

**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
April 21, 2020**

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 \$165,635.04.**
 - c. PAYROLL ENDING ON 4/10/20 FOR \$200,815.21.**

- 2. ACTION ITEM** Blood Donation Proposal Jim Bryant
- 3. ACTION ITEM** Mid-Year Budget Review Mark Mitton
- 4. ACTION ITEM** Award Chemical Feed Building Bid Dee Hodge/Jason Broome

Information Items

BUILDING PERMITS:

Burley HIX, LLC	801 N Overland Ave	Commercial	\$8,432,400.00
Wolverton Homes	940 Magnolia Street	Single Family	\$ 144,200.00

2nd Quarter Treasurer's Report: The report can be viewed on the City of Burley's website.

**DUE TO THE COVID-19 VIRUS CITY HALL IS NOT ACCESSIBLE TO THE
PUBLIC**

This is a conference call meeting.

Dial-in number (US): (605) 313-6290

Access code: 779726#

**The number will also be provided by e-mail and posted
on the City website.**

**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
April 21, 2020**

COMMENCE MEETING

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

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier and Electrical Supervisor Brent Wallin. Attorney Dave Shirley and Waste Water Treatment Director Dee Hodge joined by phone.

INVOCATION

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

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 - a. **APPROVAL OF MINUTES FROM REGULAR AND SPECIAL MEETINGS**
 - b. **BILLS PAYABLE \$165,635.04.**
 - c. **PAYROLL ENDING 4/10/20 FOR \$200,815.21.**

Information Items

BUILDING PERMITS:

Burley HIX, LLX	801 N Overland Avenue	Commercial	\$5,432,400.00
Wolverton Homes	940 Magnolia Street	Single Family	\$ 144,200.00

2nd Quarter Treasurer's Report: The report can be viewed on the City of Burley's website.

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.

BLOOD DONATION PROPOSAL

City Administrator Mark Mitton stated that there is a severe shortage of blood plasma. He said Jim Bryant would like to propose to Council that any city employee that donates blood would receive a day off of work with pay.

Council suggestions were, with manager approval the employee could have the time off it takes to donate or the City could possibly sponsor a blood draw.

City Attorney Dave Shirley said a city cannot use public tax money to donate to a cause so he would need to do research if Council would like him to.

A motion was made by Council member Craner and seconded by Council member Casey Andersen to have Mr. Shirley check into the City sponsoring a blood drive and encourage employees to participate with the approval of their manager, this would be with no day off with pay as proposed.

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.

MID-YEAR BUDGET REVIEW

City Administrator Mark Mitton asked Council to review the budget and call him with any questions. He said we have received the two new garbage trucks last week and will still be receiving one new street sweeper. He mentioned this was a good budget year until legislature changed the sales tax distribution formula which will freeze or reduce our sales tax. Mr. Mitton said right now our budget is fine but he will start making a plan to cut back this year’s budget due to the decrease in sales tax. He stated that he has asked all departments to hire minimal seasonal help this summer. He mentioned that we are not sure how the current COVID-19 virus will impact us yet. Next year legislature has changed the property tax so every homeowner receives a \$12,000.00 write off in value that will impact the city with an estimated income loss of \$60,000.00. He mentioned that he will be working on the budget process for next year.

AWARD CHEMICAL FEED BUILDING BID

Waste Water Treatment Supervisor Dee Hodge said that in February they sent out for a bid for the addition to the waste water treatment plant chemical building. The bid opening was held March 17th with GSE Construction and Siblon Reid bidding the project. Mr. Hodge asked Council to award the bid to GSE Construction with the lower bid of \$398,900.00. Jason Broome from Forsgren Associates said that they are working with GSE on changes to the building that would lower the price and bring the project within the budgeted amount.

A motion was made by Council member Craner and seconded by Council member Casey Andersen to accept the bid from GSE Construction on the chemical building addition at the waste water treatment plant.

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.

Council member Seely asked Council to consider waving late fees for the people who cannot pay by the due date.

A motion was made by council member Casey Andersen and seconded by Council member Jon Anderson to adjourn the meeting at 7:32 P.M.

All "Aye."

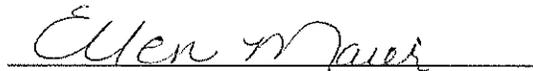
Motion carried.

City of Burley



Mayor Ormond

ATTEST:



City Clerk