

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

MAY 14, 2025

PRESENT: Mayor Stacy Pascoe
Council Members: Kim Westergard, Jeff Kelley,
Don West, Sean Kress
Public Work Director: Justin Johnson
Police Chief: Chad Purser
Recreation Director: Mikel Anderson (Absent)
City Building Inspector/Planner: Jordon Johnson
Attorney: B.J. Driscoll
City Clerk/Treasurer: Lisa Ybarra

Pledge of Allegiance: Mayor Stacy Pascoe
Prayer: B.J. Driscoll

The meeting was opened at 7:31 p.m.

Don moved; Jeff seconded to approve the consent calendar:

Approval of Council Meeting Minutes of April 23, 2025

Approval of Special Meeting Minutes of April 09, 2025

Finance Report for Second Fiscal Quarter

Approval of Building Permits

Wanda Wells – Fence

Brian Crezee – Acc. Building

Chris Nelson – Basement Finish

Gaye Mangum – Deck

Josie Medinger - Fence

Paul Brunson – Fence

Acencion Padilla – Reroof

Kodey Johnson – Single Family

Shade Works – Deck

A roll call vote was taken: Sean – aye, Don – aye, Jeff – aye, Kim – aye. Approved unanimously.

Searle, Hart, and Associates – Audit for FY 23-24

Dana from Searle, Hart, and Associates gave an overall review of the City of Shelley Audit for the fiscal year 2023-2024. Dana mentioned that there was a letter of his review and mentioned that there were no issues with the audit. Dana mentioned that they appreciate the City and the work they do, it makes for an easy and enjoyable audit process. Jeff moved, Don seconded to accept the city audit as constituted. All In favor. Approved unanimously. Jeff moved, Sean seconded to accept the Country Urban Renewal audit as constituted. All in favor. Approved unanimously.

SICOG – Fair Housing Proclamation

Tristan from SICOG presented the Fair Housing Proclamation. It was stated that this proclamation is attached with the Tennis Court Project. Kim moved, Jeff seconded to approve the Fair Housing Proclamation. All in favor. Approved unanimously.

Chelsie Moss – Consider Approval of 2025 Concessionaire License/City Park

Chelsie mentioned that she was there on her daughter's behalf. Her daughter sells Sno cones at the City Park during the summer. The Mayor mentioned that they have always only approved one Concessionaire License but last year they approved two with one going to Chelsie's daughter and from what he know, there were no problems and it was great. Kim moved, Don seconded to approve a 2025 Concessionaire License to Chelsie Moss. All in favor. Approved unanimously.

Ted Hendricks – Update on Technical Assistance Project

The Mayor gave a quick update on the grants for the technical assistance project. He mentioned that we applied for two different grants, one was approved for \$30,000.00 and are waiting to hear on the second grant. The Mayor stated that he did not sign the first grant and is waiting for the second grant of \$30,000. If both are approved, with our \$30,000 match, we will have \$90,000 toward the project. The Mayor said no vote was needed, this was only information.

New Council Business

Approval of Business License

Kim moved, Jeff seconded to approve the General Business Licenses. Approved unanimously.

Approval of Door-to-Door Sales Permit

Kim asked the Chief if we normally do a background check on the Door-to-Door salesman. The Chief stated that he had done one. Kim asked if everything came back okay which the Chief said it did. Kim moved, Don seconded to approve the Window World of Eastern Idaho Door-to-Door Sales Permit. All in favor. Approved unanimously.

Old Council Business

Clarify Approval of Resolution No 25-02

Lisa mentioned that at previous Council meeting the Council approved to increase the water connection fee to \$9,700.00 but the Resolution No 25-02 was not approved in the meeting. Lisa mentioned that the Council would need to approve the Resolution No 25-02 for record. Jeff moved, Don seconded to move approve Resolution No 25-02 concerning the water connection fee. All in favor. Approved unanimously.

Consider P & Z Committee's Recommendation to Approve Rezoning and Special Use Permits

Kim mentioned that the reason this was tabled was because there were some questions and about the traffic study. She mentioned that Justin and Jordon had done some checking. Jordon mentioned that he reached out to our engineer and that typically the developer pays for the traffic study and would be responsible to coordinate it with all parties, ITD, the City, City Engineer. Justin mentioned that he talked to Chris at ITD and the more they talked the biggest concern was the old railroad crossing, he is not concerned of the railroad crossing on Center or about Highway 91. Don asked if that railroad crossing could be updated or improved. Justin said it could be and had started that process last fall and there are grants that are seven years out to get. Justin mentioned that he could go in and do some asphalt and do some "band-aid" work and as far as an improvement it would be 2031-2032. Don asked if the "band-aid" would make it possible to make it wider

which Justin said it would not. Justin mentioned that he would put asphalt in between the rails so it isn't a hard dip and as far as putting flags, rails, making it wider, it does have to go through ITD. Kim asked if the railroad would like to make it wider. Justin mentioned that this was one that he spoke about a couple years ago and we had two options from the railroad, chase the money or have it gone. Justin also mentioned that if they get rid of the crossing and we want it back, we would have to give up three other crossing to get the one back. The Mayor stated we were not going to do that. B.J. mentioned that it was up to the Council how they wanted to handle the P & Z recommendation. P&Z recommendation was approval subject of conducting some sort of traffic study, some sort paper structure study. Council has some informal information and if the Council feel that it is enough in their opinion they would still want to word the finding some of the other adjacent roads and intersections. Dave would probably have some good data and information on the infrastructure from previous water study's, sewer study, etc. Justin mentioned that as far as the infrastructure goes, it is possible. In the last water and sewer study from 2023-2024, there was room for growth. Don asked if there were any preliminary thoughts on how Justin would approach that. Justin said they have looked at a set of plans, they have done brainstorming with water and sewer and it is possible. The Mayor would rather go for the grants. B.J. mentioned as a procedural and what is the question the council is asked to decide on tonight and the question presented from the P & Z was, they recommended approval subject to these studies. Do those studies need to be ordered or not, if the council will deny the application, you could just deny it. If the council is going to approve it, then there is an interim step where they need to make some sort of decision whether to accept the informal decision from ITD, if that satisfies the council and the infrastructure is for sure because we already have prior data. B.J. mentioned that if the council is considering the P & Z recommendation do they feel comfortable with the traffic which is what is the biggest topic. Sean said he went out to drive around the property and what the proposed property would look like and where they would leave or go, if they choose to come out of Spud Alley, go down any of those roads and hit Center Street, he agrees with the Mayor that if they came to Center and to the light, there shouldn't be any problems. Seans concern is the railroad crossing and that it is a dangerous, it's a single, one lane which if someone is going to Idaho Falls, they will not go to Center Street they would cross the railroad crossing to head to Idaho Falls. Don mentioned maybe having a one way. Sean mentioned that he would not feel comfortable approving it until the railroad was widened and made into safer crossing. He does not think it would be wise to add more infrastructure or homes back there until there is a better access point. Kim asked Chief if making a one way would make a difference. The Chief said it would be from State Street to the left so it merges with the traffic. Don asked Justin what the temporary fixes would do to the condition, Justin said there are large holes. Kim mentioned that this would take time. Don mentioned it would not be a development that would happen overnight and one of the things we have struggled within Shelley is affordable housing. He liked the ordinances that would be there and enforced and believes that Mr. Seargent has bent over backwards with accommodations for all of the requests that have been made. Don also mentioned that there is not a traffic issue right now and at this point with the time buffer, we can work on having a break away gate. Justin mentioned that there were some questions not asked to the railroad, if the developer wanted to pay for the widening the lane or if there was funding to widen the lane are some questions that could be asked to the

railroad. Kim asked B.J. if they can make a motion with contingencies. B.J. mentioned that all Mr. Seargent has asked for was a zone change and a special use permit and that was it and everything the council is discussing are points to improve or changes late because the pictures are a concept only. Kim mentioned that Mr. Seargent will have to make and present a development agreement. Don moved, Kim seconded to approve the recommendation from P & Z Commission with the exception with the improvement the railroad crossing and making the railroad crossing one way as the recommendation of the Chief to go from State St to Spud Alley. Sean voted opposed, Don voted in favor, Jeff voted opposed, Kim voted in favor. The Mayor had to vote to break the tie, Mayor voted in favor. Motion Carries.

Department Head Reports

Lisa mentioned that there were a couple of County P&Z Hearings that were going to take place. Lisa also asked the Council about the City Picnic and that we have had them usually had them on a Wednesday or Thursday but Council Meeting and P & Z meetings are on Wednesday. The Mayor asked Justin. Justin mentioned maybe the 14th. The Mayor and Council asked and it was decided to have the city picnic on August 14th at Pillsbury Park.

Mikel is absent – Kim mentioned that the soccer teams need to be smaller because we are getting more little kids and the little kid's teams should be smaller. The Mayor asked Sean to visit with Mikel about it. The Mayor said that baseball is getting ready to go. The Pool is open and the schools are using it.

Jordon gave an update on the tennis courts. Knife River will be in tomorrow or Friday to get the final grade done on the sidewalk and Richardson Concrete will be in next week to pour the sidewalks and the coating will come in right after the sidewalks are poured. Richardsons Concrete did send a plan on the color of the coating. The Coating company think that the color that were chosen will interfere with the tennis lines and the pickleball lines. They would like to change the line of the pickleball color from a light blue to a light gray. The Mayor and Council said what the colors stand out and go with their recommendation. The other concern from the coating company was that we are only painting the playing area and not the entire courts and the with time it will begin to peel. They would like to coat the entire surface if they can take pictures and using it as advertising at a very very discounted price and Richardsons will cover the other cost. Amanda from SICOG didn't see any issues with that and went ahead and told the coating company to go ahead.

Justin said they are done with the Spring clean up and all of the branches burnt. The street sweeper has been going around town cleaning the curbs and gutter after the Spring cleanup. The Parks Subdivision phase #2 has the water, sewer, storm drains are in and there are a few repairs to do and they will start curb, gutter, and streets and are hoping to be 2-3 weeks to be done. Wind River #5 are hoping to have all the sewer done this week and start water next week. Justin said they are having weekly on Monday's and it has been great with lots of documentation and been going smooth. Sunset phase #2 and #3, Brent had some things that the Council said he had to work on before July and he has been out there working on them and Justin will catch up with Brent. Justin said that Conley did graduate with his CDL this week and Clint has been with us a couple weeks

and has been doing awesome. Justin will be gone May 28th for the next Council meeting. June 7th, Justin said they will be having their biker rally awareness at the big park from 9:00 a.m. to 11:00 a.m. and work their way up to Sunnyside to Hillcrest for some training. June 14th is the Swap Meet and Car Show. Justin and his crew will help make a ramp and take some extra garbage cans out. They will have about 200+ cars like last year at City Park. Justin also mentioned that they did get all of the spaying done in town and will be working with Don in the next week or two and test the new project and document and see how it goes. The mowing crew started Monday. Justin also mentioned that they will be having the pre-construction meeting on W Fir project tomorrow at City Hall tomorrow at 1:00 p.m.

Chad said that DARE graduation was last week and he is always amazed by the support from the community and thanked Kim for speaking and being there. DARE Day was supposed to be today but was cancelled due to the weather and will be at Stuart on the 22nd during the day. He also mentioned that he got the loading and unloading signs today and will get with Justin to install those. Chad also mentioned that they are back on a couple of task forces. They have not approved trafficking enforcement yearly but they are doing some of the mini grants. The task force will be May 18th to June 1st which is a seat belt enforcement. Chad mentioned that on May 28th the Law Enforcement Torch Run for the Special Olympics will be coming through Shelley at noon and the athletes and anyone who wants to run the torch will meet at the Police Department. Kim mentioned if the Governor would like to participate and asked Lisa to reach out to the Governor about it.

Council Reports

Jeff mentioned that he would like to revisit the South Park and the ordinance that talks about the truck traffic route because Basic American is no longer there taking spuds. Jeff would also like to see a light that has the 35-mph put on Park, Chad said it is a little difficult and there is not a good place to put the light unless a citizen allows it to be on their private property. Jeff was asked by Kim if it was time to meet with the County in regards to the Area of Impact and Jeff said it was but has to wait a period.

Kim said it was fun going to DARE graduation and that Officer Hayman was great with the kids. She was also able to walk into a meeting with a company that hit a water line and was appreciative of Justin's professionalism and firmness. Kim said that she will also be gone on May 28th. Sean asked if we are meeting all day if we could cancel the meeting at night. Mayor asked if that was a motion. Sean motioned to cancel the Council Meeting May 28th because of the all-day event with the Governor and the Special Olympics, Kim seconded, all in favor, approved unanimously.

The Mayor said he went to the Mayor's Scholarship Awards last week in Aberdeen. There were a lot of donations and when it first started about 11-12 years ago, it was set up that dinners and raffles and get donations and it was a lot of work. There are now funds that are in a bank account set aside that earn interest. This year they gave away a little over \$32,000.00 which is the most that

has been given. ShoBan got five scholarships, Snake River High School got 10, Aberdeen got 11, Blackfoot got 11, Firth got 13 and Shelley got 14. The Mayor also stated that the fund started with \$50,000 and are now almost to \$100,000.

Adjourned: 9:14 p.m.

APPROVE:  ATTEST: 