A Special Council Meeting/Work Session of the City of Lava Hot Springs, Idaho will be held on August 25th, 2026, at 6:00 pm, Lava City Hall 115 West Elm Street, Lava Hot Springs, Idaho.

In Attendance: Mark Oyler, Jeanie Avery, Vicky Lyon, John Head, Keisha East, Amantha Sierra, Wendy Pelayo.

1) **AGENDA**
    a. **Silence Cell Phones**
    b. **Call Meeting to order.** Mayor Lyon called the meeting to order at 6:05pm.
    c. **Roll Call** John Head-here, Jeanie Avery-here, Mark Oyler-here
    d. **Pledge of Allegiance**
2) **MOTION TO ENTER INTO EXECUTIVE SESSION – Idaho Code 74-206(1)(f)**
    a. **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. The mere presence of legal counsel at an executive.**
    Councilperson Head made a motion to enter into executive session. Councilperson Avery seconded the motion. All in favor, John Head – aye, Jeanie Avery – aye, Mark Oyler – aye. Motion Passed.
3) **ACTION ITEM – Motion to return to open meeting.**
    Councilperson Oyler made a motion to return to open meeting. Councilperson Head seconded the motion. All in Favor, John Head – aye, Jeanie Avery – aye, Mark Oyler – aye. Motion passed.
    No motions from executive session.
4) **ACTION ITEM – Tony Hobson Sick Leave Payout.**
    Council directed City Clerk Amantha to determine the full amount of Tony Hobson's accrued sick leave payout and verify that the funds are available within the budget. A specific funding request will be placed on the September 10 City Council agenda, at which time a total for the "one-third request" will be presented for approval.

    Councilperson Head made a motion to table to the September 10, 2026 regular city council meeting. Councilperson Oyler seconded the motion. All in favor, John Head – aye, Jeanie Avery – aye, Mark Oyler – aye. Motion passed.

5) **WORK SESSION – ACTION ITEM**

   a. **Review and discussion of the City of Lava Hot Springs Personnel Policy, including proposed revisions and ICRMP recommendations.**

The council performed a line-by-line review of recommendations from (ICRMP) to modernize the city's personnel manual.

   b. **Council direction regarding proposed revisions to the Personnel Policy.**

Council directed that the Personnel Policy revisions be reviewed by Attorney Lyle, with revisions made as necessary. The policy should also reference the ICRMP recommendations. Council requested that the Conflict of Interest Policy be included on page 7 under the Code of Conduct and that spelling errors throughout the policy be corrected.

Councilperson Oyler motioned regarding number 5 on our agenda work session, motion that we make the minor changes that we've received here tonight, send items to legal for review if it deems appropriate for that and then we'll just be reviewing whatever they come back with. Councilperson Head seconded the motion. All in favor, John Head – aye, Jeanie Avery – aye, Mark Oyler – aye. Motion passed.

6) **ACTION ITEM – Capital for the Day Event Catering.**

   a. **Discuss and consider approving the use of City funds to provide catering for the Governor and accompanying attendees at the Capital for the Day event.**

      Council discussed plans for the Capital Event, including sending invitations to the mayors in Bannock County. A tentative schedule was reviewed. Del Monte Catering was selected to provide catering, with an estimated cost of $1,500 for approximately 55 attendees.

   b. **ACTION ITEM – Council may approve the expenditure of City funds for catering for the Capital for the Day event.**

      Councilperson Head made a motion to approve an estimate of $1500, an estimate for expenditures estimated at $1500 to host day of the capitol, credited for Lava Hot Springs on 22 of September with governor Little and others visiting. $1500 would be for the catering for lunch. Councilperson Oyler seconded the motion. All in favor, John Head – aye, Jeanie Avery – aye, Mark Oyler - aye. Motion passed.

7) **ANNOUNCE NEX REGULAR MEETING – September 10th, 2026, Deadline August 31st, 2026.**

8) **ACTION ITEM – Adjourn special meeting.**
Councilperson Avery made a motion to adjourn the meeting. Councilperson Head seconded the motion. All in favor, John Head -aye, Jeanie Avery – aye, Mark Oyler – aye. Motion passed.

X _____
Wendy Pelayo, Transcriber

Date 9/21/26

X _____
Vicky Lyon, Mayor

Date 9/21/26

X _____
Amantha Sierra, City Clerk

Date 9/21/26