

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

FEBRUARY 13, 2024

PRESENT: Mayor Stacy Pascoe (Zoom)

Council Members: Kim Westergard , Jeff Kelley, Don West, Dallin Jolley.

Police Chief:	Chad Purser
Public Wks Dir.:	Justin Johnson
Recreation Dir.:	Mikel Anderson
City Clerk/Treasurer:	Sandy Gaydusek
Assist. City Clerk:	Lisa Ybarra
City Attorney:	BJ Driscoll
City Building Insp/Planner:	Jordon Johnson

PLEDGE OF ALLEGIANCE: Justin Johnson

PRAYER: Don West

The meeting was opened at 7:43 p.m.

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

Approval of the Minutes of Council Meeting on January 23, 2024

Approval of Building Permits:

Mike Robbins – new home

ES Solar - solar panels

A roll call vote was taken: Jeff – aye, Kim – aye, Dallin – aye, and Don – aye.

Approved unanimously.

Colt Reno – Concessionaire Franchise

Colt Reno was at the meeting on behalf of himself and his brother Kasen Reno. The two brothers would like a Concessionaire Franchise License to sell cotton candy at the City Park during sporting events again this year. This will be their fourth year selling their concessions at the park. Dallin moved, Jeff seconded to grant a Concessionaire Franchise License to Colt and Kasen Reno to sell cotton candy at the City Park during sporting events for the 2024 season. Approved unanimously.

Adam French – Green Space

Adam French was attendance to discuss being more specific in the requirement to have green space in new subdivisions under city code 10-16-7 (G) (2). The ordinance is very vague and we have allowed retention ponds to be considered green space in the past. Adam said he would like to have dedicated green space and not use retention ponds are part of that. He said he would like a percentage put aside for a park and then the Recreation District would come in and build it out with funds obtained by grants. He suggested the percentage could be calculated based on the population, but it would probably be easier to calculate it by number of doors. Adam said there could also be a second part to the ordinance that would allow a Developer to buy credits with an adjacent park to create a larger green space that would serve both subdivisions. Jeff asked if there are any state laws prohibiting this. BJ said he did not know of any. He said cities usually have a broad range of discretion. The city would probably own the park once the subdivision is accepted. Jeff moved, Don seconded to move this issue to

the Planning and Zoning Commission to call for a public hearing to consider amending the ordinance to specify the green space requirement. Approved unanimously.

Larry Ballard – Shelley Historical Park/Use of Parking Area

Mr. Ballard would like to use the north side of the historical park that the city now owns. He said last year he used this area for an event and really liked it. Mr. Ballard said he worked through Bingham County directly last year through their reservation system. He said this is an off-road event and will be used as over flow parking only, and the off-road vehicles will be leaving the area to go on the ride. Mr. Ballard said his organization carries their own insurance, and the event will be over labor day weekend; Thursday through Monday. He said his organization would be willing to provide community service in lieu of paying any fees; he said they could mow all of the weeds down near the arena and air field. Mr. Ballard said they would not need any services from the city. Justin said he has no issues especially if they will be mowing the weeds down. Dallin moved, Don seconded to allow Mr. Ballard and his club to use the north side of the park for over flow parking Thursday through Monday of Labor Day weekend this year with no fees being charged however the club will be mowing down the weeds on the property. Approved unanimously.

Department of Commerce Grant/Multi-sports Complex

Amanda Collins with SICOG was in attendance to answer any questions regarding the Multi-sport Complex project. A grant in the amount of \$250,000 was received through the Department of Commerce. Amanda said the environmental review is almost done and the next step is to decide how to bid out the project. Kim said the Committee is reviewing different designs for the park. The project can be bid as a four-court project as well as a two-court project with the intentions of only awarding one. Amanda will work with Forsgren Engineering to get the bid documents prepared. The Committee will meet next with Dave to get the project moving forward. Don said Nikki and Hailey did a lot of work on this project and that should be considered as well.

Shelley Historical Park Project

Jacqui Sullivan and Joan Winston were in attendance to discuss the Shelley Historical Park. Jacqui asked now that the city owns the park who does she report to, and how will the operations be handled. She said the Recreation District would like to be involved, but they are not quite ready yet. Jacqui asked how the rentals and the arena will be handled. Adam suggested that he could work with Dallin and Jacqui and put something together. Dallin said he will research this with Mikel and get some answers for Jacqui. Jacqui asked what the \$15,000 that the city budgeted was for. Sandy said for any work the city crew has to do at the park such as mowing. Justin said he understood he was to mow the area three to four times per year. Jacqui said last year some vandalism occurred; there were broken windows, stolen items, etc. She said she is trying to figure out how to overcome this. She handed out drawings of the driveway and parking area at the park. She said they have tried trail cameras but there is too much action in the area. Jacqui said their idea is to try and slow down the traffic and limit the access. She said they could possibly move the entrance and put in jack fences and gates. She said the bid for the fencing is \$6000 however some of that would be donated. Jacqui said she would like the city to help with making a new entrance, and they (IDEAS) would cover the cost of the fence. Justin said he is concerned about

taking over the park responsibilities because his crew is maxed out with work in the summer. He said there may be some other projects that have to be given up to take this on. Jacqui said she just needs the entrance moved, and they will take care of removing all of the weeds this year if the city can move the entrance. Justin said he can go out and look at the area where the entrance will be moved to. Kim asked if the crew is too busy to move the entrance, they could possibly get a bid and see if the budget could be used for a portion of that. Jeff moved, Don seconded to table this matter until Justin can meet with Jacqui and look at the job. Jacqui will contact Justin to arrange a meeting.

Amy Manning – III-A Annual Report

Amy Manning, the Executive Director of III-A gave the annual report. She said there have been some issues with Blue Cross and this reflects directly on III-A. She said she has a meeting tomorrow to iron out the problems and get everything taken care of. Amy apologized for all of the problems that some of the employees are experiencing. She invited any of the employees with problems to visit with her so she can get them taken care of. Amy went over the annual figures in each of the program III-A offers. Amy said in about the third week of June the new rates will be released. She said a 10% increase is good to budget due to inflation.

Mike Hicks/Fox Crossing Development Agreement

Some of the changes to the Development Agreement was discussed. The Developer would like the requirement of a booster station to be delayed until Division 3, not Division 2. They discussed the retention pond development, the 12" water line on East Center installation, the number of homes allowed to be built each year, and the requirement of owner occupancy. Dallin said he doesn't believe the City should be involved in rentals and felt it would be difficult to enforce the owner occupied idea. Jeff said initially he had a problem with investors buying the homes for rentals because it sets a tone. Jeff moved, Don seconded to table this issue at this time. Approved unanimously.

Historical Park Water Rights

Sandy said she received a cease-and-desist letter from IDWR in regards to watering at the Shelley Historical Park. She said the water rights from the farm had not been transferred yet. Sandy said the water right is stacked and she talked to Kristin Moore from Rocky Mountain Environmental who had started helping get the water rights transferred last year. Kristin sent Sandy a copy of the proposal for the work that would need to be done. The cost is approximately \$4500. Kristin had told Sandy that water rights could be purchased, but it would cost about \$60,000 for five acres. She said five acres of the farm could be dried up and then transferred to the Historical Park, or the city could lease or rent water rights, but she did not think that would be the best option unless the city is desperate. It was determined that we should work towards transferring the water rights from the farm. Sandy and Jeff will work with Rocky Mountain Environmental to take care of this as soon as possible.

Pool Manager for 2024 Season

Jeff moved, Don seconded to hire Pam Killpack as Pool Manager for the 2024 season. Approved unanimously.

Business Licenses

Dallin moved, Jeff seconded to approve a Liquor License for the Rockin Russett for 2024. Approved unanimously.

Dallin moved, Jeff seconded to approve all general business licenses as stated on the attached list. Approved unanimously.

REDI Advertisement

Sandy asked if the Mayor and Council would like to purchase an ad in the Livability in Idaho Magazine that REDI is endorsing. A partial page ad is \$955. The Mayor and Council determined not to expend the funds for the purpose at this time.

Acquisition of New Marquee

The city marquee was damaged due to ice and snow hitting it. The insurance paid \$1066 towards the replacement after the deductible. The cost to replace just one side of the marquee is \$3066. Does the city want to replace one side, both sides, or seek funding for a digital marquee? Or, do we want to temporarily fix one side until funding for a digital marquee is found? Jeff moved, Don seconded to table this item until more information is available. Approved unanimously.

Appraisal of City Property

Sandy said she has been looking for an appraiser to work on the appraisal for the nine feet of city property that there are interested parties in buying. She said the last appraiser the city used has passed away, and another did not appraise small pieces. She also was given a quote of \$2000 for the appraisal. She said she will continue looking for an appraiser.

Awards for Shelley School Participants in Art Show

Sandy said the Bingham County Art Show will be held in April and they have asked for the city to donate two \$50 awards for the Shelley High School participants. Don moved, Dallin second to approve two \$50 awards to be given towards the Bingham County Art Show. Approved unanimously.

Annexation for Frongner/Murphy/Boye Property – Legal Description

Dave reported to Sandy that including the Highway and the Railroad in the Boye property annexation would not make any difference one way or another since neither are tax generating entities. The Mayor and Council determined that the railroad and the highway will not be included in the legal description for the proposed annexation of the Boye/Frongner/Murphy property. Sandy will have the surveyor draft the legal description to proceed with the hearing.

Department Head Reports

Sandy said AIC will be held June 19th through the 21st. She asked that everyone think about going and let her know.

Sandy said there be training in Pocatello on April 10, 2024 for the DMV staff. Permission was granted to close that section of the office for training.

Sandy asked Dallin and Don to provide some information about themselves so the website could be updated. She said she will also need their pictures.

Mikel said soccer registration is beginning for spring soccer.

Mikel said the MYAC group will be giving Valentines to the Kindergarten class for a Valentine Service Project.

Mikel said he will be attending the Idaho Recreational Conference in Lewiston on April 1st through the 4th.

Jordon said the last public input meeting for the Comprehensive Plan update went very well.

Jordon said he attended the Idaho Building Officials Association Conference and it went very well.

Chad said the ITD step grant application has been submitted. He said Officer Smith and Officer Burch are about half done with their classes at ISU.

Council Reports

Dallin said it was fun helping the MYAC group put together crafts. He said this is a very cool environment for the students.

Dallin said his number priority is working on the tennis court grant.

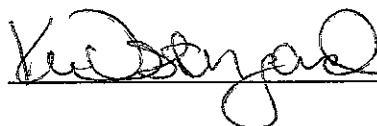

Don said he met with the officers and there is a lot of good training taking place. He said we have great officers in the city.

Jeff said there is a Tech Development meeting coming up on the 19th. He said he will be working on that.

Kim thanked everyone for their great job.

Nikki Hudman said she is concerned about the approval of four tennis courts and now it might get changed to two tennis courts. She asked why two bids are being developed. Sandy said if the bid for four courts comes back to high, they we already have another bid for two courts and we won't waste time with another publications and bid submittals. Nikki said the Recreation District is supposed to help subsidize the funding. Dallin said he feels we should be open to both plans, and ask ourselves if four courts is really the best use of the funds. Nikki said she and Hailey have been working on this project for the past year and a half and now feel it might not happen.

Adjourned: 10:40 p.m.

APPROVE:  ATTEST: 

Date	January	Amount	Check #
1/8/2024	Centurylink	\$ 312.30	550124
1/8/2024	Comdata	\$ 132.02	550125
1/8/2024	Google	\$ 100.80	550126
1/8/2024	Idaho Central Credit Union	\$ 3,635.03	550127
1/8/2024	Manwaring web solutions	\$ 44.00	550128
1/15/2024	PSI	\$ 14,341.50	550129
1/15/2024	Sparklight	\$ 268.19	550130
1/15/2024	Verizon	\$ 298.22	550131
1/15/2024	Electrical Equipment	\$ 47,150.40	550132
1/15/2024	Kacie Koester	\$ 184.00	550133
1/15/2024	AAA GILES JANITORIAL	\$ 675.00	550134
1/15/2024	ADVANCED DIAGNOSTICS INC	\$ 257.65	550135
1/15/2024	AIRGAS USA LLC	\$ 280.78	550136
1/15/2024	AMAZON CAPITAL SERV	\$ 475.48	550137
1/15/2024	AMERICAN LINEN	\$ 343.72	550138
1/15/2024	BINGHAM NEWS CHRONICLE	\$ 162.16	550139
1/15/2024	BOOT BARN	\$ 197.99	550140
1/15/2024	BROULIM'S	\$ 360.83	550141
1/15/2024	CAMMANS MVP LLC	\$ 337.80	550142
1/15/2024	CLEAN CUT LAWN CARE	\$ 327.00	550143
1/15/2024	DIGLINE INC	\$ 23.40	550144
1/15/2024	FREEDOM MAILING SERV	\$ 844.09	550145
1/15/2024	FULL HOUSE PRODUCTION LLC	\$ 15,000.00	550146
1/15/2024	GARRETT H SANDOW	\$ 1,650.00	550147
1/15/2024	GOOGLE LLC	\$ 100.80	550148
1/15/2024	HARD TIMES SALES AND DIST.	\$ 5,483.84	550149
1/15/2024	HOLST TRUCK AND AUTO	\$ 50.00	550150
1/15/2024	IAS ENVIROCHEM	\$ 125.00	550151
1/15/2024	IDEACOM ESCI	\$ 392.54	550152
1/15/2024	INDUSTRIAL HOSE AND FITTINGS	\$ 24.00	550153
1/15/2024	INTERMOUNTAIN BOBCAT	\$ 124.29	550154
1/15/2024	INTERMOUNTAIN GAS	\$ 829.63	550155
1/15/2024	INTERSTATE BILLING SERV	\$ 58.22	550156
1/15/2024	ITD-DMV RENEW BY MAIL	\$ 23.00	550157
1/15/2024	JACKSON GROUP PERTERBILT	\$ 16.85	550158
1/15/2024	JIM'S TROPHY ROOM	\$ 67.60	550159
1/15/2024	MOUNTAINLAND SUPPLY CO	\$ 155.54	550160
1/15/2024	O'REILLY AUTOMOTIVE INC	\$ 4,820.13	550161
1/15/2024	PACIFIC STEEL	\$ 88.68	550162
1/15/2024	R&S DISTRIBUTING	\$ 65.26	550163
1/15/2024	RDO EQUIPMENT	\$ 947.80	550164
1/15/2024	SAMS CLUB	\$ 140.49	550165
1/15/2024	SENIOR CITIZENS	\$ 2,000.00	550166
1/15/2024	SHELLEY ACE HARDWARE	\$ 1,191.06	550167
1/15/2024	SHELLEY KIWANIS CLUB	VOIDED	550168
1/15/2024	SHERWIN WILLIAMS	\$ 113.88	550169
1/15/2024	SMITH DRISCOLL & ASSOCIATES	\$ 4,232.29	550170
1/15/2024	STATE TAX COMMISSION	\$ 40.50	550171
1/15/2024	STEPHENSON COMPUTER CONSULTING	\$ 21.25	550172
1/15/2024	TETON STEEL	\$ 460.12	550173
1/15/2024	TRI-STATE HYDRAULICS	\$ 152.10	550174
1/15/2024	UNITED EDUCATION INS.	\$ 1,229.00	550175
1/15/2024	UTILITY TRAILER SALES OF IDAHO FALLS	\$ 96.32	550176
1/15/2024	VALLEY OFFICE SYSTEM	\$ 12.10	550177
1/15/2024	WILBUR-ELLIS CO	\$ 40.00	550178
1/23/2024	BANK OF COMMERCE	\$ 2,500.00	550179
1/23/2024	TXTWIRE TECH	\$ 350.00	550180
1/23/2024	UNUM LIFE INS	\$ 24.15	550181
1/25/2024	EASTERN IDAHO REG SEWER	\$ 81,062.00	550182
1/31/2024	AAA SEWER SERV	\$ 1,270.00	550183
1/31/2024	ADVANCED INDUSTRIAL SUPPLY	\$ 50.86	550184
1/31/2024	ALLIED BUSINESS SOL	\$ 42.06	550185
1/31/2024	ALPINE HEATING & AIR CONDITIONING	\$ 210.00	550186
1/31/2024	AMAZON	\$ 119.98	550187
1/31/2024	ARK SECURITY	\$ 8,481.00	550188
1/31/2024	CENTRYLINK	\$ 289.76	550189
1/31/2024	DIGLINE INC	\$ 195.00	550190
1/31/2024	DOMINO'S PIZZA	\$ 152.98	550191
1/31/2024	EMPIRE INSIGNIAS	\$ 275.00	550192
1/31/2024	FIRST STREET WELDING INC	\$ 140.00	550193
1/31/2024	FLEETPRIDE	\$ 192.00	550194
1/31/2024	FORSGREN ASS.	\$ 2,992.50	550195
1/31/2024	HAMMON TETON DELIVERY	\$ 16.00	550196
1/31/2024	IDEACOM	\$ 392.54	550197
1/31/2024	INTERSTATE BILLING SERV.	\$ 340.00	550198
1/31/2024	JIM'S TROPHY ROOM	\$ 11.60	550199
1/31/2024	KONGCRETE POOL SOL.	\$ 12,508.32	550200
1/31/2024	LACY JOHNSON	\$ 60.00	550201
1/31/2024	LUMEN CENTURY LINK	\$ 2.80	550202
1/31/2024	MATTHEW BENDER AND CO	\$ 79.08	550203
1/31/2024	LLC NORTH AMERICAN RESCUE	\$ 282.76	550204
1/31/2024	PETEK & ASSOCIATES	\$ 1,155.00	550205
1/31/2024	PETTY CASH	\$ 92.28	550206
1/31/2024	RDO EQUIPMENT	\$ 1,050.86	550207
1/31/2024	ROCKIN ST RANCH	\$ 133.56	550208
1/31/2024	ROCKY MOUNTAIN POWER	\$ 6,552.95	550209
1/31/2024	RON SAYER	\$ 106.89	550210
1/31/2024	ROTATIONAL MOLDING	\$ 1,424.31	550211
1/31/2024	SIEMS ENTERPRISES	\$ 153.90	550212
1/31/2024	SNAKE RIVER SUPPLY INC	\$ 974.00	550213
1/31/2024	SPARKLIGHT	\$ 268.19	550214
1/31/2024	STATE INSURANCE FUND	\$ 8,666.00	550215
1/31/2024	U & I KIWANIAN	\$ 45.00	550216
1/31/2024	UNIFORMS 2 GEAR INC	\$ 2,324.83	550217
1/31/2024	VALLEY OFFICE SYSTEM	\$ 203.64	550218
1/31/2024	VERIZON WIRELESS	\$ 298.27	550219
1/31/2024	MIKEL ANDERSON	\$ 73.24	550220
1/31/2024	DELTA DENTAL OF IDAHO	\$ 87.36	550221
1/31/2024	III-A TRUST	\$ 1,082.00	550222
1/5/2024	Payroll	\$ 89,495.60	
1/19/2024	Payroll	\$ 83,833.57	
	Total	\$ 420,566.49	

