

SPECIAL BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
June 27, 2023

COMMENCE MEETING

SPECIAL SESSION

Council met in special session at **6:30 p.m.** with Mayor Ormond presiding. Council members present were Casey Andersen, John Craner, Janet Hansen, Kimberli Seely, and Bryce Morgan.

A motion was made by Council member Andersen and seconded by Council member Hansen to go into executive session, pursuant to Idaho Code **Section 74-206 (1)(f)**.

Roll Call Vote

The results of the votes were as follows:

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

Motion carried.

A discussion was held on the matters presented and no decisions were made.

City council came out of executive session at **7:05p.m.**

Council reconvened at **7:10p.m.** with Mayor Ormond presiding. Council members present were Casey Andersen, John Craner, Janet Hansen, Bryce Morgan, Jim Powell, and Kimberli Seely.

City Staff present were as follows:

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

INVOCATION

The Invocation was offered by Council member Casey Andersen 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 \$1,805,918.15**

f. **PAYROLL ENDING ON 6/23/23 FOR \$399,860.21**

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:

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

Motion carried.

RESOLUTION APPROVING LAND USE PUBLIC HEARING PROCEDURES

It was stated that the planning and zoning department currently has a procedure they use for public hearings. However, there are two types of hearings, there is quasi-judicial hearing and a legislative hearing. It is being asked to modify the procedures to differentiate between the two types of hearings.

Dave Shirley recommended that Resolution number 8-23 be approved and signed by the Mayor.

A motion was made by Council member Andersen to approve Resolution 8-23 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:

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

Motion carried.

PURCHASE AGREEMENT AND ENGINE QUOTE FOR FIRE DEPARTMENT

Deputy Fire Chief Casey Harmon came before the council asking for the approval to sign the Purchase Agreement for a new fire Engine.

From the time the Agreement is signed, it will take roughly 48 months until the engine will be delivered. This will allow the City to finish paying off the current engine.

The quote of \$1,093,941.00 is good through July 24, 2023. The next price increase of 2% will take place August 1, 2023.

Deputy Fire Chief Harmon is asking for approval to sign the Purchase Agreement prior to July 24th to lock in the price quoted prior to the 2% increase. The Engine does not

have to be completely paid for until it is ready for delivery - \$500,000 is due three months prior to delivery.

It was stated that the money has to be available at the time of signing the agreement, which it is, and would have to be carried over each year until the engine is completed and ready for delivery.

A motion was made by Council member Powell to approve the Purchase 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:

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

Motion carried.

APPROVAL TO ORDER EQUIPMENT FOR GOLF MAINTENANCE

Mr. Brent Winn came before the Council to ask for approval to order new maintenance equipment. This approval doesn't lock us in to a contract and we are no obligated to purchase. This approval simply puts the equipment on order and can be purchased when/if we have the budget to purchase.

It was stated that our current equipment is in rough shape and Mr. Winn is asking for the approval to order the following equipment:

- 2 fairway mowers \$83,000/ea
- 2 greens mowers \$46,000/ea
- 1 rough mower \$88,000/ea

A motion was made by Council member Morgan to approve the Purchase Order Agreement without commitment to purchase and allow the Mayor to sign. The motion was seconded by Council member Andersen.

Roll Call Vote

The results of the votes were as follows:

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

Motion carried.

INFORMATION ITEMS

Mayor Ormond received a complimentary letter from the Idaho Golf Course Super Intendents Association. Mayor Ormond read the letter aloud and also complimented the hard work of Brent Winn and Scott Draper and their staff.

Mayor Ormond also recognized a citizen of the community, Kelly Ann Gomes who voluntarily (with a group of volunteers) cleaned the roadways on Hiland from 27th to 5th street and took care of some graffiti. Kelly Ann has a group of volunteers and is always looking for projects.

Administrator Mark Mitton introduced Brent Carver, the city's new Assistant to the City Administrator and Economic Development. Brent will be working with the Parks Department on applying for a parks grant in September to restore Storybook Park.

Deputy Casey Harmon introduced new full-time career firefighter, Jason Williams.

BUILDING PERMITS:

ADJOURN

A motion was made by Council member Hansen and seconded by Andersen to adjourn the meeting at 8:00 p.m.


All "Aye."
Motion carried.

City of Burley:



Mayor Steve Ormond

ATTEST:



City Clerk Tracy Bustos