

**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
June 6, 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 <input checked="" type="checkbox"/>	Building Inspector – Gary Pawson _____
City Clerk – Tracy Bustos <input checked="" type="checkbox"/>	Engineer – Brian Reiter <input checked="" type="checkbox"/>
City Attorney – Dave Shirley <input checked="" type="checkbox"/>	Deputy Fire Chief – Casey Harman <input checked="" type="checkbox"/>
Sexton – Dave Allred _____	Electrical Supervisor – Brent Wallin <input checked="" type="checkbox"/>
WW Treatment Director – Dustin Raney <input checked="" type="checkbox"/>	Parks Supervisor – Brent Winn <input checked="" type="checkbox"/>
Economic Dev. Specialist – Doug Manning _____	Librarian – Tayce Robinson <input checked="" type="checkbox"/>
Golf Pro – Scott Draper <input checked="" type="checkbox"/>	Human Resources – Carol Anderson <input checked="" type="checkbox"/>
Engineer – Dave Waldren <input checked="" type="checkbox"/>	Sanitation Supervisor – Eric Pufahl _____
Street Supervisor – Korky Blackner <input checked="" type="checkbox"/>	Shop Foreman – Rick Garner <input checked="" type="checkbox"/>
Sheriff's Department – Lt. Kevin Horack _____	Fire Chief – Shannon Tolman _____

INVOCATION

The invocation was offered by council member Craner followed by the Pledge to the Flag.

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.
 - d. **APPROVAL OF MINUTES FOR REGULAR AND SPECIAL MEETINGS**
 - e. **BILLS PAYABLE \$1,218,044.99**
 - f. **PAYROLL ENDING ON 5/19/23 FOR \$386,984.75**

Information Items

FIREWORKS PERMITS:

TNT Fireworks – Walmart Parking Lot	\$200
TNT Fireworks – Smith's Parking Lot	\$200
Outlet Fireworks – 1 Euphoria Parking Lot	\$200
Family Fun Fireworks – Stokes Parking Lot	\$200
Phantom Fireworks – Burley Crossing	\$200

NEW HIRES:

Brent Carver	City Hall	Assist to City Administrator/Economic Devel	6/07/23
Keith Welch	Water Dept	Water Apprentice	5/30/23
Jason Williams	Fire Dept	Fire Fighter I	5/26/23

BUILDING PERMITS (MAY 1ST – 31ST):

Kimberly & Tad Laugen	800 Almo Ave	Residential	Addition	\$10,000
Kyle Millard	526 Lake Cleveland St	Residential	New Const	\$15,000
Kevin Butcher	2331 Burton Ave	Residential	Addition	\$28,000
Brent Mitchell Const. Smith's Food King Properties	216 S Hills St	Residential	New Const	\$258,000
Landon Wight	937 E Main St	Commercial	Alteration	\$1.1M
Dusty Hohnstein	835 Burton Ave	Residential	Repair	\$60,000
Graydon Funk	1415 Hansen Ave	Other	Addition	\$7,000
Matt Cook	2960 McBride Pl	Residential	New Const	\$266,800
Brandon Doss	245 South Hills St	Residential	New Const	\$266,800
Mountain Heights LLC	550 Lake Cleveland St	Residential	New Const	\$321,700
Cook	3059 Sawtooth Dr	Residential	New Const	\$414,000
	1601 Miller Ave	Residential	Alteration	\$100,000

A motion was made by council member Hansen and seconded by council member Morgan 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.

APPROVAL OF LITTLE FLOWER CHURCH SPECIAL EVENT AGREEMENT

It was stated that the event will be held on July 16th, and this is the biggest fundraiser of the year for the church. Mr. Aguero presented a letter from the church stating that they are in the process of obtaining a certificate of insurance from the Diocese of Boise. Once the certificate comes in, they will get it to us.

A Motion was made by Council Member Craner to approve the agreement subject to receiving the certificate of insurance and seconded by Council Member Anderson.

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.

SALE OF GOLF SIMULATOR EQUIPMENT TO THE CITY FROM JML INVESTMENTS

Total expense projection over a one-year period would be \$40,000, total revenue would be \$56,000. Revenue projections are based on Birdies Only's first year of sales. Scott stated that he believes his revenue would be more because he will be running 52 weeks instead of the 32 weeks that Birdies Only was running.

Scott looked at several options and new products only offer a 1-year warranty. It was stated that the used equipment from Birdies Only would be a better value due to the additional equipment and clients that the golf course would get inherit from the purchase.

The simulator is a Unicore Simulator, which is one of the best in the industry.

For \$55,000 we would get the simulator, extra equipment, name rights of the Birdies Only shop, client database, and reservation system.

A motion was made by Council Member Andersen to table this item until the P&L of Birdies Only can be reviewed and more research can be done. A second was not made so this motion died.

Council Member Seely made an additional motion to table the approval of the Sales Agreement until it is determined if the purchase can be made in this budget year or next and to add a non-compete clause. Council Member Morgan seconded the motion.

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.

STREET SLURRY BID AND CONTRACT APPROVAL

This item was tabled for a future meeting.

RV PARK RESERVATION SYSTEM PROPOSAL

It was stated that the RV Park is currently a "come as you are and stay as long as you want" system because there is no way to track who has overstayed their welcome. Guests are supposed to be limited to a 14-day stay.

With our current system there is no way to monitor our guest reservations. The cost for this system is \$9.95/month and 2.5% plus \$0.10 for credit card use.

Brent Wallin presented a reservation system called Rover Pass that could help out with tracking the number of days a guest stays. This system is very flexible in terms of tracking and adding additional fees for pets, firewood, etc. The cost for Rover Pass is \$3.00/reservation and 2.9% plus \$0.25 if paid by credit card.

This system is all online. Reservations and payments are made directly through Rover Pass and at the end of the month Rover Pass sends the money to the city.

PURCHASE OF VEHICLE FOR WATER DEPARTMENT

Rick Garner put out for three bids for a new vehicle for the Water Department. Only two came back – Young Automotive and Goode Motors; Kim Hansen did not bid. Young Automotive was the winning bid at \$59,910.98.

Council Member Andersen made a motion to approve the purchase of the vehicle from Young Automotive for 59,910.98. The motion was seconded by Council Member Morgan.

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 7-23 FOR SAFE STREETS GRANT

This grant will provide \$280,000 with a \$70,000 match. The match can be cash or in-kind. Most of the match will be in-kind.

This Resolution states that the City will commit to a goal of zero deaths by 2028.

This City will work with a group of stakeholders to identify and implement evidence-based projects and programs to reduce the potential for serious traffic-related injuries and fatalities in our community.

A motion was made by Council Member Morgan and seconded by Council Member Seely to approve Resolution 7-23 and allow the Mayor to sign.

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 REGATTA SPECIAL EVENT AGREEMENT

It was stated that the Regatta puts this event on every year and the agreement has been signed by Lou from the Regatta and needs to be signed by the Mayor.

A motion was made by Council Member Andersen to approve the Regatta special event agreement and allow the Mayor to sign. The motion was seconded by Council Member Morgan.

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.

BEDKE BLVD RECONSTRUCTION AND CHANGE ORDER 6 AND PAY APPLICATION 1

Bedke Blvd project is complete. It was stated by Dave Waldron that this project came in ahead of schedule. Change order number 6 is a reduction of \$42,860.76.

A motion was made by Council Member Morgan to approve change order number 6 and allow the Mayor to sign. The motion was seconded by Council Member Powell.

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.

RESCHEDULING OF JUNE 20TH AND JULY 4TH CITY COUNCIL MEETINGS DUE TO SCHEDULING CONFLICT

June 20th will be rescheduled to June 27th at 7:00p.m.

July 4th will be rescheduled to July 5th at 7:00p.m.

A motion was made by Council Member Morgan to reschedule the June 20th meeting to June 27th and 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.

A motion was made by Council Member Andersen to reschedule the July 4th meeting to July 5th and seconded by Council Member Morgan.

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 LETTER OF SUPPORT FOR LIBRARY IMPROVEMENT GRANT

It was stated by Tayce Robinson that he had previously presented a smaller plan to expand the library. Money was tighter then. Recently more money has become available. This is a highly competitive grant, and he is asking for a letter of support.

This grant is due on June 12th with the signed letter of support by the Mayor.

A motion was made by Council Member Andersen to allow the Mayor to sign the letter of support and seconded by Council Member Morgan.

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 LOT LINE ADJUSTMENT FOR CITY OWNED PROPERTY NEAR 16TH AND WASHINGTON

This item was tabled and will be discussed at another meeting.

REPORT AND DISCUSSION ON RECENT CITY EVENTS

- City Clean-up Day and Planting of Flowers – Thanks to everyone that helped; the city looks great.
- Bedke Blvd – Thanks for all the hard work; the road looks great.
- Car Event at Fairgrounds - had great turn out.
- D-day – thanks to all those that sacrificed.
- Happy Birthday to Janet Hansen

ADJOURN

A motion was made by Council member Andersen and seconded by Morgan to adjourn the meeting at 9:35 p.m.

All "Aye."
Motion carried.

City of Burley:



Mayor Steve Ormond

ATTEST:



City Clerk Tracy Bustos