

CITY OF SHELLEY  
COUNCIL MEETING  
MINUTES

JANUARY 25, 2022

PRESENT: Mayor Stacy Pascoe (zoom)

Council Members: Jeff Kelley, Kim Westergard, Adam French, and Leif Watson

Police Chief:	Rod Mohler
Public Wks Dir.:	Justin Johnson (zoom)
Recreation Dir.:	Mikel Anderson
City Clerk/Treasurer:	Sandy Gaydusek
City Attorney:	BJ Driscoll

PLEDGE OF ALLEGIANCE: Sandy Gaydusek

PRAYER: Kim Westergard

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

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

- Approval of the Minutes of Council Meeting on January 11, 2022
- Approval of December Overall Budget & Treasurer's Report
- Approval of December Expenditures
- Approval of Building Permits:
  - Clyde Jernberg - Shop Framing

A roll call vote was taken: Jeff – aye, Adam – aye, Kim – aye, and Leif – aye.  
Approved unanimously.

Justin said he spoke with Rocky Mountain Power about connection to electricity for a proposed street light to be installed on North Lincoln. He said there will be two poles to light up two different areas. Justin said the soft quote for both poles is \$4000. He said there are no lights in the area presently, and a homeowner is experiencing vandalism. He said one light would be placed near the alley and the other to the south. There is a canal on the east side of the area. The Council said there have been two lights approved in other areas of the city, and they are concerned about the budget to pay for any more additional lights. Sandy said there is some funding in the Street Light Fund, but the only source of revenue is generated by property taxes and sales tax, therefore it takes a while to regenerate funds. Jeff said he feels there should be more of a need for lighting, such as a bus stop, main pedestrian area, etc. He said he is also concerned about funding. Kim moved, Jeff seconded to deny the request for a street light on North Lincoln lying north of Center Street. Approved unanimously.

Sandy said the Planning and Zoning Committee held a public hearing to discuss amending Title 10-8-2 and 10-9-(1) (5) regarding the front setbacks for the Residential Estate zone. The Developer had requested a minimum setback of 45 feet and a maximum of 65 feet, however they would monitor and enforce the setbacks to ensure that there would be no more than a 10-foot variance between neighbors. Sandy said the Planning and Zoning Commission recommended approval of this request. Jeff said there should not be a 20-foot difference; that is to much. Jeff said he felt if the setback is changed it should no more than a minimum of 55 feet and a maximum of 65 feet. The Council agreed. Sandy said

there three options to take: deny the request and leave the setback at 65 feet minimum and 75 feet maximum. Send the matter back to P&Z to hold another public hearing, or the Mayor and Council could hold another public hearing. Jeff moved, Leif seconded to call for another public hearing to consider a material change from the recommendation of the P&Z Commission. The hearing is to consider an amendment for the front setback from the right of way in a Residential Estate Zone as a minimum of 55 feet and a maximum of 65 feet. Approved unanimously. This hearing will be held February 22, 2022.

Sandy said the Planning and Zoning Commission held a public hearing to consider amending Title 10-16-8 regarding the preapplication meeting prior to submitting a preliminary plat. The ordinance currently states there will be no fee charged, however a resolution was adopted that implements a fee of \$500 for the preapplication meeting. Sandy said the P&Z recommended to strike that sentence. Leif moved, Jeff seconded to strike the words no fee will be charged for a preapplication meeting. Approved unanimously.

Sandy said Dave submitted his scope of work and fees for the engineering services for the East Fir Sewer Project. The contract specified the fee of \$90,000 and outlined what services are to be provided. Leif moved, Kim seconded to approve the contract with Forsgren to provide engineering services for the East Fir Sewer Project. A roll call vote was taken: Kim – aye, Adam – aye, Leif – aye, and Jeff – aye. Approved unanimously.

BJ presented and explained his draft of the Findings of Fact and Conclusion of Law pertaining to the public hearing to reconsider the preliminary plat for the Fox Crossing Subdivision. BJ went over the document to ensure the information was accurate. Jeff moved, Kim seconded to approve the Findings of Fact and Conclusion of Law for the Preliminary Plat for the Fox Crossing Subdivision. Approved unanimously.

Leif moved, Kim seconded to approve the following business licenses for 2022:  
Shelley Auto Care – 580 South State Street  
Dee Rays Auto Body – 428 East Center Street.  
Approved unanimously.

Jeff moved, Leif seconded to appoint Sandy Gaydusek as City Clerk/Treasurer for 2022. Approved unanimously.

Leif moved, Kim seconded to appoint Justin Johnson as Public Works Director for 2022. Approved unanimously.

Leif moved, Kim seconded to appoint Forsgren and Associates as the City Engineer for 2022. Approved unanimously.

Kim moved, Leif seconded to appoint Mikel Anderson as Recreation Director for 2022. Approved unanimously.

Adam moved, Kim seconded to appoint Rod Mohler as Police Chief for 2022. Approved unanimously.

Adam moved, Leif seconded to approve BJ Driscoll as the City Attorney for 2022. Approved unanimously.

BJ presented a draft of the Development Agreement for Fox Crossing Subdivision. He received a draft that the Developer had submitted and made some additions and changes based on feedback from the Department Heads. The Council discussed several of the sections of the agreement and felt it would be best for Public Works Director and the Leif to meet with the Developer to go over the changes. Leif moved, Jeff seconded to table this issue until the Developer could meet with city staff to discuss further. Approved unanimously.

Justin said he would like to schedule some dates for having a "Movie in the Park" event this year. He said he has been trying to coordinate with the City of Ammon and the City of Idaho Falls since they also have the same type of event. All three cities would like to coordinate so the same movie is not shown and the dates are different. Justin said he has not received their schedules yet. Leif moved, Kim seconded to table this issue until more information is obtained. Approved unanimously.

Justin said one of his employees, Chad Armstrong would like to take a welding class. He said our Personnel Manual states that education reimbursement is available if the knowledge obtained from the class will benefit the city. Justin said they do a lot of fabrication and repairs at the shop and feels this education will definitely help the city. He said the class has three blocks that each last six weeks. He said each block costs \$325 so the total would be about \$1000. Jeff moved, Leif seconded to approve Chad Armstrong's tuition not to exceed \$1000 be reimbursed conditional upon the class finished with a passing grade, and a contract signed by Mr. Armstrong that he will remain employed with the city for a one year period of time from completion of the course, or he will pay the city back the tuition. Approved unanimously.

Justin said when the Grover Subdivision was constructed twenty years ago, there was a dedicated lot to the city for the installation of a lift station. He said somehow during the construction the lift station was moved and lies partially within the right-of-way and partially on two pieces of privately owned property. He said he is working on developing two easements for the property owners to sign. Justin said the property owner on the south has asked for a six-foot privacy fence to be installed. Right now, the lift station is fenced in and it will tie in with the neighboring fences. The cost for the new fence is \$1500 to \$2000. He feels it show good faith to the homeowner to install the fence and get the easements. Jeff moved, Leif seconded to approve funding up to \$2000 for a six-foot privacy fence to be installed on the south side of the lift station in the Grover Subdivision in exchange for signed easements for where the lift station sits on their property. Approved unanimously.

Justin said there is a problem being able to dump the sanitation cans on Opal Court. He said from the intersection of Opal Court and Topaz running east to the cul-de-sac there are quite a few cars from multiple apartments parking along the street. He said there have been a lot of weeks the garbage is not picked up due to cars being parked in front of them. Justin said he would like "no parking" signs placed along the street from the intersection to the cul-de-sac. Jeff moved, Leif seconded to restrict parking and post "no parking" signs from the intersection of

Topaz and Opal Court running east to the cul-de-sac. Approved unanimously. Justin said he will need help from the Police Department to enforce this. The Council determined no warnings will be given. The vehicles in violation will be towed at the owner's expense.

Jeff said he has talked to the State Highway Department regarding the access in front of the Broulim's property. He said there is a traffic hazard there because people do not merge from the two lanes running south from the traffic light. The Highway Department suggested the city contact Broulim's and Good to Go and try and acquire a right of way for a turn lane. The city could pave the lane and the State would put up the appropriate signage. Jeff said he will talk to the business owners about this. Jeff moved, Leif seconded to pursue the acquisition of the Right-of-way from the property owners, pave the lane and contact the State for the appropriate signage. Approved unanimously.

BJ said thank you for the appointment. He said he loves working with everyone in the city.

Sandy said thank you for the appointment. She presented a draft of the Covid policy that was discussed at the last council meeting. The Mayor and Council had reviewed it and said it looked fine. Sandy will give copies to the employees.

Justin said thank you for the appointment. He said HK is getting ready to start on the East Fir Sewer Project. He said they intend to begin by Basic American Foods on Emerson and work to the east in sections. Justin said there will need to be an adjustment in the sewer line located by the intersection of Milton and Fir; it will be moved across the street. He said there are five trees that are in the right-of-way that will need to be removed also. Justin said he will reach out to the property owners where the trees are planted to let them know the city will have to remove them. He said HK will be letting the home owners know what happening and the schedule. He said the Post office has been contacted about mail delivery, and the school has been contacted as well.

Justin said they repaired a broken water line on Seminary Avenue. He said it was a line that ran behind a home, but it was accessible from the South Park Church parking lot. He said the crew has been working on a lot of repairs, and he has one employee off work due to Covid.

Mikel said the Jazz program is underway and going great. He said the Mayor's Youth Council is a great group of kids and would like to work with the community more. He said there are also some of the kids that are interested in attended the Youth AIC Conference in June. Mikel said thank you for his appointment.

Rod said thank you for the appointment. He said we have the best city we could ask for. Rod said Officer Pacheco is doing great at POST and Officer Ballesteros is doing great in the field.

Jeff said he attended the EIRWWA meeting and they are moving forward with upgrades to the plant. He said if anyone has the opportunity to talk to our Legislators and ask for support that would be great. He said we are in need of funding.


Kim said Robyn Longhurst would like to take care of the planters this next summer, but does not want to be over the Tree Committee. Kim said we need to look for a new President of the Tree Committee.

Kim said Mikel has worked hard and there are lot of great ideas coming from the Mayor's Youth Council.

Kim said Just Serve had their fair and it was a good turnout.

Mayor Pascoe said he appreciates everyone.

Adjourned: 9:06 p.m.

APPROVE:  ATTEST: 