

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

OCTOBER 27, 2015

PRESENT: Mayor Stacy Pascoe
Council Members: Earl Beattie, Jeff Kelley, Kim Westergard, and Adam French
Police Chief: Rod Mohler
Public Wks Dir.: Chuck Lloyd
Recreation Dir.: Dawn Lloyd
City Clerk/Treasurer: Sandy Gaydusek
City Attorney: BJ Driscoll (absent)

PLEDGE OF ALLEGIANCE: Rod Mohler

PRAYER: Adam French

Mayor Pascoe called the meeting to order at 7:32 p.m.

Mayor Pascoe amended the agenda to include the name of Kyle Jensen regarding consideration of an outside water connection request.

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

Minutes of October 13, 2015

Approval of September Expenditures

Approval of September Overall Budget & Treasurer's Report

Building Permits:

Jessica Wood - fence

Jay Morgan - re-roof

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

Mayor Pascoe turned the time over to Kathleen Lewis with SICOG to conduct a public hearing regarding the adoption of the City of Shelley updated Comprehensive Plan. She said this new plan will cover from 2015 through 2025. She said this plan has been being updated the past several years, and several public comment meetings have been held. She said this is a ten year plan, but the city should review the plan at least every five years. Ms. Lewis said the plan follows state requirements including land use, transportation, housing, services, parks, economic development, etc. Ms. Lewis said the Planning and Zoning Board held a public hearing last month, and recommended approval to the City Council. She said all hearings have been advertised and the proposed Comprehensive Plan has been made available to the public. Mayor Pascoe asked if there was anyone in attendance who would like to give public testimony regarding this issue. There was no public testimony and the Mayor closed the hearing. Jeff moved, Earl seconded to adopt the Comprehensive Plan as presented by Kathleen Lewis.
Approved unanimously.

Ryan Miles addressed the Mayor and Council to request permission to access city water outside the city limits at Lot 1 and 2 of Block 2 of the Willow Estates Subdivision, 912 E. 1240 N. Shelley. This is an approved plat in Bingham County which city water was approved at the time of the platting. Mr. Miles said they are building a home on two lots of the subdivision. He said one lot is unbuildable and the home will sit in the middle of the two lots, however they will only need one connection to the city line. Mr. Miles said he understands that he will need to pay the connection fees, purchase a meter and meter vault, must sign an outside water user agreement, and consent to annexation. Adam moved, Earl seconded to approve a connection of Lot 1 and 2 of Block 2 of the Willow Estates Subdivision once fees and agreements have been finalized. Approved unanimously.

Kyle Jensen addressed the Mayor and Council to request permission to access city water outside the city limits at Lot 3 of Block 1 of the Willow Estates Subdivision, 908 E. 1240 N. Shelley. This is an approved plat in Bingham County which city water was approved at the time of the platting. Mr. Jensen said he understands that he will need to pay the connection fees, purchase a meter and meter vault, must sign an outside water user agreement, and consent to annexation. Adam moved, Earl seconded to approve a connection of Lot 3 of Block 1 of the Willow Estates Subdivision once fees and agreements have been finalized. Approved unanimously.

Kim moved, Adam seconded to approve a business license for Maria Carrillo, Novedades A&K at 169 S. Emerson Avenue for Retail Sales. Also a business license for Sharon Dial, Rent the Event EIUC at 518 N. State #B for wedding sales. Approved unanimously.

Dave Noel discussed a DEQ grant application to apply for SRF grant money to amend the City Water Facility Planning Study. He said the cost is \$60,000 and the grant match is \$30,000. He said the city portion is being paid with Shelley Urban Renewal funds. Dave said the existing study will be updated to allow the city to ask for low interest loans or grant money. Jeff moved, Kim seconded to approve the submittal and execution of the application for the Drinking Water Planning Grant. Approved unanimously. Earl moved, Adam seconded to adopt the Authoring Resolution for the Drinking Water Planning Grant. Approved unanimously. Earl moved Jeff seconded to approve the engineering contract in the amount of \$60,000 for the City Water Facility Planning Study. Approved unanimously.

Rod said he needs to hire a new officer to fill the vacancy left by Mark Evans. He said he would also like to amend the personnel policy to change the probationary period for new employees from six months to twelve months. Rod discussed the advantages of changing the probationary period to twelve months, and said it could be done city wide or just in the police department. He said they could evaluate the employee at six months which would still leave them eligible for the merit raise, and then have an annual evaluation for another merit increase just as it is being done now. Jeff said he want to review this further for the entire city, but felt it should be done in the Police Department. Earl moved, Adam seconded

to extend the probationary period for police department new employees to one year. Approved unanimously.

Rod said he would like to hire Stephanie Morgan as the new police officer. He said she has been a dispatcher for seven years. Rod said he received four applications for this position, and three have either taken a position elsewhere or withdrew their application because they needed higher pay than the city could offer. Rod felt Ms. Morgan is qualified and the best candidate to do the job. Earl moved, Jeff seconded to hire Stephanie Morgan at the entry level wage with a one year probationary period conditional upon all testing, background, psychological, etc. being passed. Approved unanimously.

Sandy presented two documents she received from Bingham County. The first is to review a rezoning request for Lawrence Putnam in Hallmark Estates. They are requesting to split their lot and rezone it from Agricultural to Residential Agricultural. Also, there is a preliminary short plat for Ruby Hanft. The Council has no concerns or comments on either of these matters.

Jeff said an appraiser needs to be hired to place a value on two easements and a right-of-way for the TIF for Golden Valley Natural. He said he and Tom Marshall have been working on the Development Agreement with GVN, and they need the values to be included in the TIF. He said they have not gone over the TIF limit, and there may be additional funds to get to the limit of \$1,070,000. Jeff said he is working with Dave and BJ to put the Development Agreement together. Jeff said he would like to recommend Thompson and Associates in Idaho Falls, be hired and the appraisal should cost between \$3000 to \$5000. Jeff moved, Kim seconded to hire Thompson and Associates to appraise these three items. Approved unanimously.

Jeff said he and the Mayor met with B&S Engineering to talk about the city pool. He said he spoke with personnel from BYU Idaho, the City of Ammon, and John Millar of Rexburg regarding pool boilers. He said two of those recommended B&S Engineering. Jeff said B&S looked at the pool, and feels there is a problem with the way the boiler was plumbed. He said the type and size is appropriate for our pool, but the ventilation and exchange are not. The Council feels this problem needs to be fixed before putting in a different boiler. Jeff said he also recommended no chemicals be stored in the same room as the boiler during the summertime. Mayor Pascoe said B&S Boiler is willing to maintain our boiler which includes cleaning and season shut down. B&S will get back to the city regarding the cost to fix the ventilation and exchange. Jeff suggested that we have a pool designer review our pool to look at what needs to be done to repair the pool before we have the expense of the boiler. He said we need to look at the structure of the pool.

Mayor Pascoe introduced Scott Williams as the new Recreation Director.

Mayor Pascoe said BJ was excused from the meeting tonight.

Sandy said there is a Legislative meeting in Pocatello at the Clarion Hotel on December 15, 2015. She will send reminders to everyone.

Sandy presented some documents that BJ sent to her regarding the Nielsen accreted property issue for the Mayor and Council to review.

Sandy said Carol Meina called to bring the city's attention to a dangerous cross walk on Fir Street. She said the crosswalk in front of the High School does not have much overhead lighting. She said there is no crosswalk sign, and when a sporting event is over there is a lot of traffic and you cannot see people crossing in the crosswalk. Jeff said he feels we need to get another crosswalk sign put up, and then paint bars on the street coming up to the crosswalk to make them more noticeable. Chuck said we will need to wait to paint the crosswalks until spring.

Dawn said Scott is catching on fast, and she is excited for him, and to be working with him. She said flag football is over.

Chuck said the street lights that were out on the north end of the city have been fixed. He said a boring company doing a job took out the lights a few weeks ago.

Rod said he will be passing out Halloween candy with the Fire Department at the Fire Station on Halloween night.

Kim said there was a Park Committee meeting held last night. She said they talked about the size and possible location of the proposed park. Kim said they also discussed the advantages of a Recreation District, however it will not be associated with STAARC. Kim said there will be another meeting again at City Hall on November 16, 2015, at 6:30 p.m.

Jeff welcomed Scott as a new employee to the city.

Earl welcomed Scott and said he also hates to see Dawn leave. He expressed thanks to Chuck and the crew for their Fall Clean Up efforts. Earl said he has had several citizens' commend the city on spring and fall clean up that the city provides. Earl thanked Chief Mohler; he said the citizens appreciate the job the police department is doing.

Mayor Pascoe said he had had positive comments about the City's Clean Up program. He thanked Chuck and his crew.

Mayor Pascoe said the contract with Garrett Sandow, the Prosecuting Attorney is up. He said he spoke with Mr. Sandow and renegotiated the fee from \$1450 to \$1650 monthly. Rod said Mr. Sandow is great to work with, and he is pleased with his performance for the city. Earl moved, Jeff seconded to approve the agreement with Mr. Sandow increasing his monthly rate to \$1650. Approved unanimously. This will be ratified at the next meeting.

Mayor Pascoe said he has had people state the Welcome signs coming into the city, need replaced. He said he had gotten a bid of \$316 for each sign to be replaced. He said it is \$80 to touch up the paint on the poles if needed. Sandy said this item has been budgeted for. The Council felt we should proceed with the signs being replaced.

Mayor Pascoe said he would not be able to attend the Council meeting on November 24th. Earl, Adam and Sandy were also not available. The Council determined this meeting would be cancelled. Sandy said she will post the cancellation and advertise it in the newspaper.

Adjourned: 8:53 p.m.

APPROVE:  ATTEST: 

<u>DATE</u>	<u>October CLAIMS</u>	<u>AMOUNT</u>	<u>CHECK #</u>
20-Oct-15	Association of Idaho Cities	1,753.00	49075
20-Oct-15	Dept. of Environmental Quality	5,304.00	49076
20-Oct-15	Eastern Idaho Regional Wastewater Auth.	18,163.52	49077
20-Oct-15	Emmeli Udy	40.00	49078
20-Oct-15	ICRMP	18,392.50	49079
20-Oct-15	Idaho Rural Water Association	510.00	49080
20-Oct-15	International Cose Council Inc.	135.00	49081
20-Oct-15	International Inst. Of Municipal Clerks	155.00	49082
20-Oct-15	Jeff Hintze	40.00	49083
20-Oct-15	MCCI	880.00	49084
20-Oct-15	Shelley Police Reserve Fund	500.00	49085
20-Oct-15	Southeast Idaho Council Governments	793.62	49086
31-Oct-15	Petty Cash	65.75	49087
31-Oct-15	U.S. Post Office	586.25	49088
31-Oct-15	A&B Transmission	288.42	49089
31-Oct-15	AAA Giles Cleaning and Restoration	675.00	49090
31-Oct-15	Advanced Diagnostics	245.00	49091
31-Oct-15	Bonneville County Solid Waste	9,606.80	49092
31-Oct-15	Broulim's	33.02	49093
31-Oct-15	Cable One	186.50	49094
31-Oct-15	Centurylink	224.34	49095
31-Oct-15	David Hadley	29.19	49096
31-Oct-15	Dee Polley	75.00	49097
31-Oct-15	Eden Valley Food & Firearms	1,920.00	49098
31-Oct-15	First Responders	174.75	49099
31-Oct-15	Forrest Nulph	21.18	49100
31-Oct-15	Garrett Sandow	3,100.00	49101
31-Oct-15	H-K Contractors	295.20	49102
31-Oct-15	HD Supply Waterworks	25.07	49103
31-Oct-15	Home Depot	47.93	49104
31-Oct-15	Honnen Equipment of Utah/Idaho	3.10	49105
31-Oct-15	Idaho Business Systems	36.00	49106
31-Oct-15	Idaho Falls Peterbuilt	589.52	49107
31-Oct-15	Idaho Traffic Safety	3,507.50	49108
31-Oct-15	Ideacom Esci	190.74	49109
31-Oct-15	Intermountain Gas Co	70.27	49110
31-Oct-15	King's	16.60	49111
31-Oct-15	Dawn Lloyd	187.53	49112
31-Oct-15	Mission Communications	347.40	49113
31-Oct-15	Rod Mohler	140.00	49114
31-Oct-15	Phillips 66 Co.	1,541.00	49115
31-Oct-15	Phyllis Lambeth	26.77	49116
31-Oct-15	Post Falls Police Department	150.00	49117
31-Oct-15	R&S Ditrubuting	47.68	49118
31-Oct-15	Shelley Ace Hardware	362.45	49119
31-Oct-15	Shelley Kiwanis Club	620.00	49120
31-Oct-15	Stacie Bracken	54.39	49121
31-Oct-15	State Insurance Fund	4,228.00	49122
31-Oct-15	Steel Design	210.60	49123
31-Oct-15	Thelma Robinson	15.89	49124
31-Oct-15	United States Welding	151.06	49125
31-Oct-15	Valley Office System	49.50	49126
31-Oct-15	Waldo Hamilton	37.00	49127
9-Oct-15	City of Shelley Payroll	47,609.43	
23-Oct-15	City of Shelley Payroll	49,649.57	
	Total	174,108.04	