CITY OF SHELLEY
COUNCIL MEETING
MINUTES

June 24, 2026

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

Pledge of Allegiance: Mikel Anderson
Invocation: Councilwoman Louise Street

The meeting was opened at 7:37 p.m.

Leif moved; Don seconded to approve the consent calendar:
- Approval of Council Meeting Minutes of May 28,2026
- Approval of Work Meeting Minutes of May 28, 2026
- Approval of Work Meeting Minutes of May 19, 2026
- Approval of April Expenditures
- Approval of May Expenditures
- Approval of April Overall Budget & Treasurer's Report
- Approval of May Overall Budget & Treasurer's Report
- Approval of Building Permits

City of Shelley	Acc. Building	Logan King	Commercial
Peggy Vernon	Acc. Building	Andrew Christensen	Fence
Jennifer Fried	Fence	Allen Messick	Fence
Sean Brown	Roof	Blake Jenson	Commercial
Joe Balmforth	Single Family	Kyle Roach	Single Family
Steven Franksberry	Acc. Building		

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

Public Hearing – Tennis and Pickle ball Courts proposed reservation fee
Mayor Kim turned the time over to B.J. for the public hearing. B.J. thanked the Mayor. B.J. asked did a soft poll on this topic which no one raised their hand. B.J. mentioned that anyone could change their mind and anyone could participate. B.J. opened the hearing. B.J. asked if anyone would like to offer testimony on proposed new rates for reserving the tennis and pickleball at $15 per hour, per court.

In Favor:
No testimony was offered in favor.

Neutral:
No testimony was offered in Neutral.

Opposed:
No testimony was offered in opposition.

B.J. closed the hearing and turned the topic over to the Council for discussion. Louise asked if the $15.00 was the max to be charged for the reservations. She also mentioned that Idaho Falls charges $5.00 per hour and $3.00 per hour for non-profit. B.J. asked the council what the hours would be. Sean stated that they should not be passed 10:00 p.m. Chief mentioned that the parks close at dark. Dave with Forsgren mentioned that the courts were designed with lights and anyone in the public could go in at 3 a.m. and turn on the lights. B.J. mentioned that the hearing is to establish a fee for the reservations and the times can be changed at a later time. Leif mentioned that the $5.00 per hour seems to be the standard. Don agreed. Louise moved, don seconded to set the tennis can pickleball reservation fee at $5.00 per hour, per court. All in favor, approved unanimously.

<u>Public Hearing – Temporary flat water flow rates based on lot size</u>

Mayor Kim wanted to clarify that as they welcome public comments, she wanted to let the public know that the public hearing was not to revisit the set rate increase but to discuss the water flow lot rate. The basic rate had already approved and was in the process of being implemented. B.J. read the notice that was published. B.J. opened the hearing. Dave Noel, Forsgren-city engineer, stated his address 1137 Summers Drive. B.J. swore Dave in. Dave mentioned that the residential including county residents are divided into what they are using water for. There is a case-by-case determination is that if a resident is on a half-acre lot and they have irrigation rights and are irrigating from that canal than the lot become irrelevant and they are domestic. The business does not have meters the proposal is to follow the current light, medium, heavy, and industrial. A resident asked that he lives in an apartment on N Park and asked for classification on how this will change how the tenants would be charged for the water. Dave mentioned that they would pay the base rate and the meter flow rate would be up to the owner of the complex. The resident asked if he would be double charge, the basic rate and the meter rate. Dave mentioned that he would be double charged, he would be charged in two different mechanisms and everyone would be charged the same way and all would pay the basic rate plus the meter rate. Another resident asked how the funds would be put into the budget. Dave mentioned that when the capital cost of the project plus the operation and maintenance cost for the city water system that the capital costs would be paid for with the base rate for the 30-year loan. The operation and maintenance will be paid for with the $1.75 per 1,000 gallons used meter flow rate. Dave mentioned that because there are no city meters and the $1.75 per 1,000 gallons used cannot be charged and so the public hearing is to present for consideration to estimate what the meter rate could be and collect funds for the operating maintenance for the systems up to the meters are installed and once the meters are installed the temporary will go away and it will be the proposed flow rate. Leif mentioned that we needed to have a substitute rate in place to cover the operation and maintenance. Justin mentioned that the resident rate would start August 1st. After questions were answered, B.J. asked for any testimony:

In Favor:
No testimony was offered in favor.

Neutral:
No testimony was offered in Neutral.

Opposed:
No testimony was offered in opposition.

B.J. closed the hearing and let council discuss the item. Leif mentioned that he believed that the O&M temporary meter flow rate is the best way. Don mentioned they have looked at how they could keep the costs down and believes this is the way. Don also mentioned that change has to happen and it is not easy. Mayor Kim mentioned that a previous councilmember reached out and apologized for the situation. Don mentioned that passed council did what they could at the time. Leif moved, Don seconded to accept the residential and business temporary water substitute based on the meter flow rate. All in favor, approved unanimously. Louise moved, Don seconded to implement the proposed water rate goes into effect August 1st, 2026. All in favor, approved unanimously.

Searle Hart & Associates PLLC – Audit for Fiscal year 2024-2025

Dana Izatt who is a partner with Searle hart & Associates presented the audit to the Mayor and council. Dana presented the audit for fiscal year 2024 to 2025. Dana discussed the independent auditors report. The budget to actual in each fund and a 10-year trends were also discussed. In overall, the city I sin good financial standing and no deficiencies were found. This year a small single audit had to be done this year. Dana thanked the city staff for their cooperation while working on the audit.

Emily Rowley – Requesting connection to city water – property located outside of city limits

Lisa mentioned to the council that Emily Rowley sent an email requesting to be removed from the agenda. She had decided to go with getting a well.

Consider approval of LSLR Project Pay Request Application #3

Dave presented the pay request and mentioned that the work completed so far from Knife River would be $406,393.92. Louise moved, Leif seconded to approve the LSLR Project Pay Request Application #3. All in favor, approved unanimously.

Consider adoption of Ordinance annexing and rezoning property owned by Platinum Real Estate Investments, LLC's

B.J. gave an explanation of the ordinance 671 for annexing and rezoning the property owned by Platinum Real Estate Investments, LLC's. Leif moved, Louise seconded to suspend the reading of ordinance #671 on three different days and read the title of ordinance of ordinance #671 once. All in favor, approved unanimously. Lefi moved, Louise seconded to adopt ordinance #671 regarding an ordinance annexing certain lands and designating the zoning for certain lands; amending the zoning map; and providing for an effective date. Louise – aye, Sean – aye, Don – aye, Leif – aye. All in favor, approved unanimously.

Consider adoption of Ordinance numbers 665, 666, 667, 669 – amending property description from previous annexation

B.J. clarified that the State Tax Commission requested that the descriptions be redone for the ordinances. B.J. made ordinance number 672, which states the amended descriptions for each previous ordinance. Jordon mentioned that the State Tax Commissions office have looked at the information and it would be accepted. Leif moved, Don seconded to suspend the reading of ordinance #672 on three different days and read the title of ordinance of ordinance #672 once. All in favor, approved unanimously. Leif moved, Don seconded to adopt ordinance #672 regarding an ordinance providing more detailed legal descriptions for lands previously annexed. Louise – aye, Sean – aye, Don – aye, Leif – aye. All in favor, approved unanimously.

Consider approval of the Parks Subdivision retention pond yearly water usage fee

The HOA for Parks Subdivision and requested $100.00 yearly water usage fee for the retention pond. Justin mentioned that all the ponds are watered with domestic water. The Parks Subdivision was connected to their secondary irrigation system because there was some miscommunication. The fee would be to help cover the water that is used that is Parks Subdivision. Don moved, Louise seconded to approve the $100.00 yearly water usage fee for using the irrigation system to upkeep the retention ponds in the Park Subdivision. All in favor, approved unanimously.

Consider approval to ban kratom within city limits

Mayor Kim requested that this item be placed on the next council agenda in order for Chief to research different options.

Discussion to approve and allow flyers (general information/event information) to be placed at city parks

Louise was asked if flyers could be place up at city park shelters, tennis courts with information of contact for different activities. Louise would like a stipulation that if they are doing for tennis activities, they could place them at the tennis courts. Leif mentioned that if it is allowed for her than it would need to be allowed for everyone else. Don agreed.

New Council Business –

Consider approval of General Business Licenses

Don asked if these were more for the farmers market, Mayor said it was. Justin mentioned that the Farmers market is doing really good about the cleaning and hasn't had any issues on his end. Mayor wanted to give a shoutout to Hardtimes and to Tucker for being supportive of the farmers market. Louise moved, Sean seconded to approve the general business licenses as stated. All in favor, approved unanimously.

Consider approval of Mobile Food Vendor

Leif moved, Don seconded to approve the mobile food vendors as stated. All in favor, approved unanimously.

Ratify consideration of approval for a Firework License Permit
Louise moved, Don seconded to approve to ratify the firework license permit for Broulim's Fresh Foods. All in favor, approved unanimously.

Old Council Business
Consider approval of revised City Vehicle Usage Policy
Mayor Kim requested for this item to be placed on the next council agenda.

Department Head Reports
B.J. commented that he loves this county and hopes that kids are being taught about this country is and how important this country is. This is the most blessed, amazing and free country in the world. B.J. hopes that everyone will have a fantastic 4th of July. B.J. suggested giving an update to the council during an executive session 74-206 (1) (B) & (F) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. And to communicate with legal counsel for public agency to discuss the legal ramifications of the legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated.

Lisa mentioned that there was a Bingham County Notice of Public Hearing we received. Lisa also mentioned that the City Offices will change for the 4th of July. Monday, Tuesday, Wednesday would be regular hours, Thursday the DMV will close at 12:30 and City Hall at 1:00, and Friday the offices will be closed. Lisa mentioned that Thursday, August 6th would work best for the Department heads for the City Picnic at Pillsbury Park at 6:00 p.m. Lisa gave thanks to Sandy for taking over the last few meetings for her.

Mikel thanked the Council for allowing him to attend the AIC in Boise and mentioned 14 Iona kids that he helped chaperone. He mentioned swimming lessons were going good. Pam is doing great with the pool and the lifeguards. Baseball ends tomorrow and Flag Football is going to start.

Dave mentioned that the projects are moving along and he appreciated the dinner with everyone at AIC. Dave appreciates the partnership with the city.

Jordon mentioned that Tractor Supply is going in and the new LDS stake center will be going in. The schools is doing an addition, everything is going good. Jordon wanted to remind everyone that because of the 4th of July, the coordination meeting will be the 2nd Thursday (July 9th) instead of the 1st Thursday.

Justin mentioned that the crew is out sweeping streets and finishing spraying the weeds. They have started to paint the lines throughout the city. Justin mentioned that Dave is doing a good job on the project. Dave also mentioned that movies in the park will start July 9th. The Hawk light has been working for the past two weeks and ITD sent out their electricians to do all the wiring. They were great to work with and they will be coming every six months to check on the Hawk light.

Justin appreciates everyone who keeps our country safe and out fighting for what we believe in.

Chad mentioned that there are two task force that are coming up. The first from June 28th through July 5th which is a DUI task force. The second will be from July 6th though July 13th will kick off the 100 deadliest days and thy will be doing an aggressive driver task force. Dakota is doing great and will be starting his third phase which is the last phase to do an evaluation and will be out on his own. He is the missing piece for the department to have two offices during the night shift.

Council Reports

Louise wanted to let those who work for the City of Shelley what a good job they are doing and she is very impressed with the changes that are happening in the City. Louise thanked everyone for everything that they do.

Sean said he had no updates. Sean said that Justin and Jordon are awesome.

Don thanked the city heads and the city crew for everything they do. Don agreed with B.J. and said this country is the greatest and is worth fighting for. Don mentioned that he was able to be part of the Delegate in Boise for the State Convention and it was an awesome experience.

Leif gave thanks for allowing him to attend the AIC. A lot was learned. There was a lot of good information. Leif thanked Dave for a fun dinner at AIC.

Mayor said she is grateful for B.J. and thankful to everyone in the room. Grateful for the Council, the Departments heads and gave thanked the Marueen and Sara at DMV and appreciates Sandy for her part time work, we cannot work without Sandy.

Executive Session

Don moved, Leif seconded to go into executive session 74-206 (1) (B) & (F) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. And to communicate with legal counsel for public agency to discuss the legal ramifications of the legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. Louise – aye, Don – aye, Leif – aye. All in favor, approved unanimously.

Leif moved, Don seconded to adjourn executive session and enter the regular council meeting. All in favor, approved unanimously.

Adjourned: 10:53 p.m.

APPROVE: ______________________ ATTEST: ______________________