

CITY of ROBERTS
August 13, 2024
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 Sanchez.....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 (Absent)	Gregg Rodrick.....Certified WW Operator
April Galbraith.....Clerk/Treasurer	Steve Anderson.....Jefferson County Sheriff

Also present: Corporal McRae, and Deputy Tofa with Jefferson County Sheriff's Office, Jaden Jackson with Keller Associates, Taci Stoddard with Altura, Karol Poston, Ursula Benkenstein, Casey Burns, Tessarae Lopez, Juan Lopez, Joseph Malloy, Connie Surerus, Tim Jones

Mayor Berlin opened the meeting and welcomed everyone.

James gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance

Hearing for Impact Fee Ordinance 2024-0813: Mayor Berlin read the summary aloud an ordinance relating to the collection and expenditure of development impact fees for capital improvements within the City of Roberts, including Fire District System Improvements.

Mayor Berlin said that the ordinance would affect any new residential and commercial construction within the City limits.

Mayor Berlin asked if anyone would like to speak in favor of the ordinance.

Casey Burns stated that in the past month the Roberts Fire District responded to a fire at his home and again when his daughter was in a traffic accident. Mr. Burns was grateful for their service and fully supports the ordinance.

Mayor Berlin asked if anyone would like to speak in dissent of the impact fee ordinance.

No comments or testimony was given against the ordinance.

Mayor Berlin closed the hearing at 7:03 p.m.

Vote to Approve City Council Meeting & Hearing Minutes for July 9, 2024:

Mayor Berlin asked if there were any questions regarding the meeting or hearing minutes for July 9, 2024 in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the council meeting and hearing minutes for the July 9, 2024.

Edidt made the motion approve the council meeting and hearing minutes for the July 9, 2024, seconded by James, all ayes.

Sheriff's Report: Corporal McRae gave the report for 06/22/2024 thru 07/19/24, 97 hrs, 21 complaints, 1 arrest, 0 DUI, 0 citation, and 10 traffic contacts.

Sheriff Anderson stated that he had submitted the Sheriff's contract for fiscal year 2024-2025 to the City Clerk.

Mayor Berlin and Council thanked Sheriff Anderson and the sheriff's department for their service.

Mayor's Report: Mayor Berlin said the City Hall will be closed August 21-23 as the City Clerk will be on vacation. Market Lake Day went well. Mayor Berlin announced he will not be attending September 2024 council meeting and Council President Edidt Sanchez will be presiding.

Discussion and Vote to Approve Impact Fee Ordinance 2024-0813:

City Clerk requested that the Ordinance number be changed to 2024-568 due to a clerical error. With no objections the number will be changed to 2024-568.

Shauna Lounsbury joined the meeting via speaker phone.

Ben Poston recused himself from the discussion and vote regarding Ordinance 2024-568 for conflict of interest.

With no questions, Mayor Berlin entertained a motion to pass Ordinance 2024-568.

Edidt made a motion pass Ordinance 2024-568, seconded by James, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Benjamin Poston	Recused
Shauna Lounsbury	aye
Edidt Sanchez	aye
James Zillinger	aye

Motion passes.

Shauna disconnected from speaker phone.

Discussion regarding Fees Resolution: A draft of Resolution 2024-0827 Fee Schedule was provided to council in their council packet.

Mayor Berlin opened discussion to council. Council discussed proposed increases and asked the clerk to make edits.

Mayor Berlin asked council if they were ready to move forward and set a hearing date for the resolution. Council is ready to move forward. Hearing is set for September 10, 2024 at 6:45 p.m.

Update on Wastewater Project: Mayor Berlin invited Taci Stoddard from Altura to speak. Taci said that she has received email confirmation that the Environmental Protection Agency' (EPA) has approved the city's State Tribal Assistance Grant (STAG) application. Two-million dollars (\$2,000,000.00) in funds will be released for the project. Altura and the city clerk are awaiting information on how the funds will be distributed.

Mayor Berlin invited Jaden Jackson from Keller Associates to speak. Jaden Jackson said that the projects design is 90% completed and that the remaining 10% will be completed once the EPA provides Keller with any design requirements.

Update on Mustang Park Project: Mayor Berlin invited Jaden Jackson from Keller Associates to speak. Jaden reported he had received an email from Mountain West Precast that the bathrooms are scheduled to be set onsite Friday, August 23, 2024. Jaden said he has spoken to Knife River and they will have the final prep work done to be ready for Friday.

Mayor Berlin invited Taci Stoddard from Altura to speak. Taci said that Dennis Porter, Director of the Block Grant Program for Idaho Department of Commerce, called and said that there was up to \$45,000.00 he would like to give the City of Roberts to replace/repair the basketball court. The additional funds could be amended to the current Community Development Block Grant (CDBG). If council would like to move forward with Mr. Porter's offer a small amount of funding would be available for administrative and engineering costs.

Council would like to move forward on gathering costs for the basketball court. Taci and Jaden said the they would provide the city with cost estimations.

Vote to Approve Variance at 657 N 2865 E: Council was provided a copy of the application in their council packet. A hearing was held on August 13, 2024.

Mayor Berlin recommends the variance be approved.

Mayor Berlin entertained a motion to approve the variance request at 657 N 2865 E.

James moved to approve the variance request at 657 N 2865 E, seconded by Edidt, all ayes.

Motion Carries.

Discussion & Vote to Approve Engineer Proposal for Water Study and Subsequent Projects: Proposals provided to council in council packet. Mayor Berlin said that the City had advertised for proposals for engineering and administrative services in regards to upcoming water projects.

One proposal was received from engineering services, from Keller Associates

Mayor Berlin recommended a vote in favor of approving Keller Associates' engineering services proposal.

Mayor Berlin entertained a motion to approve Keller Associates' engineering proposal for Water Study and Subsequent Projects.

Ben a motion to approve Keller Associates' engineering proposal for Water Study and Subsequent Projects, seconded by Edidt, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Benjamin Poston	aye
Shauna Lounsbury	Absent
Edidt Sanchez	aye
James Zillinger	aye

Motion passes.

Vote and Approve Keller Contract for Water Study and Subsequent Projects: Council was provided a copy of the contract.

Edidt a motion to approve the Keller contract for Water Study and Subsequent Projects, seconded by Ben, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Benjamin Poston	aye
Shauna Lounsbury	Absent
Edidt Sanchez	aye
James Zillinger	aye

Motion passes.

Discussion & Vote to Approve Administration Proposal for Water Study and Subsequent Projects: Proposals provided to council in council packet.

One proposal was received from administrative services, from Altura.

Mayor Berlin recommended a vote in favor of approving Altura's administrative services proposal.

Mayor Berlin asked if there were any questions, comments, or concerns.

Hearing none, Mayor Berlin entertained a motion to approve Altura's administrative services proposal for Water Study and Subsequent Projects.

Edidt a motion to approve Altura's administrative services proposal for Water Study and Subsequent Projects, seconded by Ben, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Benjamin Poston	aye
Shauna Lounsbury	Absent
Edidt Sanchez	aye
James Zillinger	aye

Motion passes.

Discussion and Vote to Approve Mountain West Environmental Contract for Certified Operators: Contracts were provided to council in council packet.

Mayor Berlin invited Gregg Rodrick of Mountain West Environmental (MWE) to speak. Mr. Rodrick stated he was in attendance to answer any questions that council may have.

Mayor Berlin asked if there were any questions, comments, or concerns.

Hearing none, Mayor Berlin entertained a motion to approve the contracts with Mountain West Environmental for certified operators.

Ben a motion to the contracts with Mountain West Environmental for certified operators., seconded by James, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

Benjamin Poston	aye
Shauna Lounsbury	Absent
Edidt Sanchez	aye
James Zillinger	aye

Motion passes.

Maintenance Report: Ron reported that the waterline to the Mustang Park bathroom project is almost complete. All the new meters have been installed except for two due to shipping and other complications. The Jacobson mower has been repaired. EQ values that adjust the outgoing flow at the Wastewater Treatment plant have been replaced. Well #3 has been having issues with the bolts coming out, upon investigation it was found that the when the last offsite repair was done the metric bolts were used instead of standard, the bolts have been replaced and have resolved the issue. Mayor Berlin said that the regular summer maintenance has been ongoing.

James asked when the water tower cleaning would take place. Mayor Berlin said that it is tentatively scheduled for October, scheduling is through MWE.

April said that the city is still working on the Water Service Line Survey.

Review and Approve Bills: Mayor Berlin asked the city council if they had had time to review the bills.

James asked for clarification regarding invoices. Clarification was made by Mayor Berlin.

Mayor Berlin asked if there were any other questions, comments, or concerns.

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

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

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

Motion Passes.

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk