

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

October 14, 2026

PRESENT: Mayor: Kim Westergard
Council Members: Leif Watson, Don West, Sean Kress, Louise Street
Public Work Director: Justin Johnson
Police Chief: Chad Purser
City Building Inspector/Planner: Jordon Johnson
Recreation Director: Mike Kidman (Absent)
Attorney: B.J. Driscoll
City Clerk/Treasurer: Lisa Ybarra

Pledge of Allegiance: Justin Johnson

Invocation: B.J. Driscoll

The meeting was opened at 7:35 p.m.

Don moved; Sean seconded to approve the consent calendar:

Approval of Council Meeting Minutes of September 23, 2026

Approval of Building Permits

A/K Sign Sign

Jared Dye Addition

A roll call vote was taken: Louise – aye, Sean – aye, Don – aye, Leif – aye. All in favor.

Ted Hendricks – Update to city downtown renovation and innovation technical building

Ted presented an update for the Shelley technology and Innovation and downtown revitalization. He mentioned that the city had received funds from Idaho Department of Commerce and USDA-RD that were obligated to pay the three contracts. One to Myers Anderson for architectural design needs, Forsgren Associates for civil engineering work and Full House Production, LLC to manage the three scopes of work and submit white papers or pre-applications to funding agencies if the City moves forward with any project. The three scopes of work include an innovation technology center or building, an innovation technology park that would develop land to sell and a public and/or private partnership allowing collaboration between the city and private developers of businesses to accomplish the project goals. Ted mentioned that there is a grant of about \$600K and the city would have to obligate about \$200K if it was decided to move forward. In order to meet deadlines imposed by the funding agencies that are working with the city the scopes of work needed to be completed by April of 2027. Ted was told to continue with the obligated funds for the current scope of work at which it would be decided by the council to continue to move forward or not with the projects and before any other funding was requested beyond what was already obligated.

Matt VanOrden – Discussion regarding utility water rate increase

Matt VanOrden was not present. Mayor Kim asked that moving forward because this is about the fourth time someone is on the agenda about the utility water rate increase and no show, anyone who calls to be on the council agenda in regards to the utility water rate increase, will be scheduled to a one-on-one meeting with either a Council member or the Mayor.

Consider water sleeve under canal, between Hidden Treasures and Fox Crossing Subdivision, for the future booster pump station

Jordon mentioned that a study planning on a booster station was done and is needed as a second pressure for the city. Jordon has worked with Connect Engineering, Forsgren, and Fox Crossing on the project and basically if the city moves forward and have Fox Crossing do the project because it was in their bid of work with Connect Engineering the city would reimburse Fox Crossing for the work which would also save the city in the future because the city would not have to tear up the roads in the future to do the work. Sean moved, Don seconded to approve the reimbursement to Fox Crossing for the water sleeve work under the canal between Hidden Treasures and Fox Crossing Subdivision in the amount \$89,500.00. All in favor, approved unanimously.

Consider upcoming Holiday Office hours and council meetings

Lisa mentioned that the week of Thanksgiving office hours will be Monday and Tuesday regular hours, Wednesday the office will close at 2:00 P.M. and then closed Thursday and Friday. The week of Christmas the office hours will be Monday, Tuesday, and Wednesday as regular hours. Thursday the office will close at noon and remain closed Friday. Lisa also mentioned that there are regular council meeting dates coming up that fall on or around the holidays and she needed direction of what the Council would like to do with the regular council meetings. Lisa mentioned that November 11th is Veterans Day and the City Hall office will be closed. Council decided to move the regular council meeting from Wednesday, November 11th to Thursday, November 12th at the same time of 7:30 P.M. The Wednesday, November 25th council meeting is canceled for the Thanksgiving Holiday. The Wednesday, December 9th will continue to be a regular council meeting. The Wednesday, December 23rd council meeting is canceled for the Christmas Holiday. Sean moved, Leif seconded to the mentioned changes. All in favor, approved unanimously.

New Council Business –

Consideration of City Utilities for Reserve Officers

Chad requested that reserve officers to have the utility benefits apply if they live in city limits and own their own home. The reserve officers will have to meet the 10 hours a month and training to qualify for the benefit. The reports will be made to Lisa. Louise moved, Leif seconded to approve the city utilities for reserve offices of water, sewer, and one sanitation can. All in favor, approved unanimously.

Consideration of General Business Licenses

Leif moved, Don seconded to approve the general business licenses for The Bateman Custom Meats. All in favor, approved unanimously.

Ratify approval for Mobile Food Vendor License

Don moved, Louise seconded to ratify the approval of the mobile food vendor license for Bite Bliss. All in favor, approved unanimously.

Old Council Business –

None

Department Head Reports

BJ mentioned that Mont Howard's attorney filed a brief against the city. The city can file a brief in return. BJ will send the copy of the information and Hearing will be in December. B.J. will send the information of the hearing date if anyone would like to attend because it is opened to the public.

Lisa mentioned that she met with Matt Waldram that are offering a life insurance to employees that employees would pay. If there are at ten interested, he and his team can either arrange a meeting to give information or they can send text and/or emails for engagements. The department heads will ask their departments and get back to Lisa as well as the Mayor and Council. Lisa also mentioned that AIC in 2027 will be June 9th to June 11th in Boise.

Jordon said everything was going good on his end.

Justin mentioned that the water project is going good and the winder shut down will be November 20th. The A&B crew is doing well with the project. The public works crew is shutting off water in the parks. The shelter at Brinkman Park is being painted done and the picnic tables showed up last week and the tables will be going to Brinkman Park and Pillsbury Park. Fall clean up is this week and the crew will begin to pick up next week. Spud Day was a success and had good weather. Between the Mayor and Justin, it was mentioned that the lights on the nature path are not sitting corrected. Some of the holes are not filled and the poles move. Justin was told to talk to Adam to have those corrected because it can be a safety issue.

Chief said that the were finally able to show Goonies in the park back in September and had about 48 people which was not bad for it having it cancel and rescheduling the movie. He also mentioned that he was going to begin to advertise for the two positions that he will have open soon for the two officers that will be leaving in December. The police department will also be working on getting trailer and cars off of streets for the winter.

Mike was absent but had a small report. Registration for the Jr. Jazz was extended for grades 3rd through 9th for another week to get more kids signed up. The draft for the Pre K and K will be October 22nd. There are two memorial benches. One memorial tree will be placed at the Brinkman park on October 29th with the MYAC kids.

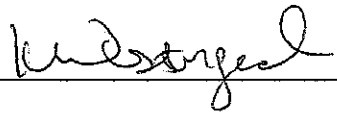
Council Reports

Leif mentioned the ribbon cutting at the walking path was good there was a f

Mayor Kim mentioned that she, Justin and Leif will be meeting with school officials in regards to the MOU between the city and schools. Mayor also mentioned that she is still doing the Mayor walking challenge and she will be

walking with the high school students next week. She also mentioned that she appreciates all the department heads.

Adjourned: 9:44 p.m.

APPROVE:  ATTEST: 