

CITY OF ROBERTS
March 10, 2026
City Council Meeting

The Roberts City Council met for a meeting at the regular place of meeting, after having been notified of said meeting of said council.

Robert (BJ) Berlin	Mayor	Ron Grant	Public Works Director
Casey Burns	Council	Julie Garcia.....	Library Director (absent)
Kyler Place	Council	Jed Bigelow.....	City Attorney (absent)
Benjamin Poston	Council	JD Erickson.....	Certified Water Operator (absent)
Edidt Ramirez	Council	Scott Humphreys.....	Certified WW Operator (absent)
April Galbraith.....	Clerk/Treasurer	Steve Anderson.....	Jefferson County Sheriff

Also present: Jaden Jackson with Keller Associates, Karol Poston, Connie Surereus, Shirley Ledvina, and Corporal McCrae with Jefferson County Sheriff.

Casey gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance.

Vote to Approve City Council Hearing & Meeting Minutes for February 10, 2026:

Mayor Berlin asked if there were any questions regarding the hearing and meeting minutes for February 10, 2026, provided in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the hearing and meeting minutes for February 10, 2026.

Ben made the motion to approve the hearing and meeting minutes for February 10, 2026, seconded by Casey, all ayes.

Sheriff's Report: Corporal McCrae reported for 01/31/2026 thru 2/27/2026, 105 hrs, 27 complaints, 0 arrests, 0 DUIs, 0 citations, and 12 traffic contacts.

Sheriff Anderson reported that the Sheriff's contract would not have an increase in cost and terms would remain unchanged.

Sheriff Anderson and Corporal McCrae excused themselves.

Mayor's Report: Mayor Berlin reported that Dusty Kluesner has resigned. Mayor Berlin will be conducting interviews to fill the position next week. He encouraged council members and citizens to contact their legislators regarding issues they may have concerns about. Market Lake Day: Isaias Ramirez has been selected for Grand Marshall.

Discussion – Wastewater Study: Mayor Berlin reported that the city had received notice from the Department of Environmental Quality that the city had been bumped up to apply for a wastewater study grant. The wastewater study would cost an estimated \$100,000. The grant would pay for half and the city would have to match it. The funds would be split over two fiscal years. The study will open doors to

getting grants for repairs.

Discussion & Vote – Resolution 2026-0310: (draft provided in council packet)

Mayor Berlin read the title aloud:

City of Roberts

Resolution No. 2026-0310

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROBERTS, IDAHO, AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, FUNDING AGREEMENTS, AND OTHER DOCUMENTS RELATING TO THE WASTEWATER PROJECT.

WHEREAS, the City intends to develop a Project for Wastewater facilities for the City wastewater system, such Project being necessary to determine the needs of the area for health, safety, and well-being of the people; and

WHEREAS, the Project is to be developed in accordance with the requirements in Idaho "Rules for Administration of Planning Grants for Drinking Water and Wastewater Facilities" (IDAPA 58.01.22), "Rules for Administration of Wastewater and Drinking Water Loan Funds" (IDAPA 58.01.12) and will set forth wastewater facilities required to be constructed to serve the needs of the area; and

WHEREAS, the costs of the Project of the wastewater facilities are eligible for state funding;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Roberts, Idaho, that the Mayor is/are duly authorized to sign applications, grant agreements and amendments, and other documents relating to wastewater Projects.

Mayor Berlin asked if there was any discussion.

With none, Mayor Berlin entertained a motion to pass Resolution 2026-0310.

Edidt made a motion to pass Resolution 2026-0310, seconded by Ben, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Kyler Place	aye
Edidt Ramirez	aye
Benjamin Poston	aye
Casey Burns	aye

Motion Passes.

Discussion & Vote—Engineering Contract for Wastewater Study: (contract provided in council packet)

Mayor Berlin stated that the City was not required to issue a Request for Qualifications (RFQ) for the wastewater study engineering. Mayor Berlin recommended to the council to accept the contract from Keller Associates for \$99,010.

Discussion occurred regarding the age of the wastewater facility and that it is nearing its predicted life span.

Mayor Berlin asked if there was any comments or concerns.

With none, Mayor Berlin entertained a motion to accept the agreement for professional services from Keller Associates regarding the wastewater study.

Casey made a motion to accept the agreement for professional services from Keller Associates regarding the wastewater study, seconded by Edidt, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Kyler Place	aye
Edidt Ramirez	aye
Benjamin Poston	aye
Casey Burns	aye

Discussion – Mustang Event Center: Council was shown photos of the damage and condition of the Mustang Event Center (MEC).

Discussion occurred regarding the City’s procurement of the old high school building, the intended use of the property at the time of acquisition, and the condition of the structure in recent years. It was noted that the building has sustained significant roof and plumbing damage, and that the cost of necessary repairs cannot be accommodated within the City’s current budget.

Mayor Berlin requested guidance from the Council. The Council indicated a desire to explore the potential sale of the property.

Discussion – Ordinance 498 – Planning and Zoning: April presented the council with draft amendments, Ordinance 2026-574 and Ordinance 2026-575, for Ordinance 498.

Ordinance 2026-574 would amend Ordinance 498 to include new definitions, regulate single-family attached dwellings, and add engineering and professional review costs.

Discussion occurred regarding the maximum number of contiguous units, the benefits of the proposed required documentation, and engineering requirements for all planned unit developments.

Ordinance 2026-575 would amend Ordinance 498 to require permits for site improvements such as driveways, new structures would be required to have visible address numbers, and adjust penalties for violations.

Discussion occurred regarding protecting city infrastructure, adoption of the Idaho Standards for Public Works Construction (ISPWC), and appropriate penalties for building permit violations.

The Council expressed support for Ordinance 2026-574 and 2026-575 and directed staff to proceed with scheduling public hearings on April 10th.

Update – Roberts Community Center: Mayor Berlin reported that the bid opening had occurred and the bids came in substantially higher than the project was budgeted for. Altura reached out to Idaho Commerce, and the city has been awarded an additional \$35,000 for the Community Development Block Grant (CDBG), with the city matching \$5,500. With the additional funding, Mayor Berlin will go through the process of accepting the bid.

Update – Water Facility Improvement Project: Jaden said that last month the city submitted the addendum that was requested by Idaho Commerce for the CBDG application. Awarding for the CBDG should be out sometime in April.

Maintenance Report: Ron reported that the dog kennel floor has been replaced and now has a drain for easier cleaning. An outside run will be built soon. The roller's fuel tank is being repaired. Tree removal at by the railroad tracks. Cameras have been installed at the city office building, Mustang bathrooms, city shop, Mustang Event Center, Water and Wastewater facilities and wells, the Roberts Community Center, and Community Park. Wastewater pumps have been repaired.

Review and Approve Bills: Mayor Berlin asked Council if they had reviewed the bills and if they had any questions, comments, or concerns.

With none, Mayor Berlin entertained a motion to approve the bills.

Kyler made the motion to approve the bills, seconded by Casey, all ayes.

Mayor Berlin called for a roll call vote.

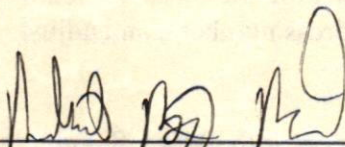
Roll call vote was taken by the Clerk,

Kyler Place	aye
Edidt Ramirez	aye
Benjamin Poston	aye
Casey Burns	aye

Adjourn: Mayor Berlin entertained a motion to adjourn.

Ben made a motion to adjourn, seconded by Casey, all yes.

Meeting adjourned.



Mayor Berlin



City Clerk