

CITY OF SHELLEY  
COUNCIL MEETING  
MINUTES

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MARCH 14, 2017

PRESENT: Mayor Stacy Pascoe

Council Members: Earl Beattie, Jeff Kelley, Kim Westergard, and Adam French

Police Chief: Rod Mohler

Public Wks Dir.: Justin Johnson

Recreation Dir.: Mikel Anderson

City Clerk/Treasurer: Sandy Gaydusek

City Attorney: BJ Driscoll

PLEDGE OF ALLEGIANCE: Rod Mohler

PRAYER: Adam French

Mayor Pascoe opened the meeting at 7:33 p.m.

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

Minutes of February 28, 2017

Minutes of the Work Meeting February 15, 2017

Minutes of the Work Meeting January 24, 2017

Building Permits:

Kathy Weist - handicap ramp

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

Mayor Pascoe opened the discussed regarding the Sunset Vista Subdivision. Sandy said she received a letter from Dave Noel stating he has reviewed the final plat and it meets all of the city requirements. She said Dave reviewed the Development Agreement, but only the sections that were addressed in the approval letter dated February 28, 2017 that he has submitted. BJ said he wants to clean up the language in the Development Agreement. He said there should be no substantial changes, but the language needs to be cleaned up. He said he would like to discuss the language with Mr. Christensen and the city staff. Sandy said Mr. Christensen has also requested a will serve letter for the Development. BJ asked the Mayor and Council to review the Development Agreement before the next meeting. Jeff asked about Ash Street, and how it will be handled in regards to the Development Agreement. BJ said the agreement to develop Ash Street could be part of the Development Agreement. Jeff said he would like to propose that the city provide the supplies to run the sewer line down Sunset Circle to avoid placing the sewer line between lots three and four, etc. He said the city will provide the supplies to the site and the Developer will install the sewer line running down Sunset Circle to Ash Street which will allow those people currently on septic systems to have municipal sewer to access when their septic system fails. Jeff moved, Earl seconded that the city will provide the supplies

including the sewer pipe and three manholes to run the sewer line from Sunset Circle to Ash Street to the lift station, and the Developer will install the line and the manholes. Approved unanimously.

Jeff said he would like to re-do the existing sewer line on Ash Street from Park Avenue down to just East of Mr. Robert Johnson's home. He said the city would upgrade the line from concrete to poly pipe. He said the city will supply and install this line. Jeff said this could be done prior to finishing Ash Street. He said the rough estimate for this work is about \$4000 plus the cost of a manhole. Jeff moved, Adam seconded that the city will expend the funds to re-do the sewer line on Park Avenue running down to Ash Street including one manhole. Approved unanimously.

BJ said in regards to the variances listed in the Development Agreement, the Planning and Zoning Commission should have the final say, but after further discussion the ordinance allows the council to make the decision in regards to subdivisions. Jeff moved, Earl seconded to waive the requirement for a sidewalk running along the Basic American Foods property along the north end of the subdivision due to the power and telephone lines that are in the way and would be very costly to move. Approved unanimously.

Jeff discussed the sidewalk that should be constructed in front of the Travis Christensen property. He said there is only a 50 foot right-of-way. Bryce Jolley said Mr. Christensen is willing to sign an express permanent easement of 4 ½ feet for the sidewalk for a pedestrian right-of-way. Brent Christensen said he will provide the city with the easement.

Jeff moved, Kim seconded to approve a will serve letter for Division One of the Sunset Vista Subdivision. Approved unanimously.

Jeff moved, Kim seconded to approve the final plat for Division One of the Sunset Vista Subdivision. Approved unanimously.

BJ said he will work on the Development Agreement so it could be approved at the next council meeting.

Jeff said in regards to the completion of the subdivision; how do we handle any bonding requirements. Bryce Jolley said under the city ordinances, Mr. Christensen cannot sell any lots until the plat has been recorded, and he can't record the plat until the improvements have been constructed and accepted by the city. That should cover any need for bonding. Jeff said he would like to allow the Developer to sell lots prior to the improvements being done, but no certificate of occupancy will be given to any contractor until the improvements are done. Both the Contractor and the Developer will be required to have notarized statements stating they understand this requirement. The Council discussed this and felt it would be okay to proceed in this manner. BJ said this should be added to the Development Agreement if construction will be allowed prior to recording the plat.

Kim moved, Adam seconded to approve the following business licenses for 2017:

|                          |                     |
|--------------------------|---------------------|
| Richardson Concrete Inc. | 494 E. Center St.   |
| T&C Storage              | 128 E. Maple St.    |
| Hidden Treasures         | 238 S. Emerson Ave. |
| Hidden Treasures         | 428 N. State St.    |

Approved unanimously.

Mikel said the slide for the pool has been ordered; it will cost about \$5000. He said the company will install the slide which is included in the cost. Mikel said there are still some funds left in the budget which could be used for smaller toys. He said he will discuss this further with Pam.

Mikel discussed the Family Fitness Fun Day he intends to hold sometime in June. He said he went to some of the gyms in the area, but none are willing to donate equipment or borrow their equipment out. Mikel said there is some equipment that has been donated by other means, but he would still like to purchase more equipment that is needed. He said he will still need about \$1000 to purchase the remaining equipment he needs. Kim moved, Earl seconded to expend \$1000 to fund this program. Approved unanimously.

Sandy said pursuant to Idaho Code, she must notify the County Clerk of when the city's Budget Hearing will be held by April 30<sup>th</sup>. She recommended that the hearing be held September 5, 2017. Adam moved, Kim seconded to hold the 2017-2018 fiscal year Budget Hearing on September 5, 2017 at 6:00 p.m. Approved unanimously.

Adam, Kim seconded to accept the Mayor's Proclamation proclaiming May 20<sup>th</sup> as Kids to Parks Day. Approved unanimously.

Sandy asked who plans on attending the AIC Conference in Boise June 21<sup>st</sup> through June 23<sup>rd</sup>. The Mayor, Council and all Department Heads are planning to attend. Sandy will make the necessary arrangements.

Sandy presented two comment sheets that Bingham County had sent in regards to DC Farm's application for a CUP to transfer division rights, and Izac Hilliam's application for a machine shop in an Agriculture Zone. The Mayor and Council had no concerns or comments on either matter.

Mikel discussed the Recreation Program and the ability to waive the fee for one child if a parent chooses to coach. He said this helps him with finding residents who are willing to coach. Kim moved, Adam seconded to allow the fee for one child in a household of a parent willing to coach to have the program fee waived. Approved unanimously.

Chief Mohler asked that the 2008 Chevy Impala be declared as surplus property so he can sell it at auction. Earl moved, Jeff seconded to declare the 2008 Chevrolet Impala, Vin# 2G1WS583X89226959 as surplus property and to be sold at auction. Approved unanimously.

Jeff discussed creating a City Citizen Survey that will be sent out to the citizens that talks about all aspects of the city. He said there could be an incentive for a drawing for a movie and dinner night out for those who return the survey. Jeff said he would like to send out about 600 surveys to get a good cross section of the city. He said the survey he has looked at is six pages. Mayor Pascoe said he is against this. He said this in an election year, and we should be going door to door to hear what people think of the city. He said there are some things that cannot be changed depending on what the majority of the people would like, such as utility rates since there are limited funds in these departments anyway. Rod suggested a town meeting with all of the Department Heads available to answer questions. Jeff said this gives people the opportunity to give comments regarding other aspects of the city as well; chickens, bees, etc. Earl said he cannot see spending taxpayer's money for this since it is not known how many responses will come back. Adam said he thinks some citizens may have some ideas that we should hear. Sandy said she could add this document to the city web page, and the citizens could print it off, fill it out, and return it. She said that way there wouldn't be much expense. She said this would have to be advertised and the incentive offered. Jeff said he would like the Council to look at an example of the survey. He will provide this later

Kim moved, Adam seconded to adopt Resolution 17-01 increasing the water rates by a flat rate of non-metered residential by \$3, and all other rates by 17.15% effective April 1, 2017. Approved unanimously.

BJ discussed a book that he had read and how his thoughts are filled with gratitude after finishing it.

Sandy said she received notification that there is a DEQ Water Re-Use workshop May 17<sup>th</sup> and 18<sup>th</sup> and she wondered if anyone plans to attend. Jeff said he would like to attend, and felt Justin should attend also. Sandy will make the necessary arrangements.

Sandy said there is a DMV Clerk position that needs to be filled. She said she will advertise as soon as possible to fill it.


Mikel said he has been working with Pam regarding the pool, and Baseball registration is ongoing.

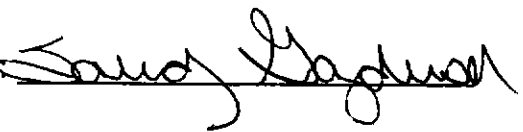
Rod said Bingham County's computers are finally up and running and communicating with the city computers. He said Friday he will be attending Officer Eaton's POST graduation in Boise.

Kim said on March 30, 2017 there will be a Tree Committee meeting at 6:30 p.m. She said they will be planning the Down Town Flower Pots, and working on the Tree Ordinance and Inventory.

Mayor Pascoe said he appreciates the Council members, Department Heads and the City Staff.

Adjourned: 9:00 p.m.

APPROVE: 

ATTEST: 

CITY OF SHELLEY  
WORK  
MEETING MINUTES

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MARCH 14, 2017

PRESENT: Mayor Stacy Pascoe  
Council Members: Earl Beattie, Jeff Kelley, Kim Westergard, and Adam French  
City Clerk/Treasurer: Sandy Gaydusek

Mayor Pascoe opened the meeting at 6:30 p.m.

Mayor Pascoe discussed development planning and the process we have used in the past. He discussed the emotions that have been used in making decisions, and reacting during the decision making process. Mayor Pascoe said he feels we need to use the voice of reason, and make sure everyone is treated equally.

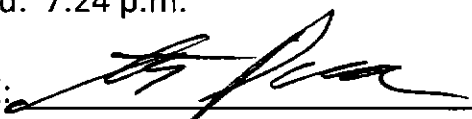
Kim said at the last council meeting the emotions ran high, but the plat from this Sunset Vista Subdivision has come back to the Council several times for consideration when it did not meet our ordinance. She said this doesn't make the city look good.

Mayor Pascoe said city staff and our engineer sat down with Luke Jolley from Harper Leavitt Engineering and worked out the problems with the plat, and they have been corrected. Mayor Pascoe said he is concerned about other Developers looking at the way we have reacted when handling this last Development. He said we need to be professional with each other, and the attendees at a Council meeting. He said we are all on the same page and want positive growth in the city. Kim said she is concerned about the discussions held with former Department Heads and promises made to the Developer in the past. Earl said it is the Council who are the ones that make the decisions.

Jeff discussed the sewer line accessing Ash Street from Park Avenue. He said this is a concrete line and needs to be replaced.

Jeff said he and Sandy have been discussing stream lining the development process and amending our ordinances. He said if a Developer bonds, they can sell lots prior to completion of their improvements, however if they don't bond they will have to complete the improvements before any lots are sold. Mayor Pascoe said he is concerned about competing with other cities. He said he sees construction occurring without all of the improvements being completed. He felt we could do what has been done in other subdivisions, which is not to allow any certificate of occupancy's for the contractor until the improvements have been completed and accepted by the city. The Council agreed. Kim said she just wants to make sure the city is protected.

Adjourned: 7:24 p.m.

APPROVE:  ATTEST: 