

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

JANUARY 11, 2022

PRESENT: Mayor Stacy Pascoe

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

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

PLEDGE OF ALLEGIANCE: Jadalyn Hanson

PRAYER: Lucy Christensen

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

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

Approval of the Minutes of Council Meeting on December 14, 2021

Approval of November Overall Budget & Treasurer's Report

Approval of November Expenditures

Approval of Building Permits:

Robert Beal - solar panels

Alexis Dargi - solar panels

New Peak Const. - new home

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

Approved unanimously.

Sandy administered the Oath of Office to Stacy Pascoe as Mayor for a four-year term.

Sandy administered the Oath of Office to Jeff Kelley as Councilman for a four-year term.

Sandy administered the Oath of Office to Kim Westergard as Councilwoman for a four-year term.

Glenda Arave was not in attendance to discuss the siren.

Rob Hansen was not in attendance. Sandy said Mr. Hansen would like a street light on North Lincoln. He lives on the corner of East Center and Lincoln. Sandy said Justin has not spoke to Rocky Mountain Power yet about an access point. She said Justin will follow up with Mr. Hansen and Rocky Mountain Power.

Kim Hansen, 360 E. Oak addressed the council to request an orange tag fee be removed from her account. Ms. Hansen stated she received a delinquent letter that stated she could pay by the 30th of December. She said she was leaving town and came to the city office to pay with cash on the afternoon of the 30th not

knowing City Hall was closed at noon due to the holiday. Ms. Hansen said she did not feel comfortable leaving cash in the drop box, and when she returned on January 5, 2022, she came into the office and paid on her account. She said when she got home an orange tag was hanging on her door. Ms. Hansen said she tried to pay but she was unable to. Sandy said the delinquent letter states the resident must make arrangements to pay, pay in full, or pay a partial payment and make arrangements to pay the balance. She said the letters usually give a seven-to-ten-day period to pay or make arrangements before the orange tags are sent out. Jeff moved, Adam seconded to waive the \$25 fee for Kim Hansen at 360 E. Oak Street. Approved unanimously.

Lucy Christensen, FCCLA along with members Jadalyn Hanson, Sadie Erikson, Allie Erikson, and Miquel Robinson came to discuss a service project they are working on called Hanging Onto Hope. She said their group has about twelve to fifteen members. Their project is to collect stories of encouragement that will be published in a book and shared with the Ronald McDonald House in Idaho Falls. Ms. Christensen asked if the information can be available at City Hall for people to take and participate in this project. She also asked if anyone present would like to share words of encouragement. Ms. Christensen said she would need the stories back as soon as possible, but definitely needed by February 18th so the book can be printed. The Mayor and Council felt this is a great service project.

Leif moved, Jeff seconded to approve a Second-Hand Store business license for Hidden Treasures for 2022. Approved unanimously.

Leif moved, Adam seconded to approve the business licenses for the businesses on the attached list for 2022. Approved unanimously.

Mayor Pascoe made the following assignments to the Council members:
Jeff – City Hall, Tree Committee, Sr. Center Liaison, and EIRWWA Board member.
Adam – Police Commissioner, Attorney, and URA Board.
Kim – Parks and Recreation, SICOG Liaison, and School Liaison
Leif – Public Works, Planning and Zoning, and Building Inspector.

Adam moved, Jeff seconded to approve Resolution 22-01 regarding the implementation of a new Credit Card Program for travel and expenses and who would be issued a card. Approved unanimously.

Leif moved, Adam seconded to approve Resolution 22-02 implementing a fee for subsequent meetings called by the Developer requesting attendance of our city engineer. This meeting would be beyond the pre-application meeting. This fee would be based on actual costs by the engineer. Approved unanimously.

Jeff said he would like to discuss downtown revitalization. He said there has been an Urban Renewal Façade Program that was fairly successful. He said he would like to set up and have a round table with some of the building owners to see how the downtown area can be improved. He said he would like to change the ordinance to allow businesses downtown to provide retail service on the main floor and allow apartments to be built on the second floor. He said urban living like this has been quite large in other communities. He said parking would need to be located behind the buildings, and if it becomes problematic, the city could look for grants to improve the area behind the businesses for parking. Jeff said he

would also like to establish a large farmer's market from May to September to be held on Thursday nights. He said he would like a lot of vendor participation, but the land owners and the business owners would have to agree and participate together. He said it could even be held behind city hall in the Kiwanis Park. Jeff said he would also like to have the power lines removed near the railroad, and maybe put new lights in. Leif suggested there may be a grant to help with the lights. The council agreed that Jeff should set up a round table.

Jeff said he is still working on the letter to the Commissioners to set up a meeting to discuss Urban Sprawl. He said he let Commissioner Bair know a letter is being prepared. He said he is concerned about the development in the county with acre lots that access the Regional Sewer line. He said he is concerned about the traffic and the size of the streets in these developments. Jeff said he feels the county needs to look at some type of fire suppression also. Jeff said he will bring the letter to the next meeting for review.

Sandy said the Council previously stated that a Covid policy would be set up after the first of the year. She asked what the policy should be if someone is absent due to Covid or due to exposure from Covid. After discussion the Mayor and Council determined the following should be the policy for absenteeism due to Covid.

If an employee is not feeling well and running a fever they should not be at work. If an employee is at work and the Department Head can see that an employee is not feeling well their temperature should be monitored. If a fever is present in the employee, they will be sent home. If the employee is absent or is sent home for illness the following shall apply:

1. Employee chooses to test for Covid: If the test is positive any absences from the first day absent may be deducted from the employee's Long Term Sick Bank. If the employee does not have enough hours available to cover their absences, the employee will not be paid for the hours in deficient. Employees who test positive for Covid should isolate from work for a minimum of five days or until no fever is present.

2. Employee chooses to test for Covid: if the test is negative any absences from the first day absent will be deducted from the employee's Personal Leave Bank. If the employee does not have enough hours available to cover their absences, the employee will not be paid for the hours in deficient. Employees should return to work when no fever is present for at least 24 hours.

If an employee is exposed to Covid by a family member or other acquaintance they should attend work unless they are having symptoms of Covid. If symptoms are present, they should stay home and monitor their symptoms. If an employee is absent from work due to exposure the following will apply:

1. Employee chooses to test for Covid: If the test is positive any absences from the first day absent may be deducted from the employee's Long Term Sick Bank. If the employee does not have enough hours available to cover their absences, the employee will not be paid for the hours in deficient. Employees who test positive for Covid should isolate from work for a minimum of five days or until no fever is present.

2. Employee chooses to test for Covid: if the test is negative any absences from the first day absent will be deducted from the employee's Personal Leave Bank. If the employee does not have enough hours available to cover their absences, the

employee will not be paid for the hours in deficient. Employees should return to work when no fever is present for at least 24 hours.

If an employee chose not to test for Covid, it will be considered an absence for illness and the first five days will be deducted from Personal Leave. If you are absent for the same illness on consecutive days, beginning the sixth day of absence will be deducted from your Long-Term Sick Bank.

Sandy said she will type this up for their review.

Bingham County sent some comment sheets for upcoming hearings. The Mayor and Council reviewed these and determined the following:

1. Hampton – 3 lot subdivision on 900 East. Lot 3 has existing city water and lots 1 and 2 will have individual wells. The Mayor and Council felt this proposed development is adjacent to the city limits since it abuts the Parks Subdivision. The Board would like this subdivision built to city code since it touches the city property and falls under the Impact Area Agreement.
2. Butler Family Subdivision – 1 lot on 1500 N. The Mayor and Council has no concerns or comments.
3. Kent Carlson – rezone a portion of property around an existing portion of property already zone as C2 which is commercial. The total acreage is about 15 acres and this lies north of West Fir Street. Mayor Pascoe said there have been people contacting the city that are against this even though a large portion already is zoned as commercial. Jeff said eventually this will have to be annexed into the city if they want municipal water and sewer. Leif said we need to look at the vision and the comp plan once this is annexed into the city. Jeff said he doesn't feel this is an issue to realign the zoning. The owners are merely trying to clean up and align the property. He said when the city has a public hearing for annexation and rezone into the city is when people can be heard and give testimony to the city. The Board concurred that this is really irrelevant at this point since it exists in the county and will have to be annexed and rezoned into the city when development occurs. Sandy said there are two letters from residents opposing this rezone that was put in their packets. The Council noted these letters had been reviewed.

In regards to acquisition of the North Bingham County Park, Adam said he would like to table this issue. Adam moved, Leif seconded to table this issue until further notice. Approved unanimously.

Sandy said Justin said the most accurate cost he could get on the street lights to be installed on South Milton and North Park is \$3500 to \$4000 each. Sandy said he indicated he has talked to Rocky Mountain and established a source of power. Leif moved, Jeff seconded to approve the expenditure of \$3500 to \$4000 for each light to be installed on South Milton and North Park. Approved unanimously.

Sandy said she is currently looking for another appraiser to appraise the strip of property along the Bleak Park to sell at auction for access to another property. She said she contacted Curtis Boam's office and set up the appraisal but the work was not done due to Mr. Boam's unexpected death. Jeff and BJ will send Sandy some names to contact for appraisal.

Sandy said Justin reported that the crew has been busy plowing snow. Leif said Justin will be discussing education reimbursement for one of his employees at the

next council meeting when he is in attendance. Leif said he thinks this is a good idea and should be looked at.

Mikel said the Jazz Basketball program has started and all is going smooth. He said the heater in the pit room at the pool failed so he has purchased a new one.

Rod said he will be contacting Pacific Coast Kennels to get information on a K9 and get the process moving to purchase one. He said one of the Durango's will need to be equipped for the dog and he is getting bids for that. Rod said Officer Pacheco is attending POST currently, and Officer Ballesteros is blazing through Phase one of FTO. Rod said he is still looking for another officer and may have found one who is certified and willing to relocate here.

Jeff said he is happy to report that the formation of a Sewer District will be on the ballot on May 17, 2022. He said they are looking for funding for plant upgrades currently.

Leif expressed thanks to the city crew for all their hard work.

Adam said he is excited for the future of the Police Department. He said we have some really great people.

Mayor Pascoe said he appreciates all the crew has been doing and the police department. He said the crew has done a great job with snow removal.

Adam moved, Jeff seconded to adjourn into executive session pursuant to I.C. 74-206(1)(b) to consider evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent. A roll call vote was taken: Adam – aye, Leif – aye, Jeff – aye, and Kim – aye. Approved unanimously.

Adam moved, Leif seconded to reconvene into regular session. Approved unanimously.

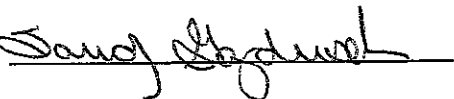
During executive session evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent.

Adjourned: 9:50 p.m.

APPROVE: _____



ATTEST: _____



**CITY OF SHELLEY
BUSINESS LICENSE
APPLICATIONS
SUBMITTED January 11, 2022
FOR 2022**

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF BUSINESS</u>
<u>SPECIALIZED LICENSES</u>		
Hidden Treasures	483 N State St	Second Hand Goods Sales
Hidden Treasures	238 S Emerson Ave	Second Hand Goods Sales
<u>GENERAL LICENSES:</u>		
<u>NEW: \$25</u>		
<u>RENEW: \$5</u>		
Blue Line Security	830 Kelley Dr.	Security Services
Edward Jones	124 S State St Suite B	Investment Services
Guerrero Lawn Mowing Services	185 W Fir St	Lawn Care Services
Porter House Inc	670 N State St #3	Technical and Engineering Services
Wood's Inc	730 S Milton Ave	Sporting Goods and Firearms Sales
Accra Machine Inc	730 S Milton Ave	Machine/Job Shop
Idaho 6 Clark RSA LP	513 N State St	Cell Tower
Idaho 6 Clark RSA LP	SW ¼ of ¼ of Sec 34	Cell Tower
Family Dollar #26982	560 S State St	Retail Sales
O'Reilly Auto Parts #4825	306 S State St	Retail-Auto parts and supplies sales
Mick's Home cooking	398 S State St	Restaurant
Rent the Event East Idaho	518 N State St #B	Party and Events Rentals
Louise M Street CPA	423 W Locust St	Accounting
Homework Landscaping	358 E Center St	Landscaping
Nine M Express LLC	155 W Fir St	Trucking Company
Elevated Life Family Chiropractic	120 N Emerson Ave	Chiropractic Office
Snake River Prospecting	252 S Holmes Ave	Sale of Gold Prospecting Equipment Jewelry and Bullets
Idaho Fun Jumps	155 W Fir St	Jump House Rentals
Sweet Life Nutrition	224 S State St	Nutrition and Weight Management Club

TOTAL LICENSES: 21

DATE	December	AMOUNT	CHECK #
12/6/2021	Centurylink	\$ 260.06	548139
12/6/2021	Comdata	\$ 637.71	548140
12/6/2021	Sparklight	\$ 239.01	548141
12/6/2021	Rod Mohler	\$ 1,987.90	548142
12/13/2021	AAA Giles	\$ 675.00	548143
12/15/2021	Alan Clark Construction	\$ 1,298.00	548144
12/15/2021	American Linen	\$ 278.62	548145
12/15/2021	Bingham News Chronicle	\$ 201.14	548146
12/15/2021	Blue Cross Of Idhao	\$ 775.68	548147
12/15/2021	Cammans MVP	\$ 250.00	548148
12/15/2021	Commercial Tire	\$ 1,036.66	548149
12/15/2021	Eastern Idhao Reg. Waterwater Autl	\$ 27,242.60	548150
12/15/2021	Everlasing Construction	\$ 654.55	548151
12/15/2021	Ferguson Waterworks	\$ 211.91	548152
12/15/2021	Fleetpride	\$ 236.88	548153
12/15/2021	Freedom Mailing	\$ 618.44	548154
12/15/2021	H-K Contractors	\$ 600.20	548155
12/15/2021	HardTimes	\$ 6,617.60	548156
12/15/2021	IAS-Envirochem	\$ 125.00	548157
12/15/2021	Idhao Falls Peterbilt	\$ 3,506.03	548158
12/15/2021	IDEACOMESCI	\$ 189.54	548159
12/15/2021	Industrial Hose	\$ 11.84	548160
12/15/2021	Intermountain Gas	\$ 398.55	548161
12/15/2021	Javelin Arms	\$ 1,814.25	548162
12/15/2021	Metroquip	\$ 4,260.72	548163
12/15/2021	Mid-American	\$ 311.39	548164
12/15/2021	O'Reilly	\$ 326.32	548165
12/15/2021	Oldcastle	\$ 1,017.00	548166
12/15/2021	PSI	\$ 19,035.48	548167
12/15/2021	Rocky Mountain Power	\$ 7,730.49	548168
12/15/2021	Salt lake Wholesale	\$ 1,013.19	548169
12/15/2021	Sams Club	\$ 218.50	548170
12/15/2021	Scaeffers	\$ 2,731.30	548171
12/15/2021	Shelley Ace	\$ 678.84	548172
12/15/2021	Smith Driscoll	\$ 7,840.50	548173
12/15/2021	Snake River Valley Irrigation	\$ 2,202.50	548174
12/15/2021	South Idaho Council Gov.	\$ 2,500.00	548175
12/15/2021	Steam Store Rocky MT.	\$ 389.60	548176
12/15/2021	Stephenson Computer Consulting	\$ 878.90	548177
12/15/2021	Txrwire Tech.	\$ 350.00	548178
12/15/2021	Uniforms 2 gear	\$ 138.99	548179
12/15/2021	Valley Office System	\$ 97.90	548180
12/15/2021	Wilbur-Ellis	\$ 2,110.62	548181
12/31/2021	A&B Trans	\$ 133.30	548182
12/31/2021	Allied Business	\$ 27.65	548183
12/31/2021	Batteries Plus	\$ 129.98	548184
12/31/2021	Bingham News Chronicle	\$ 223.50	548185
12/31/2021	MVP	\$ 350.00	548186
12/31/2021	Centurylink	\$ 244.14	548187
12/31/2021	Courtny Molina	\$ 69.22	548188
12/31/2021	Digline	\$ 52.78	548189
12/31/2021	Electrical Wholesale	\$ 792.73	548190
12/31/2021	Fleetpride	\$ 1,051.35	548191
12/31/2021	Forsgren	\$ 7,985.25	548192
12/31/2021	Garrett H Sandow	\$ 1,650.00	548193
12/31/2021	Goodle	\$ 66.00	548194
12/31/2021	Hammon Teton	\$ 32.00	548195
12/31/2021	Hard Times	\$ 351.90	548196
12/31/2021	HD Fowler	\$ 386.82	548197
12/31/2021	Home Depot	\$ 182.44	548198
12/31/2021	Honnen	\$ 128.16	548199
12/31/2021	Idaho Falls Peterbilt	\$ 69.88	548200
12/31/2021	Idaho Falls Water Assocation	\$ 120.00	548201
12/31/2021	Interstate Billing	\$ 463.22	548202
12/31/2021	Knife River	\$ 24,700.00	548203
12/31/2021	Lawson Products	\$ 116.53	548204
12/31/2021	Lumen Century Link LD	\$ 3.35	548205
12/31/2021	Manwaring Web Solutions	\$ 266.00	548206
12/31/2021	MB&H	\$ 300.00	548207
12/31/2021	Petty Cash	\$ 125.89	548208
12/31/2021	Pro Rentals and Sales	\$ 117.05	548209
12/31/2021	R&S Distributing	\$ 89.88	548210
12/31/2021	Salt Lake Wholesale Sports	\$ 634.19	548211
12/31/2021	State Insurance Find	\$ 8,305.00	548212
12/31/2021	Tadd Jenkins	\$ 124.28	548213
12/31/2021	Utility trailer	\$ 28.62	548214
12/31/2021	Valley Offcie System	\$ 100.48	548215
12/10/2021	Payroll	\$ 62,650.85	
12/23/2021	Payroll	\$ 53,972.00	
	Total	\$ 269,743.85	