

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

JANUARY 09, 2024

PRESENT: Mayor Stacy Pascoe

Council Members: Kim Westergard, Jeff Kelley, Adam French, Leif Watson.

Don West, Dallin Jolley were sworn in as Council Members and took their seats.

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

PLEDGE OF ALLEGIANCE: Mikel Anderson

PRAYER: BJ Driscoll

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

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

Approval of the Minutes of Council Meeting on December 12, 2023

Approval of November and December Expenditures

Approval of November and December Overall Budget & Treasurer's Rpt.

Building Permits:

none

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

Approved unanimously.

Oath of Office

Newly elected Council members, Dallin Jolley and Don West took their oath of office. They then took their seats at the Council table.

SICOG – Amanda Collins/Environmental Review & Combined Notice for Tennis Court Project

Amanda Collins, SICOG joined the meeting via Zoom. Amanda said the Brinkman Park Tennis Court Project environmental review goes out for a sixteen-day comment period from the publication date. She said once that comment period is over it then goes to the Idaho Department of Commerce for a sixteen-day comment period. Amanda said during this time the Committee will be working to get the bid documents prepared. Jeff moved, Kim seconded to approve the environmental review and the combined public notice. Approved unanimously.

Fox Crossing – Amend Final Plat

Mayor Pascoe explained that the final plat for Division 1 of the Fox Crossing Subdivision is up for consideration to amend the plat by reducing the number of streets from two to one which also reduces the number of lots. Mike Hicks said EIRSD is requiring all ERU's to be paid before the final plat is approved, and are reluctant to obligate that many ERU's until the improvements have been done at the plant. Mr. Hicks said everything is the same on the plat as the first final plat submittal except there will be less lots. The Planning and Zoning Commission considered this amendment and recommend approval. Dallin asked about the

Development Agreement. The agreement was not ready to be presented quite yet. Jeff moved, Kim second to approval the amended final plat as presented. Approved unanimously.

Mike Hicks – Development Agreement for Fox Crossing

Mr. Hicks said there are two changes to the original Development Agreement that was presented. The original DA limited the number of permits issued to 75 annually. He said with the change to paying for ERU's in advance he feels they should be able to build once the ERU is paid for. He would like to carry over whatever is left from the 75 per year. He said another change is the owner occupancy. He said loans are different now he would like to be able to rent instead of having the home owner occupied for ten years. He said the home values haven't changed in two years. He said life happens and if the owners have a job loss, then the homes may go into foreclosure if they are not allowed to rent the property. He said he would like to change the owner occupancy to 30%. Mr. Hicks said the Idaho Housing Agency said cities and counties do not have the right to prohibit renting homes. Jordon asked about the retention ponds and when they would be built as well as the booster pump installed. Mr. Hicks said both will be built during Division 1, and the Booster pump would be installed during Division 2 or 3. Jordon asked about the improvements that will be done to Center Street. Mr. Hicks said they would be done in the spring of 2025. Jordon asked about the installation of the fence on the right-of-way line. Mr. Hicks said they have looked at that and their intention is to make sure there are good sight lines. He said maybe they should talk about this further and see if the ordinance could be amended. Jordon said the P&Z commission did look at that and decided to keep the ordinance as is. Jordon asked about the pressure reducing valve that will be needed to be shown on the improvement drawings. Also, Jordon stated the home should initially be owner occupied. Mr. Hicks again stated that the Home Owners Association have stated that cities and counties should not be involved in this.

Broulims – Amend Fireworks Ordinance

There was not a representative in attendance from Broulims. Sandy said they would like to request an amendment to the city code to allow the sale of fireworks to celebrate New Years. Currently the ordinance only provides for the sale of fireworks for the 4th of July celebration. Sandy said I.C. 39-2606 allows sales of fireworks from December 26th to January 1st but allows the cities to extend that period by five days similar to the 4th of July. Kim said she supports this request and would like to extend it by five days. The council determined the code should be amended to allow fireworks sales December 21st through January 1st. Dallin moved, Kim seconded to amend city code 6-2-7 to allow the sale of fireworks for New Years. Approved unanimously. BJ will create the ordinance to be considered at the next council meeting.

Council Assignments

Mayor Pascoe made the following council assignments:

Kim Westergard will be over the Public Works, Building Inspector, City Engineer and the Planning and Zoning Commission.

Don West will be over the Police Department, City Attorney and School liaison.

Dallin Jolley will be over the Parks and Recreation Department, Tree Committee, SICOG and MYAC.

Jeff Kelley will be over the City Hall Office, URA/Economic Development, Senior Citizen Center, and EIRSD.

Elect Council President

Jeff moved, Don seconded to nominate Kim Westergard as Council President. Approved unanimously.

Business Licenses

Kim moved, Jeff seconded to approve all General Business licenses as stated on the attached list for 2024. Approved unanimously.

Kim moved, Jeff seconded to approve second hand store business licenses for 2024 for: Hidden Treasures 1, 2, and 3. Approved unanimously.

Discuss City Owned Property

Sandy said she found a file regarding the nine feet of property on West Pine Street that was deeded to the city. She said many years ago Paul Clayson purchased the nine feet of property from Bingham County. Sandy said she assumed it was a sliver left after an annexation where the legal description may not have quite abutted. Then the city placed an LID on West Pine Street for improvements to be made. Each property owner is required to pay an assessment annually and is assessed by front footage. Mr. Clayson deeded the nine feet of property to the city in lieu of paying the LID assessment. Sandy said the city does own the property and it was never intended to be used for an alley. If the city intends to sell it, they must follow Idaho Code and have it appraised, hold a public hearing and take bids. The Council instructed Sandy to notify the property owners who are interested in the property.

Discuss Legal Description for Potential Annexation

Sandy said the engineers are preparing a legal description for the annexation of the Frongner, Murphy and Boye property. She asked if the city wants to include the railroad and the highway. The council asked Dave for a list of pros and cons of including them.

Pay Request #1 for Development Service for Water Improvement Project

Sandy said she received an invoice for development services for the water improvement project from Full House Productions/Ted Hendricks in the amount of \$15,000. This leaves a balance of \$2,500 on this contract. Dave updated the Council on the progress that Ted Hendricks has made on this project with Rural Development and CDBG grants. He said Ted has been putting together the applications for each of the grant/loans as well as the Letters of Interest for the SRF loans. Dave said the State has come up with some funding for the lead and copper projects and Ted is putting together a Letter of Interest for that also. Sandy said Ted has been very busy working on this project. Dallin asked how it is determined what the cost will be on these projects. The Mayor explained a contract was submitted with the scope of work and cost and that contract has already been approved. Dallin said he understood that but would like to review the contract to understand more. Kim moved, Jeff seconded to approve Pay Request #1 in the amount of \$15,000 for Full House Projections. Approved unanimously.

Department Head Reports

BJ said he has sent the quit claim deed to the Crofts attorney for review on the lot that is being deeded by the Mr. Crofts so he can develop a park. He said this is under review and he is waiting for word back from their attorney.

Sandy said Bingham County has sent notice of a Public Hearing to consider a zoning and comprehensive plan amendment at 905 N 550 E. Firth. This would rezone property from Agricultural to Residential Agricultural. Also, there is a hearing to consider a setback change from a water way structure at 1573 N. 885 E. No comments were given.

Sandy said the AIC Conference being held in Boise is scheduled for June 19th through June 21st this year. She asked everyone to consider if they are planning to attend so she can get room reservations.

Mikel said Basketball has started and going very well. He congratulated our new officials.

Dave Noel, Forsgren congratulated the new council members and invited Kim to attend the planning meeting which is held the first Wednesday of every month at noon at City Hall.

Jordon said everything is going well in his department. He congratulated the new Council members as well. Jordon said he will be gone January 22nd through January 25th for training in Boise.

Justin said the Hawk light parts have come in. He said the light is supposed to be fixed on Friday so it should be working soon. Justin said the school pedestrian lights have been installed by Sunrise, but they are still working on the lights at Stuart and the High School.

Justin said the grate has been installed on the walking path near the irrigation ditch.

Justin said Dallin Penney is working towards obtaining his CDL. He has passed the written portion and now is working on driving. He said Ascencion is currently working on the written portion.

Justin said the snow proclamation was issued today and they will begin plowing early in the morning. He thanked Leif and Adam for their service, and congratulated the new council members.

Chad also thanked Leif and Adam and congratulated the new council members. He said both of the new employees are at ISU for POST. He said the other new officer is currently completing FTO.

Chad said Corporal Dannehl just finished training to be a fire arms instructor so he will now be able to train in house. He said they just finished a DUI task force as well.

Council Reports

Jeff welcomed the new council members to the board. He said he has come up with five citizens to be consider for the Excellence award he discussed at the last meeting. He said he would like the award to be called the Mayor of Shelley's Excellence Award. The council concurred. He said he will proceed with this project.

Kim said thanked Adam and Leif for their service to the community. She thanked Justin and his crew for the work they do all over the city. She said Mikel is great, and it was nice to see the police departments support for Adam. Kim said she is excited to work with Dallin and Don.

Mayor Pascoe said thanked Adam and Leif and said he is excited for the new Council members. He said he appreciates Justin's crew and told Lisa, who was in attendance how great the City Hall staff is.

Adjourned: 8:50 p.m.

APPROVE:  ATTEST: 

City of Shelley

Business License Applications

New Application/ Renewal Application	Date Submitted	Expire Date	Business Name	Address	Business Type	License Type	Amount	Comments
Renewal	12/13/2023	12/31/2024	Subway	552 N State St	Restaurant	General	\$ 5.00	
Renewal	12/22/2023	12/31/2024	Notforgotten Gifts & Collectibles	404 S Byron Ave	Home Craft	General	\$ 5.00	
Renewal	12/22/2023	12/31/2024	ABC Supply Co, Inc	570 N State St	Wholesale distribution of building materials	General	\$ 5.00	
Renewal	12/28/2023	12/31/2024	Snake River Prospecting	252 S Holmes Ave	Gold Prospecting Equipment, Silver, Jewelry	General	\$ 5.00	
Renewal	12/28/2023	12/31/2024	Basic American Inc	434 S Emerson	Manufacturing/Agricultural	General	\$ 5.00	
Renewal	12/29/2023	12/31/2024	Guerrero Lawnmowing	185 W Fir St	Lawnmowing Services	General	\$ 5.00	
Renewal	1/3/2024	12/31/2024	The Paw Spa	104 S Emerson	Dog Grooming	General	\$ 5.00	
Renewal	1/9/2024	12/31/2024	Shelley Veterinary Hospital	614 N State St	Veterinary Medicine	General	\$ 5.00	
Renewal	12/28/2023	12/31/2024	Hidden Treasures - Second Location	483 N State St	Retail	Secondhand	\$ 30.00	
Renewal	12/28/2023	12/31/2024	Hidden Treasures - Hot Tub Store	201 W Pine	Retail	Secondhand	\$ 30.00	
Renewal	12/28/2023	12/31/2024	Hidden Treasures - Main Location	238 S Emerson	Retail	Secondhand	\$ 30.00	