CITY OF SHELLEY COUNCIL MEETING MINUTES

NOVEMBER 13, 2024

PRESENT: Mayor Stacy Pascoe (Absent)

Council Members: Kim Westergard, Jeff Kelley

Don West, and Sean Kress

Public Work Director: Justin Johnson

Police Chief: Chad Purser

Recreation Director: Mikel Anderson

City Building Inspector/Planner: Jordon Johnson

Attorney: B.J. Driscoll

City Clerk/Treasurer: Lisa Ybarra

Pledge of Allegiance: Justin Johnson

Prayer: Jeff Kelley

The meeting was opened at 7:32 p.m.

Jeff moved, Don seconded to approve the consent calendar:

Council Meeting Minutes of October 22, 2024

Building Permits:

Freedom Forever

- Solar

Rulon Jones

- Single Family

Home Pro

- Reroof

Shaun Robinson

- Deck

Rulon Jones

- Single Family

A roll call vote was taken: Jeff – aye, Don – aye, Approved unanimously.

Appointed Council Member Take Oath of Office

Lisa swore in newly appointed council member, Sean Kress. Sean took his Oath of Office and took his seat.

Gary Schwartenberger – Car Show at Shelley City Park in June 2025

Gary Schwartenberger requested to use the Shelley City Park on June 13th and 14th to hold their annual car show and swap meet. It was also requested if the fees for the event could be waived since it is a fundraiser. Gary mentioned that they had received a lot of good feedback from last year when they moved the event from Tautphaus Park to City Shelley Park and it was requested by the vendors and participants to have the event in Shelley again in 2025. They all enjoyed being here. Jeff motioned, Don seconded to waive fees and keep the \$200 Sanitation fee and the \$10 per Vendor fee. Approved unanimously.

<u>Dave Noel and Justin Johnson – Water Meter Standard Discussion</u>

Dave spoke about the water upgrade project with the replacement of lead and copper components and water meter and pits city wide. The current standardized meter based on the ordinance is an Sensus iPerl style magnetic flow meter for the residents and businesses. Dave mentioned that the Title 67 of the Idaho State

Statues provides the framework to procuring equipment for a city for public works. In that title there are options to standardize certain piece of equipment to have a lot of the same thing or having a standard gives a better ability to maintain and have spares. At the moment, in our ordinance we have two items, fire hydrants and water meters. Dave mentioned that is has been a challenge the past few years to have access to the meters that are standardized, the Sensus iPerl one inch meter and because of the challenge, the City has had to accept non standardized meter. Dave also mentioned that Public Works Department has decided that it may be a good idea to revisit the issue, if the current standardized meter is the right one. Dave and Justin reached out to three local vendors and looked at multiple kinds of meters. The meters were evaluated based on the accuracy of a and if it is adequate as well as with what is in the ordinance of the standardized one-inch meter and one-inch service line. The accuracy of the meter allows the reading to be the lowest flow going through the meter. The Sensus iPerl currently reads just over a tenth of a gallon a minute. There is another meter that reads to four-hundredth of a gallon a minute. Having a meter that can read four-hundredth of a gallon a minute allows you to capture much more of the flow that is going through the meter. One of the primary purposes of putting meters in this project is to provide the tools to the patrons to be able to monitor and manage their own water. Dave suggested changing the standard from the Sensus iPerl to the Kamstrup meter. Dave spoke about the availability on the Kamstrup meter. The Kamstrup meter has been around for 15 years but has not been manufactured in the US for that long. About 4-5 years ago, Kamstrup moved their manufacturing to Georgia and they are now manufactured in the United States. They also maintain their warehouse with about \$2 million inventory at all times which within a day or so and certainly within a couple of weeks upon ordering they can ship meters. The Sensus iPerl feel they can guarantee to ship within 8-12 weeks upon ordering. The Kamstrup meter provides different sizes of meters which would allow the City to have the same meter for residential and use a new meter for commercial or business or as meters need to be replaced. Part of the project is to have a system that allows the City Staff to automatically read the meter reading. Dave mentioned that currently in order to read the meter, someone has to be in close proximity to the meter to read it which would not be the case anymore. The data collected would automatically download to City Hall and by using the same meter for residential and business, the system would tie together and be more convenient. The Kamstrup meter is not an electric magneto or electromagnetic meter. The Kamstrup meter is a doppler style meter that works off of a sound wave that runs through the water and measures it. This capability of having this type of meter is that the sensor puts sound in the water and is listening for the sound and it's measuring the time that the sound wave goes in to time and it hears at a different sensor and that time is how it is determines the velocity. This can also distinguish through the software and programming other sounds that are consistent with leaks in the system which would approximate the location of the leaks. Justin mentioned that there are about 170 meters installed now but there are about five different types of meters. B.J. asked if the meter would be the homeowners responsibility. Dave mentioned that the project would pay for the meters and meter pit. There is an app that will allow patrons to monitor their water usage. The charge is the same if one patron uses the app or multiple patrons use the app. The app can be canceled. Kim liked the idea of the app. Don is in favor of the Kamstrup meter.

The Council would like Dave to move forward with a resolution. This item will be put on a future Council Agenda.

Consider Canceling Council Meeting November 27, 2024 and December 25, 2024 due to the Holidays

Lisa mentioned that because of the change of the Council meeting from the 2nd and 4th Tuesday of the month to the 2nd and 4th Wednesday of the month, these days are the day before Thanksgiving and on Christmas day. Kim asked if there was something that has to come down the wire, we always do a phone poll and ratify it at the next meeting. Jeff motioned, Don seconded to cancel the Council meetings for November 27, 2024 and December 25, 2024. Approved unanimously.

Ted Hendricks - Consider moving forward with the Technical Assistance Project Leif Watson, President of the Shelley Economic Business was present and spoke to the Council about moving forward with the Technical Assistance Project. Leif mentioned he was here as part of the Shelley Innovation Technology Corporation. Over the past 6-9 months the corporation has been working on getting this organization in Shelley having various meeting with different organizations and are to the point where they set their three board members that are looking for more board members throughout and have come up with their basic bylaws and rules and have applied for their 501 C Status. Leif mentioned that as a group, which consists of himself as the president, Kim and Jeff and tentatively the President or whoever is decided upon at CEI. U of I has pledged to be involved with team. Leif mentioned that having a three-legged stool versus a one or twolegged stool tens to have more success in this area. Leif mentioned that he is here tonight to ask for money. The organization has closed out the first round of funding that they had received and are now on the second round which would be them getting money to start doing design and location and phases. Leif mentioned that Ted was in Boise and talked to people from USDA and RDA that are interested in handing out money but they have to apply it and a lot of times there has to be contributions. Leif asked the Council for \$30,000 to be able to start the phases and finish the incorporation stuff which would allow them to apply for the next two grants that would total close to \$90,000 to \$100,000. Leif said that they are looking for different property around town and trying to decide if they want to do a business park where they would have the lots and sell them to businesses and have more businesses come to our town and incorporate that way or if they want to have a building. They want to look for the partnerships with CEI, U of I, ISU an of those business that not in Shelley and bring them to here. Shelley has one of the school districts without a CET program and currently it is being sourced out to another district. Jeff said that this is an aggressive project that they are working on which the payoff will be huge. One of the things that is being looked at is an innovation park that would bring a lot of businesses in the community. Don asked if the return to the City would be the revenue from the business that come in and the tax revenue that generates. Leif said the longterm goal is to get an incubation or innovation, get a building, build it out, and then it'll start to pay back and that would be put back into urban renewal. Other things that the City would be get back would be road money. B.J. asked why doesn't the market do this. If there is an interest and a benefit, why isn't

somebody else doing it. Leif mentioned that businesses have to put up the cash

up front. Having the organization do it, they can offer a discount. B.J. asked why are they asking the City to do it and not letting the Market do it. Leif responded that the Market will do it slowly and there would not be any benefits back to the City. If the organization does it, they would help business get started and help them understand how the business looks and provide a little bit of safety net. Leif mentioned that the ones that have been successful have partnered with schools. Don asked if any schools have committed, Leif said CEI previous President had committed and the New President did. Ted mentioned that there are Letters of Intent that are from higher education or Letter of Interest to help move the project which they can do certain things that the organization cannot, they can provide training opportunities and training efforts. Don asked if they (the higher education) are willing to put money towards it. Ted mentioned that the other projects he has been involved in, the funding has been 75% grant and 25% local share. Don asked if the \$30,000 request is an investment. Ted said it is an investment but there would be no return until they build a revenue generating operation. Don asked if this is something that they would come back to the City over again and ask for another \$30,000. Ted said that it would not be \$30,000, it would be more, it would be a million. This phase is to predesign, hire an architect, hire an engineer to provide predesign and cost estimates to build and to draft on what they want to do. This gets them to the stage of funding and once they are at the stage of funding, the City will invest anywhere from \$2,500,000 to \$5,000,000 depending on what the City does. Jeff mentioned that the money doesn't have to all come from the City, it could come from private and other sources. Don mentioned that they need to identify the other sources. He does not feel comfortable committing to \$30,000 with the anticipation that we're going to come back later and try to commit to more. Don mentioned that he needs to see more commitment from other resource before the City commits. Sean mentioned people in Boise that were talked to were willing to give money, buy in, assistance, grants and what that looked like before the City commits. Leif mentioned that the \$30,000 from the City would get \$90,000 in grants. Sean asked what the time frame is for the project. Leif said it would all depend on how the board and how the Council decide. Don mentioned that they have to have more commitment of other resources before we start to committing City funds. Don also mentioned once it starts where does it stop and it is not fair to the community and that they have the obligation to protect those funds for the community. Don said he understands the incubation and he's been involved in some and thinks it's a great idea but thinks there needs to be more commitment from other resources before committing city funds. Ted mentioned that the City has to be the first to commit, or the request for grants won't be considered. Sean mentioned that an educational to help, that would be something to bring to the City. Don asked how many years it would take to develop. Ted said in 2025 if not 2026 with funding. Don mentioned he would like more data and feels he does not have enough information to commit. Jeff said to table this topic to a future meeting with more information. Don also asked if there was a conflict of interest having Kim and Jeff on the board while being Council members. B.J. mentioned that he did not believe it would, as far as conflict of interest in Idaho, it's really not considered a conflict of interest unless they stand to gain a personal peculiarity benefit. Jeff motioned, Don seconded to table this topic. Approved unanimously.

New Council Business

Approval of Business License

Sean moved, Jeff seconded, to accept the approval of the business licenses for The MERC and ORM, LLC dba Tater Tot Academy. Approved unanimously.

Christmas Gifts for Employees/Volunteer Committee Members

Don moved, Jeff Seconded to approve \$35 gift cards from Broulims for Employees and \$20 gift cards and/or gifts to Volunteers also from Broulims. Approved unanimously.

Old Council Business

Heath Mitchell and Derrick Dye - Payment update/option from Fox Crossing

B.J. mentioned that Fox Crossing committing by a written agreement to pay a specific sum at a specific time. Fox Crossing has not done that. The money was for the City to reimburse the sewer ling upgrades that Heath and Derrick and their group had paid for. B.J. said they were communicating with him and they were not. Since the last Council meeting, B.J. reached out to Fox Crossing's Attorney. The initial report was that they were working on some funding, since that time he said he would give B.J. any updates. B.J. has heard that three times and would propose to the Council, if they want to do anything, that we go into an executive session which would be a more appropriate form to discuss details about how the Council would like to proceed. Kim asked if that would be something that could be done this evening. B.J. said that they can go into the Executive Session. Kim mentioned that they could call the Mayor going into the Executive Session. Don mentioned he was in favor or taking action.

Consider Amending Financial Controls Policy Resolution

The resolution was already approved by Council at the last Council Meeting. B.J. made a couple of minor changes to the language. Sean moved, Don seconded to amend the Financial Controls Policy Resolution. Approved unanimously.

Department Head Reports

Lisa mentioned that Bingham County had a Notice of Public Hearing for November 18th at 9:30 on their Title 10 Chapter 3 and Title 10 Chapter 10. TextMyGov was now live and citizens can text SHELLEY to 91896 to sign up for the new alert system. Lisa also mentioned the Holiday office hours and wanted the Councils opinion. The Thanksgiving hours would be closing at 2 p.m. the day before Thanksgiving, closed on Thanksgiving day and on Friday, the day after Thanksgiving. The Christmas hours would be closing at noon on Christmas Eve with a luncheon for the City Employees after closing and closed on Wednesday, Christmas Day. The Council agreed for the hours.

Dave gave the City the Christmas and Holiday bucket filled with treats. He mentioned that he really appreciated working with the City.

Mikel mentioned that the Jazz basketball is going on and has over 400 kids. He has been helping out in the office. Mikel also mentioned that the Mayors Youth Council has a lot of ideas and is excited for the group. B.J. said he has heard from the kids and they really like working Mikel and he is doing a great job. Kim asked to make a shout out on the Chili Cook Off. Mikel said he has about seven people

signed up and they are going to have roughly about twelve businesses that have donated for the raffle baskets. Kim mentioned to the Council members that if they haven't gone, it is the day after Thanksgiving. We light the Christmas lights, Santa and Miss Russet come on the fire truck.

Jordon mentioned that EIRSD project one should be finished up approximately by May. Project one is adding a second biological basin to add more sewer capacity out at the plant. Project one is adding approximately 1,000 ERUs.

Justin gave an update on the Fibercom work. The East side of the City should be done before Thanksgiving. The West side of the City will begin in the Spring. Parts to the Hawk light came in and has been working for 24 hours. There was a water line that broke. His crew worked about 2 a.m. to fix the line. He appreciates his guys. They will be working on the Christmas lights the next couple of weeks and be ready for the Chili Cookoff. After Thanksgiving, they will be in the shop getting plows on the trucks and having trucks serviced and ready for the winter

Chad said the Police Department is doing great. They will kick off the first task force for ITD for the fiscal year 2025. This task force will be a seatbelt task force. This will be daytime hours from November 22, 2024-November 30, 2024. Chad also wants to remind people that RVs and cars need to be moved off the streets. As soon as Snow Proclamations start, they will be towed. Chad mentioned that he is looking for volunteer drinker for a DUI wet lab.

Council Reports

Sean mentioned he was glad to be here.

Don thanked Justin and his crew for the great job on the cleanup. It's a great service to our community.

Jeff mentioned that he received about 20 calls and texts about the letter that was sent out for the service lines. He asked if there were any other letters from EPA that would go out. Dave mentioned that the letter was an example of the galvanized lines. Justin mentioned that the letter came from Pocatello DEQ and it had a due date of when it had to go out. The letter was then sent out to our Citizens. Jeff mentioned he also received about four calls from citizens that they had replaced their lines to plastic. Justin mentioned there was a survey that was sent out to our citizens that could have been filled out and sent back to us we could then update the inventory and they would have not received the letter. Dave mentioned that citizens can let us know if they have replaced their lines would help the City in the design and getting the right lines.

Kim welcomed Sean on the committee and we are excited to work with him and get know him and his family. Kim mentioned she appreciates all of the department heads.

Jeff motioned, Don seconded to go into Executive Session Idaho Code 74-206 1F. Roll call was taken, Sean – aye, Don – aye, Jeff – aye, Kim – aye.

Don motioned, Jeff seconded to come out of Executive Session and reconvene into regular session. During executive session potential litigation was discussed.

Council Meeting – November 13, 2024

Adjourned: 9:42 p.m.

APPROVE:

ATTEST: Gleanse

10/9/2024	October Bonneville County Public	\$	MOUNT 87,000.00	CHEC	5508
	Full House Production	\$	12,000.00		5508
10/8/2024	Inc Peterbilt of Utah	\$	203,488.00	D :	5508
10/15/2023	AAA Giles	\$	675.00		5509
	Advanced Diagnostics	\$	500.75		5509
10/15/2023		\$	337.75		5509
	Amber Betzer	\$	200.00		5509
		- Ψ \$			
10/15/2023	Associated Business forms & systems		308.48	 	5509
	Association of Idaho Cities	\$	2,199.80		5509
	Bingham News Chronicle	\$	96.20		5509
10/15/2023	Blue360 Media	\$	873.54		5509
10/15/2023	Centurlink	\$	84.03		5509
10/15/2023	DEX	\$	87.28		5509
	East Idaho Crime Stoppers	\$	500.00		5509
	Freedon Mailing	\$	855.42	 	5509
10/15/2023	9	- Ψ			5509
			34,897.00		
	Idhao Dept. of Environmenta Quality	\$	5,880.00		5509
	Intermountain Gas	\$	70.38		5509
10/15/2023	Jim's Trophy	\$	68.07		5509
10/15/2023	Law Engorcement policy center	\$	1,500.00		5509
10/15/2023		\$	1,709.41		5509
10/15/2023		\$	7.99		5509
	Post Register	\$	104.60		5509
	R&S Distributing	\$	288.78		5509
	Southeast Idaho Council Governments	\$	861.30		5509
10/15/2023	Speciallty Construction	\$	818.28		5509
10/15/2023	Text MY Gov	\$	2,000.00		5509
10/15/2023	2m Company	\$	77.31		5509
	Delta Dental of Idaho	\$	89.62		5509
10/30/2024		\$	1,272.00		5509
	United Heritage Life Insurance Co	\$	8.70		5509
10/30/2024		\$	125.41		5509
10/30/2024	Allied Business	\$	42.06		5509
10/30/2024	Amazon	\$	52.78		5509
10/30/2024	Centurylink	\$	310.65		5509
	Eastern Idaho Reg. Sewer Dist.	\$	81,916.80		5509
	Electrical Equipment	\$	11,499.36		5509
		\$	498.84		5509
10/30/2024					
	Forsgren Asso.	\$	33,861.98		5509
10/30/2024	H-K Contractors	\$	1,024.60		5509
10/30/2024	Home Depot	\$	79.96		5509
	IAS-Envirochem	\$	80.00		5509
	IDEASCOM-ESCI	\$	392.54		5509
		\$	1,568.92		5509
	Intermountain Bobcat			*	
	Jackson Group Peterbuilt	\$	196.99		5509
	LGG Industrial	\$	45.79		5509
10/30/2024	Lumen Century	\$	3.27		5509
	McGuire Bearing	\$	442.51		5509
10/30/2024		\$	730.90		5509
	.Petty Cash	\$	86.29		5509
	RDO Equipment	\$	232.82		5509
		\$	4,000.00		5509
	REDI for Eastern Idaho	\$	133.94		5509
	Slicemaster	·			
	Slicemaster	\$	52.06		5509
	State Insurance Fund	\$	11,397.00		5509
10/30/2024	U & I Kiwanian	\$	45.00		5509
	Valley Ready Mix	\$	414.00		5509
10/30/2024		\$	649.99	- /	5509
	2m Company	\$	17.47		5509
10/30/2024	Zin Outipany				
		<u></u>	110 744 00		
10/8/2024		\$	112,744.88		
10/25/2024	Payroll	\$	82,383.38		
	Total	\$	703,889.88		
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City of Shelley Business License Applications

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venewal Application 5	┛	Date	Name	Address	econical .	Literise	Amount	Comments
Renew	12/9/2024 12	12/31/2025	El Chuy Market	126 State St	Repr Consumption on or off promises	I	1	
! 	12/3/2024 12	12/31/2025	Blue Mule Auctions	195 CSnird Alley	Austin Leurs	geer	\$ 200.00	
	12/3/2024 12	12/31/2025	Flaxology Drinks	120 Anderson BO Ste A	Social Characters and a second characters are a second	General		
	12/6/2024 12	12/31/2025	A&B Transmission and Service Center	183 F Center St	Source Sillop	General	\$ 5.00	
Renew	12/6/2024 12	12/31/2025	Doug's Meat	907 S State St	Milotoria & Datala	General	\$ 5.00	
Renew	12/6/2024 12	12/31/2025	Ironwood Cabinets and Millwork	104 S Emerson	Cablook	General	\$ 2,00	
Renew	İ	12/31/2025	Snake River Eye Associates of Shelley	357 W Fir St	Ontomotely Office	General	1	
Renew	12/7/2024 12	12/31/2025	Custom Canvas	650 N State St #7	Chication	General		
Renew	12/7/2024 12	12/31/2025	Hair to "Dve" For	A83 N Dark Ave	rabi ication	General		
Renew	12/8/2024 12	12/31/2025	Emroldery in Design Inc	585 Flamings Ave	Fast Salon	General	Ì	
Renew	12/9/2024 12	12/31/2025	Covert Scales	103 S Spire Alley	Calor and Southern of Southern	General		
Renew		12/31/2025	El Jalisciense #3	374 C State St	Sales and service of scales	General		
Renew	12/9/2024 12	ı	Laser and Design 1.1.C	239 C Mileon	nestatrant	General	\$ 2.00	
Renew		1	Mr. Fix it of Idaho Falls II C	220 C Million	Laser	General		
Renew			Whitehouse Preschool	330 3 WILLON	Handy Man	General	\$ 5,00	
	ı	1	Date Destanting	JUUG WY FIF ST	Preschool	General	\$ 5.00	
			baton Photography	274 N Milton	Portrait Photography	General	\$ 5.00	
		12/31/2023	Do rou beauty Salon Lite	181 W Pine St	Salon	General	\$ 5.00	
	1	į	Elvated Life Family Chiropractic	120 N Emerson Ave	Chiropractic Office	General	\$ 5.00	
	ſ		Bingham Educational and Tech	414 S Park	Consulting	General	\$ 5.00	
	Ţ	ł	Lost Souls Attractions Inc	186 S State St	Haunted House/Haunted Theater	General	\$ 500	
	ı	i	Lost Souls Attractions Inc	172 S State St	Haunted House/Haunted Theater	General	2000	
٦		- 1	Look Electronic Service LLC	359 S Milton Ave	Electronic Repair	General	300	
1	Ī		KLM Photography	550 Juniper Ct	Photography	Gohom		
1	Ì	12/31/2025	Nalder Funeral Home	110 W Oak	Funeral Home	Calculate and the calculate an	00.6	
1	ļ		G-Tech Defense LLC	136 S State St	Retall Sales	Gaharal	0000	
Renew	1		Mr. Pizza	164 S State St	Restaurant	General		
1	- [Vbarra Trucking LLC	324 Shelley Ave	Long Haul Transportation	General	200	
1	1	- 1	Golf Carts Unlimited	650 N State St	Rentals	General	200	
1.	ļ		Fixxology Drinks	120 Anderson RD Ste A	Soda Shop	General	\$ 15.00	
1,	12/10/2024 12/	12/31/2025	Quiltism - Table Top Quilting	423 S Park	Long Arm Quilting	General	45.00	
1.	12/10/2024 12/	12/31/2025	Idaho Creative Resource Center DBA Lagom Longarm Quilting	423 S Park	Long Arm Quilting	General	\$ 15.00	
. '	12/5/2024 12/	12/31/2024	Ting's Cuisine	380 S Byron	Indian - Asian Menti	Backite Earl Manden		
	12/5/2024 12/	12/31/2025 1	Ting's Cuisine	380 S Byron	Indian - Asian Menu	Mobile Good Vender		
Renew	12/6/2024 12/	12/31/2025	Siems enterprises LLC	178 S Emerson Ave	Retail & Wholesale Trailer Parts-Used Gov/Willteary Surplus	Second Hand Store	30.00	