

CITY OF ROBERTS
May 12, 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
(absent)

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

Also present: Jaden Jackson with Keller Associates, Karol Poston, Connie Surerus, Shirley Ledvina, Richard Payan, Ursula Benkenstein, Emily Smith, and Deputy Stewart 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 April 14, 2026:

Mayor Berlin asked if there were any questions regarding the hearing and meeting minutes for April 14, 2026, provided in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the hearing and meeting minutes for April 14, 2026.

Edidt made the motion to approve the hearing and meeting minutes for April 14, 2026, seconded by Kyler, all ayes.

Sheriff's Report: Deputy Stewart reported for 3/28/26 thru 4/24/26, 104 hrs, 15 complaints, 1 arrest, and 7 traffic contacts.

Mayor Berlin asked council if they had any questions for Deputy Stewart.

Discussion regarding an arrest took place.

Deputy Stewart excused himself.

Mayor's Report: Mayor Berlin reported Primary Election on May 19, 2026 at City Hall. Market Lake Day is 3rd Saturday in July. Theme America250. Keller & Associates having Crawfish Boil for City Council please RSVP. Mayor will be out of town for next City Council meeting, Council President will preside next meeting.

Discussion & Vote: Memorandum of Understanding with Jefferson County Road and Bridge: (contract provide in council packet) Mayor Berlin opened the floor for discussion regarding the memorandum of

understanding presented by Jefferson County Road and Bridge. The memorandum would outline an understanding between the city and the county for projects the county assists the city with, such as paving.

Council discussed fringe benefits, the benefits of the agreement, and both parties can terminate the contract at any time.

Mayor Berlin entertained a motion to approve the Memorandum of Understanding with Jefferson County Road and Bridge.

Casey made the motion to approve the Memorandum of Understanding with Jefferson County Road and Bridge, seconded by Ben.

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 & Vote – Ordinance 2026-572A Right of Way Permitting: (copy provided in council packet)

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 suspend the reading of the proposed ordinance on three different days and have the title of the proposed ordinance read once, seconded by Kyler.

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:

**NOTICE OF PUBLIC HEARING OF ROBERTS CITY ORDINANCE #2026-572A
CITY OF ROBERTS, IDAHO**

NOTICE IS HEREBY GIVEN that the City Council of the City of Roberts, Idaho, will hold a public hearing in the City Council Chambers of the Roberts City Building, 647 North 2872 East, Roberts, Idaho, on May 12, 2026, at 6:50 p.m., to consider the adoption of an ordinance entitled:

An Ordinance Amending Ordinance No. 2026-572 Relating to the Regulation of Construction, Repair, and Excavation Within Public Rights-of-Way; Requiring Door-to-Door Notice to Affected Property Owners; Establishing a Permit Administration Fee With Mayor or Staff Waiver Authority; Providing for Adjustment of Fees by Resolution; and Providing for an Effective Date.

Mayor Berlin entertained a motion to pass Ordinance 2026-572A.

Edidt made the motion to pass Ordinance 2026-572A Right of Way Permitting, 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 passes.

Update – Wastewater Study: Jaden Jackson from Keller Associates reports the information has been gathered and reviewed, there are some inconsistencies with the flow numbers from what is being pumped from the new lift pump to the wastewater treatment plant (WWPT). An investigation is being done to determine where it's off to ensure all wastewater is going to the WWPT.

Update – Roberts Community Center: Mayor Berlin reported that Alpine Construction has received the notice to proceed. City staff have cleaned out the building and construction is to begin May 18th. The project should conclude by early November.

Update – Water Facility Improvement Project: Jaden said that bidding for the construction of the facility is open. There are currently 12 bidders. Bid opening is May 19th. Bids will be reviewed at that point and will come to the council in June for questions and approval.

Maintenance Report: Ron reported that the basketball hoops have been hung and repaired. The fence behind Mustang Park. Removed nuisance tree at community park. Mowing and weed eating around the parks. Flushed water hydrants. Run the Well #3 by hand (done weekly). Streets and gutters being cleaned and swept. Replaced the battery in the maroon pickup. Electric panel has been replaced, which allows the generator to automatically turn on during power outages at the lift station across from City Hall. Finished installing cameras, dug out slab at wastewater treatment plant. UV lights cleaned. Water installed at dog kennels, spring cleaning- beginning of enforcement action on unlicensed and junk cars

Mayor Berlin reported that Idaho Rural Water Association had completed the City's Consumer Confidence Report was complete. Council discussed mailing out the report in with next utility billing.

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.

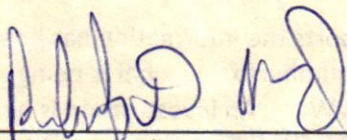
Roll call vote was taken by the Clerk,

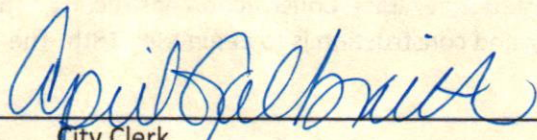
Kyler Place	aye
Edidt Ramirez	aye
Benjamin Poston	aye
Casey Burns	aye

Adjourn: Mayor Berlin entertained a motion to adjourn.

Kyler made a motion to adjourn, seconded by Edidt, all yes.

Meeting adjourned.



Mayor Berlin

City Clerk