

CITY OF SHELLEY  
COUNCIL MEETING  
MINUTES

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January 28, 2026

PRESENT: Mayor: Kim Westergard  
Council Members: Leif Watson, Don West, Sean Kress, Louise Street  
Public Work Director: Justin Johnson (Absent)  
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: Jordon Johnson  
Prayer: Mayor Kim Westergard

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

Sean moved; Leif seconded to approve the consent calendar:  
Approval of Council Meeting Minutes of January 14, 2026

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

**Department Head Appointments**

Mayor Kim allowed each councilmember over a specific department to appoint the department head.

Leif moved, Sean seconded to appoint Chad Purser as Chief of Police, four in favor, approved unanimously,

Don moved, Leif seconded to appoint B.J. Driscoll as our City of Shelley Attorney, four in favor, approved unanimously,

Don moved, Louise seconded to appoint Lisa Ybarra as the City Clerk and Treasurer, four in favor, approved unanimously,

Sean moved, Leif seconded to appoint Justin Johnson as the Public Works Department Director, four in favor, approved unanimously,

Sean moved, Louise seconded to appoint Jordon Johnson as the City Building Inspector, four in favor, approved unanimously,

Louise moved, Sean seconded to appoint Mikel Anderson as Director of Parks and Recreation, four in favor, approved unanimously,

Sean moved, Leif seconded to approve Forsgren Associates Engineering as the City's engineer, four in favor, approved unanimously.

**Consider approval of Business License Fee Waived for the Shelley Senior Center**

Steve Thyberg gave an update on the Senior Citizens Center. He mentioned that the center continues to grow. The average in house dining on Wednesdays is close to 90-95 people. The average on Fridays have also gone up and are averaging between 60-70 people. There are a lot of seniors are attending from Roberts, Idaho Falls, Blackfoot. Steve said they received a grant and were able to  
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get a soft ice cream machine. Steve also said that they started for the community is a take-out Tuesday dinner. They begin taking orders after Wednesdays until Monday and prepare the dinners Tuesdays, hot and ready to go. Steve said they have raised close to \$1,200 with the last six dinners they have done. Steve mentioned that in July of this year, the Senior Center will fall under the Idaho Falls agency. Steve requested to waive the business license fee for the Shelley Senior Center. Mayor Kim mentioned that this is a fee that has been waived in the past. Sean moved, Don second to waive the fee for the Senior Citizen Center for 2026. All in favor, approved unanimously.

**David Lazemby – Update with Anthem Broadband project and construction**

Rescheduled per David Lazemby to be on the next agenda.

**Jerry and Heather Gwynn – Consider approval of Just Serve to perform volunteer service within the city**

Jerry Gwynn made a presented the Mayor and Council a slideshow with what Just Serve is about and the important to serve others. After the presentation was completed, B.J. asked if the city has the option of having volunteers or not because of the liability that could happen Jerry mentioned that the City has the option about volunteers and can use its own employees. One of the large volunteering efforts is the celebration of America 250. Jerry mentioned that the Governor of Idaho has set a Service Challenge of doing 250,000 acts of services in the State of Idaho. Don moved, Sean and Louise simultaneously seconded to approve for the City of Shelley to become part of Just Serve. All in favor, approved unanimously. After the motion, Mayor Kim read and signed the Proclamation 2026-01, Commitment to Volunteerism in Shelley, Idaho and to become part of Just Serve.

**Carol Annis/Hospice of Eastern Idaho – Consider approval of City Park use and waiving some fee for “Wheels for Compassion” car show, a non-profit fundraiser**

Carol Annis is from Hospice of Eastern Idaho and are located on Morran Street in Idaho falls. Carol mentioned that Hospice of Eastern Idaho is the only non-profit hospice. They service the area from Blackfoot to Rexburg and outstanding areas. Last year was the first car show fundraiser that is Wheels for Compassion. They had the car show at an auto shop in Idaho Falls and because of the success they would like to make it an annual fundraiser. Carol mentioned that they have been looking for a more permanent location and a place that is family friendly. Carol mentioned that last year they had 5 people uninsured patients receiving hospice care that they covered the cost. Carol mentioned they were here because they have been looking at the Shelley City Park which, Carol and her co-worker, Sierra believe would be a wonderful central location for their car show. They hope to turn the word hospice to not be a scary word by bringing more awareness. Carol requested to have some of the fee waived of the fundraiser. Don asked about how big the organization is and how large of an area is served. Sierra mentioned they have about 18 employees and 2 PRN nurses. Sierra also mentioned they serve all Southeast Idaho, from Pocatello to Ashton to Island Park, where ever they are needed in Southeast Idaho because they believe that everyone deserves compassion and care and that is their mission. The fundraiser help them to raise funds to be share with the communities and work with other organizations. Don asked if they wanted to use the city park to be able to expand the car show and

have more cars. Carol mentioned that it was and it would be Saturday, July 25, 2026. Carol also mentioned that they would like it more family friendly because it was a little more difficult for the kids to enjoy themselves on pavements. Sean asked if they could get how the show was last year, how many people were there, vendors, live music. Carol and Sierra mentioned last year there were about 45 cars, four food/drink truck vendors to provide food and drinks to the people. They had about six vendors there. Don asked if people pay to attend, Carol said they do not but the cars pay a registration fee to be in the car show and the vendors pay to be there as well and they encourage to also donate some of their earnings but that is left to the vendors. Sean asked what city fees could be waived or to we charge. Mayor Kim mentioned that we have a car show that also uses the park. Lisa mentioned that the fees for the other car show fundraiser are the \$200 additional sanitation rate and \$10 per vendor fee. Carol also mentioned that the trophies are made using car parts and they are made by students at Elevate Academy. Sean mentioned the he and Don reached out to some community members that they know and the community members they have agreed to sponsor the \$200 sanitation fee and \$100 vendor fee. Leif moved, Don seconded to waive the rental fee of the city park for Wheels for Compassion car show on July 25<sup>th</sup>. All in favor, approved unanimously.

#### **New Council Business –**

##### **Consider approval of General Business Licenses**

- A&B Transmission & Service Center (Renewal)
- Lost Souls Attractions Inc – Haunted Theater (Renewal)
- Lost Souls Attractions Inc – Haunted Hospital (Renewal)
- Shelley laundromat LLC – (Renewal)
- Wright Physical Therapy – (Renewal)
- Sew Let's Play – New to 2026 but have been in business in Shelley in the past.

Leif moved, Louise seconded to approve the general business licenses. All in favor, approved unanimously.

##### **Consider approval of Mobile Food Vendor Licenses**

- Dobi's Dogs – (Renewal – hot dogs)

Sean moved, Leif seconded to approve the general business licenses. All in favor, approved unanimously.

#### **Old Council Business**

##### **Kirsten and Liz Butcher – Consider approving connecting a second line for city water**

This item was tabled until Kirsten and Liz request to be added to agenda.

#### **Department Head Reports**

B.J. thanked the council for the yearly appointment. He mentioned that it is always exciting to know that he will be here for the new year.

Kim welcomed Lisa back, Lisa said it was good to be back. Lisa thanks the council for the appointment of City Clerk/Treasure and she is going into this with more knowledge and is grateful to have Sandy around to help her still learn. She also welcomed back Councilman Leif and Sean and welcomed Councilwomen Louise to the council.

Mikel thanked the council for the appointment for another year. He also mentioned that basketball is half way done and there are three games left. Coaches have mentioned the referees are doing a good job. The Mayor Youth have a meeting with Rocky Mountain Power tomorrow to work on their goal to raise money this year for playground equipment.

Jordon thanked the council for the appointment and looks forward to work with everyone again this year. Jordon mentioned a conference last week in Boise and it was a good conference.

Justin was out of town. Sean mentioned that there were some things with Knife River. They flushed water after Justin did chloride into the system. They had a meeting with Knife River about schedules for this to be avoided and Justin will not need to redo the chloride into the system a second time. Jordon mentioned that he would probably also thank the council for the appointment.

Chad also thanked the council for the appointment. He mentioned he enjoys what he does and loves the city. He also mentioned that Officer Bird is in his third week and ISU. Chad also mentioned that Jed Lewis retired and he made an executive decision to make a plaque and present it to Jed because he did work for the City for about 10 years. Chad also gave a summary of the ITAC presentations. He thanked Leif and Mayor Kim for going out to show their support.

#### **Council Reports**

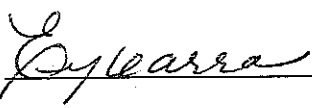
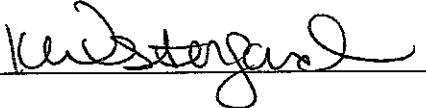
Sean wanted to let everyone that was appointed tonight that is well deserved and thanked them all for all that is done.

Don congratulated everyone on their appointments and is excited to work with Leif and Louise. He also thanked everyone. Don also mentioned that we have a great force.

Leif said he is to work with the PD and is thankful for the information on the ITAC presentation. He mentioned that it is important for parents to talk to the SROs, Chief and the importance that we are all educated. He is also looking forward to work with Don, Sean, Louise and thanked the Mayor. B.J. brings in a wealth of knowledge and Lisa keeping everyone altogether.

Mayor Kim thanked and is excited to be part of Just Serve. She is excited and motivated and more education that she will gain. She also mentioned that we really have a great staff and we have a family atmosphere.

Adjourned: 8:55 p.m.

APPROVE:  ATTEST:   
↔

| DATE       |                                 | AMOUNT          | CHECK # |
|------------|---------------------------------|-----------------|---------|
| 11/30/2025 | A&B Trans                       | \$ 761.51       | 551978  |
| 11/30/2025 | AAA Sewer                       | \$ 1,413.00     | 551979  |
| 11/30/2025 | MVP                             | \$ 267.00       | 551980  |
| 11/30/2025 | Centurylink                     | \$ 351.44       | 551981  |
| 11/30/2025 | Counter Strike Supply           | \$ 100.00       | 551982  |
| 11/30/2025 | Delta Dental                    | \$ 45.71        | 551983  |
| 11/30/2025 | DEX                             | \$ 19.64        | 551984  |
| 11/30/2025 | Footwear Outfitters             | \$ 589.97       | 551985  |
| 11/30/2025 | Garrett H Sandow                | \$ 2,000.00     | 551986  |
| 11/30/2025 | Home Depot                      | \$ 44.97        | 551987  |
| 11/30/2025 | Idaho Dept.of Environmental Qua | \$ 5,880.00     | 551988  |
| 11/30/2025 | Ill-A Trust                     | \$ 2,588.00     | 551989  |
| 11/30/2025 | Law Enforcement Policy Center   | \$ 1,500.00     | 551990  |
| 11/30/2025 | Lifeloc Technologies            | \$ 246.20       | 551991  |
| 11/30/2025 | Matt Ball                       | \$ 446.00       | 551992  |
| 11/30/2025 | Napa Auto                       | \$ 52.99        | 551993  |
| 11/30/2025 | Post Register                   | \$ 140.20       | 551994  |
| 11/30/2025 | Richarson Concrete              | \$ 89,607.28    | 551995  |
| 11/30/2025 | Sparklight                      | \$ 590.03       | 551996  |
| 11/30/2025 | Bankcorp                        | \$ 11,965.08    | 551997  |
| 11/30/2025 | Uniforms 2 Gear                 | \$ 942.82       | 551998  |
| 11/30/2025 | United Heritage Life Insurance  | \$ 8.70         | 551999  |
| 11/30/2025 | Verizon Wireless                | \$ 373.75       | 552000  |
| 12/2/2025  | Brouilms                        | \$ 1,355.00     | 552001  |
| 12/2/2025  | ICCU                            | \$ 2,183.68     | 552002  |
| 12/15/2025 | Forgren                         | \$ 35,100.00    | 552003  |
| 12/15/2025 | Full House Production           | \$ 35,000.00    | 552004  |
| 12/15/2025 | H-K Contractors                 | \$ 225,974.64   | 552005  |
| 12/15/2025 | H-K Contractors                 | \$ 63,158.85    | 552006  |
| 12/15/2025 | AAA Giles                       | \$ 1,350.00     | 552007  |
| 12/15/2025 | AC&S                            | \$ 39.40        | 552008  |
| 12/15/2025 | Amazon                          | \$ 198.91       | 552009  |
| 12/15/2025 | American Linen                  | \$ 513.12       | 552010  |
| 12/15/2025 | Mike Anderson                   | \$ 65.14        | 552011  |
| 12/15/2025 | At&t                            | \$ 144.68       | 552012  |
| 12/15/2025 | Bingham News Chronicle          | \$ 2,356.12     | 552013  |
| 12/15/2025 | Boot Barn                       | \$ 220.23       | 552014  |
| 12/15/2025 | Broulin's                       | \$ 36.98        | 552015  |
| 12/15/2025 | DEX                             | \$ 171.00       | 552016  |
| 12/15/2025 | Digline                         | \$ 72.15        | 552017  |
| 12/15/2025 | Eastern Idaho Reg. Sewer Dist.  | \$ 85,503.60    | 552018  |
| 12/15/2025 | Electrical Equipment            | \$ 1,940.00     | 552019  |
| 12/15/2025 | Footwear Outfitters             | \$ 535.47       | 552020  |
| 12/15/2025 | Forsgren                        | \$ 11,230.00    | 552021  |
| 12/15/2025 | Freedom Mailing                 | \$ 904.58       | 552022  |
| 12/15/2025 | H-K Contractors                 | \$ 10,590.62    | 552023  |
| 12/15/2025 | Hard Times                      | \$ 7,270.66     | 552024  |
| 12/15/2025 | HD Fowler                       | \$ 1,287.85     | 552025  |
| 12/15/2025 | IBM Corporation                 | \$ 766.50       | 552026  |
| 12/15/2025 | Intermountain Gas               | \$ 370.77       | 552027  |
| 12/15/2025 | Jackson Group Peterbilt         | \$ 323.16       | 552028  |
| 12/15/2025 | Jim's Trophy Room               | \$ 56.16        | 552029  |
| 12/15/2025 | Jordon Johnson                  | \$ 5,000.00     | 552030  |
| 12/15/2025 | Mathews Plumbing                | \$ 2,728.00     | 552031  |
| 12/15/2025 | Mid-American Research Chemical  | \$ 685.50       | 552032  |
| 12/15/2025 | O'Reilly                        | \$ 1,399.18     | 552033  |
| 12/15/2025 | Pacific Steel                   | \$ 446.24       | 552034  |
| 12/15/2025 | Point S Rons Tire               | \$ 258.50       | 552035  |
| 12/15/2025 | PSI                             | \$ 36,861.73    | 552036  |
| 12/15/2025 | RDO Equipment                   | \$ 141.05       | 552037  |
| 12/15/2025 | Rocky Mountain Power            | \$ 10,705.98    | 552038  |
| 12/15/2025 | Sams Club                       | \$ 283.90       | 552039  |
| 12/15/2025 | Schaeffers                      | \$ 1,900.19     | 552040  |
| 12/15/2025 | Shelley Ace Hardware            | \$ 345.76       | 552041  |
| 12/15/2025 | Shelley Kiwanis Club            | \$ 832.00       | 552042  |
| 12/15/2025 | Sherwin Williams                | \$ 59.49        | 552043  |
| 12/15/2025 | Silver Creek                    | \$ 4,190.90     | 552044  |
| 12/15/2025 | Smith Driscoll & Assoc.         | \$ 3,923.50     | 552045  |
| 12/15/2025 | Solid Waste Systems Equipment   | \$ 1,935.33     | 552046  |
| 12/15/2025 | State Ins. Fund                 | \$ 9,751.00     | 552047  |
| 12/15/2025 | Stoddard Brothers               | \$ 1,200.00     | 552048  |
| 12/22/2025 | Delta Dental                    | \$ 45.71        | 552049  |
| 12/22/2025 | Ill-A Trust                     | \$ 2,588.00     | 552050  |
| 12/22/2025 | United Heritage Life Insurance  | \$ 8.70         | 552051  |
| 12/24/2025 | Diesel Depot                    | \$ 28,212.80    | 552052  |
| 12/24/2025 | HD Fowler                       | \$ 556,000.00   | 552053  |
| 12/31/2025 | ProTech Fence                   | \$ 6,614.40     | 552054  |
| 12/31/2025 | Advanced Diagnostics            | \$ 121.00       | 552055  |
| 12/31/2025 | Airgas                          | \$ 990.37       | 552056  |
| 12/31/2025 | Allied Business Solutions       | \$ 42.06        | 552057  |
| 12/31/2025 | DEX                             | \$ 19.64        | 552058  |
| 12/31/2025 | East Idaho Crime Stoppers       | \$ 500.00       | 552059  |
| 12/31/2025 | Electrical Equipment            | \$ 19,385.59    | 552060  |
| 12/31/2025 | Ferguson Waterworks             | \$ 506.34       | 552061  |
| 12/31/2025 | Frontier Precision              | \$ 3,065.00     | 552062  |
| 12/31/2025 | Home Depot                      | \$ 488.25       | 552063  |
| 12/31/2025 | IAS-Envirochem                  | \$ 210.00       | 552064  |
| 12/31/2025 | Idaho Central Credit Union      | \$ 3,652.93     | 552065  |
| 12/31/2025 | Idaho Traffic Safety            | \$ 420.00       | 552066  |
| 12/31/2025 | IDEACOMESCI                     | \$ 392.54       | 552067  |
| 12/31/2025 | Intermountain Bobcat            | \$ 533.38       | 552068  |
| 12/31/2025 | Interstate Billing              | \$ 127.70       | 552069  |
| 12/31/2025 | IPOA Magazine                   | \$ 195.00       | 552070  |
| 12/31/2025 | Manwaring Web                   | \$ 22.00        | 552071  |
| 12/31/2025 | Mel Lock & Jey                  | \$ 200.72       | 552072  |
| 12/31/2025 | North America Rescue            | \$ 2,391.48     | 552073  |
| 12/31/2025 | Petty Cash                      | \$ 89.48        | 552074  |
| 12/31/2025 | RDO Equipment                   | \$ 188.00       | 552075  |
| 12/31/2025 | Salt Lake Wholesale             | \$ 380.50       | 552076  |
| 12/31/2025 | Sayer Dodge                     | \$ 3,297.35     | 552077  |
| 12/31/2025 | Smith Chevrolet                 | \$ 86.33        | 552078  |
| 12/31/2025 | State Ins. Fund                 | \$ 5,821.00     | 552079  |
| 12/31/2025 | The Bankcorp. Bank              | \$ 30,942.70    | 552080  |
| 12/31/2025 | Tri-State Hydraulics            | \$ 242.36       | 552081  |
| 12/31/2025 | Uniforms 2 Gear                 | \$ 1,626.36     | 552082  |
| 12/31/2025 | Verizon Wireless                | \$ 365.45       | 552083  |
|            |                                 |                 |         |
| 12/5/2025  | Payroll                         | \$ 100,476.99   |         |
| 12/16/2025 | Payroll                         | \$ 89,333.41    |         |
|            |                                 |                 |         |
|            | Total                           | \$ 1,550,885.35 |         |