

REGULAR BURLEY CITY COUNCIL MEETING

CITY HALL

1401 Overland Avenue - Burley, ID

MAY 2, 2023

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 \$792,651.67**
 - c. **PAYROLL ENDING ON 4/21/23 \$366,950.21**

2. **ACTION ITEM** – Southern Idaho Tourism Support Sarah Rohrbach
3. **ACTION ITEM** – La Hacienda Block Party on May 5th Leidi Lira
4. **ACTION ITEM** – Clean-up Day May 20th & Flowerpots Susan Price
5. **ACTION ITEM** – National Day of Prayer Shauna Kraus
6. **ACTION ITEM** – Purchase of Golf Course Equipment Brent Winn
7. **ACTION ITEM** – Approval of Purchase Agreement for Golf Simulator Scott Draper

8. **ACTION ITEM** – Golf Fee Resolution Scott Draper
9. **ACTION ITEM** – Approval of Bid for Slurry Seal Korky Blackner
10. **ACTION ITEM** – Acceptance of Easement from Dan and Norene Price near 170 West 3rd Street North Bryan Reiter

11. **ACTION ITEM** – Approval of Resolution Specifying terms For Planning and Zoning Commissions Ty Jones and Tyson Nielson Dave Shirley

12. Report and Discussion of Recent City Events

Information Items

BUILDING PERMITS:

Susie Wright	Commercial	Alteration	\$10,000
Floyd Thomas	Commercial	New Construction	\$5,000
Barney & Sherrie Greener	Residential	New Construction	\$60,000
Moses	Residential	New Construction	\$345,450

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**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
May 2, 2023**

COMMENCE MEETING

REGULAR SESSION

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

City Staff present were as follows:

City Administrator – Mark Mitton ___by phone___	Building Inspector – Gary Pawson _____
City Clerk – Tracy Bustos __x__	Engineer – Brian Reiter __x__
City Attorney – Dave Shirley __x__	Deputy Fire Chief – Casey Harman __x__
Sexton – Dave Allred _____	Electrical Supervisor – Brent Wallin _____
WW Treatment Director – Dustin Raney _____	Parks Supervisor – Brent Winn __x__
Economic Dev. Specialist – Doug Manning _____	Librarian – Tayce Robinson _____
Golf Pro – Scott Draper __x__	Human Resources – Carol Anderson __x__
Engineer – Dave Waldren _____	Sanitation Supervisor – Eric Pufahl __x__
Street Supervisor – Korky Blackner __x__	Shop Foreman – Rick Garner _____
Sheriff's Department __x__	Fire Department _____

INVOCATION

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

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Information Items

BUILDING PERMITS:

A motion was made by council member Hansen and seconded by council member Powell to accept the consent calendar as written.

Roll Call Vote.

The results of the votes were as follows:

Jim Powell	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye
Casey Andersen	Aye	Janet Hansen	Aye

Motion carried.

SOUTHERN IDAHO TOURISM SUPPORT

Sarah Rohrbach came to the City Council meeting to ask to be included in our 2023/2024 budget for the amount of \$900.

Southern Idaho Tourism is asking for this donation because they promote Burley and Cassia County through tourism. Every year Southern Idaho Tourism is rewarded a grant however 12.5% is self-funded which is why they are asking the community for financial support.

Some of the things that are supported by Southern Idaho Tourism are Hotels, Recreation like the Snake River and City of Rocks, Arcadia, Puders Pizza, Morey's Steakhouse, The Boat House, Edith's Café, and several others. They also help promote events such as the Regatta, Wake in the Snake, The Dry Creek Tournament, and other hospitality businesses.

Council member Seely asked what the role of an influencer is and how much they are paid to help Southern Idaho Tourism. Sarah reported that every influencer differs. For example, they are bringing in an influencer who will be staying in Burley for one night. In partnership with Dave Nebeker, she will be put up in a hotel and she will be exploring Hayburn Riverside Park and then going to the City of Rocks. Later in the day she will visit Edith's Café and Morey's Steakhouse to get images of her and her family and promote on her social media. Those images will also be used on the Southern Idaho Tourism website. For all that, she will get paid \$15,000. This is a pretty expensive venture but thousands of followers have been gained through this type of advertising which turns into links clicked to the website, which turns in to heads in beds, which brings money into the region.

Council member Craner asked if a magazine was made by Southern Idaho Tourism. Sarah said that there are three types of print. The Livability magazine is one which strikes the balance between economic development and tourism. Part of the 12.5% cash-match goes toward this magazine. Another print is the Mini-Cassia Chamber of Commerce which they provide a ton of photography for. Other ways they make money is by promoting the Shashone Falls After Dark event.

Council member Hansen asked how they choose which business they promote and Sarah said they really try to balance it out by rotating the different chamber businesses through the magazines and different prints. They also promote through Google ads, Facebook ads, and SEM Display. Currently they promote seven different counties which includes Minidoka and Cassia.

Council member Craner asked if they receive money through the Department of Commerce as well and Sarah confirmed that is who funds them.

Council member Seely asked to confirm what year we are donating the money for and when they need the money. Sarah said that during the transition, paperwork was lost and it is unknown if we invoiced for 2022 or if it was paid. This \$900 is for 2023 and will be invoiced in September or shortly thereafter. Council member Craner asked if City Clerk Tracy Bustos could follow up. Administrator Mark Mitton commented that the City has budgeted for Southern Idaho Tourism for several years and the small increase (from \$800 to \$900) is fine. Mark also clarified that this is already in the 2023 budget and will be put in the budget for 2024.

Attorney Shirley stated that no motion is needed at this time. The request is received, and a motion will be made when the budget is approved.

LA HACIENDA BLOCK PARTY ON MAY 5TH

Alexandra Rodriguez and Leidi Lira asked to have the street blocked off for La Hacienda's block part from 4:00p.m.-10:00p.m. on May 5th. They want to block the street to accommodate for games, music, food, and drinks in celebration of Cinco de Mayo. The Fire Department, Sherrif's Department and neighboring businesses have given consent.

Council member asked for clarification on if the entire block will be closed or just a portion. Ms. Lira and Ms. Rodriguez confirmed that it would only be the portion of the street right in from of their building – approximately 125ft of Oakley Ave.

Council member Powell asked if appropriate insurance is in place and Ms. Lira confirmed that yes, they have it and will be provided along with the forms signed off by the businesses.

A motion was made by Council member Andersen to allow the 125ft of Oakley Ave (south of Main Street) to be closed for La Hacienda's block party from 4-10p.m. on May 5th. The motion was seconded by Council member Craner.

Roll Call Vote.

The results of the votes were as follows:

Jim Powell	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye
Casey Andersen	Aye	Janet Hansen	Aye

Motion carried.

Council member Powell added that we need to have a copy of the insurance and signed sheets from neighboring businesses brought in prior to the event.

CLEAN-UP DAY MAY 20TH AND FLOWERPOTS

Susan Price presented handouts for the City Clean-Up Day and introduced Nikki Stokes who helps coordinate this event. There has been a flower project for 15 years and has been a great influence in the city. Since then, four other communities have gotten flowers in their cities (Declo, Rupert, Albion, Oakley).

Susan is before the Council to express her concern regarding the water truck is used to water the flowers in the city. The truck is on is barely "limping along". Susan said that she has exhausted several avenues to secure another truck but that is not her expertise and asked for suggestions.

Council member Seely asked what is wrong with the truck and don't we have an employee to water the flowers. Brent Winn answered that this truck is a 1987 and we got it used. We've fixed it but it continues to break down. It's been breaking down on and off for the last five years. We could use the watering equipment from the old truck if we could just get another truck to retrofit.

Administrator Mark Mitton said that the City's Street Department has a truck that can be used this year and we can potentially budget for a truck next year. These trucks are easy to find and relatively inexpensive. Concil member Craner commented that if we look for another truck Rick Garner from City Fleet should be involved.

Council member Seely asked what the Clean-up committee would like to see from "us". Nikki Stokes said that they would like to see City Council member's faces. Show up and help out; people want to see you. Susan said that you can be the face of the city and clean up the park next to City Hall.

NATIONAL DAY OF PRAYER

Shauna Krause was asked to come and give the Council an explanation prior to Mayor Ormond's signing the National Day of Prayer proclamation.

Thursday, May 4th, 2023, will be recognized as the National Day of Prayer. The events that will be hosted by the First Baptist Church of Burley. The theme selected by the National Day of Prayer task force is taken from the bible verse found in James 5:16b. The event times are 12 noon to 1p.m. for community prayer time and 6:15p.m. (doors open at 5:30) for the National Prayer Gathering Broadcast.

PURCHASE OF GOLF COURSE EQUIPMENT

This topic was tabled

PURCHASE OF GOLF SIMULATOR

This topic was tabled

GOLF FEE RESOLUTION

A public hearing took place on April 18th, 2023, to increase select golf fees. Scott Draper brought resolution 4-2023 to be approved.

RESOLUTION 4-23

A RESOLUTION OF THE CITY OF BURLEY ESTABLISHING FEES FOR SERVICES

Whereas, the City of Burley provides many services to its citizens that are not covered by property taxes; and,

Whereas, fees charged by the City provide needed utility, recreation, cemetery, development, and other services; and,

Whereas, the City of Burley has advertised these fees as required for the setting of new fees; and,

Whereas, the City of Burley needs establish or to increase these fees due to the Idaho Legislature's reduction of local property taxes, sales taxes, and liquor distribution taxes to the City of Burley.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLEY RESOLVES:

The following fees for services are established as development fees within the City of Burley.

Driving Range Fee

<u>Small</u>	<u>Medium</u>	<u>Large</u>	<u>Adult Pass</u>	<u>Jr. Pass</u>
\$3.00	\$6.00	\$9.00	\$300	\$160

High Scholl Golf Team fee will increase to \$475 per school.

Winter Rates

<u>9-Holes</u>	<u>18-Holes</u>
\$14.00	\$20.00

These fees will become effective upon approval of the City Council and signature by the Mayor of Burley and remain in effect until changed, modified, or repealed by the City Council of the City of Burley.

Approved this 2nd day of May 2023.

A motion was made by Council member Powell to approve Resolution 4-23 as written except for striking the work "development" and spelling "school" correctly and allow the Mayor to sign. The motion was seconded by Council member Seely.

Roll Call Vote.

The results of the votes were as follows:

Jim Powell	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye
Casey Andersen	Aye	Janet Hansen	Aye

Motion carried.

APPROVAL OF BID FOR SLURRY SEAL

Korky Blackner brought to the board a bid for the slurry seal system however the council was unable to review.

Korky explained this slurry seal system would help the city preserve the roads. This would last 4-5 years on old roads and longer on newer roads. This not only preserves our roads but reduces our manpower and cures quickly so roads can be traveled on much sooner.

We have the opportunity to piggy-back off Middleton who is having the same work done from the same company. This will help reduce costs. All the equipment will already be here.

Council member Seely asked how often this company comes to town – what is the opportunity to piggy back in the future. Korky said that they come once a year. We can rotate to a different section of the city every year.

Council member Craner asked if we can do the same number of miles with this system as with chip sealing process. Korky said he thinks we would break even with a better product, but he would do some research.

It was determined that we would table this topic until the next Council meeting for approval; once Council members have time to review the bid.

ACCEPTANCE OF EASEMENT FROM DAN AND NORENE PRICE NEAR 170 W 3RD ST N

Bryan Reiter said there is a potential project that they would like to do here (the process would be the same as when the McDonald's project happened). The first step is to get the alternative (i.e., re-routed) easement, except the easement and then the waterline is built within that easement. This will make the need for the old easement null and void. A vacation of the Null and void easement will be addressed at a later date.

We've been offered an easement that re-route's the waterline about 20 feet to the west. There is an existing 10 inch water main there now and it would be re-routed from the northern property line to the southern property line.

Council member Andersen asked how many other businesses this services. Bryan said that this will only disrupt service for around 4 hours. This is at no cost to the city.

A motion was made by Council member Andersen to accept the easement and allow the mayor to sign. The motion was seconded by Seely.

Roll Call Vote.

The results of the votes were as follows:

Jim Powell	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye
Casey Andersen	Aye	Janet Hansen	Aye

Motion carried.

APPROVAL OF RESOLUTION SPECIFYING TERMS FOR PLANNING AND ZONING COMMISSIONS TY JONES AND TYSON NIELSON.

Attorney Dave Shirley presented Resolution 5-2023 for the commission of Ty Jones and Tyson Nielson to the Planning and Zoning Council for six years.

RESOLUTION NO. 5-2023

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY BURLEY APPROVING THE APPOINTMENT OF PLANNING AND ZONING COMMISSIONERS WITH SPECIFIC TERMS OF OFFICE

WHEREAS, at a regular meeting of the Burley City Council the 18th day of April, 2023, Mayor Ormond appointed Ty Jones and Tyson Nelson as planning and zoning commissioners of the City of Burley Planning and Zoning Commission, and the appointment was confirmed by the City Council; and

WHEREAS, at the time of appointment, no term was specified;

NOW, THEREFORE, BE IT RESOLVED BY MAYOR AND CITY COUNCIL OF THE CITY OF BURLEY:

1. Ty Jones was appointed and is hereby appointed by Mayor Steve Ormond to the position and office of commissioner of the Planning and Zoning Commission of the City of Burley for a term of six (6) years beginning on the effective date of hereof and ending six (6) years from the date hereof. The City Council of the City of Burley has confirmed and does hereby confirm said appointment.

2. Tyson Nelson was appointed and is hereby appointed by Mayor Steve Ormond to the position and office of commissioner of the Planning and Zoning Commission of the City of Burley for a term of six (6) years beginning on the 18th day of May 2023 and ending six (6) years from the date hereof.

Adopted and approved this 2nd day of May 2023.

CITY OF BURLEY

A motion was made by Council member Morgan to approve resolution number 5-2023 and allow the mayor to sign. The motion was seconded by Seely.

Roll Call Vote.

The results of the votes were as follows:

Jim Powell	Aye	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye
Casey Andersen	Aye	Janet Hansen	Aye

Motion carried.

Report and Discussion of Recent City Events

- 27th and Parke sidewalk project is starting
- 5th North project is completed, and traffic is flowing, and residential yards are cleaned up
- Burton avenue is congested by equipment being used for the use of fiber installation

ADJOURN

A motion was made by Council member Andersen and seconded by Council member Morgan to adjourn the meeting at 8:15 p.m.

All "Aye."


Motion carried.

City of Burley:



Mayor Steve Ormond

ATTEST:



City Clerk Tracy Bustos