

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

APRIL 25, 2017

PRESENT: Mayor Stacy Pascoe

Council Members: Earl Beattie, Jeff Kelley, Kim Westergard, and Adam French

Police Chief: Rod Mohler

Public Wks Dir.: Justin Johnson

Recreation Dir.: Mikel Anderson

City Clerk/Treasurer: Sandy Gaydusek

City Attorney: BJ Driscoll

PLEDGE OF ALLEGIANCE: Rod Mohler

PRAYER: Earl Beattie

Mayor Pascoe opened the meeting at 7:32 p.m.

Earl moved, Adam seconded to approve the following consent agenda:

Minutes of Council Meeting on April 11, 2017

Approval of the March Expenditures

Approval of the March Overall Budget & Treasurer's Rpt.

Building Permits:

Deera Palmer - re-roof

A roll call vote was taken: Earl - aye, Jeff - aye, Kim - aye, and Adam-aye.
Approved unanimously.

Ted Hendricks presented a copy of a letter from the Idaho Department of Commerce awarding a grant to the City of Shelley. The City applied for a \$500,000 grant to replace one of the water tanks and upgrade a well, but was awarded \$400,000. Ted said only \$400,000 was awarded because the city does not have water meters on all residential water hook ups. He said once the city completes several requests of the Idaho Department of Commerce, then they will send over an agreement for the grant. He said we will need an updated scope of work, the budget and a schedule. Ted said we will need an Environmental Review Record, a Fair Housing Resolution, etc. He presented a contract between ECIPDA and the City for administration of the grant. He said he has reduced his fee by \$7500 since the scope of work has changed as well as the grant amount being funded. Adam asked what the project costs will be. Mayor Pascoe said going with a post tension tank, it will cost less for engineering and construction. He said the original estimate was \$1 per gallon, but we could come in lower with a post tension tank. Ted said if the bids received are really low, the State may pro-rate what they are awarding the city, but the city is obligated to complete the entire scope of work. He said if low bids come in, the scope of work can be added to so the entire grant being awarded is spent. Adam said he is concerned about draining the city's reserves. Jeff said it is very important to not have any over

runs of the project cost. This project will cost approximately 1.5 million. BJ said he did not have any major concerns about the contract, but there are a few minor suggestions in the language. Ted said the contract is a boiler plate given to ECIPDA by the State. Jeff moved, Earl seconded to accept the grant in the amount of \$400,000 from the State of Idaho Department of Commerce, and proceed with the water tank project, and also moved to execute the contract with ECIPDA to proceed with the administration of the grant. Approved unanimously.

Sandy presented an application for a Concessionaire License, and a letter requesting a park franchise for Sno-N-Go, Eric Schultz, 1354 Preston Drive, Idaho Falls, Idaho, to sell snow cones at city parks. He would like an exclusive franchise. Adam moved, Kim seconded to approve the Concessionaires license and franchise to sell concessions at any city park for Eric Schultz, however it would not be exclusive. Any other concessionaire may apply to sell at the park as well. Approved unanimously.

Dayle Searle, the Chairman of the Tree Committee said Arbor Day will be held May 20th at 8:00 a.m. She said they will be replacing a tree on the walk path, and possibly adding a few more. She said Connor Killpack will be conducting this Arbor Day as an Eagle Scout Project. Dayle said the down town flower pots will be planted the week after Arbor Day. She said they also intend to have the competition for Yard of the Year, Best Business Display and Best Container Display again this year.

Dayle Searle discussed the draft of the Shelley Idaho Community Forest Management Plan. She said this plan is not legal binding, but just a plan to move forward. She said one item that needs to be worked on is the Tree Ordinance. She said the original draft sent to the city by Gerry Bates, was a little too much for what the city needs. Dayle discussed the trees that are in the Right-of-Ways. She said she feels that the property owner should be responsible for any liability of these trees, and this should be cited in the city ordinance. She said there are a lot of trees between the sidewalk and the curb and gutter that should be regulated. Sandy said the current ordinance does regulate what type of trees can be planted in the area, and gives the city authority to regulate dead or diseased trees. She said the Right-of-Ways can be large and trees and shrubbery could be located in the Right-of-Ways all over town, not just where there is a planting strip between the curb and sidewalk. The Council determined they would take this matter under advisement.

Sandy presented a comment request sheet from Bingham County. Robert Sollis at 1210 N. 1200 E. has applied for a Conditional Use Permit to transfer three division rights. The Mayor and Council had no concerns or comments regarding this issue.

Kim moved, Earl seconded to approve the following Business Licenses for 2017:
Group Real Estate/Amy Martin - 526 N. State St.
Sweet Life Nutrition/Marcia Buffett - 245 S. State St.
Winder Funnel Cakes/Thomas Winder - 1416 Oma Jeane, Idaho Falls
Sky's Mobile Food Truck/Skylar Dial - 167 E. Baseline Rd.
Aspen Counseling/Rebecca Jensen - 753 Aspen Ave.
Magic Bus/Fraun Petersen - 691 N. 700 E., Firth

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Approved unanimously

Justin said since ITD will be improving State Street this summer, there are some trees that need to be pulled out during the project, and there is about 510 feet of sidewalk that needs to be replaced. He said the existing sidewalk is only three feet wide. Sandy said she contacted Blackfoot and Idaho Falls since ITD has worked on the portion of the state highway that runs through their cities also. She said she learned that even though this area is railroad right-of-way, Union Pacific will not assist in any of the cost to replace the sidewalk, etc. Kim recommended that Dayle create a design for street pots that hanging flower pots could be placed upon. Justin said he just wanted to bring this matter to the Mayor and Council's attention.

Justin presented a draft of water meter specifications for the Mayor and Council to consider adopting. He said he has had problems with people in the county putting in low end meters. The Council agreed that we should have specifications so everyone follows the same protocol. Jeff moved, Earl seconded to adopt the attached meter specifications that will be used by anyone accessing city water that has a meter installed. Approved unanimously.

Sandy said she has received a request from a citizen on Brent Way that a street light in front of her property be removed, or moved across the street to the park. The street light was not working properly, but that has been fixed. Sandy said the resident is having problems moving her RV onto her property with the street light as it currently sits. She told Sandy that the street light would be better located by the park to light up the access from Hanson Avenue. Sandy said the cost to move the street light is \$2800 to \$3000. The Council determined they are not willing to use city funds to move this street light. Sandy will notify the resident.

Sandy said she contacted ICRMP regarding the irrigation ditch that runs parallel with the retention pond in Wind River Subdivision. At the last council meeting there was concern whether the ditch should be covered or left open due to liability reasons and maintenance. She said ICRMP indicated the city is not taking control of the ditch and we do not own it. She said they indicated they cover Irrigation Districts all the time without a problem. ICRMP said in most circumstances the city will not have liability, but that won't prevent people from suing. This is an irrigation easement, and the city has immunity for discretionary functions. The Mayor and Council determined that the funds to cover the irrigation ditch will not be expended and the ditch will remain open.

Justin discussed the streets he would like to scrub and overlay this summer. He said he would also like to micro-surface the streets instead of seal coating this year. Justin said Bingham County is also looking at micro-surfacing, and if this works out well for them, they may discontinue chip sealing in the next few years. He said we would no longer be able to receive help from them with the chips. Justin said the County is willing to trade chips this year in exchange for city water while they are micro-surfacing in the county. He said our chips would cost about \$12,000, but he wasn't sure exactly how much water the County will need. Jeff moved, Adam seconded to trade approximately 750 tons of chips in exchange for the water that Bingham County will need while they are micro-surfacing.

Approved unanimously. Justin said he will have three bids coming for each street project before the next meeting.

Sandy reminded everyone that May 6, 2017 is when the Mayoral Scholarships will be awarded at Shoshone-Bannock High School. The doors will open at 6:00 p.m.

Sandy presented a Development Agreement that will be used between Bingham County and BV Copper Meadows Subdivision. She said the city will need a Maintenance Agreement with Bingham County in regards to the city maintaining the streets within the Subdivision and supplying water and sewer services.

Sandy presented DEQ contact information for Barry Burnell, and she said Corrin is doing a great job in DMV.

Dave presented an Alternative Analysis for the water storage reservoirs. He said they have looked at metal tanks versus post tension tanks. He said the post tension tanks have a 100 year design life with no maintenance. He said this design is a little more expensive, but Forsgren is recommending a post tension concrete tank based on longevity and maintenance costs. Justin said he is impressed with this type of tank and if the bid comes in right, we should jump on it. Earl moved, Jeff seconded to proceed with a post tension tank. Approved unanimously.

Just said the crew will be going to summer hours next week. He said the parks are ready to be mowed, and he would like to hire Cody Robinson back again this season.

Justin said Austin Mohler is up for his one year review, and his probation period is over. He said he would like to keep Austin on the crew and give him his one year raise.

Justin said the crew is still working on Spring Clean Up.

Mikel said Pam has talked to him and would like to open the pool one to two weeks early so we can certify our own lifeguards. He said it costs about \$300 per week to open early. Kim said we also have new equipment to promote the pool this year and we should have a grand opening.

Mike said he has been drafting for Baseball. He said he has all of the sponsors and coaches that are needed.

Rod said he is taking applications for the position open in the Police Department. He said he has received four applications and he will try and recruit at ISU before the students graduate. He said all is going well in the Police Department.

Jeff said he has talked to a couple of people regarding missing or damaged sidewalks. He said there are two on South Park and two on Brent Way. He said he feels like the city should notify these people to replace their sidewalks per city ordinance. Justin said there are a few other properties that also need to be sent

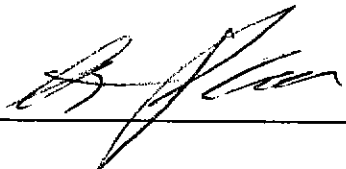
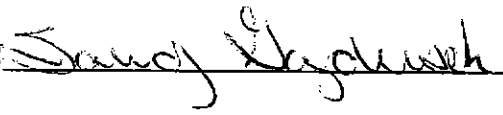
letters regarding their snowblows. Sandy will send out the letters when she gets the addresses.

Kim moved, Adam seconded to move into executive session pursuant to IC 74-206(1)(b) regarding personnel evaluation, hiring, discipline, etc. A roll call vote was taken: Adam – aye, Kim – aye, Earl – aye, and Jeff – aye. Approved unanimously.

Jeff moved, Kim seconded to reconvene into regular session. Approved unanimously.

During executive session personnel matters were discussed regarding employee evaluation, hiring, discipline, etc.

Adjourned: 9:27 p.m.

APPROVE:  ATTEST: 

<u>Date</u>	<u>April Clams</u>	<u>Amount</u>	<u>Check #</u>
4/6/2017	Comdata	\$2,619.99	50462
4/6/2017	IRWA Support Services LLC	\$160.00	50463
4/6/2017	Dawn Lloyd	\$310.50	50464
4/6/2017	Rod Mohler	\$153.00	50465
4/6/2017	Stephanie Morgan	\$153.00	50466
4/11/2017	Eden Valley Food and Firearms	\$329.00	50467
4/18/2017	A and B Transmission and Service Center	130.96	50468
4/18/2017	Airgas USA LLC	310.89	50469
4/18/2017	All American Sports	94.00	50470
4/18/2017	American Linen	797.11	50471
4/18/2017	Amy Anderson	80.00	50472
4/18/2017	Bannock County Solid Waste	5,431.30	50473
4/18/2017	Bonneville County Solid Waste	469.60	50474
4/18/2017	Broulim's	166.56	50475
4/18/2017	Cate-Idaho Equipment Co.	287.34	50476
4/18/2017	Certified Laboratories	244.72	50477
4/18/2017	Civil Air Patrol Magazine	95.00	50478
4/18/2017	Eagle Rock Sanitation	5,174.55	50479
4/18/2017	Eatern Idaho Reginal Waterwater Auth.	20,550.24	50480
4/18/2017	First Responders	237.60	50481
4/18/2017	Forgren Associates	12,932.50	50482
4/18/2017	Sanda Gaydusek	67.76	50483
4/18/2017	Hammon Teton Delivery	16.00	50484
4/18/2017	Hard Times Sales and Distribution LLC	3,016.54	50485
4/18/2017	IAS Envirochem	80.00	50486
4/18/2017	Idaho Business Systems	74.35	50487
4/18/2017	IDEACOM ESCI	270.74	50488
4/18/2017	Intermountain Gas Co.	157.80	50489
4/18/2017	Local Highway Technical Assistace Counc.	100.00	50490
4/18/2017	Matkin Auto Parts/ A1 Mowers	713.00	50491
4/18/2017	Mountainland Communications INC.	325.60	50492
4/18/2017	National Auto Parts Warehouse	12.64	50493
4/18/2017	O'Reilly Automotive Inc.	235.09	50494
4/18/2017	Pacific Steel	201.75	50495
4/18/2017	Partsmaster a Div. of NCH Corp.	172.78	50496
4/18/2017	Petty Cash	68.42	50497
4/18/2017	Rocky Mountain Power	5,639.60	50498
4/18/2017	Sams Club	290.11	50499
4/18/2017	Schell Distributing Inc.	1,101.18	50500
4/18/2017	Shelley Ace Hardware	403.71	50501
4/18/2017	Shelley Pioneer VOID 50502	47.00	Void
4/18/2017	Smith Driscoll and Associates PLLC	2,271.60	50503
4/18/2017	United States Weldig Inc.	100.45	50504
4/18/2017	Utility Trailer Sales of Boise	123.74	50505
4/18/2017	Wilbur-Ellis Company	2,283.83	50506
4/30/2017	Dept of Environmental Quality	\$243,675.00	50507
4/30/2017	Sandra Gaydusek	101.29	50508
4/30/2017	Rod Mohler	521.06	50509
4/30/2017	All American Sports	22.00	50510
4/30/2017	Association of Idaho Cities	\$140.00	50511
4/30/2017	Bearing & Ind. Sales	72.39	50512
4/30/2017	Blue Cross of Idaho	3,551.13	50513
4/30/2017	Cable One	196.80	50514
4/30/2017	Centurylink	182.37	50515
4/30/2017	Doug Keele	422.21	50516
4/30/2017	Eastern Idaho Regional Wastewater Auth.	20,550.24	50517
4/30/2017	Ferguson Enterprises Inc.	36.00	50518
4/30/2017	First Class Portable Sanitation	133.40	50519
4/30/2017	Garett H Sandow	1,650.00	50520
4/30/2017	H-K Contractors Inc.	2,229.48	50521
4/30/2017	Home Depot	607.25	50522
4/30/2017	IDEQ ww Program	360.00	50523
4/30/2017	Justin Johnson	103.00	50524
4/30/2017	Jeff Kelley	103.00	50525
4/30/2017	Local Highway Technical Assistace Counc.	120.00	50526
4/30/2017	Oldcastle Precast Inc.	260.00	50527
4/30/2017	Phillips 66 Co.	1,611.31	50528
4/30/2017	Schell Distributing Inc.	1,101.18	50529
4/30/2017	Shelley Pioneer	296.50	50530
4/30/2017	State Insurance Fund	3,055.00	50531
4/30/2017	U.S Post Office	532.48	50532
4/30/2017	Valley Office System	328.35	50533
4/7/2017	Payroll	53,772.54	
4/21/2017	Payroll	45,657.51	

Total 449,846.04