

CITY OF WEISER
CITY COUNCIL MEETING
55 West Idaho Street
Weiser, ID 83672
Monday
FEBRUARY 13, 2023
7:00 pm

Call to Order [7:00:07 PM](#)

Note: Mayor Hibberd was ill, therefore, Council President Layna Hafer conducted tonight's City Council Meeting.

ROLL CALL:

PRESENT: Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell.

ABSENT: None.

STAFF: Natasha McDaniel, Mike Campbell, Margaret Taggart, Bill Taylor, Pete Ney, Mackenzie Kissell, Troy Krahn, Matthew Holmes, Jim Metzger and Sherri Breaux.

Guests: John Aegerter, Brian Dalton, Theresa Rasmussen, Cherese McClain, Toby Epler, Ginger Taylor, Kurt Folke, Veronica Vasquez, Erica St. Michell, Phil Janquart, Gina Clark, Skip Duffy, Louise Duffy, Larry Boots, Shanie McLaren and Fr. Gerald Funke.

7:00:32 PM – We have one additional item to the agenda. Item 13 will be discussion on the Human Resources Contract.

Invocation was given by Fr. Gerald Funke. [7:00:46 PM](#)

Pledge of Allegiance, was led by Sherri Breaux. [7:03:22 PM](#)

Commission Reports - [7:03:45 PM](#)

[7:03:56 PM](#) – Sterling Blackwell, Library report. The Library had a busy month, 2,600 patrons visited them and over 2,400 different books were checked out. They have a new updated website that will be released soon, it will help patrons be able to see their account immediately, check out books, and take care of some of the other services that they offer. Just a warning, they will be closed for President's Weekend on the 18th, 19th and 20th. Other than that the Library is doing well.

[7:04:45 PM](#) - Layna Hafer, I want to give an update on behalf of a meeting. The Economic Development met with the Weiser Chamber of Commerce Board today to discuss the potential further discussions of the Main Street Program. Lots of good information was shared and I think we have decided we are going to team up and start to build on that with a special board, so more to come.

Committee Reports - [7:05:21 PM](#)

[7:05:26 PM](#) - Larry Hogg, we have a committee that is coming up with a recommendation to the Council in regards to the Cat Ordinance. In your packet is the minutes from a meeting that we had on January 31st, 2023. As you can see we are recommending the Mayor ask a couple of questions for our attorney before moving on. We will likely have another meeting when we have all of that information and then come back to Council with a recommendation at that time.

[7:06:30 PM](#) - Layna Hafer, following along with that, just a quick report on the Weiser River Animal Shelter. For those who haven't seen the announcements for their meetings, they have been meeting. They have had two community meetings, about twenty to twenty-five people have joined membership with the group. It's been informational meetings where they've got to answer a lot of questions and kinda lay out a little more information about what they are trying to accomplish. They've registered with the State and have their EIN number and are just in the process of completing the Articles of Incorporation. In visiting with them they have a lot of out of the box ideas that I'm sure the Council is going to be pleased to hear about as they formalize some details with that.

Department Reports were presented by Mike Campbell. [7:07:31 PM](#)

MINUTES [7:11:01 PM](#)

Motioned by Larry Hogg and seconded by Mike Hopkins to approve the minutes of one (1) Regular City Council Meeting on January 9, 2023 as presented and place them on file.

[7:11:32 PM](#)

ROLL CALL VOTE:

AYES: Cliff Barberis, Layna Hafer, Sterling Blackwell, Larry Hogg, Mike Hopkins and Alicia Fowler

NAYES: None

ABSTAINED: None

MOTION CARRIED.

BILLS [7:11:47 PM](#)

Motioned by Mike Hopkins and seconded by Cliff Barberis to approve the bills as reviewed by the Finance Committee and present them to the Treasurer to have warrants drawn for payment.

[7:12:19 PM](#)

ROLL CALL VOTE:

AYES: Larry Hogg, Cliff Barberis, Alicia Fowler, Sterling Blackwell, Layna Hafer and Mike Hopkins

NAYES: None

ABSTAINED: None

MOTION CARRIED.

MINUTES OF PLANNING AND ZONING [7:12:33 PM](#)

Motioned by Larry Hogg and seconded by Alicia Fowler to approve the minutes of one (1) Public Hearing on December 19, 2022 and one (1) Regular P & Z Meeting on December 19, 2022 as presented and place them on file.

[7:13:06 PM](#)

ROLL CALL VOTE:

AYES: Sterling Blackwell, Mike Hopkins, Layna Hafer, Cliff Barberis, Alicia Fowler and Larry Hogg

NAYES: None

ABSTAINED: None

MOTION CARRIED.

7:13:18 PM – Layna Hafer, just for clarification, acting as Mayor can I vote? City Attorney Cherese McClain, a couple of questions, I'm not sure why you guys approve the P & Z minutes it's their minutes not yours, but that's for another day. Generally the Mayor does not vote on action items unless it's a tie breaker. Layna, so acting as such I should probably refrain from voting? Cherese, I think it's sixes, you could, I mean if it was split, but since you're not actually the Mayor and you're just sitting in as second chair, I think it's fine that you vote. Layna, I just want to make sure I don't...Cherese, no, that's a good question.

UNFINISHED BUSINESS:

HWY 95 AND MAIN STOP LIGHT – Action Item. [7:14:02 PM](#)

Layna Hafer, at our last months meeting this was brought up for discussion just whether or not the Council would give a nod possibly in the future to contribute some money towards the stop light. I think we all had kind of stepped back and felt a little uncomfortable promising money that isn't within our budget purview this year. I think it is back on the agenda because when the Governor came and brought his entourage, the Department of Transportation Director made note that they are working with us to get a stop light. And so we all went, well this is very cool, and with the Governor and everybody sitting there, I think the Mayor had that on here just as a heads up to everybody that this is being discussed at the State level, so this could come to fruition a little bit sooner. As we get into the budgeting process in the Spring, this may be a topic we get to discuss.

7:15:13 PM – Layna Hafer added that she thought we had 100% Council attendance at the Governor's Meeting, so thank you all for that good showing of support.

NEW BUSINESS:

CITY COUNCIL ELECTS COUNCIL PRESIDENT – Action Item. [7:15:31 PM](#)

Layna Hafer, again the duties of a Council President are in the absence of the Mayor to be able to set in this chair as needed and also to stay in touch with the business at hand so if that if something were to take the Mayor away from his duties for awhile there would be someone to step in. Nominations were then opened up for Council President.

[7:16:03 PM](#) - Cliff Barberis nominated Layna Hafer for Council President.

7:16:21 PM

Motioned by Larry Hogg and seconded by Cliff Barberis for nominations to cease.

7:16:28 PM

AYES: Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell

NAYES: None

ABSTAINED: None

MOTION CARRIED.

JUB ENGINEERING AGREEMENT \$95,000.00 – Action Item. [7:16:37 PM](#)

Toby Epler, JUB Engineers. What you have in front of you tonight is an engineering agreement for us to do essentially the project management, design, bidding, construction services, and close out for the grant that is associated with this years FAA project which will be crack fill, seal coat, and remarking of the Airport. We do this every five to six years to maintain your Airport pavement. Toby then asked if there were any questions on the agreement? Layna Hafer, are there any questions from the Council?

[7:17:47 PM](#) - Larry Hogg, when will this project take place? Toby Epler, JUB has already initiated the design, so we are working through that. The idea is it will go out to bid next month barring Council approval. Try to get the best prices of course, bids open the first of April. Project will be done at the request of the Airport probably in September when the usage is lower and the weather is still nice. About a two week project or less, so will be done by the end of the year.

[7:18:31 PM](#) – Larry Hogg, our part of this is \$15,000.00? Toby Epler affirmed adding that we are budgeting for 5%, the FAA handles 90%, and the State of Idaho typically puts in anywhere from 2.5% to 7.5% so we just use 5% for budget purposes from ITD.

[7:19:03 PM](#) - Layna Hafer, have we budgeted this out through the Airport Budget? Mike Campbell affirmed.

7:19:19 PM

Motioned by Sterling Blackwell and seconded by Cliff Barberis to approve the JUB Engineering Agreement for \$95,000.00 and authorize the Mayor to sign it.

7:19:36 PM

ROLL CALL VOTE:

AYES: Alicia Fowler, Larry Hogg, Mike Hopkins, Sterling Blackwell, Cliff Barberis and Layna Hafer

NAYES: None

ABSTAINED: None

MOTION CARRIED.

FAA GRANT OFFER 3-16-0037-022-2023 Rehabilitate Airfield Pavements (Design, Bidding and Construction) \$300,000.00 and Authorize Mayor To Sign – Action Item. [7:19:53 PM](#)

Toby Epler, JUB Engineering. This is the actual Grant Offer we have to submit to the FAA to request the funding. What you have in front of you is a forty page grant application with the FAA to request the 90% money for this particular project.

7:20:49 PM

Motioned by Sterling Blackwell and seconded by Mike Hopkins to approve the FAA Grant Offer 3-16-0037-022-2023 to Rehabilitate the Airfield Pavements in the amount of \$300,000.00 and authorize the Mayor to sign it.

7:21:12 PM

ROLL CALL VOTE:

AYES: Layna Hafer, Alicia Fowler, Cliff Barberis, Larry Hogg, Sterling Blackwell and Mike Hopkins

NAYES: None

ABSTAINED: None

MOTION CARRIED.

7:21:29 PM – Toby Epler pointed out a simple typo on item 3, noting it is an FAA Grant Offer not an FFA Grant Offer.

ACCEPT 2022 KURT FOLKE AUDIT REPORT – Action Item. 7:22:00 PM

Kurt Folke, Quest CPA's PLLC with the 2022 Audit Report. The big picture overview, the audit did go very well, we appreciate the City's financial staff and the good work on getting us the books and records, having them in good shape, and answering all the questions. As we jump into this set of audited financial statements there are three reports. They are from us as the Auditor's to you as the Council.

First Report: Pages 1-3. 7:22:47 PM

All this report is saying is that we have bonded the numbers that we'll look at here in a minute and we believe those numbers are accurate and we can rely upon them. It is referred to as the Unmodified Report, it is the best you can get.

Second Report: Pages 40 – 41. 7:23:13 PM

This report is on the City's internal controls and compliance. It is saying that while we are doing the City's Financial Statement Audit, we are also making sure the City has adequate internal controls and they are in operation and working as they should. Examples of this, are we doing the bank statement reconciliations and are we reviewing those and are we doing adequate and appropriate supporting documentation for expenses and payroll records and is there somebody checking that. We went through an example of that a few minutes ago how even the Council was reviewing the bills approving those, that's done internally, even beyond that of course, your accounting department. Anyway, there's no findings in this report. If there was, we would review those and then you folks would determine the best course of action. Again, no findings, but that's what this report is for.

GOVERNMENTAL FUNDS: Page 9. 7:24:25 PM

Governmental Funds are those primarily financed through property taxes or intergovernmental revenues. The format of this page is Revenues at the top, Expenditures in the center, the third figure from the bottom "Net Change in Fund Balances" that's kind of our net increase or decrease. The other figure we concentrate on is the very bottom number, the Ending Fund Balance. That's our Carry Over coming into this new fiscal year that you're operating in now.

General Fund: 7:25:12 PM

Net Change in Fund Balance - Small Net decrease of \$5,105.00. Since this is a two plus million dollar budget, that's a pretty negligible drop, it's real close to break even, just a little on the negative side. I don't think they were budgeting or planning to try and increase that fund because you have a very descent Ending Fund Balance of \$3,356,418.00. That's about a fifteen month operating reserve. I like to see about a twelve month reserve so you are even on the strong or positive side of that, so doing real good there.

Street Fund: 7:26:00 PM

Net Change in Fund Balance – Very strong, positive \$658,426.00. Didn't have much in the way of actual project expenditures in this fund last year, but were saving up. In fact you even got a \$250,000.00 Grant for future projects. This was the save up year and that's indeed what it did. Your Ending Fund Balance is \$2,093,018.00. It's typical for this fund to save up for awhile, have a couple of large projects spend it down and start the process over. This fund is doing well.

Library Fund: 7:26:52 PM

Net Change in Fund Balance - \$20,743.00. The Library Fund is doing really well, covering all its expenditures, having a nice little increase there in the Carry Over. The Ending Fund Balance of \$436,153.00 is really strong, like a three year operating reserve.

Capital Maintenance Fund: 7:27:27 PM

Net Change in Fund Balance - \$52,769.00. Not a lot of activity in this fund, it typically just collects a little revenue and it sits there until we have a project or contingency thing on one of the buildings or something like that. I think the last expenditures that came out of this fund was something for the Vendome a few years ago. The Ending Fund Balance was \$1,190,497.00. Again, more of a project reserve, not an operating reserve.

Nonmajor Governmental Funds: Page 10 7:27:59 PM

These are the smaller governmental funds, to see them broken apart go to **Page 36**.

Tort Fund: 7:28:35 PM

Net Change in Fund Balance - Negative \$27,712.00. That was done by purpose, the City realized the Tort Fund was plenty strong so are intentionally not levying any more than we had to to use up some of those excess reserves. At the rate we're going, probably another two or three years then you'll get to the point where you're going to want to level off. Ending Fund Balance of \$200,293.00.

Recreation Fund: 7:29:07 PM

Net Change in Fund Balance - \$9,901.00. This fund has gone up and down over the years in terms of how carefully we've had to watch it and then this year it's in the positive side. Ending Fund Balance of \$109,045.00. This is about an eight month operating reserve and you'd want to have at least six months because it's primarily financed by property taxes, so we are in a safe position there.

Airport Fund: 7:29:45 PM

Net Change in Fund Balance – Negative \$45,843.00. We were just talking about the projects that are going on in this fund. When we look at it, it always looks like there's a lot of revenues and a lot of expenses but normally about 80% of that is the FAA Grants and the projects associated with it. Typical operating expenses in that fund are \$50,000.00 to \$60,000.00, is that about right Mike? Mike Campbell affirmed. The Net decrease this year, that's just due to those different projects and the fact that we have to pay some out and how it all worked out this year. The Ending Fund Balance is in really good shape at \$186,366.00.

PROPRIETARY FUNDS: Page 14 7:30:35 PM

Proprietary Funds, are the ones where we charge customers a rate to basically cover our costs. The City has four Proprietary Funds, Water Sewer, Electric and Garbage. These funds are on a slightly different basis of accounting because they are suppose to be reported on Full Accrual Accounting so the formatting on this page is a little bit different. We still want to concentrate on the third number from the bottom to see if we're covering our costs. You will see that across the board all four of these funds are positive, especially the Electric Fund, but there's kind of a specific purpose.

Water Fund: Change in Net Position – \$11,968.00.

Sewer Fund: Change in Net Position – \$95,144.00.

Electric Fund: Change in Net Position - \$502,537.00

Garbage Fund: Change in Net Position - \$67,932.00

The exception is the Water Fund, we have these reimbursements from BPA, is that where these reimbursements/rebates come from? You can see under Miscellaneous Revenues about half way up the page? Mike Campbell, those are under Electric. We have worked with Bonneville and done energy savings, then we get rebates for those energy savings on stuff that we've done. Some of the public got those at home light bulb kits and stuff and we got a big rebate for those, so that's a one time deal. Kurt

Folke, basically that's making us look one time better on that amount. That Miscellaneous Revenue is about \$226,000.00, close to half of our net increase this year is due to that one time revenue for those energy savings rebates.

7:32:51 PM – Kurt Folke, the one thing I would point out that is a little bit different than last year, last year I was kind of preaching that the numbers were looking artificially better due to how good PERSI did and basically went back to FY2021 when PERSI was measured, it went from 88% funded to 100% funded, the Persi Plan. The Persi Plan this year went the opposite direction because it kind of follows the Stock Market to a degree. Obviously the Stock Market didn't do good last year, so as it went down it's net pension liability went down from 100% down to 83%, it dropped 17% in one year and that makes our Pension Expense that we have to reflect on our financial statements look worse than normal. That's just something to kind of take into account as well. On a normal year we are going to be somewhere between FY2021 and FY2022 where we saw two extremes.

7:34:24 PM – Kurt Folke, the take away there is all those funds are doing fine and are covering their costs. Kurt asked if there were any questions?

7:34:46 PM - Larry Hogg, the pension expenditure you were talking about, I'm looking on page 5, the total figure there is a rather large figure with brackets around it (\$658,469.00). Is that basically the total for the whole kit-n-ca-bottle? Kurt Folke affirmed, that's our pension expense. Larry, last year it was a positive \$47,000.00 I believe. Kurt, you hit the nail on the head. FY2021, it gets really complex, but basically PERSI gets audited and it gets all these actuarial studies done to determine how funded is it. Essentially how many assets are sitting in the trust fund verses what the Actuaries project will go out to retirees, then they put it in a percentage which is the only way I can calculate it in my head. So, at the beginning of FY2021 it was 88% funded by the end of FY2021 it was 100% funded and then it flipped because the Stock Market went down, so it went down from 100% to 83%. We kind of went from 100% funded which was such a big increase, that it made it a revenue last year. This year being a big pension expense because it changed so much.

7:36:15 PM – Kurt Folke, one other way to look at that and to track that a little better is back on page 34. On the top portion, the far right column it shows the percentage that PERSI has funded. FY 2022 you can see was funded 83.09%. The year before FY2021 was 100.36%. That interpolates, if you go to the third column from the left "Employer's Proportionate Share of the Net Pension (Asset) Liability" Now we show our financial statements across all the funds City wide, the Net Pension Liability of \$2,713,338.00 reflecting the fact that the pension plan is not fully funded, and that's just our piece, and all the other governments throughout Idaho that have a piece of that too.

7:37:41 PM – Larry Hogg, so is that basically saying if everybody covered by PERSI retired right now the City of Weiser might be on the hook for \$2,713,338.00? Kurt Folke, hypothetically, that is exactly what they are saying. If everybody quit paying into the plan and everything stayed exactly the same with everything that was invested in the trust fund stopped right there, no more changes to that, then yeah we would be on the hook for that \$2.7 million. But that's not reality due to a whole bunch of factors. We can see one year can be the difference between \$2.7 million owed and \$56,880.00 owed to us, I guess.

7:38:32 PM – Mike Hopkins, I just want to say thank you very much for that. I've seen this presentation before on a couple of other ones and the numbers are coming out exactly the same on the other ones too. I was quite concerned about it when I saw the first dollar amount, thinking how in the world do we get that money back.

7:39:00 PM – Layna Hafer, as always we appreciate you coming out and giving us a little more deep dive into what these mean, now we can take them home and read them tonight and really get familiar.

7:39:14 PM

Motioned by Sterling Blackwell and seconded by Alicia Fowler to accept the 2022 Kurt Folke Audit Report.

7:39:26 PM

ROLL CALL VOTE:

AYES:	Cliff Barberis, Sterling Blackwell, Alicia Fowler, Layna Hafer, Mike Hopkins and Larry Hogg
NAYES:	None
ABSTAINED:	None
MOTION CARRIED.	

MAYOR'S CITY COUNCIL COMMITTEE APPOINTMENTS – Action Item. 7:40:01 PM

Layna Hafer, last month there was a lot going on and usually we get these appointments in January, but the Mayor has brought them forward and we will need Council approval of his appointments. Usually he runs through these individually. Do I need to read through these individually? Cliff Barberis, we all have a copy. The Mayor has done all the appointments for...I guess the one's I do want to do because it is our community member appointments, so you the public know who is on these Boards and Commission's.

PLANNING AND ZONING: 4 Year Term.

Larry Hogg – Council Representative.

John Jensen, Ken Lukehart, Jay Edwards, Heather Dryden, Mark Christensen, Clarence Stark and Tony Edmondson.

WEISER HISTORIC PRESERVATION: 3 Year Term.

Layna Hafer – Council Representative.

Dennis Lance (Chairperson City/County Apt.), Tony Edmondson, Lynda Lance, Cheri Clausen, Steve Clausen and Julie Chandler (Secretary).

AIRPORT BOARD: 1 Year Term.

Cliff Barberis – Council Representative.

Jim Metzger (Manager), Larry Boots, Bob Patrick (Honorary), Rick Michael, John Hoff, Bob Locey, Dean Darby and Jeremy Newby.

LIBRARY BOARD: 5 Year Term.

Sterling Blackwell – Council Representative.

Linda McLaughlin, Kelly Haun, Erika Estes, Marg Chipman and Ashley Kruse.

TREE COMMITTEE: 3 Year Term.

Alicia Fowler – Council Representative.

Margie Chipman, Lynda Lance, Nancy Williams and Mike Campbell.

They have one vacancy so if there is anyone out in the public that would like to serve on the Tree Committee let the Mayor know.

ECONOMIC DEVELOPMENT: 3 Year Term.

Layna Hafer – Council Representative.

Kyla Dickerson, Melanie Hickey, Patrick Nauman, Rick Estes, Sherry Young and Terry Fritts.

7:42:35 PM

Motioned by Cliff Barberis and seconded by Larry Hogg to approve the Mayor's City Council Committee Appointments.

7:43:04 PM

AYES: Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell

NAYES: None

ABSTAINED: None

MOTION CARRIED.

REQUEST AUTHORIZATION TO PURCHASE A TRAILER FOR THE WATER DEPARTMENT NOT TO EXCEED \$10,000.00 – Action Item. 7:43:10 PM

Bill Taylor, Water Department Supervisor. Bill presented pictures to the Council of the style of trailer they are looking for. Bill explained that it is a flat bed type trailer, 20 feet long, it's over the top so they can take things off and on with the forklift. The current trailer that they have is a WWII era hay trailer. You can't back it up because it pivots on the front tires, we have been utilizing it for a while and it is time to replace it. We don't expect the cost to be over \$10,000.00. It's kind of what's in stock when we get there, that meets our needs, that's why we are asking not to exceed \$10,000.00 for this trailer. We will go shopping around and find the best buy.

7:44:18 PM – Cliff Barberis, is 20 foot going to be long enough? Bill Taylor, yes. Most of my water pipe is 20 feet long, so 20 ft is just right with a 14,000 pound weight capacity. Anything bigger than that gets a little tight on some of these side streets we have here in town.

7:44:40 PM - Larry Hogg, and you've got plenty in your budget? Bill Taylor affirmed. Larry, is this a

purchase we have to get bids on? Mike Campbell, it's under the amount that requires bids. The issue is by the time we find a trailer and by the time we go look at them, they won't hold them, so they are sold. So this way we can have a check out and go over and pick it up. The sale comes up and they won't hold it past the sale time. They get them in stock, we'll call and in the next day or two they're gone. They only build one or two of them at a time that are on the sale, so it's been an adventure. We thought if we could get up to \$10,000.00 we would get one while they're on the sale. Cliff Barberis, is that local out of Boise, Nampa, Caldwell? Mike, all three, we've looked at a bunch of different places even on Craig's List

7:45:01 PM – Layna Hafer, this was a new trailer? Mike Campbell affirmed.

7:46:18 PM

Motioned by Mike Hopkins and seconded by Larry Hogg to authorize the Water Department to purchase a trailer not to exceed \$10,000.00.

7:46:39 PM

ROLL CALL VOTE:

AYES: Larry Hogg, Sterling Blackwell, Alicia Fowler, Mike Hopkins, Layna Hafer and Cliff Barberis

NAYES: None

ABSTAINED: None

MOTION CARRIED.

DOLLAR GENERAL 2023 BEER AND WINE LICENSE – Action Item. 7:46:52 PM

Layna Hafer, I would preface this because we did just approve the list of Beer & Wine Licenses, but Dollar General was not up and running at that time. We don't really have anything historical to compare, do we have any comments from our Police Department? Lt. Troy Krahn, Weiser Police Department this is not much different from the other stores that we already have in town and we haven't had any issues with those.

7:48:00 PM

Motioned by Cliff Barberis and seconded by Mike Hopkins to approve the new Dollar General 2023 Beer & Wine License.

7:48:10 PM

AYES: Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell

NAYES: None

ABSTAINED: None

MOTION CARRIED.

7:48:18 PM – Council Secretary Sherri Breaux pointed out to Council President Layna Hafer that we did not approve Item number 6 the Mayor's Board & Commission Appointments. Discussion followed.

MAYOR'S BOARD & COMMISSION APPOINTMENTS – Action Item. 7:49:16 PM

7:49:20 PM

Motioned by Sterling Blackwell and seconded by Cliff Barberis to approve the Mayor's 2023 Board & Commission Appointments.

7:49:27 PM

AYES: Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell

NAYES: None

ABSTAINED: None

MOTION CARRIED.

WATER DEPARTMENT TO PRESENT 2022 WATER AUDIT – Bill Taylor 7:49:35 PM

Bill Taylor, Water Department Supervisor. Referring to the Weiser Water Works Audit, Water Production/ Meter Reads Handout that the City Council has in their packets, Bill pointed out this is just a comparison to our one big meter at the Water Plant, a 14 inch Mag Meter. There are 2,225 meters in the system. We compare month to month Plant production to what goes through the City meters. There is variance between the City meters and Plant production mainly because we read the Plant at the first of the month and City meters, half the town is read first through the third typically and the other

half is read the fifteenth through the eighteenth. It takes about three days to read all the meters then we add those all up. That's why we get some month to month variances

7:50:27 PM - We've been doing this particular audit for twenty-five years, I have records going back that far, back when Virgil Leedy was running the Water Plant. We've been doing very well, overall 95.1% so we've had basically 4.9% of loss somewhere in the system, that's quite normal, that's inefficacy with meters or big leaks or a few other things, it takes a lot to do it. Our total production each year is about 250 million gallons of water so it takes a lot of water to make that number a percentage.

7:51:11 PM – Larry Hogg, so part of this can be as a result of the difference of timing of when the...Bill Taylor, yes. Larry, then part of it is probably there's a leak somewhere or something didn't...Bill, probably yes. Flushing fire hydrants, I do estimate how much this takes. I measure the difference between reservoir levels from year to year at different sites. That can be a million and a half gallon swing in one shot. As an industry standard at 15% that's when you start looking, and we're well below that.

7:51:53 PM – Bill Taylor, a couple of little interesting caveats, our one industrial user in town used 6.72% of our total production, so they're a very good customer. Our Parks which we water and try to keep green takes 2.27% of our total production. One thing I can divvy from this too when I do that is, I take the total production and the total amount spent, how much it costs to make a 100 cu ft of water which is about \$2.58 per 100 cu ft. If you don't notice we sell water at \$2.00 per 100 cu ft, where we make up our difference is in our base fees. Typically in the Summer months it seems like we're selling more water than we're producing but that's just a trend with the meters, with a lot of heavy irrigation that goes on. The overage in February is just an anomaly. This is just a guidance to see where we're going and how we're doing and we've been doing consistently well.

7:53:26 PM – Layna Hafer, so Bill, City Book, what is that? Bill Taylor, that is all the City meters; City Hall, City Parks, Electric Department, Sewer Department.

7:53:40 PM – Larry Hogg, so is this 95% is that fairly normal for us? Bill Taylor, yes. 97% in 2019, 94.4% in 2020, 96.6% in 2022, so right in there within the 6%. Larry, so all well within the...Bill, well within the industry standard for the past 25 years.

REVIEW CITY OF WEISER SHUT-OFF POLICY. [7:54:19 PM](#)

Layna Hafer, I will hand this one off to Clerk McDaniel she shared with me a lot of good information about this and recapped it very clear. This is not a change to any policy we had in place. This is informational and educational for people watching as well as the Council.

7:54:49 PM - City Clerk Natasha McDaniel, so basically like Layna said, we are not doing anything different we're just going back to where we were before Covid. Before Covid the policy was your bill was either due on the 1st or the 15th, five days later they were disconnected, there were fees involved with that. During Covid we stopped doing shut-offs all together, then we kind of modified that to where we were only shutting people off if they were multiple months behind. Then we modified it to we were calling everybody before we actually did shut-offs, then we did shut-offs. We are typically finding these are the same people every single month it wasn't a variation thing. That being said, we're just kind of going back to what the policy was before Covid started. There are still multiple, multiple programs out there to help. There's anywhere from five to seven programs at any given time that anybody if they're having trouble paying their bill or are just having a hard time can go out and get assistance. There's Energy Assistance, Crisis, Share, Keep the Kids Warm, LIWAP, Idaho Housing, Health & Welfare as well as the County. There is multiple programs out there available that we are still sending people to, they still have plenty of funding. Another thing we are doing just to help with people knowing whether they're going to be able to get their bill paid or if they're going to need assistance, we use to send bills out on the 14th and the last day of the month, we are now sending them out within the first week of the month giving customers more time to pay their bill and or get their budget to see if they're going to need help to go out to get assistance. Also with us going to Invoice Cloud the online payment, it sends out multiple reminders that you have a bill, multiple ways to pay. You can set it up on Bill Pay, Auto Pay, Scheduled Pay, they email you reminders, text messages. We are really trying to broaden the way our customers can pay their bill and giving them more time, but we are finding we need to get back to what our policy and what our ordinance states. That's just kind of an overview of what we have been doing and what we're going back to doing. We're doing nothing new, we're just going back to what we were doing before Covid.

7:57:23 PM – Sterling Blackwell, so we don't give warning, is that correct? Your bill is your warning.

When you sign up for service we go through an extensive sheet with you. When your bills due, when it's delinquent, the fees involved if it's not paid on time and then we ask if you have any questions at that time and then you sign that document that says you understand and agree to that. It is then on every pink portion of the bill, it is explained again on there. And then in the last couple months we have been notifying our customers when we are calling, that the calling and reminding are coming to an end and they have all been very understanding of that.

7:58:04 PM - Larry Hogg, that issue has come up before, as far as delinquent accounts, do you know about how many we're averaging a month? Clerk McDaniel, we do it in two cycles so between the two cycles we're probably talking 80 customers. Like I said, you don't typically see a lot of variation in the people that it is, it's usually quite a few of the same ones. Larry, how many total do we bill? Clerk McDaniel, I think we bill about 3,300, well about 1,500 per cycle. Larry, so we have 80 delinquent out of 3,000 invoices, that's an indication to me that whatever we're doing is working for a vast majority of the people. Clerk McDaniel, it is, and we've seen a decrease in that number just by going with the Invoice Cloud and having the ability to pay online and just the different ways to pay now and that we're sending out more reminders now. Before Invoice Cloud the only reminder you got was your bill.

7:59:41 PM – Layna Hafer, I felt like this might be a great thing to kind a get out in the newspaper for people as well and mainly because it is winter. We want to encourage people who are struggling with their bills to come in because there are options to get some help for a couple of months until we get out of the winter months. I appreciate the update, any questions for Clerk McDaniel? Thank you very much, that was very informative.

MTE BID TO BORE FOR ELECTRICAL INFRASTRUCTURE ON EAST 6TH NORTH OF PENCE TO DOLLAR GENERAL \$8,000.00 – Action Item. **8:00:25 PM**

Mike Campbell, we planned on going under the road at Pence under E 6th to the east side of the road then north all the way to The Dollar General to tie those together. What that does, Fry Foods, Ridley's, The Dollar General and the new store that would go there, there's one line that feeds those and it comes across right at the Cemetery off the 15 Feeder. What we want to do is come over from the 16 Feeder and run this through and tie those together. That way if something happened to that one line we could break it there and feed it back through on the other side. We could power the grocery store and even Fry Foods and stuff for a short time. This was in the plans to do anyway, so we have the conduit and everything. We talked to MTE and they're going to put their lines in on that side and they said for \$8,000.00 they would bore under the road and make that run north for us. It's right at 1,000 feet, 1,200 feet total I think is what we've come up by the time we do the branches. The bore is like 980 feet but we have some other stuff over there. We did budget for this project and by the time we cut the road, put the line in and fixed the road and everything it kind of washes and saves us from digging up through Walker's property. I don't know if you've ever seen how they do this, but they push it underground, then pull your conduit back and then we put the wire in the conduit. We have the wire, we have the conduit, the only thing extra would be the bore itself.

8:02:31 PM - Layna Hafer, and they're looking at this project, when Mike? Mike Campbell, whenever they bring their machine down. We're hoping to get in before anybody else gets in that road, so probably within the next month or six weeks.

8:02:52 PM - Larry Hogg, so we're actually just sharing the cost with MTE because they're putting their stuff in at the same time? Mike Campbell affirmed adding that we've done this with them a few other times, like on W 9th. It's a pretty reasonable cost for doing what we are looking for in costs.

8:03:13 PM - Layna Hafer, I was going to say it doesn't save us money. Mike Campbell, it does, well the digging and the boring at this point is about the same cost it's just a lot less evasive. You don't even know this is there.

8:03:37 PM

Motioned by Larry Hogg and seconded by Sterling Blackwell to approve MTE's bid of \$8,000.00 to Bore for Electrical Infrastructure on East 6th North of Pence to Dollar General.

8:03:58 PM

ROLL CALL VOTE:

AYES:	Mike Hopkins, Larry Hogg, Cliff Barberis, Alicia Fowler, Sterling Blackwell and Layna Hafer
NAYES:	None
ABSTAINED:	None
MOTION CARRIED.	

SWIMMING POOL FEE INCREASE – Action Item. Removed from agenda.

OUTSOURCED HUMAN RESOURCES SERVICES AGREEMENT/DYNAMIC RECRUITING – Action Item. [8:04:13 PM](#)

Layna Hafer, as you know Council we have taken some of the Clerk duties and spread them between Mike Campbell and Natasha McDaniel. One of the areas we felt like needed to have some professional expertise to help us, was in our H.R. Administration. The cost to hire someone full time for the amount of H.R. work that we have done internally, they started going out for information on who was available and I think everybody saw the H.R. Contract, has everybody had a chance to look through that? Alicia Fowler, I just got it. Clerk McDaniel, not everybody got it, it was printed after the fact. Larry Hogg, I was going to say I must have missed that.

[8:05:06 PM](#) - Layna Hafer, just to explain a little bit about the services that are provided. All of the H.R. Administration, hiring, review of our H.R. policies just to make sure that they are all in line with our City H.R. requirements. It is \$75.00 an hour to do just normal H.R. work and \$200.00 an hour for anything extensive, like if we have an employee dispute, legal work...Just two and a half months of having a full-time person, at \$75.00 an hour, we could get two and half months of full-time H.R. help for what we would have to hire someone full-time. So I think what this does is it gives us a resource to tap in to. Everything is pretty even flow at this point, but just to make sure that we have some when it comes to hiring and dealing with some of our H.R. questions. The Mayor has asked us to take a look at this and give some feed back, but I guess I had it in my packet and you guys didn't. There are copies if you guys want to look more at the details to what this person brings to the table. She could start at the time this contract is signed.

[8:06:56 PM](#) – Sterling Blackwell, is this an action item? Layna Hafer, it can't be because we added it after the fact. Council will need to review it, that's going to push us out to March.

[8:07:13 PM](#) – Larry Hogg, I think it's a good idea to have, it looks at first glance like it's a backup plan if we have a problem or we need some guidance on an H.R. issue, that these folks can provide that.

[8:07:43 PM](#) – Layna Hafer, if we were to reach a point where maybe we saw a need for it, I'm sure we could call a Special Meeting to just go ahead and adopt the contract if there came a dire need.

[8:07:58 PM](#) - Larry Hogg, do you know, is this like a month to month type thing? Sterling Blackwell, they want ninety days written notice for termination.

[8:08:10 PM](#) – Chereese McClain, City Attorney, in the interim we are happy as the City Attorney's Office, we routinely handle H.R. matters, hiring/firing. Interviewing, we can certainly help participate in that, but certainly the personnel issues. I know that the transition is occurring on the administrative side, but while you guys get that affair in order please don't hesitate to have us assist you guys because we do that routinely with other cities. Layna Hafer, for the record can I have you state your name, Chereese McClain, MSBT Law. Layna Hafer, that is good to know, it does give us a little bit of comfort in a thirty day window. Chereese McClain, we do a lot of Fruitland's H.R. stuff, I'm thrilled for you guys to consider getting someone in here to cross train your staff and getting them up to speed, but we are more than willing and capable to assist when requested as well.

[8:09:27 PM](#) – Larry Hogg, have you had a chance to look at this or are you familiar with this? Chereese McClain, I have not seen that, if you want you can email that to me too. I just wanted to let you know we are happy to help while you get this figured out.

[8:09:45 PM](#) – Layna Hafer, it is good to have some resources and I know that you guys have reached out to find out what's available out there and to get someone who would just do it on a contract basis is really good. My only question would have been, have we vetted anybody that she has worked with just to see? Mike Campbell, the Mayor has pretty much been the only one in contact, so you'll have to ask him. Layna, I think we have a resource and this will be on our agenda for March.

ADJOURNMENT – Action Item.

[8:10:5 PM](#)

Motioned by Sterling Blackwell and seconded by Cliff Barberis to adjourn.

8:10:58 PM

AYES:	Layna Hafer, Larry Hogg, Cliff Barberis, Alicia Fowler, Mike Hopkins and Sterling Blackwell
NAYES:	None
ABSTAINED:	None
MOTION CARRIED.	

THIS REGULAR CITY COUNCIL MEETING WAS ADJOURNED AT 8:11:03 PM

Randall E Hibberd, Mayor

Natasha McDaniel, City Clerk