City Administrator Mark Mitton presented Council with a draft letter to the Idaho Senate Local Government & Taxation Committee opposing Senate Bill 1021. He explained the hardship it will cause most cities, counties and highway districts. A discussion followed with questions and concerns being talked about along with suggestions on changes to the letter. Mr. Mitton asked Council to get any suggested changes to him and he will re-draft the letter before it is sent out.

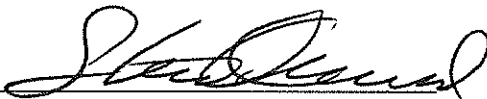
City Administrator Mark Mitton mentioned that we don't want to lease the digesters from Advanced Biofuels. He said they are considering if they will sell them to us.

A motion was made by Council member Casey Andersen and seconded by Council member Morgan to adjourn the meeting at 7:56 P.M.

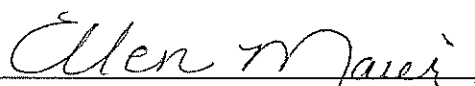
All "Aye."

Motion carried.

City of Burley


 Mayor Ormond

ATTEST:


 City Clerk