

CITY OF ROBERTS
April 14, 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
Casey Burns..... Council
Kyler Place..... Council
Benjamin Poston..... Council
Edidt Ramirez..... Council
April Galbraith..... Clerk/Treasurer

Ron Grant Public Works Director
Julie Garcia..... Library Director (absent)
Jed Bigelow..... City Attorney (absent)
JD Erickson..... Certified Water Operator
Scott Humphreys..... Certified WW Operator (absent)
Steve Anderson..... Jefferson County Sheriff (absent)

Also present: Jaden Jackson with Keller Associates, Karol Poston, Connie Surereus, Shirley Ledvina, Richard Payan, Ursula Benkenstein, Tim Olsen, Joe Malloy, Skyler Silcock, Sydney Silcock, Renee Todd, and Corporal McCrae with Jefferson County Sheriff.

Edidt gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance.

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

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

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

Kyler made a motion to approve the hearing and meeting minutes for March 10, 2026, seconded by Casey, all ayes.

Sheriff's Report: (law enforcement absent) Mayor Berlin reported for 2/28/2026 thru 3/27/2026, 148 hrs, 24 complaints, 2 arrests, 1 DUIs, 4 citations, and 17 traffic contacts.

Mayor's Report: Mayor Berlin reported Candidate's Forum will be April 28, 2026 at the Roberts Elementary gym. Forum is from 7pm-9pm. All are encouraged to attend and volunteers are needed for setup and cleanup. Market Lake Day float is being constructed and bounce houses have sponsorship. Theme: America's 250th.

Set Budget work meeting and hearing dates: Discussion regarding scheduling budget work meeting and hearing. Council set the following:

Budget Work Meeting: July 7, 2026 at 6:30 pm
Budget Hearing: August 11, 2026 at 6:45 pm

2026 Arbor Day Proclamation



WHEREAS in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS Arbor Day is now observed throughout the nation and the world, and

WHEREAS trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitats for wildlife, and

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, Robert B.J. Berlin, Mayor
 Representative of the City of Roberts, do hereby proclaim
April 24th as Arbor Day in the City of Roberts
 and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of the one future generation.

Dated this 17th day of March in the year 2026
 City Official [Signature]

Proclamation – 2026 Arbor Day : Mayor Berlin proclaimed Arbor Day will be April 24, 2026 and read the proclamation aloud.

Proclamation – Fair Housing: Mayor Berlin proclaimed Fair housing month is April 2026 and read the proclamation aloud.

FAIR HOUSING MONTH PROCLAMATION

WHEREAS, April 2026 marks the 58th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act, and

WHEREAS, the House Human Rights Commission Act has prohibited discrimination in housing since 1969, and

WHEREAS, equal opportunity for all regardless of race, color, religion, sex, disability, familial status or national origin is a fundamental goal of our nation, state and city, and

WHEREAS, equal access to housing is an important component of this goal as fundamental to the right to equal education and employment, and

WHEREAS, housing is a critical component of family and community health and stability, and

WHEREAS, housing choice impacts our children's access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies, and

WHEREAS, the laws of this nation and our state seek to ensure the equality of choice for all transactions involving housing, and

WHEREAS, ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities, and

WHEREAS, only through continued cooperation, commitment and support of all stakeholders can barriers to fair housing be removed.

NOW, THEREFORE, I, Robert B.J. Berlin, Mayor of Roberts, Kansas, do hereby proclaim April 2026 to be

FAIR HOUSING MONTH
 in the City of Roberts, Kansas
[Signature]

Discussion & Vote – Business License: (application in council packet) Business license application for Lucky SS LLC DBA Binbusters. Mayor Berlin invited business owners Sydney & Skyler Silcock to speak. Sydney said that the business is a mobile business, that they offer pressure washing cleaning services for trash cans, driveways, etc. They also hold community events in which they offer discounted community cleaning.

Ben made a motion to approve the business license application for Lucky SS LLC DBA Binbusters, seconded by Casey, all aye.

Corporal McRae with Jefferson County Sheriff: Corporal McRae arrived late due to callouts. Mayor Berlin asked council if they had any questions for law enforcement. Mayor Berlin acknowledged that there seemed to be more patrols lately. Mayor and Council thanked Corporal McRae for his service.

Corporal McRae excused himself.

Discussion – Ordinance 2026-572A Right of Way Permitting: (draft amendment in council packet) Mayor Berlin opened the floor for discussion regarding Ordinance 2026-572A. Staff reported that since the ordinance was passed in January, some concerns have arisen that may need to be addressed. These concerns include: the cost associated with Digline tickets outside of the contracted amount, increased utility marking, and citizen complaints received regarding notification of right-of-way projects. Mayor Berlin expressed concern regarding inadequate penalties for inadequate work.

Council discussion regarding draft Ordinance 2026-572A amending Ordinance 2026-572 by adding administrative fees and requiring door-to-door notification to the admin fees.

Hearing date for amendment set for May 12, 2026 at 6:50 pm.

Presentation – Citizen Concern regarding Utility Installation: Richard Payan, 2876 E 680 N, addressed concerns to the council. These concerns included notification of right-of-way projects and property damages. He stated that authorities were notified of disputes, right-of-way project workers' conduct and behavior, and property damage. He thanked the council and staff for listening to the citizens' concerns and making improvements to the right-of-way ordinance.

Discussion & Vote – Ordinance 2026-574 PUD Amendment: Mayor Berlin opened the floor for discussion.

Hearing none, Mayor Berlin entertained a motion to suspend the reading of the proposed ordinance on three different days and have the title of the proposed ordinance read once.

Ben made a motion to suspend the reading of the proposed ordinance on three different days and have the title of the proposed ordinance read once, seconded by Edidt, all ayes.

Roll call vote was taken by the Clerk,

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

Mayor Berlin read the title aloud:

ORDINANCE NO. 2026-574

AN ORDINANCE OF THE CITY OF ROBERTS, JEFFERSON COUNTY, IDAHO, AMENDING ORDINANCE NO. 498 ADOPTED JUNE 9, 2015, TO ADD DEFINITIONS; TO ESTABLISH REGULATIONS GOVERNING SINGLE-FAMILY ATTACHED DWELLINGS IN THE R-2 AND R-3 ZONING DISTRICTS; TO REQUIRE DEVELOPMENT AGREEMENTS FOR PLANNED UNIT DEVELOPMENTS AND PROJECTS PROPOSING SINGLE-FAMILY ATTACHED DWELLINGS PRIOR TO FINAL PLAT APPROVAL; TO PROVIDE FOR RECORDING REQUIREMENTS; TO PROVIDE FOR ENFORCEMENT; TO PROVIDE FOR SEVERABILITY; AND TO PROVIDE AN EFFECTIVE DATE

Mayor Berlin entertained a motion to pass Ordinance 2026-574.

Casey made a motion to approve Ordinance 2026-574, 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

Motion Passes.

Discussion & Vote – Ordinance 2026-575 Site Improvement Amendment: Mayor Berlin opened the floor for discussion.

Hearing none, Mayor Berlin entertained a motion to suspend the reading of the proposed ordinance on three different days and have the title of the proposed ordinance read once.

Kyler made a motion to suspend the reading of the proposed ordinance on three different days and have the title of the proposed ordinance read once, 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

Mayor Berlin read the title aloud:

ORDINANCE NO. 2026-575

AN ORDINANCE OF THE CITY OF ROBERTS, JEFFERSON COUNTY, IDAHO, AMENDING ORDINANCE NO. 498 ADOPTED JUNE 9, 2015, AS AMENDED MARCH 12, 2019, TO REQUIRE PERMITS FOR SITE IMPROVEMENTS; TO REQUIRE VISIBLE ADDRESS NUMBERS FOR ALL NEW CONSTRUCTION CONSISTENT WITH THE ADOPTED FIRE CODE; TO ADOPT THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION; TO AMEND PENALTIES FOR VIOLATIONS; AND PROVIDING FOR RATIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor Berlin entertained a motion to pass Ordinance 2026-575.

Kyler made a motion to approve Ordinance 2026-575, seconded by Edidt, all ayes.

Roll call vote was taken by the Clerk,

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

Motion Passes.

Discussion & Vote – Building Permit RPD0221013007B: (application in council packet) Mayor Berlin opened the floor for discussion regarding a building permit application for RPD0221013007B. Mayor Berlin said the application has been reviewed by staff and himself. The application meets building code standards. The structure is a relocated stick-built home (Boise Cascade home) with an attached garage. Tim Olsen, property owner and project manager, said that the building would be moved from Rexburg, ID to Roberts and put on a basement foundation. Mayor Berlin recommended approving the application.

Mayor Berlin entertained a motion to approve the building permit for RPD0221013007B.

Kyler made a motion to approve the building permit for RPD0221013007B, seconded by Casey.

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 Passed. Permit number 2026-1003 assigned.

Discussion & Vote – Keller Contract for Engineering Services: (contract in council packet)

Mayor Berlin invited Jaden Jackson, representative of Keller Associates, to present. Jaden explained that the contract provides for engineering services on an as-needed basis, with charges limited to labor and materials. Services would be performed at the request of the Mayor or Clerk, such as for building permit

reviews and reviewing development plans. The agreement establishes a not-to-exceed amount of \$10,000, after which a new contract would be required.

Mayor Berlin opened the floor for discussion. Discussion included Keller Associates' fee structure and anticipated engineering needs related to future residential development within the City.

Mayor Berlin closed the discussion and entertained for a motion to approve the Keller Associates professional services agreement.

Ben made a motion to approve the Keller Associates professional services agreement, 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 – Traffic Realignment: Mayor Berlin said that staff brought forth a concern regarding the intersection on 2880 north of town, including 700 N. There have been some near-miss accidents in that area, and it has become an unsafe traffic pattern.

A map was displayed detailing the suggested changes. Mayor Berlin explained that it was suggested to

Mayor Berlin opened the floor for discussion. Discussion included a proposed increase in population density in the area and possible future development.

Council agreed to pursue gathering additional information.

Discussion – Wastewater Study: Mayor Berlin invited Jaden Jackson to speak.

Jaden reported that the City's application has been approved by the Department of Environmental Quality (DEQ). Although DEQ initially indicated the grant funds would be distributed over two budget years, they have since confirmed the full grant can be funded within the current budget year. Keller Associates will work with the City to ensure the City's portion of the study costs is still split between the two budget years.

Update – Roberts Community Center: Mayor Berlin reported that project is moving forward. A preconstruction meeting will be held on April 28th at 10 am.

Update – Water Facility Improvement Project: Mayor Berlin invited Jaden Jackson to speak.

Jaden said that the city was given the go-ahead to advertise the invitation to bid from Idaho Commerce. It is believed the city will be awarded the Community Development Block Grant but await final approval. A pre-bid meeting will be held on April 30 at 10 am. Bid opening will be May 19 at 10 am.

Maintenance Report: Ron reported:

General Maintenance: Spark plugs and wires were replaced in the ¾ ton pickup. Cameras installed at the bus barn. Waterline ditch dug for shop and dog kennel.

Streets: Roller repairs have been completed. Sweeper repairs have been completed. Pot holes have been patched. Backfill on sidewalks were done on the northwest end of 2850 E. Gutters were cleaned at the city building and community park.

Parks: Sprinkler systems have been repaired and water turned on at Community Park and Mustang Center. The merry-go-round at Community Park was painted. Lawns are being mowed and weeds burned and sprayed. Dead tree removed on the east side of the railroad tracks. Flower beds and trees at city building cleaned out and trimmed.

Fresh Water: Daily monitoring continues.

Wastewater: SBR pumps were installed after repairs. Weekly UV light cleaning continues. Weeds have been piled up.

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 Ben, all ayes.

Mayor Berlin called for a roll call vote.

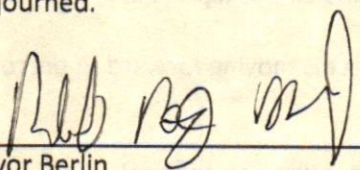
Roll call vote was taken by the Clerk,

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

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk