

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

JULY 09, 2025

PRESENT: Mayor Stacy Pascoe (Absent)
Council Members: Kim Westergard, Jeff Kelley,
Don West, Sean Kress
Public Work Director: Justin Johnson (Absent)
Police Chief: Chad Purser (Absent)
Recreation Director: Mikel Anderson
City Building Inspector/Planner: Jordon Johnson
Attorney: B.J. Driscoll
City Clerk/Treasurer: Lisa Ybarra

Pledge of Allegiance: Jordon Johnson
Prayer: Kim Westergard

The meeting was opened at 7:31 p.m.

Don moved; Sean seconded to approve the consent calendar:

- Approval of Council Meeting Minutes of June 25, 2025
- Approval of April Expenditures
- Approval of May Expenditures
- Approval of April Overall Budget & Treasurer's Report
- Approval of May Overall Budget & Treasurer's Report
- Approval of Building Permits
 - Hunter Yorgesen Demo
 - Derrick Dye Single Family
 - Derrick Dye Single Family
 - Mikel Anderson Fence

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

P&Z Commission Member – Consider Approval to Appoint Lauren Cardon as a P&Z Commission Member

Kim mentioned that she and Jordon had an opportunity to conduct interviews for the P&Z Commission Board. They interviewed Lauren Cardon, who stated in her interview that she would like to do more in the city. Kim said she would like to appoint Lauren to the P&Z Committee. Jeff moved, Don seconded to approve Lauren Cardon as the newest member of the P&Z Commission. All in favor, approved unanimously.

Consider Discussing and Approving Meter Pits and Hardware

Jordon said that there a lot of different styles of lids for the meter pits and different styles of grade rings. He and Justin would like to standardize on one lid and one ring so if a lid breaks, they do not have to look around and find that particular lid or ring. They would like to sole source and all supply houses can get these particular lids and rings. They would like to add these to the meter detail

and standardize these only for their list. Don believes the city should have the hardware standardized and asked Jordon if it would be a bulk rate. Jordon doesn't think it would be a bulk rate. Sean moved, Jeff seconded to add to the meter detail the two following lid types, B-5020-06 and B-5020-03 and the one ring type, B-5020-R3 to the standardized meter requirements. All in favor, approved unanimously.

Consider Motion to Reconsider Appeal of Council Decision Regarding Bryan Sargent Application for Rezone and Special Use Permits for Properties at 335 North State Street, 345 North State Street, 355 North State Street, 420 East Oak Street, and 422 East Oak Street

B.J. went over a few different options to proceed to consider motion to reconsider the appeal of council decision. A few options discussed were to reconsider the decision based on the existing record, or call for another public hearing.

B.J. asked the council to consider going into executive session under Idaho Code 74-203 (1)(f) to communicate with legal counsel for the city to discuss the legal ramifications of and legal options controversies not yet being litigated but imminently likely to be litigated. B.J. mentioned that the Council cannot make a decision during an executive session and any decisions Council would like to make would have to be done in regular session.

New Council Business

None.

Old Council Business

None.

Department Head Reports

B.J. said he had reviewed and made comment to Jordon was the agreement between the city and the Snake River Irrigation in regards to the placement of the sleeve (piping) under the canal with the current project on W. Fir. The piping has been completed and the Snake River Irrigation would like the agreement to formalize the permission given to the city to encroach in their right of way.

Lisa reminded the council of the city picnic that would be on August 14th at Pillsbury Park.

Mikel said that baseball went good and flag football signups are going on right now. He also said the pool has been doing good and they have a lot of swimming going on. There will be electrical for the washer and dryer this week or next week. Wonka will be playing Thursday night for the Movie in Park. Other than that, everything is going good on his end, business as usual.

Jordon said that building is going good. He also gave an update on Brinkman Park. The city crew is working on landscaping, sprinklers, and concrete. They are also working with Dallin Jolley on the shelter design and they hope to order it the first of next week. Jordon also mentioned that they are working on the coating issue and did not have a lot of answers but hopes to have more information for the next meeting. Jordon said that the Parks Subdivision had the curb and gutter in

yesterday and today and they hope to start asphalt next week or the following. The Wind River Subdivision is working on storm drains and they hope to start curb and gutter next week. Fox Crossing has started moving dirt and then Knife River plans to start next week on water. The intersection on Glacier and E Center will be shut down to get the water done. The West Fir project is on schedule. Jordon mentioned that both fiber companies should be done with excavation this week and get fiber pulled through the conduit

Council Reports

Jeff asked what the issue is with the sand coming up from the finished product at the tennis courts. Jordon said the type of sealant that was used for the controlled joints that the manufacturer installed instructions that called for flexible sealer and that is what the city referred back too. When the company installed it, they put a sand with a palmer in it to harden the sand which is not a product that is compatible with the coating that was put on and as the concrete cools off and heats up, it contracts and expands pushing the sand up through the top coating. Don asked Jordon if he knew what the resolution was. Jordon said by what they are being told is that it would be to go in and cut all of joints, clean the sand out, and put the correct sealer in. The plan is to try to patch right over it and because it is new and no foot traffic, the product should blend right in. Jordon said that Richardson Concrete is doing their best but the company that installed it is being difficult and if the city goes after the company, we would need to go after Richardson Concrete because they are the general contractor. Richardsons is going after the company and working on taking the next steps to take.

Kim said that on July 24th, Ana Williams who is over the Homestead Historical Park will be doing the ribbon cutting ceremony from 5:00 p.m.-8:00 p.m. and she has invited the Mayor and Council to attend.

Jeff moved, Don seconded to go into Executive Session under 74-206 (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated at 8:00 p.m. Roll call was taken, Sean – aye, Don – aye, Jeff – aye, Kim – aye.

Jeff moved, Sean seconded to come out of Executive Session and reconvene into regular session at 9:02 p.m. All in favor. Approved unanimously. During Executive Session the ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated were discussed.

Sean moved, Don seconded to deny the motion for reconsideration and appeal on the Sargent rezone and special use permit application. Roll call was taken, Sean – aye, Don – aye, Jeff – aye and commented that he would have liked to have another public hearing to hear all of the concerns, Kim – aye. Approved unanimously.

Adjourned: 9:04 p.m.

APPROVE:  ATTEST: 

Date	June	Amount	Check #
6/2/2025	Averie Clark 150.00	Void	551523
6/2/2025	Brinley Turpin	\$ 150.00	551524
6/2/2025	Comdata	\$ 465.00	551525
6/2/2025	Hadley Hudman	\$ 150.00	551526
6/2/2025	Mack Pack	\$ 150.00	551527
6/2/2025	Sparklight	\$ 288.79	551528
6/2/2025	Utah Jazz	\$ 9,727.00	551529
6/2/2025	Verizon	\$ 353.78	551530
6/2/2025	Averie Lewis	\$ 150.00	551531
6/13/2025	A&B Trans	\$ 732.92	551532
6/13/2025	A-1 Rental	\$ 196.90	551533
6/13/2025	AAA Giles	\$ 675.00	551534
6/13/2025	Adams MFG	\$ 120.00	551535
6/13/2025	Alpha Graphics	\$ 1,139.88	551536
6/13/2025	Amazon	\$ 700.91	551537
6/13/2025	American Linen	\$ 488.60	551538
6/13/2025	Mikel Anderson	\$ 90.50	551539
6/13/2025	AT&T	\$ 261.85	551540
6/13/2025	Axon Enterprise	\$ 621.00	551541
6/13/2025	Big T Recreation	\$ 2,780.00	551542
6/13/2025	Broulim's	\$ 823.20	551543
6/13/2025	Cammans MVP	\$ 534.00	551544
6/13/2025	Chad Purser	\$ 103.00	551545
6/13/2025	DEX	\$ 434.50	551546
6/13/2025	Digline	\$ 130.65	551547
6/13/2025	Eastern Idhao Reg. Sewer Dist.	\$ 83,641.04	551548
6/13/2025	Electrical Wholesale	\$ 73.62	551549
6/13/2025	Freedom Mailing	\$ 865.20	551550
6/13/2025	Garrett H Sandow	\$ 1,650.00	551551
6/13/2025	H-K Contractors	\$ 2,882.67	551552
6/13/2025	Hammon Teton	\$ 16.00	551553
6/13/2025	Hard Times	\$ 8,711.10	551554
6/13/2025	Intermountain Bobcat	\$ 1,161.08	551555
6/13/2025	Intermountain Gas	\$ 874.07	551556
6/13/2025	Jackson Group Peterbilt	\$ 2,362.06	551557
6/13/2025	Justin Johnson	\$ 460.64	551558
6/13/2025	Jeff Kelley	\$ 434.64	551559
6/13/2025	Kim Westergard	\$ 434.64	551560
6/13/2025	Matt Ball	\$ 288.11	551561
6/13/2025	O'Reilly	\$ 107.48	551562
6/13/2025	Pacific Steel	\$ 42.63	551563
6/13/2025	Paramount Supply	\$ 156.44	551564
6/13/2025	Stacy Pascoe	\$ 434.64	551565
6/13/2025	Pety Cash	\$ 90.23	551566
6/13/2025	Proforce Law Enforcement	\$ 789.41	551567
6/13/2025	PSI	\$ 19,538.79	551568
6/13/2025	Qualification Targets	\$ 192.75	551569
6/13/2025	Robyn Longhurst	\$ 1,863.22	551570
6/13/2025	Sams Club	\$ 1,971.10	551571
6/13/2025	Shelley Ace	\$ 5,791.77	551572
6/13/2025	Shelley Auto	\$ 47.69	551573
6/13/2025	Shelley Veterinary Hospital	\$ 204.15	551574
6/13/2025	Smith Driscoll & asso.	\$ 1,386.50	551575
6/13/2025	Specialty Construction	\$ 2,205.00	551576
6/13/2025	Stephen Computer Consulting	\$ 141.52	551577
6/13/2025	The Radar Shop	\$ 1,092.00	551578
6/13/2025	The Tint Shop	\$ 300.00	551579
6/13/2025	Uline	\$ 1,612.69	551580
6/13/2025	Uniforms 2 Gear	\$ 360.00	551581
6/13/2025	United Educaton dba sage (1560.00)	VOID	551582
6/13/2025	Vincent Wray	\$ 60.00	551583
6/13/2025	Lisa Ybarra	\$ 535.08	551584
6/30/2025	2m Company	\$ 415.05	551585
6/20/2025	International Education Corp.	\$ 1,560.00	551586
6/20/2025	Rocky Mountain Power	\$ 14,768.23	551587
6/20/2025	Delta Dental	\$ 89.62	551588
6/30/2025	Ill-A Trust	\$ 2,454.00	551589
6/30/2025	United Heritage Life Ins.	\$ 8.70	551590
6/30/2025	Unun Life Ins.	\$ 9.40	551591
6/30/2025	Allied Business	\$ 42.06	551592
6/30/2025	Amazon	\$ 623.11	551593
6/30/2025	Aquatich Pool & Spa	\$ 2,672.00	551594
6/30/2025	Association of Idaho Cities	\$ 45.00	551595
6/30/2025	Centurylink	\$ 355.64	551596
6/30/2025	DEX	\$ 13.31	551597
6/30/2025	Electrical Wholesale	\$ 304.00	551598
6/30/2025	Ferguson Waterworks	\$ 1,223.16	551599
6/30/2025	Garrett H Sandow	\$ 1,650.00	551600
6/30/2025	Gary Dobson	\$ 2,600.00	551601
6/30/2025	H-K Contractors	\$ 308.17	551602
6/30/2025	Home Depot	\$ 8.40	551603
6/30/2025	H2O Biogron	\$ 1,020.00	551604
6/30/2025	Idaho Rual Water Asso.	\$ 685.00	551605
6/30/2025	IDEACOMESCI	\$ 785.08	551606
6/30/2025	Jessica Foster	\$ 50.00	551607
6/30/2025	Lumen Century Link	\$ 3.72	551608
6/30/2025	Mathews Plumbing	\$ 442.00	551609
6/30/2025	McGuire Bearing	\$ 32.26	551610
6/30/2025	Pacific Steel	\$ 22.53	551611
6/30/2025	R&S Distributing	\$ 234.48	551612
6/30/2025	Sparklight	\$ 288.79	551613
6/30/2025	Verizon	\$ 424.19	551614
6/30/2025	2m Company	\$ 98.50	551615
6/30/2025	Bingham County Vehicle Reg.	\$ 105.65	551616
6/6/2025	PAYROLL	\$ 89,544.07	
6/16/2025	PAYROLL	\$ 110,393.55	
	Total	\$ 397,325.11	