

REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
July 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 \$185,579.68.**
 - c. PAYROLL ENDING ON 7/3/20 FOR \$253,422.53.**

- 2. ACTION ITEM** Senior Center Greenhouse Mark Mitton
- 3. ACTION ITEM** Tentative Budget Adoption for Publication Mark Mitton
- 4. ACTION ITEM** Golf Pro Job Description & Compensation for Kitchen Mark Mitton
- 5. ACTION ITEM** Acceptance of Road Dedication from BDA Bryan Reiter
- 6. ACTION ITEM** Fire Union Contract Mark Mitton
- 7.** Report and Discussion of Recent City Events

Information Items

BUILDING PERMITS:

Justin Silcock	420 Hansen Avenue	Single Family	\$123,070.00
ECO Con LLC	273 W 3 rd St	Single Family	\$110,000.00
DBH Development	265 W 3 rd St	Single Family	\$110,000.00
DBH Development	257 W 3 rd St	Single Family	\$110,000.00

NEW HIRES:

Michael Kunzler	Golf Course	General Labor	\$8.35 Per/HR
Jarom Carnahan	Parks Dept	General Labor	\$8.35 Per/HR

3rd Quarter Treasurer's Report: The report can be viewed on the City of Burley's website.

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July 21, 2020**

COMMENCE MEETING

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

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Waste Water Treatment Director Dee Hodge, Economic Development Specialist Doug Manning, Golf Pro Scott Draper, Engineer Bryan Reiter-joined by phone, Fire Chief Shannon Tolman, Electrical Supervisor Brent Wallin, Parks Supervisor Brent Winn, Librarian Tayce Robinson, Human Resource Carol Anderson, and Justin Jensen and Jon Ostler from the fire department.

INVOCATION

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

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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.

SENIOR CENTER GREENHOUSE

City Administrator Mark Mitton said the Senior Center asked for permission to put a greenhouse on the existing concrete pad. They would build and maintain the greenhouse and use what they grow in their meal preparation.

A motion was made by Council member Jon Anderson and seconded by Council member Casey Andersen to approve them building a greenhouse.

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.

TENTATIVE BUDGET ADOPTION FOR PUBLICATION

City Administrator Mark Mitton stated he got the final numbers from the counties on the L2's and was able to come up with a fairly accurate number on the property taxes. He briefly went over the proposed budget and asked Council for their approval to publish it.

A motion was made by Council member Casey Andersen and seconded by Council member Jon Anderson to approve the publishing of the proposed budget.

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.

GOLF PRO JOB DESCRIPTION & COMPENSATION FOR KITCHEN

City Administrator Mark Mitton stated the recreation committee has met a couple of times to discuss the Golf Pro job description and additional compensation. He said it is their

recommendation that the job description have the language added that reads: *manages golf course kitchen, ordering and maintenance of the food and beverages, hiring and supervising of kitchen staff*. Mr. Mitton said Mr. Draper had requested \$5,000.00 additional compensation for the added duties. The recreation committee discussed the compensation and felt a percentage of the gross would give an incentive to make more money. Mr. Mitton said he and Mr. Draper thought 10% of the gross sales would possibly get close to \$3500.00, not \$5000.00.

A discussion followed. It was mentioned that this has been an added duty and would also give incentive for both the City and Mr. Draper to make money. It was also stated that other employees do not get compensated for the extra jobs they are asked to do. Attorney Dave Shirley reminded Council that Mr. Draper is not under a contract and what is decided would stay in effect until Council changes it.

A motion was made by Council member Morgan to approve the changes in the job description and allow for the revenue sharing on the snack bar/kitchen based on 10% of gross this year and open for discussion in the future. There was no second.

A motion was made by Council member Seely and seconded by Council member Morgan to table this for now and bring it back to the recreation committee for further discussion.

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.

ACCEPTANCE OF ROAD DEDICATION FROM BDA

Engineer Bryan Reiter said there is a strip alongside the new hotel that is being built in North Burley that is 35' wide that the Burley Development Authority obtained as part of that project and has offered it to the City of Burley as a road dedication. With this road would come the city easements as well. At this time, it would be a frontage road and would not have access off of Overland Avenue because we have not been granted a right in right out from the Idaho Transportation. He said this road would tie into Minidoka Avenue in the future to help with growth. A discussion followed.

A motion was made by Council member Casey Andersen and seconded by Council member Morgan to accept the road dedication from the BDA and allow the Mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Janet Hansen	Aye
Jon Anderson	Abstained	Bryce Morgan	Aye
John Craner	Aye	Kimberli Seely	Aye

Motion carried.

FIRE UNION CONTRACT

City Administrator Mark Mitton said they have negotiated with the fire union and presented Council with a Collective Bargaining Agreement for them to look over. Mr. Mitton said there are a few typos that will be corrected. He stated that there is a specific physical for firefighters that they have asked for as a benefit to them. He stated that because we work with the BLM our firefighters have to pass the BLM firefighter pack test with a 45-pound pack. He said the other aspect of the new physical will be an age appropriate mile run. This agreement will run from October 1, 2020 to September 30, 2022.

A motion was made by Council member Casey Andersen and seconded by Council member Jon Anderson to table the agreement until the next meeting.

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.

REPORT AND DISCUSSION OF RECENT CITY EVENTS

Mayor Ormond stated that the Magic Valley Folk Festival has been cancelled this year and hopes to hold the festival next year.

It was mentioned that the farmers market has had a lot of people show up.

Electrical Supervisor Brent Wallin said they would like to schedule another City of Burley cleanup day.

Fireman Justin Jensen said BJ’s Sports Tavern and the fire department held a golf scramble. He said they had 35 teams that participated. He thanked the Gold Pro and the parks crew, saying he got major complements on how well the course was maintained and how well the scramble was. He mentioned they raised \$12,500.00 that goes to the burnout emergency fund at the fire department.

A motion was made by council member Casey Andersen and seconded by Council member Morgan to adjourn the meeting at 8:47 P.M.

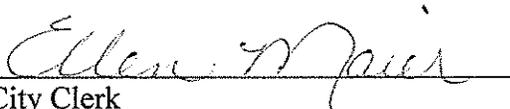
All “Aye.”
Motion carried.

City of Burley



Mayor Ormond

ATTEST:



City Clerk