

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

NOVEMBER 14, 2023

PRESENT: Mayor Stacy Pascoe

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

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: Chad Purser

PRAYER: Kim Westergard

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 October 24, 2023

Approval of the Work Meeting Minutes on October 24, 2023

Approval of September Expenditures

Approval of September Overall Budget & Treasurer's Rpt.

Approval of 4th Quarter Finance Report

Building Permits:

Jose Gonzalez	- new home
Mike Robbins	- new home
Mike Robbins	- new home
David Bautista	- accessory building
Eric Wold	- fence

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

Approved unanimously.

Public Hearing – Submission of Proposal to Idaho Dept. of Commerce for ICDBG for Water Improvement Project

A public hearing was held to consider the submission of a proposal to the Idaho Department of Commerce for an Idaho Community Development Block Grant to help fund the proposed Water Improvement Project. The attendance roll was provided to those in attendance for their information. Ted Hendricks stated this hearing is to address the submission of an Idaho Community Development Block Grant for \$500,000 to help fund the Water Improvement project through the Idaho Department of Commerce. He said this is a federal grant and includes the tank rehabilitation, booster pumps, increase the size of certain lines, emergency power and water conservation. He said a decision can be made later regarding conservation methods; such as water meters. Mr. Hendricks specified that this meeting is being held at the Shelley City Hall, 101 S. Emerson Avenue, Shelley, Idaho and the building is ADA accessible. The information regarding the application to be submitted is available for the community to review at City Hall. The application will be submitted to the State by the end of this week and will go through the review process. The city should know by February or so if funding

will be offered to us. This information is also available to non-English speaking citizens. The time was turned over to the city attorney, BJ Driscoll to conduct the public hearing. BJ explained the procedure of the hearing. He asked if there was anyone in attendance wishing to give public testimony in favor of the proposal; there was no testimony in favor. BJ asked if there were any neutral comments that anyone would like to make; there were no neutral comments given. He asked if there was anyone in attendance wishing to give public testimony opposed to this proposal; there was no opposing testimony given. No rebuttal was necessary. BJ closed the public hearing and the time was turned over to the Council for deliberation. Mayor Pascoe said what is being considered tonight is whether or not to apply for funding for the water improvement project. Council Member Adam French asked about the next step. Ted said an addendum would be created once the city is qualified. Council Member Kim Westergard asked if the point system will be used in considering the application. Ted said yes, points are considered as well as other criteria when considering the application. Council Member Leif Watson asked if the city would generate more points because we have a current facility planning study. Ted said most applications require studies to be done so funding agencies can look at them, but the city just finished up the fps so that is needed. Council Member Jeff Kelley said this project will require multi-million dollars to fund it. Council Member Kelley moved, Council member Watson seconded to submit a proposal to Idaho Dept. of Commerce for ICDBG for Water Improvement Project. Approved unanimously.

Public Hearing – Consider Conveying 806 Twilight Drive to Original Owner

A public hearing was held to consider conveying 806 Twilight Drive back to Lorin and Connie Croft so they can develop this property into a park. BJ explained the public hearing procedure. He states this is property that was donated to the City by Lorin and Connie Croft that they would like back to develop it into a park since the City does not have the funding to do so at this time. He said if the property is not developed within two years then the Crofts must deed the property back to the city. BJ opened the public hearing. He asked for testimony of those in favor of conveying the property back to the Crofts. Lorin Croft, 815 Twilight Drive said he is in favor of developing the property into a community/city park and then deeding it back to the City. BJ swore Lorin Croft in retroactively. There was no other testimony in favor given. BJ asked if there are any neutral comments. Pat Kearney, 405 W. Center asked if this would affect the tax base. There would be no change to the tax base. There were no other neutral comments. BJ asked if there was anyone who would like to give opposing testimony. There was no opposing testimony given. The public hearing was closed for deliberation. Adam said he feels the city should return the property to the Crofts to be developed into a park. Adam moved, Jeff seconded to reconvey 806 Twilight Drive back to Lorin and Connie Crofts with a two year restriction that the park must be developed and conveyed back to the city within two years. Approved unanimously.

Robyn Longhurst – Tree Committee Recognition

Robyn Longhurst, a member of the Tree Committee wanted to thank the volunteers that helped throughout the season to take care of the 25 flower planters in the business district. Robyn said it is very rewarding to her to help take care of the planters. She feels they bring joy to the community. Robyn said Sonia at Ace Hardware has been very helpful with the flowers and Ross is great to donate items to the city also. Robyn thanked the many groups and volunteers that have participated; there have been over 200 hours donated and over 50

volunteers donating their time. She named the many volunteers. She said she would like to recognize Pat and Sherri Kearney and Lynn and Joyce Beck. She said they gave six hours the week of Spud and went above and beyond. She gave them the "Spirit of Shelley" award with a plaque and a gift bag. Robyn also recognized Justin Johnson. She said Justin is always more than willing to help. She said he puts in long hours at Spud Day, the Fair, emergencies, Movie in the Park events, the Chili Cook Off, snow removal, the 24/7 phone calls, etc. He performs miscellaneous good deeds daily. Robyn presented Justin with a plaque and a gift bag. The Mayor and Council thanked Robyn and her family for all of the work they do, and the thanked the many volunteers giving their time to make the community better.

Vince Holten/Fibercom – Lease or Purchase Property for Fiber Hut

Mr. Holten said Fibercom currently has equipment on the Butte with Data Wireless. However they are expanding and trying to find a location here instead of running back to Idaho Falls. Mr. Holten said they will need a fiber hut to run it too. He said he prefers to purchase some property but could lease as well. The city currently leases to the wireless companies and the property is where our water tanks are so we could not sell the property. Mr. Holten asked for a 99 year lease where as they are putting infrastructure in. BJ said they could have a longer lease, but it will have to be researched in Idaho Code. Mr. Holten said the fiber hut is about ten feet by fifteen feet. Justin suggested if they are placing a hut on the Butte to strategize the location to fit in with the city's needs. The city will need to check some of our agreements before making a decision.

Recommendation From Committee Members for Selection of RFPs for Grant Admin.

Committee Members met at a work meeting at 7:00 p.m. tonight to review the RFP's submitted for grant administration for the water improvement project. The request for RFP's was advertised in the Post Register and the Idaho State Journal. One RFP was submitted prior to the stated deadline. Full House Productions LLC submitted an RFP for grant administration for the proposed water improvement project. Three Committee Members evaluated and ranked the RFP; out of a possible 300 points, 286 points were given to Full House Productions LLC. Leif moved, Kim seconded to select Full House Productions LLC for the grant administration services for the proposed water improvement project. Approved unanimously.

Fair Housing Resolution

A Resolution was presented to the Council for review regarding fair housing. Ted Hendricks said Fair Housing is a federal requirement if you are receiving federal assistance. The Council reviewed the Fair Housing Resolution. Kim moved, Adam seconded to approve and adopt the Fair Housing Resolution. Approved unanimously.

Resolution 23-10 Sewer Rate Reduction

Since EIRSD has had the bonds transferred from Shelley and Ammon they want to make the bond rate uniform for everyone. Instead of the city paying \$26.16 per ERU monthly, the rate will be reduced to \$22.00 per ERU monthly. The Mayor and Council determined the rates will be reduced by \$4 per month per ERU. Kim moved, Leif seconded to adopt Resolution 23-10 reducing the sewer rate by \$4

making the rate \$22.16 monthly per ERU for sewer fees effective December 1, 2023. Approved unanimously.

Ratify Mobile Food Vendor License

Adam moved Leif seconded to ratify the approval of a mobile food vendor license for Glazed and Confused. Approved unanimously.

Annexation of Frongner/Boye Property

Sandy presented the minutes from some prior meetings regarding the installation of a new water line to three property owners on the west side of the Sunset Vista Subdivision to help with the pressure in their lines. Lori Boye approached the Council to request the new access to the municipal system several months ago. Sandy said the minute's state the property owners agreed to annexation once the new lines were installed. The city paid about \$18,000 towards this project. Sandy said she did not have any signed documents just the minutes. Mr. Frongner has not been hooked up to the new line yet and none of the property owners have meters installed. They need to have the meters installed or be annexed. Kim said she will talk to the property owners about their options.

Street Signs in the Jack Edwards Addition

Leif said there are two streets in the Jack Edwards Addition that lack speed limit signs. He said the home owners in the area feels more signs are needed. The Council agreed to place signs at the entrance of each street, however Justin will need to review the placement and report back first.

Scone Booth Proceeds for MYAC

Shelley MYAC worked four sessions at the Eastern Idaho State Fair in the scone booth this year. They earned \$650. The Iona MYAC sent a group for one of the four shifts and Mikel felt they should be given one fourth of the funds. Kim moved, Adam seconded to donate \$200 to the Iona MYAC group. Approved unanimously.

Consider Hiring Two Police Officers

Chad recommended hiring Nathan Smith as a new city officer. Mr. Smith has worked for five years at the Bingham County jail, however he will still need to attend POST. Chad also recommended hiring Henry Workman as a new city officer. Mr. Workman has worked as a Bonneville County jailer, however he will not need to attend POST. He said he would like to hire both officers at entry level and move them up one level once they become certified. Adam moved, Jeff seconded to hire Nathan Smith and Henry Workman at entry level with a one year evaluation when they become certified. Approved unanimously.

Water Right Acquisition Update

Sandy said Del Kohtz has taken the proposed sale of water rights off of the table. He stated he could not sell the water rights as he thought he could. Jeff said he has been trying to contact Rob Harris about our existing rights.

Department Head Reports

BJ discussed the implementation of an ordinance that Spencer French requested at a prior council meeting to protect the children. BJ said he talked to Garrett Sandow, our city prosecutor and he will be looking into it. BJ said there are

several issues to consider; freedom of speech, discrimination, etc. He suggested reviewing it further and taking one step at a time.

Sandy said everything is going well in City Hall. She said the training with Lisa is going well and Maureen, Tori, and Mikel have been filling in. Sandy said with the holidays coming up, the office hours for Thanksgiving would be 8 to noon on Wednesday and off on Thursday and Friday. The Public Works Department will be working three eight hour days. The Mayor and Council agreed.

Mikel said registration for basketball has been complete and most of the coaches have started practices.

Mikel said the pool roof will be redone in March, and the Chili Cook Off is on the 24th. He said we are looking for more participants. He said there will once again be raffle baskets for a fundraiser to send the MYAC kids to AIC.

Jordon said the Planning Meeting went well this month and the Developers for Fox Crossing will be working on the language in the Development Agreement.

Justin said Fall Clean Up is over. However, people can still dump their leaves at a designated spot.

Justin said they are working on cinder storage for the winter. He said the Hawk Light has not been fixed yet. He said the installer is busy with other jobs. He said a new foundation will be poured with new conduit. Justin said the installer will get to it as quick as they can due to the safety concern.

Justin said Wind River #4 has had the water, sewer, and storm drainage installed but still need to be tested.

Justin said he appreciates Robyn and her family. He said they do a lot of volunteer work and spend a lot of their own money for the good of the community.

Justin said he looks forward to working with Don and Dallin.

Chad said finally he has received word that two of the new police cars can be picked up in Salt Lake City tomorrow.

Chad said they have been trying to tag the cars and trailers being left on the streets so they can get them off the street for the winter snow removal.

Chad said there will be a task force November 17th to the 30th for seatbelt enforcement.

Chad said they are still trying to fill one opening left in the department.

Council Reports

Jeff welcomed Don West and Dallin Jolley to the Council

Kim said the city was awarded \$250,000 in grant funds for a multisport complex. She said we will break ground this spring. She said it is great to have the members of the community work together.


Kim offered congratulations to Dallin Jolley and Don West as newly elected council members.

Adam also welcomed Dallin Jolley and Don West to the Council.

Mayor Pascoe congratulated Dallin Jolley and Don West who was elected and will be serving as Council members.

Mayor Pasce said he appreciates Justin and his crew. He gets a lot of compliments about him. He said it is great that we will finally be receiving our new police cars. Mayor Pascoe said he appreciates all of the departments.

Adjourned: 9:15 p.m.

APPROVE:  ATTEST: 

DATE	October	AMOUNT	CHECK #
10/15/2023	AAA GILES	\$675.00	549915
10/15/2023	ALLIED BUSINESS SOL.	\$36.57	549916
10/15/2023	AMERICAN LINEN	\$343.72	549917
10/15/2023	ASSOCIATED BUSINESS	\$304.64	549918
10/15/2023	ASSOCIATION OF ID CITIES	\$2,089.00	549919
10/15/2023	BINGHAM NEWS CHRONICLE	\$85.56	549920
10/15/2023	BLACKFOOT PAINT & GLASS	\$3,078.40	549921
10/15/2023	DIGLINE INC	\$29.92	549922
10/15/2023	EASTERN ID REG. SEWER	\$32,722.80	549923
10/15/2023	ELECTRICAL WHOLSALE SUP.	\$2.48	549924
10/15/2023	FOOTWEAR OUTFITTERS	\$162.17	549925
10/15/2023	FORSGREN ASSOCIATES	\$13,250.00	549926
10/15/2023	FREEDOM MAILING SERV.	\$841.00	549927
10/15/2023	HOWARDS EQUIPMENT	\$44.98	549928
10/15/2023	ICRMP	\$26,902.50	549929
10/15/2023	IDAHO CENTRAL CREDIT UNION	\$1,533.90	549930
10/15/2023	ID DEPT OF ENVIRONMENTAL	\$5,880.00	549931
10/15/2023	IDEACOM ESCI	\$392.54	549932
10/15/2023	MANWARING WEB SOL.	\$38.00	549933
10/15/2023	MCCI LLC	\$1,661.00	549934
10/15/2023	MOUNTAINLAND POWER EQPT.	\$171.00	549935
10/15/2023	MSBT LAW	\$1,378.08	549936
10/15/2023	POINT S TONS TIRE	\$2,753.39	549937
10/15/2023	R&S DISTRIBUTING	\$329.27	549938
10/15/2023	REDI FOR EASTERN ID	\$4,000.00	549939
10/15/2023	ROCKY MOUNTAIN POWER	\$15,061.53	549940
10/15/2023	SAMS CLUB	\$153.56	549941
10/15/2023	SMITH DRISCOLL & ASS.	\$1,775.50	549942
10/15/2023	SOUTHEAST ID COUNCIL GOV.	\$861.30	549943
10/15/2023	STEPHENSON COMPUTER CON.	\$80.00	549944
10/15/2023	UNIFORMS 2 GEAR INC	\$63.39	549945
10/15/2023	VALLEY OFFICE SYSTEM	\$50.71	549946
10/31/2023	DELTA DENTAL	\$28.35	549947
10/31/2023	DEPT OF ENVIRONMENTAL QUAL.	\$243,675.00	549948
10/31/2023	BREVIC LANDON AGENCY	\$60.00	549949
10/31/2023	AIRGAS USA LLC	\$48.43	549950
10/31/2023	CENTURYLINK	\$289.09	549951
10/31/2023	CORE & MAIN LP	\$1,689.26	549952
10/31/2023	EASTERN ID REG. SEWER	\$1,698.75	549953
10/31/2023	ERIKS NORTH AMERICA INC	\$238.70	549954
10/31/2023	EVERLASTING CONSTRUCTION	\$230.00	549955
10/31/2023	HD FOWLER COMPANY	\$900.00	549956
10/31/2023	HONNEN EQUIP. OF UT/ ID	\$54.40	549957
10/31/2023	ID DEPT OF LABOR	\$123.84	549958
10/31/2023	INDUS. HOSE AND FITTINGS	\$11.03	549959
10/31/2023	KNIFE RIVER	\$20,287.50	549960
10/31/2023	LUMEN CENTURY LINK	\$4.05	549961
10/31/2023	POINT S OGDENS	\$3,846.70	549962
10/31/2023	SHELLEY AUTO CARE	\$31.07	549963
10/31/2023	SOLID WASTE SYSTEMS EQUIP.	\$3,113.08	549964
10/31/2023	SPARKLIGHT	\$267.53	549965
10/31/2023	SYMMETRY GARAGE DOORS	\$1,024.50	549966
10/31/2023	TETON COMMUNICATIONS	\$2,565.50	549967
10/31/2023	VALLEY OFFICE SYSTEM	\$146.38	549968
10/31/2023	VERIZON	\$298.22	549969
10/31/2023	WRIGHT ROOFING	\$1,092.28	549970
10/31/2023	2M COMPANY	\$486.13	549971
10/13/2023	Payroll	\$ 77,800.31	
10/27/2023	Payroll	\$ 76,552.07	
	Total	\$ 553,314.08	