

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

SEPTEMBER 11, 2018

PRESENT: Mayor Stacy Pascoe

Council Members: Earl Beattie Mayor, 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: Scout Caleb Timm

PRAYER: Kim Westergard

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

Minutes of Council Meeting on August 28, 2018

Building Permits:

Harry Weatherald - re-roof
Charlene Smith - garage
United Methodist Church - re-roof
Kirk Jolley - commercial sign

A roll call vote was taken: Kim – aye, Earl – aye, and Adam-aye. Approved three in favor, Jeff had not arrived yet.

Louise Street, Searle Hart and Associates presented the audit for fiscal year 2016-2017. She said the records were in good financial order, and there are no new standards set for this year. Ms. Street said the Country Club Road Urban Renewal Agency required an audit this year, however the State Auditor said it could be rolled into the city audit due to the small number of transactions. She reminded the Mayor and Council to be sure and have a fraud risk assessment done each year. Ms. Street explained the condition of the funds, expenditures, and revenues. Jeff moved, Adam seconded to accept the Audit for Fiscal Year 2016-2017 as presented by Ms. Street. Approved unanimously.

Earl moved, Jeff seconded to approve the contract with Searle Hart and Associates for Fiscal Year 2018-2019. The contract will cover the audit and annual support. Approved unanimously.

Dave Noel updated the Mayor and Council on the Water Tank Project. He said there are some items being repaired at the tank which is delaying the completion of the project. Justin and he discussed a modification on the top of the tank for safety reasons. They suggested a work platform be constructed since the slope of the top of the tank is very steep. He said this is the main change order, but he doesn't have a price yet. Dave said he is impressed with the meticulous nature the contractor is taking with the tank. He said he feels the longevity of this tank will be seen because of this. Dave said Well #4 was proposed to be upgraded as our firm capacity well. He said he did some testing on Well #4 and the draw down

is not enough to meet the firm capacity requirements. Dave said one option is to use Well #5 as the firm capacity well, but he would have to talk to the Fire Marshall regarding the 5000 gallons per minute pumping requirement that is driving the flow rates up. He said the Fire Marshall has the authority to set that rate, and there may be some options to reduce that rate such as upgrading the fire suppression in the schools. Dave and Justin will work on the options and present them to the Mayor and Council later.

Ted Hendricks, EIPDA presented several items that need to be considered for adoption to comply with the federal regulations of our grant we received for the Water Tank Project. He presented the Anti-Displacement/Relocation Plan which protects individuals when they must be relocated due to a city project. Adam moved, Kim seconded to adopt the Residential Anti-Displacement and Relocation Assistance Plan. Approved unanimously. Ted presented a Grievance Procedure for the City. Adam moved, Kim seconded to adopt the Grievance Procedure for the City. Approved unanimously. Ted presented Resolution 18-06 regarding Non-Discrimination on Basis of Disability. Adam moved, Earl seconded to adopt Resolution 18-06 regarding Non-Discrimination on Basis of Disability. Approved unanimously. Ted presented Resolution 18-05 regarding and Excessive Force Policy. Earl moved, Kim seconded to adopt Resolution 18-05 regarding an Excessive Force Policy for the City. Approved three in favor, Jeff opposed.

Ted Hendricks presented a Transition Plan to the City. He said they looked at the city facilities, and some items do not meet ADA requirements. He said this plan details what is required, and the steps the city is going to take to meet these requirements. Ted said some of the items are inexpensive to correct. Ted discussed some of the items that need to be corrected; the signage and striping for van parking at city hall, braille signage for the bathrooms at city hall, etc. Ted said there are some larger items such as the bathrooms at the pool, etc. that need to be done. He said the plan defines what needs to be redone, a cost, and a timeline to correct the items. He said there are grants available to help with these items. Ted said there are some cheaper options like moving the entrance to city hall to the back door, etc. He said the city could hire an architect to review and draw up an analysis. Ted said there are state grants that could provide up to \$150,000, with a city match of about \$50,000. The Mayor and Council said they will review the plan further. Ted said the Fair Housing Assessment and LEP have already been done to meet federal requirements.

Arden Anderson said he submitted a letter to the city about the Wind River Subdivision Phases 4 and 5 that is being considered. He said he attended the P&Z hearing and stated his concerns over the street intersection coming out of the subdivision onto Oak Street. He said the street comes onto Oak right into his driveway. He said he is concerned about people sliding into his driveway. Mr. Anderson said he talked to the representative from Harper Leavitt Engineering and they stated they would take this matter back to their superiors and see what could be done. Sandy said the final plat has not been submitted yet. The Mayor and Council directed Sandy to send Mr. Anderson's letter to Harper Leavitt to see if this matter can be handled in the final plat.

Rod said he would like to recommend Benjamin Crapo be hired to fill the vacancy in the police department. Mr. Crapo has been through the Police Academy at ISU and is certifiable. Earl moved, Adam Seconded to hire Benjamin Crapo at level

one with a one-year probation period conditional upon all required tests being passed. Approved three in favor, Jeff absent. Earl moved, Adam seconded that Mr. Crapo be eligible for a merit raise in six months from hire date based on his evaluation. Approved three in favor, Jeff absent.

Ordinance 593 was presented to the Mayor and Council for consideration of adoption. This ordinance annexes and rezones a portion of the proposed Windriver Subdivision Phases Four and Five. Kim moved, Adam seconded to suspend the three readings of Ordinance 593 and read by title only once. A roll call vote was taken: Adam – aye, Jeff – aye, Earl – aye, and Kim – aye. Approved unanimously. Kim read the title of Ordinance 593 once. Kim moved, Adam seconded to adopt Ordinance 593 annexing and rezoning a portion of the Windriver Subdivision Phases Four and Five. A roll call vote was taken: Kim – aye, Jeff – aye, Adam – aye, and Earl – aye. Approved unanimously.

Sandy said she received a written appeal from Bob Gemtrud regarding the Special Use Permit that was approved by the Planning and Zoning Commission for Amanda Draper to operate a preschool out of her home at 396 Berrett Ave. Mr. Gemtrud lives across the street and feels the traffic issue has not been discussed or resolved. Sandy said pursuant to city ordinance, the Mayor and Council may review the P&Z minutes and base their decision regarding the appeal on that, or they may call for another public hearing. The Mayor and Council determined they will proceed with reviewing the P&Z minutes and then decide if another public hearing may be needed.

BJ said he received a letter from Steve Nielsen’s attorney regarding the accreted property that Mr. Nielsen is trying to assume ownership of. A while back the city signed a disclaimer of any interest we may have in the property. BJ said now Mr. Nielsen is asking the city to sign a Quit Claim Deed. He is currently working with a title company to get the property in his name. This matter will be placed on the agenda for the next council meeting.

BJ suggested the city consider updating the impact area agreement we have with Bingham County.

Sandy reported that the new computer system in City Hall is working great and providing all the updates we wanted. She said the closure of Driver’s License services have been posted on the billing cards, in city hall, and will be on the marquee.

Sandy said she has sent DKY LLC several notices regarding the appearance of their property on West Oak. She said this property is where the PUD is proposed to be built. The Mayor and Council directed Sandy to notify the property owner that the city will hold a hearing to allow the property owner to show cause why the city should not clean up the property.

Sandy said the budget for the Country Club Urban Renewal Agency needs to be opened to reflect the additional tax money that was received from Golden Valley Natural, so she can expend it to reimburse them. She will publish the notice to hold a hearing to amend the budget on October 9th at 7:30 p.m.

Mikel said the pool is closed for the season. He said flag football is moving forward and going great. He said the Mayors Youth Committee held their first meeting and everyone is excited and has good ideas.

Justin said the crew is busy setting up for Spud Day. He said there have been some issues with the hawk light and a few things are being changed regarding the installation of the electricity.

Rod said thanks for hiring Mr. Crapo. He said everyone survived the fair and will be working on Spud Day. Rod said ISP and the Bingham County Sheriffs office will also be helping on Spud Day. He said he really appreciates all their help.

Adam discussed the city posting park shelter reservations. He suggested the city post each reservation. Sandy said that makes it hard because someone will have to go in and post the reservations on Saturday and Sunday. Jeff suggested a sleeve be installed so a citizen can post it themselves. He said City Hall can give them two copies; one to post and the other to save as their copy. The Council determined a sign should be posted at each of the shelters stating, "This shelter can be reserved at City Hall". Also, a placard should be installed so a reservation slip can be posted. A calendar could be posted by city personnel in the placard showing reservations a week at a time.

Jeff said he would like to discuss the viability of an action against DEQ regarding the lack of standards for rapid infiltration at the next council meeting. He said in other parts of the state there are systems which have less standards and have rapid infiltration.

Mayor Pascoe said he met with the canal company and there is a possibility to recharge into one of our former lagoons. He said we may need to have a new ditch installed that will run along the walk path. He said the existing ditch is too small. Mayor Pascoe said when the ditch was replaced after the new sewer line was installed; it was made smaller than the original ditch.

Adjourned: 9:50 p.m.

APPROVED:  ATTEST: 

Date	August	Amount	Check #
8/3/2018	Doug Keele	\$ 541.20	51743
8/8/2018	Comdata	\$ 1,450.95	51744
8/16/2018	AAA Giles	\$ 675.00	51745
8/16/2018	Airgas	\$ 30.51	51746
8/16/2018	Alert magazine	\$ 205.00	51747
8/16/2018	Allied Business	\$ 39.60	51748
8/16/2018	American Linen	\$ 693.54	51749
8/16/2018	Blackfoot Morning News	\$ 170.84	51750
8/16/2018	Brian Osterman	\$ 50.00	51751
8/16/2018	Broulim's	\$ 26.13	51752
8/16/2018	Cammins	\$ 200.00	51753
8/16/2018	Carlee Carpenter	\$ 50.00	51754
8/16/2018	Core & Main	\$ 198.35	51755
8/16/2018	David Dexter	\$ 31.49	51756
8/16/2018	Diamond B Specialties	\$ 1,900.00	51757
8/16/2018	Digline	\$ 39.38	51758
8/16/2018	Dome Technology	\$ 44,606.53	51759
8/16/2018	Dustin Bennett	\$ 100.00	51760
8/16/2018	Eastern Idaho regional Wastewater	\$ 21,163.68	51761
8/16/2018	Ferguson Waterworks	\$ 304.95	51762
8/16/2018	H-K Contractors	\$ 802.58	51763
8/16/2018	Hammon Teton Delivery	\$ 48.00	51764
8/16/2018	Hard Times Sales	\$ 7,290.54	51765
8/16/2018	Heath Mitchell	\$ 50.00	51766
8/16/2018	IAS-ENVIROCHEM	\$ 112.00	51767
8/16/2018	Idaho Falls Peterbilt	\$ 115.72	51768
8/16/2018	IDEACON ESCI	\$ 190.98	51769
8/16/2018	Intermountain Gas	\$ 298.48	51770
8/16/2018	Jed Hanks	\$ 50.00	51771
8/16/2018	Keller Repair	\$ 190.06	51772
8/16/2018	Kim Bateman	\$ 40.00	51773
8/16/2018	Knife River	\$ 1,554.00	51774
8/16/2018	Mastercraft pool	\$ 4,972.57	51775
8/16/2018	Matkin Auto Parts A1	\$ 200.17	51776
8/16/2018	Michael Balmforth	\$ 40.00	51777
8/16/2018	Michael Kidman	\$ 34.11	51778
8/16/2018	Modern Printing	\$ 636.75	51779
8/16/2018	Number one Printing	\$ 122.96	51780
8/16/2018	Oldcastle Precast	\$ 862.70	51781
8/16/2018	Petty Cash	\$ 65.29	51782
8/16/2018	PSI Environmental	\$ 10,326.00	51783
8/16/2018	R & S Distributing	\$ 91.07	51784
8/16/2018	Remey Remington	\$ 50.00	51785
8/16/2018	Robby Johnson	\$ 34.11	51786
8/16/2018	Rocky Mountain power	\$ 20,842.49	51787
8/16/2018	Sams Club	\$ 1,160.68	51788
8/16/2018	Schaeffers	\$ 78.36	51789
8/16/2018	Shelley Ace Hardware	\$ 445.30	51790
8/16/2018	Smith Driscoll	\$ 580.50	51791
8/16/2018	Teton Communications	\$ 181.40	51792
8/16/2018	2M Company	\$ 26.35	51793
8/31/2018	A & B Transmission	\$ 84.14	51794
8/31/2018	A Core	\$ 450.00	51795
8/31/2018	A Stars and Stripes Flag Corp.	\$ 440.50	51796
8/31/2018	A-1 Rental	\$ 62.50	51797
8/31/2018	AAA Giles	\$ 675.00	51798
8/31/2018	All American Sports	\$ 330.72	51799
8/31/2018	Allied Business	\$ 38.00	51800
8/31/2018	Alpine Heating And Air	\$ 105.00	51801
8/31/2018	Blackfoot Morning News	\$ 193.08	51802
8/31/2018	Cable One	\$ 222.66	51803
8/31/2018	Cammins MVP	\$ 200.00	51804
8/31/2018	Centurylink	\$ 268.98	51805
8/31/2018	Diamond B Specialties	\$ 44.00	51806
8/31/2018	Display Slates	\$ 1,161.00	51807
8/31/2018	Doug Keele	\$ 506.95	51808
8/31/2018	Eastern Idaho regional Wastewater	\$ 21,163.68	51809
8/31/2018	Echoes of Eden	\$ 84.70	51810
8/31/2018	Fleetpride	\$ 33.48	51811
8/31/2018	Forsgen Associates	\$ 10,000.00	51812
8/31/2018	Garrett h Sandow	\$ 1,650.00	51813
8/31/2018	Sandra Gaydusek	\$ 112.95	51814
8/31/2018	H-K Contractors	\$ 492.78	51815
8/31/2018	HD Fowler Company	\$ 9,601.26	51816
8/31/2018	Home Depot	\$ 65.80	51817
8/31/2018	IAS-Envirochem	\$ 62.00	51818
8/31/2018	IBM Corp.	\$ 578.08	51819
8/31/2018	Idaho Dept of Environmental Quali	\$ 243,675.00	51820
8/31/2018	Idaho Falls Peterbilt	\$ 78.13	51821
8/31/2018	Idaho Peace officers Association	\$ 155.00	51822
8/31/2018	Idaho Traffic Safety	\$ 230.20	51823
8/31/2018	Intermountain Bobcat	\$ 179.95	51824
8/31/2018	Jeremy Burton	\$ 72.96	51825
8/31/2018	Katherine Hess	\$ 64.06	51826
8/31/2018	Lisa Spells	\$ 35.00	51827
8/31/2018	Matkin Auto Parts A1	\$ 234.39	51828
8/31/2018	McFuire Bearing	\$ 67.94	51829
8/31/2018	R&S Distributing	\$ 91.07	51830
8/31/2018	State Insurance Fund	\$ 3,128.00	51831
8/31/2018	Teton Communications	\$ 149.04	51832
8/31/2018	U.S Post Office	\$ 504.70	51833
8/31/2018	Valley Office System	\$ 58.50	51834
8/31/2018	Verizon Wireless	\$ 470.09	51835
8/10/2018	Payroll	\$ 55,691.66	
8/24/2018	Payroll	\$ 59,355.62	
	Total	\$ 536,838.89	