

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

MARCH 12, 2024

PRESENT: Mayor Stacy Pascoe

Council Members: Kim Westergard , Jeff Kelley, Don West (absent), Dallin Jolley

Police Chief:	Chad Purser
Public Wks Dir.:	Justin Johnson
Recreation Dir.:	Mikel Anderson
City Clerk/Treasurer:	Sandy Gaydusek
Assist. City Clerk:	Lisa Ybarra
City Attorney:	BJ Driscoll
City Building Insp/Planner:	Jordon Johnson

PLEDGE OF ALLEGIANCE: Mikel Anderson

PRAYER: Kim Westergard

The meeting was opened at 7:30 p.m.

Kim moved, Jeff seconded to approve the following consent agenda:

Approval of the Minutes of Council Meeting on February 27, 2024

Approval of Building Permits:

Fall Creek Homes	new home
Fall Creek Homes	new home
Fall Creek Homes	new home
Jon Bradley	accessory building

A roll call vote was taken: Jeff – aye, Kim – aye, and Dallin – aye. Approved three in favor, one absent.

Onnolee Frongner – Irrigation Ditch Project

Mrs. Frongner said last summer the city relocated the irrigation ditch and it effected their irrigation water due to the way the pipe was placed. She said there is standing water now that draws mosquitos, and their livestock has to stand in the water as well. Mrs. Frongner said they can still irrigate with their ditch but there is no return which makes the water stand. Jeff asked several questions about fixing the ditch. Mayor Pascoe said he went and visited with the Frongners last year. The ditch along the Shaw’s driveway is twelve to fourteen inches wide by twelve inches deep. He said the Shaws pump is a four- or six-inch pump in the ditch, and lets the water go into where they are pumping from which is about twelve by fourteen feet. Mayor Pascoe said there are about four solutions. He said we would have to have the pond pump out a continuous supply of water at all time. We pay for mosquito abatement which the county should be providing, and the location is right next to the river. Mrs. Frongner said just last year is when there was an issue with the mosquitos. Mayor Pascoe said they could run a ditch alongside with a twelve-inch pipe. Mr. Frongner said the water cannot flow out as fast as it is coming in. The caused the water to be backed up. Mayor Pascoe said the water could go back into the river but this would require the Shaw’s pump to be moved. Jeff felt a return ditch should work. The Mayor said a bigger pond may help but it might not solve the problem. The easiest way is to run another ditch. Mayor Pascoe said he will measure between the lift station

and the fence to see if there is room for a ditch there. The Mayor said the city crew should be able to do the work. Kim said we'll make sure something gets done. Mayor Pascoe said there should be a game plan next week.

Searle, Hart and Associates – Fiscal Year 2022-2023 Audit

Dana Izatt from Searle Hart and Associates presented the audit for fiscal year 2022 to 2023. Mr. Izatt discussed the Independent Auditors Report. He said the State changed the format a few years ago which made it easier to understand. He said they have given a good opinion on the financial statements. He discussed the MD&A which includes a summary of the financial statements. Mr. Izatt also discussed the budget to actual in each fund and the 10-year trends regarding to the Persi statements. Overall, the city is in good financial standing, and no deficiencies were found. Mr. Izatt thanked the city staff for their cooperation during this audit. Dallin moved, Jeff seconded to accept the audit for fiscal year 2022-2023 as presented. Approved three in favor, one absent.

Purchase of Generators

Justin said he is still waiting for some quotes to come in for generators for the lift stations. Kim moved, Jeff second to table this matter. Approved three in favor, one absent.

Fair Housing Proclamation and Resolution

Sandy presented the Resolution and Proclamation for Fair Housing. These documents are needed for most grant applications and are done annually. Kim moved, Dallin seconded to adopt the Fair Housing Resolution and Proclamation. Approved three in favor, one absent.

Historical Park (Heritage Park) Fees

Justin checked with Bingham County to see what they do when someone needed the ground worked at the arena. They would use a harrow and disk to work the ground and charged \$50. He said Scott Reese said that really didn't even cover the cost. Justin said we do not have that type of equipment, and for him to take the skidster and spend three to four hours doing the work it would cost about \$300 to \$400 each time. Dallin asked if the city has the option not to work the ground. Justin said it might be possible for the people using the arena to work the ground themselves if they wanted to. Jeff said he is concerned about damage to our fence. The Council discussed this further and felt we should charge the same fee for the shelter in the air field as we charge for our city parks, and no ground work will be done. If there is a major event at the historical park, we will use the fee schedule we currently have in place.

Memorial Bench and Tree Program

Sandy presented a draft for a bench and tree program similar to the City of Idaho Falls. Those wishing to plant a tree or install a park bench in memory of a loved one may do so by filling out an application and submitting the fee. The city will be responsible to buy the tree/bench and install/plant it. The proposed fees are: Tree - \$480 and Bench - \$840. A public hearing will be needed to establish these fees. Kim moved, Dallin seconded to call for a public hearing on April 9, 2024 at 7:30 p.m. to consider establishing the fees for a memorial bench and tree program. Approved three in favor, one absent.

Rocky Mountain Environmental Proposal

Sandy said she received the proposal from Kristin at Rocky Mountain Environmental to help the city transfer the water rights from the farm area to the Historical Park. The cost is \$4500 which will be expended from the Parks Fund. Dallin moved, Jeff seconded to accept the proposal in the amount of \$4500. Approved three in favor, one absent.

Street Improvements for 2024

Justin said in the next few years we will be moving on the water project and a lot of streets will be torn up. He said he hates to improve those streets now if they are going to be torn up fairly soon. Justin said Spud Alley is in terrible shape. He said we could tear it up and make it a gravel road, or put new asphalt and install a way to control the drainage. He said the alley behind the post office needs to be done as well. Justin said he talked with Jed Young the owner of Hidden Treasures and he will pay for his section. Justin said we could also do the alley behind City Hall, but we would need to run a new water line. He said we could stub a line to the Christensen lot as well. Dallin said he is concerned about paving alleys. He said he understands behind City Hall is unique, but he feels we should focus on the streets before the alley. Justin said the Senior Center would still like a parking area as well. He said it is just a concern about wasting the money on the streets at this point. Justin said there are lot of trucks including our garbage truck that use Spud Alley. He said we also made Jed Young put in a paved private street going into his businesses on Spud Alley. He said he would recommend doing the alley at the post office and Spud Alley. Spud Alley is actually owned by the railroad and we have been using it for a number of years. They are not willing to sell the property to the City at this point. Justin was instructed to move forward with getting prices for Spud Alley and behind the Post Office. He will also talk to the Railroad and make sure its okay for the city to re-pave.

Business Licenses

Kim moved, Jeff seconded to approve the following business licenses for 2024:

- Flint Rock Retreat - 326 N. State
- Do You Beauty Salon - 118 W. Pine
- Soda Mix - 225 Anderson

Approved three in favor, one absent.

Appreciation Awards for Public Works

Justin said he would like to give a shout out to his crew. He said along with snow removal, and a broken water line, the guys have been very cooperative with putting in the extra hours to get the work done. We currently have merit awards but he would like to go beyond that and recommended that each crew member be given a bonus of \$100. Kim moved, Jeff seconded to award each public works employee with a \$100 Visa gift card in appreciation for their hard work. Approved three in favor, one absent.

Historical Park Entrance

Justin said he met with Joan Winston and Jacqui Sullivan at the park and the relocation area is mostly sand. They will need to dig down about two feet and replace with gravel. This will cost about \$8000 to relocate the entrance. Justin said he is going to meet with Joan and Jacqui again to come up with some other ideas.

Department Head Reports

Sandy said since her retirement is about 6 ½ months away, within the next month or so staff will move around the office for further training.

Mikel said Basketball is done for the season, and soccer registration is ongoing. He said the pool is being worked on to ready it for the summer.

Mikel said MYAC is excited for their fundraiser which will be held April 13th. They will be hosting a baseball tournament with hot dogs and hamburgers for sale. Mikel said the MYAC has received a grant in the amount of \$1000 from the Kiwanis.

Jordon said there are some new owners on the property off of West Oak. He said they should begin working on their approved PUD sometime this spring.

Justin said the crew is busy with snow removal and water lines replacements. He said we are still waiting for parts on the Hawk Light. He said he has been calling weekly to keep on top of it.

Justin said the city lost power for about eleven hours from the massive snow storm we had. He said he had to manually check the water pumps and the lift stations. He said he feels its crucial that the city get generators for emergency power, it is very important.

Justin thanked the Police Department for all their help with car removal off of the streets during the snow proclamation.

Chad said there will be a DUI Task Force March 17th through the 19th.

Chad said Brett Burch will be graduating from POST on April 26th.

Chad said the Regional POST observed our firearms instructor and was passed off.

Council Reports

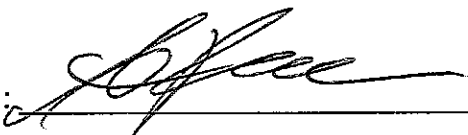
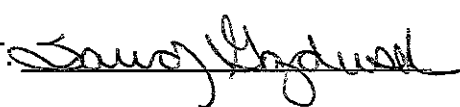
Dallin said we are waiting on the plans and bid specifications to move forward with the tennis courts.

Dallin said Gerry Bates will be retiring soon and the city will be working with his replacement.

Mayor Pascoe said he appreciates Kim for covering the council meetings while he was away and attending on Zoom.

Mayor Pascoe said he appreciates Public Works and the Police Department for their hard work. He said he is very happy that there has been no major problems with Basketball, and looks forward to Soccer season.

Adjourned: 9:15 p.m.

APPROVE:  ATTEST: 

DATE	February	AMOUNT	CHECK #
2/15/2024	COMDATA	\$ 159.59	550223
2/15/2024	IDAHO CENTRAL CRDIT UNION	\$ 1,324.96	550224
2/15/2024	AAA GILES	\$ 675.00	550225
2/15/2024	ADVANCED DIAGNOSTICS	\$ 437.65	550226
2/15/2024	ADVANCED INDUSTRIAL SUPPLY	\$ 140.41	550227
2/15/2024	AMAZON CAPITAL	\$ 60.45	550228
2/15/2024	AMERICAN LINEN	\$ 357.54	550229
2/15/2024	ASSOCIATION OF IDAHO CITIES	\$ 50.00	550230
2/15/2024	ASSOCIATION OF IDAHO PUBLIC WORK	\$ 20.00	550231
2/15/2024	BINGHAM ARTS COUNCIL	\$ 100.00	550232
2/15/2024	BINGHAM NEWS CHRONICLE	\$ 67.32	550233
2/15/2024	BROULIM'S	\$ 440.74	550234
2/15/2024	CAMMANS MVP	\$ 337.80	550235
2/15/2024	CATE EQUIPMENT	\$ 215.41	550236
2/15/2024	CLEAN CUT LAWN CARE	\$ 471.00	550237
2/15/2024	EASTERN IDHAO REG. SEWER DIST.	\$ 81,144.00	550238
2/15/2024	FORSGREN	\$ 5,603.00	550239
2/15/2024	FREEDOM MAILING	\$ 846.15	550240
2/15/2024	GARRETT H SNADOW	\$ 1,650.00	550241
2/15/2024	GOOGLE	\$ 96.61	550242
2/15/2024	HARDTIMES	\$ 9,322.00	550243
2/15/2024	IAS-ENVIROCHEM	\$ 125.00	550244
2/15/2024	IDAHO CHIEF'S OF POLICE ASSO.	\$ 400.00	550245
2/15/2024	INTERMOUNTAIN BOBCAT	\$ 757.03	550246
2/15/2024	INTERMOUNTAIN GAS	\$ 890.70	550247
2/15/2024	INTERSTATE BILLING	\$ 47.90	550248
2/15/2024	JACKSON GROUP PETERBIT	\$ 160.99	550249
2/15/2024	MANWARING WEB	\$ 22.00	550250
2/15/2024	MOUNTAINLAND COMMUNICATION	\$ 120.00	550251
2/15/2024	NUMBER ONE PRINTING	\$ 240.00	550252
2/15/2024	O'REILLY	\$ 258.81	550253
2/15/2024	PACIFIC STEEL	\$ 1,462.41	550254
2/15/2024	PSI	\$ 16,629.75	550255
2/15/2024	R&S DISTIBUTING	\$ 369.12	550256
2/15/2024	SAMS CLUB	\$ 403.89	550257
2/15/2024	SCHAEFFERS	\$ 308.40	550258
2/15/2024	SHELLEY ACE	\$ 1,315.94	550259
2/15/2024	SMITH DRISCOLL & ASSOC.	\$ 1,402.50	550260
2/15/2024	START SPECIALIST	\$ 325.00	550261
2/15/2024	TETON COMMUNICATIONS	\$ 380.00	550262
2/15/2024	UNIFORMS 2 GEAR	\$ 561.45	550263
2/15/2024	UTILITY TRAILER	\$ 96.32	550264
2/15/2024	VALLEY OFFICE	\$ 14.41	550265
2/15/2024	WESTERN STATES EQUIPMENT	\$ 3,408.50	550266
2/29/2024	JUSTIN JOHNSON	\$ 50.00	550267
2/29/2024	ROCKY MNT. POWER	\$ 6,929.53	550268
2/29/2024	ADVANCED INDUSTRIAL SUPPLY	\$ 132.94	550269
2/29/2024	ALLIED BUSINESS SOLUTIONS	\$ 42.06	550270
2/29/2024	BINGHAM COUNTY SHERIFFS OFFICE	\$ 40,000.00	550271
2/29/2024	BOOT BARN	\$ 184.67	550272
2/29/2024	ELECTRICAL EQUIPMENT	\$ 2,378.24	550273
2/29/2024	HAMMON TETON	\$ 16.00	550274
2/29/2024	INDUSTRIAL HOSE AND FITTINGS	\$ 103.95	550275
2/29/2024	JACKSON GROUP PETERBIT	\$ 342.36	550276
2/29/2024	LAWSON PRODUCTS	\$ 328.41	550277
2/29/2024	LUMEN CENTURY LINK	\$ 3.31	550278
2/29/2024	MAGNUM ELECTRONICS INC	\$ 261.54	550279
2/29/2024	MANWARING WEB	\$ 22.00	550280
2/29/2024	MCGUIRE BEARING	\$ 10.19	550281
2/29/2024	PACIFIC STEEL	\$ 76.78	550282
2/29/2024	POST REGISTER	\$ 78.60	550283
2/29/2024	PROFORCE LAW ENFORCEMENT	\$ 134.78	550284
2/29/2024	PUBLIC AGENCY TRAINING COUNCIL	\$ 350.00	550285
2/29/2024	RDO EQUIPMENT	\$ 1,217.96	550286
2/29/2024	RHODEHOUSE CONSTRUCTION	\$ 3,200.00	550287
2/29/2024	ROCKY ST RANCH	\$ 23.27	550288
2/29/2024	Sayer Dodge	\$ 112.68	550289
2/29/2024	SCHAFFERS	\$ 1,748.45	550290
2/29/2024	SEW PERFECT UPHOLSTERY	\$ 491.90	550291
2/29/2024	SPECIALTY CONSTRUCTION	\$ 1,204.00	550292
2/29/2024	STATE INSURANCE FUND	\$ 8,666.00	550293
2/29/2024	UNIFORMS 2 GEAR	\$ 1,192.87	550294
2/29/2024	VALLEY OFFICE	\$ 94.13	550295
2/2/2024	Payroll	\$ 94,067.35	
2/16/2024	Payroll	\$ 85,043.05	
	Total	\$ 381,726.77	