

REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
October 4, 2022

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 Old Year \$712,198.63 New Year \$360,032.06.

c. PAYROLL ENDING ON 9/23/22 FOR \$397,144.31.

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| 2. <u>ACTION ITEM</u> | Airport Feasibility Study Approval | Mark Mitton |
| 3. <u>ACTION ITEM</u> | Termination Ordinances for Urban Area 1 & 3 | Mark Mitton |
| 4. <u>ACTION ITEM</u> | Standard Operating Procedures for Snow Removal | Mark Mitton |
| 5. <u>ACTION ITEM</u> | BPA Energy Efficiency Contract Extension to 2028 | Brent Wallin |
| 6. <u>ACTION ITEM</u> | Fiber Broadband Installation | Kimberly Seely |
| 7. | Report and Discussion of Recent City Events | |

Information Items

BUILDING PERMITS:

Tracy Morey	235 E 3 rd St N	Alteration	\$ 75,000.00
Lampighter Motel	304 E Main	Alteration	\$ 42,000.00
Joe Ferrin	626 Burton Avenue	Triplex Rentals	\$350,000.00

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**REGULAR BURLEY CITY COUNCIL MEETING
CITY HALL
October 4, 2022**

COMMENCE MEETING

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

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Sexton Dave Allred, Wastewater Treatment Director Dustin Raney, Economic Development Specialist Doug Manning (excused), Engineer Bryan Reiter, Deputy Fire Chief Casey Harman, Electrical Supervisor Brent Wallin, Sanitation Supervisor Eric Pufahl, Streets Supervisor Korky Blackner, Shop Supervisor Rick Garner, Deputy Clerk Cari Burgess, Airport Supervisor Kevin Gerbhart and Human Resource Carol Anderson.

INVOCATION

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

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 - b. **Old Year \$712,198.63 New Year \$360,032.06.**
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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	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

AIRPORT FEASABILITY STUDY APPROVAL

City Administrator Mark Mitton stated that they have approval from the FAA and the next step in relocating the airport is the feasibility study. This study takes the master plan that was completed a few years ago and enhances it. They will look for any fatal flaws, any redesign of the site along with distance, safety issues, public and user support, flood plain analysis, environmental impact, preliminary engineering, development costs and anything else that will create a complete overview. Mr. Mitton stated that we are using our own entitlement funds for this project. He stated we receive \$155,000.00 per year and it will cost \$354,029.00. It was mentioned this phase will take less than one year. It was also mentioned that the environmental study will be the next phase.

It was mentioned by Attorney Dave Shirley that he changed the time limits for disputes and the insurance risk allocations.

A motion was made by Council member Andersen and seconded by Council member Morgan to approve the contract with T-O Engineers for the revised airport feasibility study and allow the mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Bryce Morgan	Aye
John Craner	Aye	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

TERMINATION ORDINANCES FOR URBAN AREA 1 & 3

This item is not ready to be presented.

STANDARD OPERATING PROCEDURES FOR SNOW REMOVAL

City Administrator Mark Mitton presented council with a policy on snow removal procedures. He stated that in the past we have had a bad winter about every seven to ten years. The policy addresses how the city will manage ice and snow removal so citizens will know what to expect during the next overwhelming storm. It was mentioned that the policy will be posted on our website.

BPA ENERGY EFFICIENCY CONTRACT EXTENSION TO 2028

Electrical Supervisor Brent Wallin presented council with a contract with BPA for the Energy conservation that will expire September 30, 2028. This will allow the City of Burley to participate in the energy efficiency program with them.

A motion was made by Council member Morgan and seconded by Council member Phillips to approve the BPA Energy Efficiency Contract and allow the mayor to sign it.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Bryce Morgan	Aye
John Craner	Stepped Out	Stegen Phillips	Aye
Janet Hansen	Aye	Kimberli Seely	Aye

Motion carried.

FIBER BROADBAND INSTALLATION

Council member Seely stated she has a concern about a cabinet that was placed by Apex, to house fiber, on Parke Avenue. She said it was put on top of a berm and she has concerns about safety because a five-foot cabinet was placed on a three-foot berm that sits back about thirty-two inches. She is concerned this will obstruct the view of drivers and pedestrians. She is asking that we adopt an ordinance that we do not allow these to be installed on berms.

A discussion followed with Mr. Mitton stating that we can control the right of ways and address this in the permit process. We could make it a condition of the permit that everything is underground.

Engineer Bryan Reiter stated that this one does meet the sight triangle qualifications.

Council member Phillips said a cabinet for a project this big would need to be that large. He also mentioned that if they have not put any fiber in it, now would be the time to ask them if it can be lowered.

Attorney Dave Shirley stated we are able to regulate time, place, and manner in the right of way and that our regulations need to be considered reasonable. He also stated it is the federal government that makes us make our right of ways be available for utilities. There could be an ordinance with generalized language that also has a list of exceptions for areas with sub, etc.

REPORT AND DISCUSSION OF RECENT CITY EVENTS

Fireman Casey Harman stated that the annual fire prevention breakfast will be held this Saturday from 7 AM to 11 AM. The proceeds will go to buy and distribute to anyone in need of smoke detectors and batteries. They expect 300 to 400 people to attend. He also said they would be lighting off fire works after the Burley football game on Friday.

Council member Andersen said the streets department did a good job of sweeping the streets.

Council member Craner stated that himself and council member Seely had lunch at the Senior Center. He reported that current management is doing an excellent job.

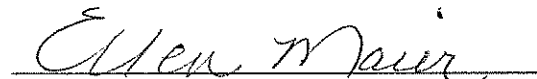
A motion was made by council member Andersen and seconded by Council member Morgan to adjourn the meeting at 7:48 P.M.

All "Aye."
Motion carried.

City of Burley


Mayor Ormond

ATTEST:


City Clerk