

**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
April 2, 2019**

AMENDED 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 \$259,919.88.**
 - c. PAYROLL ENDING ON 3/15/19 FOR \$208,045.22.**

- 2. ACTION ITEM** Street Closure May 4th for 3rd Annual Anniversary Party Kristen Lindauer
- 3. ACTION ITEM** Designate Section for Upright Headstones Dave Allred
- 4. ACTION ITEM** Change Golf Pro Compensation Mark Mitton
- 5. ACTION ITEM** Golf Pro Tournament Scott Draper
- 6. ACTION ITEM** A.I.T. Services Dryer Repair Agreement Dee Hodge
- 7. ACTION ITEM** Approve Contract, Notice of Award & Notice to Proceed for Dryer Repairs with Leatham Construction Dave Waldron
- 8. ACTION ITEM** Construction of Portion of Walking Path Mark Mitton
- 9. ACTION ITEM** Letter of Support for Hotel Development Mark Mitton
- 10. ACTION ITEM** Purchase of Real Property from Cody Heward for Pleasant View Cemetery Dave Shirley

Information Items

BUILDING PERMITS:

Wolverton Homes	908 Magnolia Street	Single Family	\$150,200.00
Wolverton Homes	901 Magnolia Street	Single Family	\$158,500.00
Wolverton Homes	900 Magnolia Street	Single Family	\$144,900.00

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April 2, 2019**

COMMENCE MEETING

Council met in regular session at 7:00 p.m. with Mayor Ormond presiding. Council members present were Randy Hawkins, John Craner, Casey Andersen, Russell Mallory, Bryce Morgan and Jon Anderson.

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Sexton Dave Allred, Waste Water Treatment Director Dee Hodge, Economic Development Specialist Doug Manning, Engineer Bryan Reiter, Fire Chief Shannon Tolman, Electrical Supervisor Brent Wallin, Parks Supervisor Brent Winn, Golf Pro Scott Draper, Human Resource Carol Anderson, Engineer David Waldron, and Lt. Jason Rogers was also in attendance.

INVOCATION

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

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

Roll Call Vote.

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

STREET CLOSURE MAY 4TH FOR 3RD ANNUAL ANNIVERSARY PARTY

Kristen Lindauer asked Council for permission to close a portion of Oakley Avenue on May 4th for the 3rd annual street party. She presented them with her catering permit, a diagram of the area and signatures of the businesses on the street giving their approval.

A motion was made by Council member Hawkins and seconded by Council member Mallory to allow the street closure on May 4th.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

DESIGNATE SECTION FOR UPRIGHT HEADSTONES

Sexton Dave Allred stated that he has talked to the public works committee about a section of the cemetery that is currently set to sell a row of upright headstones and then a row of flat headstones. Mr. Allred stated that this section opened up in 2009, there are 1536 grave spaces with 228 grave spaces sold and only 22 of those bought flat headstone. He proposed to the Council that this section be sold at the price of upright headstones and allow either upright or flat headstones to be placed in this area. He also said flat headstones are available in two of the other sections.

A short discussion followed.

A motion was made by Council member Jon Anderson and seconded by Council member Casey Andersen to allow all grave spaces in the proposed section to be sold as upright headstones.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

CHANGE GOLF PRO COMPENSATION

City Administrator Mark Mitton presented Council with a list of duties for a food and beverage manager at the golf course. He said the kitchen at the golf course is ready to go as soon as they find someone to staff it. The golf pro has asked the city to consider a \$5,000.00 increase in his wages annually. Mr. Mitton said the recreation committee listened to the minutes when the city made Mr. Draper an employee at which time his compensation was set for a golf pro with no kitchen duties.

Council member Mallory said the committee listened to the meeting where the motion was made to make Mr. Draper an employee and then look at the kitchen after it was done and then decide what to do then.

Council member Jon Anderson stated that the committee also discussed that all of the employees got a 3% raise and Mr. Draper did not, pending the decision of the Council whether they would pay him more for running the kitchen.

Council member Craner said that we did not hire a golf pro to flip burgers and run a kitchen. He stated he was under the impression that the decision was to hire someone that already is in the food service business and could use this as an extension of their business.

Council member Casey Andersen agreed with council member Craner. He stated that a short time ago the conversation was the job of golf pro was taking up so much time that there wasn't time to do the job that needed done, putting in 13 to 14 hour days. He stated that he can't see paying more money. He agreed it would be much better if someone wanted to expand their business and lease the kitchen space. He stated because of the way it was built someone from the city will have to be there all of the time and he does not think we should be in a big hurry because the kitchen remodel is eleven months late.

Council member Morgan said it did not open on time because Council drug their feet on it and thinks we need to open it so we can start selling food.

Council member Hawkins stated that mid-year council approved the construction of the kitchen, this fiscal year council approved a budget that included Mr. Drapers 3% raise, the purchase of food, temporary labor for the snack bar and included revenue from food sales.

It was discussed to approve the increase right now and if the kitchen is leased out adjust the compensation. It was also asked who would find the person to run it.

Council member Casey Andersen made a motion that we do not change the compensation. There was no second.

Golf Pro Scott Draper stated that the job description that was approved was only to manage the contract of the food and beverage not to manage the food and beverage. Mr. Draper also stated that he was fine if they wanted him to run the kitchen although it is not in his job description.

More discussion followed.

A motion was made by Council member Morgan and seconded by Council member Mallory to approve the \$5,000.00 on a twelve-month basis with the means that it could be taken away if we find someone to run the restaurant.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Nay	Randy Hawkins	Nay
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

GOLF PRO TOURNAMENT

Golf Pro Scott Draper said Derlin Taylor would like to help the City of Burley attract more customers from the outside area. He would like to put together and chair a golf tournament, to draw in golf professionals from a wide region, to show case our golf course so they will go back to their community and talk about the experience they had at our golf course. They are asking the City to commit funds for the purse. Mr. Taylor said that if the City commits, then he will go into the community and get money for sponsorships. He said that he believes that the golf course needs to be marketed as a business. He said he hopes to change the perception of the Burley golf course in the state of Idaho and he feels it would be the Pros that will go back and talk with their people. He proposed a \$20,000.00 purse and he feels he can raise at least \$10,000.00.

City Administrator Mark Mitton said the Burley Development Authority would probably help and that there is money in the contingency fund.

A motion was made by Council member Craner and seconded by Council member Morgan to commit up to \$10,000.00 either in kind, from the Burley Development Authority any resource that we can, but we as the City of Burley commit \$10,000.00 to this golf pro tournament.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Nay	Randy Hawkins	Nay
Jon Anderson	Nay	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Mayor Ormond voted Aye to break the tie.

Motion carried.

A.I.T. SERVICES DRYER REPAIR AGREEMENT

Waste Water Treatment Director Dee Hodge asked the Council to sign the agreement with A.I.T. Services for the dryer repairs. He stated that at a previous meeting Council approved the down payment for this project. It was stated that most of this will be covered by insurance.

A motion was made by Council member Casey Andersen and seconded by Council member Mallory to approve the contract with A.I.T. to repair the dryer.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

APPROVE CONTRACT, NOTICE OF AWARD & NOTICE TO PROCEED FOR DRYER REPAIRS WITH LEATHAM CONSTRUCTION

Engineer Dave Waldron presented Council with a contract for repairs to the dryer building with Leatham Construction. He said they sent the bid out to eight contractors, three of them showed some interest and they got only one bid back because we need the work done immediately. This bid is for \$196,300.00.

City Administrator Mark Mitton said that they changed the design so that if this ever happens again it will cause a lot less damage to the roof and there is a possibility that the insurance will not cover the cost for it of \$16,700.00.

A motion was made by Council member Casey Andersen and seconded by Council member Jon Anderson to approve the contract to repair the dryer building and authorize the Mayor to sign the contract, the notice of award and notice to proceed.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

CONSTRUCTION OF PORTION OF WALKING PATH

City Administrator Mark Mitton presented Council with an agreement with the Hampton Inn developers to build the section of walking path behind the hotel and restaurant. They would like it completed now before they landscape. He stated that we have applied for grant funds but have not heard if we will get any funds. He said the BDA and the Rec District are participating in the walking path. The city puts in the ground and base work and contract out the pouring and finishing of the concrete. This will reduce the amount of the grant that we need to finish the work. The cost will be capped at \$50,000.00 but is expected to come in around \$37,000.00 to 38,000.00.

A motion was made by Council member Mallory and seconded by Council member Morgan to allow TR2 to finish the walking path, approve the contract and authorize the Mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

LETTER OF SUPPORT FOR HOTEL DEVELOPMENT

City Administrator said a hotel going into North Burley next to Any Time Fitness and the Ponderosa Golf Course asked for a right in and right out on Overland between 7th Street and the Eastbound on ramp to I-84. He said it meets the State's requirements but they have been a little hesitant to approve it. The City believes it is needed for public safety. He presented Council with a letter of approval by the Council and signed by the Mayor supporting this.

A motion was made by Council member Craner and seconded by Council member Casey Andersen to approve the letter of support for the hotel development for the road to the State Highway Department and authorize the Mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

PURCHASE OF REAL PROPERTY FROM CODY HEWARD FOR PLEASANT VIEW CEMETERY

City Attorney Dave Shirley stated that this item was added to the agenda yesterday so it requires a motion to authorize the item be added to the agenda. This was added because the documents were prepared by the title company for the closing to take place tomorrow.

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A motion was made by Council member Casey Andersen and seconded by Council member Hawkins to amend the agenda and add the Heward contract.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

City Attorney Dave Shirley said that when we purchased property for the Pleasant View Cemetery we were not able to purchase it all because there was a problem with the title to a small portion of land that was linked between the existing city boundaries and this property. That title flaw has now been cleared. He stated the proposal is to purchase the property for \$50,000.00 (per acre) that was not purchased in the original deal.

A motion was made by Council member Morgan and seconded by Council member Jon Anderson to approve the contract and allow the Mayor to sign it and also allow the Mayor to sign the associated closing documents.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

Golf Pro Scott Draper said the kitchen is ready to go and they are ready to get the cook positions out for hiring.


Fire Chief said they will have their 3rd annual crab feed April 26th at 6:00 P.M. He said the proceeds will buy Class A uniforms.

A motion was made by council member Casey Andersen and seconded by Council member Mallory to adjourn the meeting at 8:37 P.M.

All "Aye."

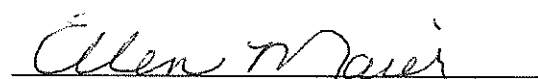
Motion carried.

City of Burley



Mayor Ormond

ATTEST:



City Clerk