

**REGULAR BURLEY CITY COUNCIL MEETING  
CITY HALL  
March 15, 2022**

**COMMENCE MEETING**

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

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Sexton Dave Allred, Economic Development Specialist Doug Manning, Engineer Dave Waldron, Engineer Bryan Reiter, Fire Chief Shannon Tolman, Electrical Supervisor Brent Wallin, Parks Supervisor Brent Winn, Librarian Tayce Robinson, Human Resource Carol Anderson, Shop Supervisor Rick Garner, Sanitation Supervisor Eric Pufahl and Deputy Jared Thompson.

**INVOCATION**

The Invocation was offered by Council member Casey Andersen followed by the Pledge to the Flag.

**CONSENT CALENDAR**

1. 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 \$362,254.84.**
  - c. **PAYROLL ENDING 3/15/22 FOR \$234,541.23.**

**Information Items**

**BUILDING PERMITS:**

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

Roll Call Vote.

The results of the votes were as follows:

Casey Andersen	Aye	Bryce Morgan	Aye
John Craner	Aye	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

**2020/2021 AUDIT PRESENTATION**

Jacob Catmull from Poulsen VanLeuven & Catmull PA presented Council with the 2020/2021 audit. He stated that this was a clean audit and was done in accordance with the Idaho required accounting standards. He mentioned that Cassell, the software system, is very good at breaking the transactions out by fund. Mr. Catmull briefly discussed the different funds, stating that overall, the funds have good fund balances and good cash reserves. Mr. Catmull presented Council with basic financial statements with supplemental information and stated that Mr. Mitton prepares pages 6.1 through 6.9. He also presented an independent auditor’s report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards.

**BURLEY IRRIGATION DISTRICT PRESENTATION**

John Lind representing the Burley Irrigation District gave a power point presentation. He stated the residential development will be a challenge and an opportunity for the city and themselves. The first challenge is the legal environment that dictates how we operate. He stated that in 2015 through 2017 there were a number of negotiations and settlements reached. The City of Burley (groundwater) and Burley Irrigation (surface water) were on opposite sides of the water issue. He said for BID the demand is constant and predictable with excess water captured and reused in the canal system, and for the city (residential) the demand is variable with spill volumes highly volatile. He mentioned the city has 326 acres of water available for irrigation from the canal system that we pay for. He suggested BID and the City of Burley work cooperatively to significantly reduce groundwater pumping for irrigation, joint infrastructure improvements such as ponds will reduce surface water demand spikes and provide aesthetic enhancements and the BID canal system could become a greenway through the city that could provide recreation potential while preserving BID right-of-way.

**MART GROUP – LANDLORD CONSENT, ESTOPPED & AGREEMENT**

City Attorney Dave Shirley presented Council with a Landlord Consent Estoppel and Agreement for their approval. Mr. Shirley stated that the Boyer Company has sub-leased World Wide Dehydrated Foods, LLC (Mart Group) who is expanding and needing funding for the project. The lending agency is requiring this document that would allow the lending agency to step in if there is a default in payments. It would also require the City of Burley to notify the lender if there is a default in payment.

A motion was made by Council member Andersen and seconded by Council member Craner to approve the Mart Group Landlord Consent Estoppel and Agreement and authorize the signature of the mayor.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye		
John Craner	Aye	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

**PURCHASE AGREEMENT FOR SANITATION TRUCK**

Sanitation Supervisor asked council to approve the purchase agreement for a sanitation truck. He stated this was previously approved and budgeted for. It will be purchased through SourceWell and will not be in for one to two years.

A motion was made by Council member Seely and seconded by Council member Phillips to allow the purchase of the sanitation truck.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye		
John Craner	Aye	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

Mayor Ormand thanked all the departments for their hard work.

Engineer Bryan Reiter stated that currently the homeowner’s associations have the responsibility of how they handle the water either from the canal or from the well. He said that Glacier Park has agreed to let us put a flow meter on their pressurized irrigation system to see how it differs from four-acre feet of water on a farm and the difference after it is developed into residential.

A motion was made by council member Andersen and seconded by Council member Seely to adjourn the meeting at 8:11 P.M.

All “Aye.”

Motion carried.

City of Burley

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Mayor Ormond

ATTEST:

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City Clerk