

**REGULAR AND SPECIAL BURLEY CITY COUNCIL MEETING**

CITY HALL

1401 Overland Avenue - Burley, ID

**JULY 18, 2023**

**COMMENCE MEETING**

**SPECIAL SESSION**

Council met in special session at 6:00 p.m. with Mayor Ormond presiding. Council members present were Casey Andersen, John Craner, Janet Hansen, Jim Powell, and Kimberli Seely.

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

**Roll Call Vote**

The results of the votes were as follows:

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

Motion carried.

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

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

Council reconvened at **7:06 p.m.** with Mayor Ormond presiding. Council members present were Casey Andersen, John Craner, Janet Hansen, Jim Powell, and Kimberli Seely.

City Staff Present were as follows:

City Administrator – Mark Mitton <u>  x  </u>	Sexton – Dave Allred <u>      </u>
City Clerk – Tracy Bustos <u> x  </u>	Engineer – Bryan Reiter <u> x  </u>
City Attorney – Dave Shirley <u> x  </u>	Shop Foreman – Rick Garner <u> x  </u>
Assist Admin/Economic Devl – Brent Carver <u> x  </u>	Electrical Supervisor – Brent Wallin <u>      </u>
Human Resources – Carol Anderson <u>      </u>	Parks Supervisor – Brent Winn <u> x  </u>
WW Treatment Director – Dustin Raney <u>      </u>	Librarian – Tayce Robinson <u>      </u>
Golf Pro – Scott Draper <u>  </u>	Sanitation Supervisor – Eric Pufahl <u> x  </u>
Engineer – Dave Waldron <u>  x  </u>	Sheriff's Department – Jared Thompson <u> x  </u>
Street Supervisor – Korky Blackner <u> x  </u>	Fire Chief – Shannon Tolman <u> x  </u>

**INVOCATION**

*Invocation was offered by Council member Powell followed by the Pledge to the Flag.*

A motion was made by Council member Hansen 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		
John Craner	Aye	Jim Powell	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

**APPROVAL OF BID FOR NEW VEHICLE FOR SANITATION**

Rick Garner brought three bids to the council for review. The winning bid was from Young Automotive Group for total of \$54,381.00. This price includes a 2023 GMC Sierra 3500HD chassis (no bed included).

A motion was made by Council member Powell and seconded by Council member Andersen to approve the purchase of the vehicle from Young Automotive for the purchase price of \$54,381.00

**Roll Call Vote**

The results of the votes were as follows:

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

Motion carried.

**APPROVAL OF WATER RIGHTS LEASE AGREEMENT WITH THE CITY OF POCATELLO**

Attorney Dave Shirley presented the lease agreement from the City of Pocatello and confirmed that it is exactly the same as last year and he would approve it for signature.

A motion was made by Council member Andersen and seconded by Council member Seely to approve the Water Rights lease from the City of Pocatello and allow the Mayor to sign.

**Roll Call Vote**

The results of the votes were as follows:

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

Motion carried.

**¾ TON TRUCK PURCHASE FOR WATER DEPARTMENT**

Bryan brought to the council that there is a 2022 pickup available at Young Automotive that is available now for purchase. Normally we would have to wait for a truck with our specs.

We would have to add a bed liner and a couple of things to match the rest of our fleet. Because this is under \$75,000 requirements, this is the only bid and it's a good bid at \$58,460.00.

A motion was made by Council member Craner and seconded by Council member Powell to approve the purchase of vehicle as described.

**Roll Call Vote**

The results of the votes were as follows:

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

Motion carried.

**APPROVAL OF CASSIA COUNTY FAIR AGREEMENT**

Dave Shirley explained that the agreement is for the use of the vacant property next to the fair grounds that the city owns. The Fair Board would like to use the property to park participants in the fair on this property to leave closer parking spots open for fairgoers.

The agreement includes that the County complies with the fire code and includes an egress plan.

A motion was made by Council member Seely and seconded by Council member Andersen to approve the Cassia County Fair Agreement and allow the Mayor to sign.

**Roll Call Vote**

The results of the votes were as follows:

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






Motion carried.

**HIDDEN HILLS PHASE 1 FINAL PLAT**

Dave Waldron asked for approval of Hidden Hills Phase 1 Final Plat to be approved with conditions.

- 2) Prior to printing the mylar the following shall be completed:
  - a) Verify dimension of the east side of Lot 1 Block 1 and verify the C3 dimension.
  - b) Exclude Lot 2 Block 1 from the final plat until such time that the roadway surrounding this lot shows full surrounding improvements on the engineering drawings.
  - c) Show the canal easement geometry through Lot C and Lot 14 in Block 3. Tie the geometry into the lot lines.
  - d) Address the potential dead end street, Cobb Peak Street, if Cobb Peak Street does not connect to a dedicated roadway when the Owner desires to record this final plat. Final plat must meet fire code and City Code section 6-4-3 (G) in regards to a dead end road and in regards to the need for a cul-de-sac.
  - e) Add language in the Owner's Dedication for the Burley Irrigation District easement.
  - f) Provide a copy of the LLC operating agreement when the mylar is submitted.
  - g) Provide restriction language concerning townhouse subdivision lots versus single family residential lots. Proposed language is shown on the plat markups.
  - h) Provide restriction language for Lots A, B, and C in Block 3 and Lot D in Block 2 to not permit structures requiring a building permit and prohibiting

any use which would inhibit the ability to provide the parking and storm drain functions on these lots. Proposed language will be provided.

- i) Provide restriction language for the need to face single family residences to a Local A street, rather than a Local B street. Proposed language is shown on the plat.
  - j) Identify this phase as "A Single Family and Townhouse Subdivision" rather than "A Single Family Subdivision" in the title on both pages of the final plat.
- 3) An original mylar of the final plat shall be provided to the City. All signatures, with the exception of the Cities and the County Treasurer, shall be contained on the mylar.
  - 4) The City Council must verify completion of the construction of public improvements and approve City signatures on the final plat.
  - 5) Conditions 1-4 must be completed and the final plat shall be filed with the County Recorder within one year after written approval by the Council otherwise, such approval shall become void. The period of time is applied for by   1 / 2    sion of time is

Council member Powell made comment that he is not in favor of a townhouse development.

A motion was made by Council member Andersen and seconded by Council member Craner to approve the Hidden Hills Phase 1 Final Plat with the exceptions.

**Roll Call Vote**

The results of the votes were as follows:

Casey Andersen	Aye		
John Craner	Aye	Jim Powell	Nay
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

**SIGNAL WARRANT ANALYSIS AT INTERSECTION OF MAIN STREET AND POMERELLE**

Dave Waldron introduced Victoria Gularte as the intern that conducted the Signal Warrant Analysis. Victoria summarized the following findings:

Findings

The first signal warrant that is satisfied is the Eight-Hour Vehicular Volume warrant. The vehicles per hour (VPH) from the intersection need to exceed a minimum of 900, 75 VPH hour (Major Street both approaches, Minor Street highest approach) for eight hours on an average day. The traffic volume in this intersection met the criteria for 10 hours beginning at 9:00 am and ending at 6:00 pm for the average day. This data is reviewed in chapter two table one and in the appendix.

The second warrant that was met by this intersection is the Four-Hour Vehicular Volume warrant. Both options for this signal warrant are satisfied at the intersection.

The third warrant that is satisfied by the intersection is the Peak Hour warrant. The intersection satisfies option B of this signal warrant.

The last warrant that is met is the Crash Experience warrant. Traffic controls that have been employed at this intersection include a stop sign at Pomerelle Avenue, striping on both streets, and appropriate speed limits for both roads. These controls have not reduced the crashes sufficiently. In the last 5 years, there have been multiple 12-month segments that have had 5 or more crashes. This satisfies this signal warrant.

Dave Waldron explained that just because the City meets four of the warrants does not mean you have to put up a signal but asked that the Council approve the submission to put in for a signal. This does not hold us to the purchase but helps us because it is an ITD project.

A motion was made by Council member Craner and seconded by Council member Powell to submit the Warrant Analysis to ITD for consideration.

**Roll Call Vote**

The results of the votes were as follows:

Casey Andersen	Aye		
John Craner	Aye	Jim Powell	Nay
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

## REPORT AND DISCUSSION OF RECENT CITY EVENTS

One of two pumps are down in the southwest corner of town for low pressure irrigation. The Keller well across from the junior high school is the one down and we are working on implementing a solution as soon as possible.

Mayor offered appreciation to those that helped corrected problems that came up during the week.

Council member Andersen offered his thanks to those that helped with the accident on Main Street that brought down one of the power poles in the early morning hours over the weekend.

## ADJOURN

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

All "Aye". Motion carried.

City of Burley

  
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Mayor Ormond

ATTEST:

  
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Tracy Bustos, City Clerk