

CITY of ROBERTS  
May 13, 2025  
City Council Meeting

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

Robert (BJ) Berlin.....Mayor	Ron Grant.....Maintenance
Edidt Ramirez.....Council	Julie Garcia.....Library Director (absent)
Ben Poston.....Council	Jed Bigelow.....City Attorney (absent)
James Zillinger.....Council	Robert Loftus.....Certified Water Operator (absent)
Shauna Lounsbury.....Council	Gregg Rodrick.....Certified WW Operator (absent)
April Galbraith.....Clerk/Treasurer	Steve Anderson.....Jefferson County Sheriff

Also present: Jaden Jackson with Keller Associates, Karol Poston, Connie Surereus, Casey Burns, Kyler Place, Lana Barnard, Melody Zillinger, Gale Scrivner, and Tim Jones.

Mayor Berlin opened the meeting and welcomed everyone.

Edidt gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance

**Vote to Approve City Council Hearing Minutes April 8, 2025:**

Mayor Berlin asked if there were any questions regarding the minutes for April 8, 2025, provided in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the minutes for April 8, 2025.

James made the motion to approve the minutes for April 8, 2025, seconded by Edidt, all ayes.

**Sheriff's Report:** Sheriff Anderson gave the report for 03/29/2025 thru 04/25/2025, 97 hrs, 22 complaints, 0 arrest, 0 DUI, 1 citation, and 25 traffic contacts.

Sheriff Anderson excused himself.

**Mayor's Report:** Preparation continues for Market Lake Day.

**Update- Association of Idaho Cities:** Clerk read the following news release:

**News Release**

Mayor Robert (B.J.) Berlin has been reelected to the board of directors for District 6 of the Association of Idaho Cities. Mayor Berlin has been serving in this capacity for nearly a decade, representing small cities in our district as well as across the state of Idaho. The association of Idaho cities provides technical and legal assistance to its members, as well as training for elected officials. The association also advocates for cities and local government at the

state and federal levels year-round, with emphasis during the Idaho Legislative session. Mayor Berlin has served on the association's Legislative Committee for most of his time at ALC.

**Update- Roberts Community Center Project:** Clerk said that the grant application for a Community Block Development Grant (CBDG), through the Idaho Department of Commerce, was approved for 235,000. The grant would include updating the bathrooms to the current ADA requirements, as well as updating the HVAC, ramps, and exterior doors. This grant will need an environmental study that will include radon testing.

**Discussion and Vote- Administrative Contract for Altura for Roberts Community Center Project:** Council was presented with a professional services contract from Altura for administrative services for the Roberts Community Center Project. The total contract amount is not to exceed \$23,500.

Mayor Berlin asked if there were any questions or discussion.

Hearing none, Mayor Berlin entertained a motion to approve the administrative contract for Altura for the Roberts Community Center Project.

Ben made a motion to approve the administrative contract for Altura for the Roberts Community Center Project, seconded by Edidt.

Mayor Berlin called for a roll-call vote.

Roll call vote was taken by the Clerk,

Edidt Ramirez	aye
James Zillinger	aye
Benjamin Poston	aye
Shauna Lounsbury	aye

**Update- Mustang Park Improvement Project:**

Jaden Jackson, Keller & Associates: Knife River has completed the project. The painting and finishing of the basketball/pickleball court will need to wait until the weather is above 50 degrees for a week, hopefully by the end of June.

**Update- Wastewater Project:**

Jaden Jackson, Keller & Associates: Edstrom's crew has completed replacing the trunkline south down 2872 E and will be moving to finish the north end of 2872 E and 671 N. They will then start prepping for asphalt. Some of the equipment to finish the lift station is beginning to arrive, and the pumps should be here in June.

**Discussion/Work- Comprehensive Plan:** Council was provided a draft in last month's council packets. Council worked on the vision statement, all of chapter 1, chapter 2 sections 2.1, 2.7,



2.14, 2.15, 2.16 and appendix A. Council was given chapter 2 sections 2.10, 2.11, 2.12, and 2.13 for review and to be worked next meeting.

### **Maintenance Report:**

Ron Grant: Wastewater: liquor was brought in from Rigby, the generator battery was replaced, and the lift station at the apartments needed to be repaired, which was full of wipes and two towels.

Water: The water system flushed with fire hydrants. Parts for the fire hydrant at the east end of 670 N are in. Parts for the meter replacement at Market Lake Estates are in. Well #3 is being periodically used, and Electrical Equipment is working on a solution to bring it back online.

Lana Barnard (2896 E 670 N): Asked when fire hydrants are flushed?

Clerk: April and September

Lana Barnard: When will the fire hydrant be put in?

Mayor Berlin: In about three (3) weeks.

Roads: Roads have been patched where the construction work will not be. The sweeper is repaired and the tire has been fixed.

Parks: Rick has been mowing the parks and spraying weeds. Trees were removed and cleared. The brush pile has been burned. Two (2) water hydrants are being installed on Highway 48 to water trees and flowers at the city's entrance.

City Buildings: Painting at the Roberts Community Center (RCC). TV was installed in the council chambers. Flags are being retired and new ones put up.

Mayor Berlin: Interstate 15 is being resurfaced from Roberts to Sage Junction. The city will receive more milling material in exchange for water for their rollers. Mustang Park's parking lot will be paved with the millings. There may be more for other projects.

### **Patron Concern regarding Fire Hydrant:**

Lana Barnard (2896 E 670 N): I was wondering if they can open up the fire hydrants to flush for people at the end because the water is not circulating. I think that they should have to open them up more to keep all the stuff from building up at the ends.

Discussion, including Jaden Jackson, concluded that the city will add an extra flush day to the fire hydrant in front of the patron's property. The city would not be able to add a third scheduled flush due to winter weather.

**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.

James made the motion to approve the bills, seconded by Ben, all ayes.

Mayor Berlin called for a roll call vote.

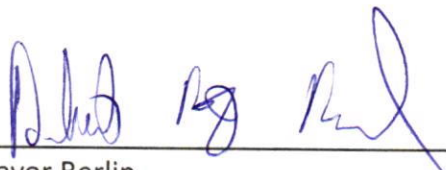
Roll call vote was taken by the Clerk,


Edidt Ramirez	aye
James Zillinger	aye
Benjamin Poston	aye
Shauna Lounsbury	aye

**Adjourn:** Mayor Berlin entertained a motion to adjourn.

Edidt made a motion to adjourn, seconded by Ben, all ayes.

Meeting adjourned.

  
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Mayor Berlin

  
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City Clerk