

CITY OF SHELLEY  
COUNCIL MEETING  
MINUTES

MARCH 11, 2014

PRESENT: Mayor Stacy Pascoe  
Council Members: Earl Beattie, Jeff Kelley, Kim Westergard, and Adam French  
Police Chief: Rod Mohler  
Public Wks Dir: Chuck Lloyd (absent)  
Recreation Dir.: Dawn Lloyd  
City Clerk/Treasurer: Sandy Gaydusek  
City Attorney: BJ Driscoll  
P.W. Foreman: Justin Johnson

PLEDGE OF ALLEGIANCE: Justin Johnson

PRAYER: Adam French

Mayor Pascoe opened the meeting at 7:35 p.m.

Earl moved, Jeff seconded to approve the following consent agenda:

Approval of February 25, 2014 Council Meeting Minutes  
Building Permits: none

Roll Call Vote: Jeff – aye, Adam – aye, Earl – aye, and Kim -aye. Approved unanimously.

Scott Searle, a Fire Commissioner for the Shelley/Firth Rural Fire District spoke to the Council about the new fire station, and the water connection fees for the station. Mr. Searle asked that the fees for the water connection and the fire suppression connection be waived for the Fire District. Mayor Pascoe said he could see no problem working with the Fire District on this. Jeff said he is willing to waive those fees for another municipal entity. Jeff moved, Adam seconded to waive the water connection fee of \$1600, and the fire suppression fee of \$500 for the new fire station that the Shelley/Firth Rural Fire District is constructing. Approved unanimously.

Richard Staten, a representative of Sun Energy Company spoke with the Mayor and Council about reducing the city's energy costs at the swimming pool. Prior to the meeting Mr. Staten had called the Governing Board outside to demonstrate how the solar tube his company sells works. Mr. Staten said the tube is made out of tempered glass and he discussed how it worked. He said they use vacuum tube technology. Mr. Staten said the solar tubes are guaranteed for ten years, but the life expectancy is twenty five years. He said even though the tubes are made of tempered glass they can be broke, and he suggested placing a chain link fence around the units to protect them. Mr. Staten said these tubes can heat the pool virtually from the sun. He suggested covering the pool and heating it year round. He suggested that the pool could be rented to medical centers in the winter for therapy use. Mr. Staten said there are grants available for recreation centers. He said the city's pool will need about twenty four collector tubes to heat the pool. He said the cost is \$40,900 with an estimated six to eight year payback period. Mayor Pascoe thanked Mr. Staten for his presentation, and said he would like to do more research on this topic. Mr. Staten said the cost does not include installation, the system must be installed by

someone who is HVAC certified. He said a contractor could be hired or the city crew could do the installation.

Earl moved, Jeff seconded to approve the following business licenses for 2014:

KLM Photography - 550 Juniper Court  
A&B Transmission - 183 E. Center

Approved unanimously.

Sandy said David Smith from the State Insurance Fund performed an audit with the city regarding Workman's Compensation Insurance. Mr. Smith recommended the city adopt a safety policy including a Statement of Supervisor's Responsibilities, have periodic inspections and periodic safety meetings. Sandy said Mr. Smith sent her templates of the forms for each of his recommendations and also included a New Employee Orientation form, and a Employee Discipline Statement. She said she would like to present the documents to the Mayor and Council for their review and further discussion at a future council meeting. Adam said Mr. Smith was the same representative that visited him at his work place. The Mayor and Council looked over the documents and discussed how each department would handle the policy such as periodic inspections. Also, what safety equipment would need to be purchased, and if this equipment was in the budget. Jeff and Kim felt a employee orientation would be okay, but didn't feel the city needed the rest of the policy. Earl said he thought the city could benefit down the road, but the police department has their own safety regulations. BJ asked if the city would receive any discounts for their insurance by having this policy. Sandy said no. The Board determined at this time the city would not benefit at this time from a safety policy. Earl moved, Kim seconded to table this matter indefinitely. Approved unanimously.

Mayor Pascoe received a request from the National Park Trust to proclaim May 17<sup>th</sup> as Kids to Parks Day. Therefore, Mayor Pascoe proclaimed May 17, 2014 as Kid's Park Day. Mayor Pascoe also has a proclamation for Arbor Day, however the date of the annual celebration has not been established yet.

Sandy presented a comment sheet she received from Bingham County regarding a plat for Brian and Dawn Leatham for a Subdivision quite a ways to the east of the city limits. The Mayor and Council have no concerns or comments regarding this subdivision.

Sandy said she received the certified assessed valuation from Bingham County for the 2013 tax rolls. She said since the Urban Renewal Area has been retired, the valuation of that area is added back into the city's total valuation. The city's valuation raised \$12,242,191 from last years estimate. The certified valuation for the city is \$139,132,003. This means the levy rate for the property owners in the city decreased for 2013 (taxes paid in 2014). The levy rate went from .006351417 to .005799227; meaning for a home valued at \$150,000 with a home owner's exemption of \$75,000 will see a decrease of approximately \$41 annually. Other property owners will see proportionate decreases based on their valuation. The Mayor and Council discussed the need to keep up with street maintenance and replacement. The majority of the street funds come

from State Highway Users Tax which has not been increased since 1992, and is distributed based on revenue and population. The past two years the city has spent approximately \$200,000 each year to repair several streets. Each year \$80,000 is budgeted for seal coating. Jeff said our city is below other cities in the State regarding tax levies. He said we may need additional funds to repair and replace the streets. Mayor Pascoe said it is more expensive to replace the streets than to keep up on the maintenance. Jeff said we need to stay on top of this, and Adam and Kim agreed. Sandy said the levy cannot be changed until the next budget cycle. She said an increase of 3% would result in an increase of approximately \$13 annually for property value at \$150,000 with a \$75,000 home owner's exemption, however it is still a decrease of about \$28 from 2013 collected taxes. She said this would generate approximately \$24,204 in additional ad valorem taxes. Sandy said the city has not raised property taxes by the allowed 3% for the past four years. She said these funds are listed as a "foregone" amount and can be used at anytime a city may need them. Sandy said there is \$97,710 in forgone amount, and by using it, plus raising the taxes by 3% would increase the taxes for a property owner (\$150,000 valuation minus homes owners' exemption) by \$65 higher from taxes being collected in 2014, or \$24 higher than the taxes collected in 2013. Mayor Pascoe asked the Council to consider a 3% increase in taxes next year to help fund the repair of the city streets.

Regarding the loop of the water line, an agreement was approved and signed with Snake River Valley Irrigation for the encroachment needed to install a sleeve underneath the canal. Sandy said she received the engineer's contract with a scope of work that will be presented to the URA Board for approval since it is being funded by URA. Some of the signatures for the other easements are still being obtained.

BJ requested an executive session to discuss records that are exempt from disclosure.

Sandy said the new copier has arrived. She said it will fax and scan so the need for a new scanner for the laserfische may be eliminated. Sandy said a network cable will be run to the new copier next week.

Sandy said the temporary occupancy certificate for Patricia Judy regarding the construction of her driveway is set to expire in April. She said a six month extension was given in October, and the Council requested that Mrs. Judy appear and state how much of the project has been completed or what her plans are to complete the driveway. Sandy said she has notified Mrs. Judy that she must appear before the Council prior to the end of the six month extension.

Justin said all is going great in the Public Works Department.

Kim said she is working towards finding a Tree Committee Chairperson.

Jeff asked if we have trees to plant this year on Arbor Day. He said when the walk path is completed on New Sweden, the city is committed to planting trees along that path, however it

won't be done this year. Sandy said there is \$4500 budgeted to be used by the Tree Committee to maintain our Tree City USA certification. Dawn said she will be working on this also.

Jeff said he and the Mayor attended a breakfast meeting with the Bingham County Economic Development Committee. He said during that time they discussed joining with Bannock County and Grow Idaho in order to work together as one entity. Jeff said they will continue working on this matter.

Mayor Pascoe said there have been some requests to change the turn signal on Fir and State to a flashing yellow light. He said the cost is \$16,000 to upgrade the light and is not feasible at this time.

Jeff moved, Kim seconded to adjourn in executive session pursuant to I.C. 67-2345 (1) (d) regarding public records exempt from disclosure. A roll call vote was taken: Earl – aye, Jeff – aye, Kim – aye, and Adam – aye. Approved unanimously.

Jeff moved, Earl seconded to reconvene into regular session. Approved unanimously.

During executive session the Mayor and Council discussed public record disclosure exemptions.

Adjourned: 9:22 p.m.

ATTEST:

Sandy Waples

APPROVE:

Earl A. Beatty

<u>DATE</u>	<u>February Claims</u>	<u>AMOUNT</u>	<u>CHECK #</u>
10-Feb-14	Comdata	692.73	47483
10-Feb-14	Idaho Rural Water Association	100.00	47484
18-Feb-14	AAA Giles Cleaning and Restoration	675.00	47485
18-Feb-14	Adams Manufacturing Inc	13.60	47486
18-Feb-14	Airgas Intermountain Inc	24.05	47487
18-Feb-14	American Linen	641.96	47488
18-Feb-14	Association of Idaho Cities	25.00	47489
18-Feb-14	Batteries Plus #209	50.00	47490
18-Feb-14	Bonneville County Solid Waste	6,323.44	47491
18-Feb-14	Brand X Equipemnt LLC DBA	204.96	47492
18-Feb-14	Broulim's	69.95	47493
18-Feb-14	Brownells Inc	875.23	47494
18-Feb-14	Centrurylink	152.30	47495
18-Feb-14	Clark Wireless	120.00	47496
18-Feb-14	Computer Warehouse	119.99	47497
18-Feb-14	D&A Inc	36.98	47498
<b>18-Feb-14</b>	<b>DBS Inc</b>	<b>2,888.55</b>	<b>47499</b>
<b>18-Feb-14</b>	<b>Eagle Rock Sanitation</b>	<b>2,251.38</b>	<b>47500</b>
<b>18-Feb-14</b>	<b>Eastern Idaho Regional Wastewater Auth</b>	<b>16,479.00</b>	<b>47501</b>
18-Feb-14	Fasterners of Washington Idaho Montana	48.07	47502
18-Feb-14	First Class	50.00	47503
<b>18-Feb-14</b>	<b>Frank Edwards Co #17</b>	<b>1,539.73</b>	<b>47504</b>
18-Feb-14	Hammon Teton Delivery	10.55	47505
18-Feb-14	Home Deport	511.83	47506
18-Feb-14	Howards Equipment	7.59	47507
18-Feb-14	IAS - Envirochem	70.00	47508
18-Feb-14	Idaho Business Systems	40.00	47509
18-Feb-14	Ideacom Esci	189.54	47510
18-Feb-14	Industrial Hose and Fittings	123.12	47511
18-Feb-14	Les Schwab Tire Center	95.00	47512
18-Feb-14	Matkin Auto Parts	176.71	47513
18-Feb-14	McGuire Bearing Company	87.96	47514
18-Feb-14	Pacific Steel	761.74	47515
18-Feb-14	Post Register	325.00	47516
18-Feb-14	Pro Power	68.94	47517
<b>18-Feb-14</b>	<b>Rocky Mountain Power</b>	<b>4,553.97</b>	<b>47518</b>
18-Feb-14	Rossiter Electric Motor	100.00	47549
18-Feb-14	Rush Truck Center	121.71	47520
18-Feb-14	Sams Club	231.63	47521
18-Feb-14	Shelley Pioneer	461.11	47522
18-Feb-14	Smith Driscoll & Associates Pllc	783.71	47523
<b>18-Feb-14</b>	<b>Stephenson Computer Consulting</b>	<b>1,537.50</b>	<b>47524</b>
18-Feb-14	Teton Communications Inc.	372.00	47525
	Void		47526
18-Feb-14	United States Welding Inc	240.87	47527
18-Feb-14	Verizon Wireless	416.68	47528
<b>18-Feb-14</b>	<b>Dept of Environmental Quality</b>	<b>487,350.00</b>	<b>47529</b>
18-Feb-14	Petty Cash	74.29	47530
27-Feb-14	AAA Sewer Service	779.00	47531
27-Feb-14	Airgas Intermountain Inc	26.52	47532
27-Feb-14	Cable One	170.00	47533
27-Feb-14	Century 21 Greater Land Co	17.58	47534
27-Feb-14	Centurylink	4.36	47535
<b>27-Feb-14</b>	<b>Forsgren Associates/P.A.</b>	<b>1,628.00</b>	<b>47536</b>
27-Feb-14	Home Deport	25.04	47537
27-Feb-14	Idaho Rural Water Association	230.00	47538
27-Feb-14	Ideacom Esci	189.54	47539
<b>27-Feb-14</b>	<b>Intermountain Gas Co</b>	<b>1,028.85</b>	<b>47540</b>
27-Feb-14	Jim's Trophy Room	7.50	47541
27-Feb-14	Kings No. 21	52.21	47542
27-Feb-14	Chuck Lloyd	37.50	47543
<b>27-Feb-14</b>	<b>Maintenance Engineering</b>	<b>1,362.36</b>	<b>47544</b>
27-Feb-14	Paramount Supply Co	17.85	47545
<b>27-Feb-14</b>	<b>Phillips 66 Co</b>	<b>1,628.59</b>	<b>47546</b>
27-Feb-14	Shelley Quick Lubre and Auto Center	201.14	47547
27-Feb-14	Sherwin Williams	558.06	47548

<b>27-Feb-14</b>	<b>State Insurance Fund</b>		
27-Feb-14	Tifco Industries	<b>5,223.00</b>	<b>47549</b>
27-Feb-14	US Post Office	65.70	47550
27-Feb-14	Western Recycling	448.80	47551
27-Feb-14	Wilbur-Ellis Company	81.00	47552
<b>28-Feb-14</b>	<b>Kurt Wells</b>	75.00	47553
14-Feb-14	City of Shelley Payroll	<b>8,000.00</b>	<b>47554</b>
<u>28-Feb-14</u>	<u>City of Shelley Payroll</u>	<b>50,507.15</b>	
	<b>Total</b>	<u><b>47,969.66</b></u>	
		<b>652,427.78</b>	