

Glenns Ferry City Council Regular Meeting  
July 11, 2023

**City of Glenns Ferry City Council Meeting July 11, 2023**

The regular City Council meeting of the City of Glenns Ferry for 7:00 pm on Tuesday, July 11, 2023, by Mayor William Galloska.

Members Present: Susan Case, Luke Guy, Chelsea Inmon, Ken Thompson, Mayor Billy Galloska

Staff Present: Teresa Parsons

Others: Sheriff Hollinshead, Kurtis Workman, Steve May

Online: N/A

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**Item 1. OPEN MEETING/ROLL CALL:**

  X   Susan Case   X   Luke Guy   X   Chelsea Inmon   X   Ken Thompson  
  X   Mayor Billy Galloska

**Item 2. PLEDGE OF ALLEGIANCE:**

**Item 3. MOTION TO: [ACTION ITEM] Any Changes to the Agenda/Adopt the Agenda:**

**Guy:** I make the motion that we adopt the agenda.

**Case:** I second.

**Mayor Galloska:** All in favor, all – ayes.

**Item 4. PUBLIC COMMENTS: Please Sign in to Speak: For information purposes only on items not placed on the agenda. No action or decision can be made on public comments. Comments are limited to 3 minutes.**

N/A

**Item 5. MOTION TO: [ACTION ITEM] Consent Agenda.**

**A. City Council Meeting Minutes for June 27, 2023.**

**B. Accounts Payables for June 2023.**

**C. Payroll June 2023.**

**Guy:** So, made.

**Inmon:** I'll second it.

**Mayor Galloska:** All in favor, all – ayes.

**Item 6. ITEMS MOVED FROM CONSENT AGENDA FOR FURTHER DISCUSSION:**

**Item 7. DISCUSSION/MOTION: [ACTION ITEM] C Scott Nichols, Public Works Director:**

**Resignation from the City of Glenns Ferry, July 6, 2023.**

**Inmon:** I'll make that motion to accept it.

**Thompson:** I'll second it.

**Mayor Galloska:** All in favor, all – ayes.

**Item 8. PRESENTATION: Budget Year 2023-24 Preparation.**

**Mayor Galloska:** We won't be discussing the fire department because our chief is unable to be here, the others were given the opportunity. We're not going to be approving the budget tonight, we're just doing out preliminaries.

**Parsons:** *General Fund is 3% but that's the levy amount that we're not quite sure of. Building Permits, I went off of what we had last year. I lowered the Beer and Liquor License because when one of the other bar owners bought up the other bar it absorbed into one license. Vendors Permits, I plugged up an extra permit because we had 2 that have been active and a 3<sup>rd</sup> that has joined us. State Liquor Distribution Revenue Sharing and Property Tax Replacement all are numbers that I receive forecasted out of my budget manual. Franchises, I just went off of what we normally get through the common years.*

**Thompson:** *Don't we ever see a raise in those, or do they just stay the same?*

**Parsons:** *I know that cable users have gone down because of all the streaming.*

**Case:** *Franchise fees is based on what the company makes, not what the city can charge.*

**Parsons:** *The 6-month mark we had collected 7,000, but I would rather play it safe on our revenues coming in and get a little bit more money than to hope for the money and not receive it.*

**Mayor Galloska:** *These are revenues coming in if we budget for all of it and we don't get it then we're....*

**Case:** *Under budget.*

**Parsons:** *Dog Tag Late Fees the same as we've had the last couple years. Interest Allocation, that's the interest off the bank account. Again, I'd rather play it safe. Heritage Project, we have the Community Outdoors Grant for 80,000 that we haven't received money for yet. I don't know if we're going to get it at the end of this fiscal year, so I budgeted it just in case.*

**Mayor Galloska:** *That's actually \$85,000.*

**Parsons:** *Unforeseen Revenue I kept it the same. Animal Shelter Contributions, the fiscal year we are currently on, we were hoping to get more contributions, but that didn't happen so we weren't able to spend it, so I haven't added anything on that. Adoption and Surrender Fees, I boosted that to 100. With the new budget coming in we changed the amount on that. Haskins Lease stays the same. The White Cloud Lease has been approved so we know what that's going to be. This is for Christy's Economic Development; these numbers might change. I know that she asked for 17,000 but last year we only got 15. If we get the 17 within a few weeks before budget goes in I will change that up to account for it. Airport Balance Transfers, all of the money for the projects out there have been spent. Expenditure on General Fund, salaries as you can see is more than 3% but we did come January 1 raise mayor and council pay so I took that into consideration. I did not change the payroll taxes or the benefits because where I budgeted that, those were playing numbers from when Deb was in this position. Maintenance I kept the same, Tech Services I added up as you can see we've already spent 6,000 halfway through the year so I just times'd it by 2 so it went up 1,000. Attorney Fees you never know. Hardware and Software Support, that is what we pay the beginning of the fiscal year so I just up'd it by 100 to cover that 100. Travel Training and Meetings, we up'd it by 1,000 because we have extra council and mayors that have been going to a lot more trainings than they have in the past. I made a mistake last year. That 4,750 in Drug Testing Program should have been in Bank Fees.*

**Case:** *You don't have any fees for drug testing?*

**Mayor Galloska:** *Not here, just out in the field.*

**Parsons:** *Planning and Zoning, I just went off of where we were at the 6-month mark, times'd it by 2 and rounded it up. Kept Christmas Décor the same. Benches and Wine Barrels last fiscal year we did the oil on all the benches. We're hoping to move forward and do the wine barrels, so I budgeted that in. Utilities, I had budgeted the current year at 3,500. We've already spent 46 at the halfway mark so I doubled it. Telephone, I doubled it from what we spent at the 6-month mark. Internet, I also doubled it. Equipment, I brought that down 2,000 to make up for me doubling in other areas. Codification is the same. Printing Fees again I doubled what we had spent at the 6-month mark. Taxes have gone up on the county fees, so I took into consideration that. Office Supplies, I brought it down because I've been raising everything else up. Unforeseen I kept the same. Subscriptions I kept the same. I did not plug anything in for domestic violence because they didn't come to the council this year and sign a contract. It seems like they're doing it every other year.*

**Mayor Galloska:** *Are you talking about the County Solid Waste Fee?*

**Parsons:** *Yes, that's what we pay on property.*

**Mayor Galloska:** *That's not a tax.*

**Parsons:** *It's what we get from the County Assessors Office to pay property and it's taken throughout the whole budget not just admin. Then I brought contingency down because I brought up everything else. County Law Enforcement, you had already approved the 3% so that is taken into consideration there. We're skipping over fire because Derik's not here. Animal Control, I kept payroll the same because that's even with the 3% bump that should cover it. Vet is down 200, travel and training the same. Drug testing,*

her job is split between that and code so you're going to see the same numbers there. Utilities, I'm hoping this will come down with the new facility coming in, but we don't know until we start using it. I was able to adjust off the cell phone because of the two departments. Equipment, she asked to bring up. She has a newer vehicle, so the repair and maintenance went down. Fuel, we don't know with the gas prices so that's plugged in the same as last year. Supplies and Unforeseen Expenditures and then again I didn't do anything for Shelter Contributions because we didn't do anything on the revenue side for donations. Code Enforcer is the same person so it pretty much mirrors animal control. Parks Department, as you can see here I've crossed out a couple of things and brought the tech services up. I took his contract, and I counted up the months he'll be doing the mowing and I did the math, and this is half with parks and half will be in cemetery. With that being said all those other things that I would budget for prior I was able to cross out. Garbage stayed the same. Irrigation stayed the same. We'll still have some equipment that will need to be done, but you don't have the lawnmowing equipment and what not, so I brought that down.

**Thompson:** What have we done with the mowers.

**Mayor Galloska:** They're in our yard. We use them for projects that don't have anything to do with our contract, such as mowing out by where the freeway exit comes off by the stop sign. Once in a while we need to clean that up, things like that.

**Case:** Instead of going line by line cause a lot of this looks good, can we just go by the section and if we have questions ask, is that ok?

**Mayor Galloska:** We absolutely can.

**Parsons:** The Heritage Project is just with the funds that haven't been spent yet. I'm sure I'm going to still spend some at the end of this fiscal year, but this is what I'm at right now. This might change when we do our August public hearing. Economic Development, is just to match the revenues that she's done. That's the end of the general fund.

**Mayor Galloska:** Let's just go section by section. Does anyone have any questions about the Library? Airport?

**Case:** In expenses on Library, the Utilities jumped up to 5,200.

**Parsons:** At the 6-month mark they were at 2,150 so they doubled it and put in extra because we were told by Idaho Power that they could go anywhere from 3-8% up.

**Mayor Galloska:** Cemetery? Streets and Alley Fund?

**Inmon:** On Expenditures for Street Supplies, previously it was 4,000 then it jumped to 8,500.

**Parsons:** Last year it was 4,000. Scott has some plans to do something in streets this year and it didn't happen. We've only spent 17 so I brought it back down to 10.

**Inmon:** That 85 number won't be....

**Parsons:** No, that's what currently what were on now. The 10 is what I'm suggesting moving forward.

**Mayor Galloska:** When we have to forecast these projects and they don't come fruition then you have this case.

**Case:** Employee Benefits, did you adjust that coming out of somewhere else cause that's an awfully big.... So that should probably be 17,000.

**Parsons:** That's probably me fat fingering it, yes that should be 17. Thank you for catching that.

**Mayor Galloska:** Three Island Senior Center?

**Parsons:** This is just funds that are left from the project they are doing. I showed the same going in as going out.

**Mayor Galloska:** Capital Improvement Fund?

**Parsons:** Liability Expenditures, the insurance went up so I took in account what we were told from ICRMP it would be.

**Mayor Galloska:** Museum?

**Parsons:** Denver said they were hoping to get a grant this fiscal year. They haven't received word yet, but he is projecting it to come either the end of this year or next year which is why he still has that sitting there. 117, he said that if it comes this year and they spend then they won't spend it or receive it next year.

**Case:** Repair and Maintenance expenditures?

**Parsons:** He brought that down hoping that the grant will cover it.

**Case:** Oh, that's a big cross your fingers. I mean if they don't get the grant they will have to adjust.

**Mayor Galloska:** They will have to come to us and ask to open the budget.

**Parsons:** The big one on the Trust Account is the funds on the airport, the transfer funds were spent so that brought it down from what we budgeted this year, 82,000, to 16,150.

**Mayor Galloska:** Water Fund?

**Case:** Fairly decent jump on tech services and I thought we had a contract so I'm just curious about that one.

**Parsons:** We budgeted 15,000 for last year and 17 has already come through.

**Case:** My point being.

**Parsons:** They've had a lot of downage down at the water treatment plant and every time they call in....

**Mayor Galloska:** Is over and above your contract?

**Parsons:** Yes.

**Case:** The water testing, you're just doing it because it was up this year so you're just increasing it for that. We haven't spent much on travel and meetings but that will I'm assuming go up if we get somebody new.

**Parsons:** Correct, we have 2 guys that are still in the training, and we are still missing one extra seat plus the public works director. I didn't want to cut that. Then of course I budgeted for the IRWA contract license, but depending on who is hired if they have licensing that won't be spent. However, the total expenditure is still less than what we budgeted the current year we are now on.

**Case:** This higher revenue do we have more people in town for hooking up sewer? It took a decent jump.

**Parsons:** It did or more people are paying their fees. Or we got back what was possibly liened.

**Case:** On sewer for some reason the lab testing has jumped up.

**Parsons:** At 6 months it was at 6,300 so I doubled it for the coming year.

**Case:** We were just having that many problems?

**Mayor Galloska:** When things come back, DEQ will tell us you have to retest this or things along that line. Or you find some kind of irregularity you have to test it again. That's basically what I understand with it.

**Case:** The Cares Act dropped substantially; we were anticipating that though weren't we? And the bond payment went down.

**Parsons:** Yes, the bond payment went down as I was able to pay it every year I was able to pull those numbers. This is what we have left of the Cares Act money and in blue is showing what I put in the water and what I put in the sewer fund, that's going to be rolled over into next year to do a North Owyhee repair. The mayor and I haven't had a chance to get numbers. That will bring our street budget up too. When you're doing those repairs I'm going to have to put that in for professional work as well. I didn't want to guesstimate. Then when I come back I can show you what I changed and why. Page 21 is actually going to change because Susan found my error so now I have to pull money from the fund balance to make it match because that 1,700 is 17,000.

**General Fund**

- Administration
- Law Enforcement
- Fire Department
- Animal Control
- Code Enforcer
- Parks
- Revitalization
- Economic Development Professional
- General Fund Balance Transfer – Airport

**Library Fund**

**Airport Fund**

**Cemetery Fund**

**Streets & Alley Fund**

**CDBG Three Island Senior Center**

**Capital Improvement Fund**

**Liability Insurance Fund**

**Museum Fund**

**Trust Fund**

**Water Fund**

**Sewer Fund**

**Strike Fire Department**

**Item 9. DISCUSSION/MOTION: [ACTION ITEM] Levy Amount comes out the 3<sup>rd</sup> week of July. Adopt Tentative Budget 2023-24.**

**Parsons:** I didn't want to forget. I'm still waiting on the levy amounts from Elmore County which we don't receive until about the 3<sup>rd</sup> week in July so I don't know how much we can actually levy. This is just an overview. I did push it up 3% just to plug in some numbers. I wanted to go over this so if you had any questions and I wasn't able to answer them tonight and needed to bring them back next council meeting. As you guys know I have to have the public hearing notification in 3 weeks before the public hearing so they have time to proof it and also run the add twice and that will be August 22<sup>nd</sup> which is just right around the corner.

**Item 10. MOTION: [ACTION ITEM] Executive Session Pursuant to Idaho Code 74-206 1(f). To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. (ROLL CALL VOTE)**

**TABLE**

**Guy:** I'll make that motion.

**Case:** I'll second it.

**Mayor Galloska:** All in favor, all – ayes.

**Item 11. Executive Session: Time Start: \_\_\_\_\_ Time End: \_\_\_\_\_**

**Item 12. Resume Regular Meeting.**

**Item 13. DISCUSSION/MOTION: [ACTION ITEM] Authorize Mayor and City Attorney to take legal action discussed in executive session. (ROLL CALL VOTE)**

**Item 14. DEPARTMENT/COMMITTEE MEMBER REPORT: DISCUSSION/MOTION: [ACTION ITEM]**

**A. Sheriff Office – Sheriff Hollinshead:**

**Sheriff Hollinshead:** The overview 195 total cases just on the east end from the side all the way to the county line. We had 141 total cases close to Glenns Ferry, 8 case numbers in Glenns Ferry which include fraud, 2 crashes, unattended deaths, warrant, found property, civil matter and threats. Then we had 13 cases with 2 domestic violence cases, 1 battery case, and 1 shop lifting case. I'd also like to put out a high praise for Glenns Ferry Fire. They've been on it, didn't let them spread. To give you all some update, the IDT is putting new equipment in our drivers license and we were told at that time that they will be installing the driver license equipment down here, once we verify that and it's installed then I'll be getting with the mayor to come up with a schedule of when we will start doing drivers license here. Test times and we'll from there and see what we can do with that. Also, we're looking at doing a little reorg and I'm hoping that within the next few months we'll have an SRO back in your schools up here. I want to give kudos to the ISP Trooper for stepping up and being in there. He has a daughter in the school and attends functions not in uniform but at least we have representation there and he does walk through the school. We've given him access to our office in the school so he can sit in there and be on premises to do some reports and things like that. It's not being overlooked, plus the deputies on the east end do call out and do walk through the schools.

**B. Fire Chief – Derik Janousek: Absent.**

**C. City Engineer – Keller Associates, Inc. – Donn Carnahan, PE: Absent.**

**D. Public Works Director: N/A.**

**E. Clerk/Treasurer – Teresa Parsons: N/A**

**F. Economic Development – Christy Acord: Absent.**

**G. Librarian – Nicole Askew: Absent.**

**H. Animal Control/Code Enforcement – Jackie Shenk: Absent.**

**I. Building Inspector – Kent Knab: Absent.**

**J. Cemetery: Kurtis Workman:**

**Workman:** I did take a chance to look at the suggested budget for the cemetery this year. Taking feedback from our 2 committee members as well with the few of the missteps prior to Memorial Day. Believe it's effective and well spent. We are very informal at this point. Kathy did say she didn't feel that it was as imperative as it seemed last summer.

**Mayor Galloska:** We would like to get it in place and that way we never get back to that point again.

- K. Airport Manager – Brian Reid: Absent.*
- L. Historical Museum – Donna Carnahan: Absent.*
- M. Planning & Zoning – Kt Carpenter: Absent.*

**Item 15. MAYOR AND CITY COUNCIL COMMENTS:**

**Thompson:** N/A

**Guy:** N/A

**Inmon:** N/A

**Case:** *I would like this on the agenda for next time. When people come up we demand that they day their address. I don't think they should do that. I think they should say Glenns Ferry resident and there's a reason for this. We have single women who live alone, we sometimes have heated discussions. Do you really want to have to say your address.*

**Mayor Galloska:** *You were council president before I was mayor, what happened?*

**Case:** *I brought this up twice and I got poopooed. I have seen women up there and we ask them to state their address and you see their face like, maybe I don't want to talk. I don't think we should have that and let's face it we've had some warm conversation on occasion. I don't think they should have to say their address.*

**Parsons:** *I will send an email to the attorney.*

**Case:** *Okay I'd appreciate it.*

**Item 16. ADJOURN: 7:41 PM**

Minutes submitted by: *Kristian McFarland*

Date: 07/13/2023

Approved by the City Council:

Date: 07/25/2023

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*William L. Galloska - Mayor*

Attest: \_\_\_\_\_  
*Teresa Parsons - Clerk/Treasurer*