

CITY of ROBERTS  
December 10, 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	Gregg Rodrick.....	Certified WW Operator (Absent)
April Galbraith.....	Clerk/Treasurer	Steve Anderson.....	Jefferson County Sheriff (Absent)

Also present: Corporal Cleverley with Jefferson County Sheriff's Office, Jaden Jackson with Keller Associates, Taci Stoddard with Altura, Karol Poston, Ursula Benkenstein, Connie Surereus, Casey Burns, Joseph Malloy, Tim Jones, Tom Keiser, Jerry Vanleuvan, Roger Anderson and Jared Giannini from Central Fire District. .

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 Meeting for November 12, 2024:**

Mayor Berlin asked if there were any questions regarding the meeting or hearing minutes for November 12, 2024 in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the council meeting and hearing minutes for the November 12, 2024.

Ben made the motion approve the council meeting and hearing minutes for the November 12, 2024, seconded by Shauna, all ayes.

**Sheriff's Report:** Corporal Cleverley gave the report for 10/12/2024 thru 11/08/24, 76 hrs, 13 complaints, 0 arrest, 0 DUI, 1 citation, and 4 traffic contacts.

Mayor Berlin said that he had received a citizen concern regarding excessive speed on Highway 48 coming off the interstate. Cleverley said the sheriff's office had received a complaint last night regarding the same concern and they have a vehicle in mind.

Mayor Berlin and Council thanked the Sheriff's and his staff for their continued service.

**Mayor's Report:** Mayor Berlin reported that he had completed the Mayor's Walking Challenge and the city received \$1000 to go towards sidewalks in the spring. He said that the haunted house at the Mustang Event Center has also awarded the city with a check of \$1284.00. The Senior Citizens Center is being offered to the city as a gift. A special meeting will be held on Monday, December 16, 2024.

**Presentation regarding Ambulance District by Central Fire District:** Central Fire Commissioner Roger Anderson spoke to council regarding Jefferson County creating an ambulance district. The ambulance district would provide BLS (basic life support) and ALS (advanced live support) trained EMT's and paramedics to the county from Roberts to Ririe. The county currently has on ambulance staffed with volunteer EMT's but they would like to add two more ambulances and hire paramedics. To do this the county will need to fund the district with property taxes. Commissioner Anderson said that he would like the council to pass a resolution that would allow them to ask the city's citizens on the district ballot in May 2024.

**Vote on Resolution No# 2024-1210 - Ambulance District:** Mayor Berlin read the resolution aloud.

Mayor Berlin entertained a motion to approve Resolution No# 2024-1210.

James made a motion to approve Resolution No# 2024-1210, seconded by Shauna, all ayes.

Roll call vote was taken by the Clerk,

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

**RESOLUTION 2024-1210**

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ROBERTS, IDAHO CONSENTING TO THE INCLUSION OF THE CITY OF ROBERTS AND ALL WITHIN ITS CITY LIMITS IN THE PROPOSED CENTRAL FIRE AMBULANCE DISTRICT AND TO THE PARTICIPATION OF THE CITY OF ROBERTS IN SAID DISTRICT

**WHEREAS,** ambulance service is critical to the needs of the population of the City of Roberts and its citizens for emergency medical care and related issues; and

**WHEREAS,** the City of Roberts is currently receiving emergency medical ambulance service by Jefferson County's contract with Bonneville County; and

**WHEREAS,** local governance and control over ambulance service will provide quicker and more efficient service to the residents of the City of Roberts; and

**WHEREAS,** the Jefferson County Central Fire District desires to establish the Central Fire Ambulance District; and

**WHEREAS,** Idaho Code §31-3911 requires that the City of Roberts pass a resolution consenting to participation in a proposed ambulance service district prior to a petition to form an ambulance service district is filed with the county clerk; and

**WHEREAS,** Idaho Code §31-3921 authorizes the City of Roberts to consent to inclusion within the limits of an ambulance service district after it is formed; and


**WHEREAS,** the Jefferson County Central Fire District is willing to enter into an interagency agreement with the proposed Central Fire Ambulance District to provide facilities and other assets for the mutual benefit of the citizens within the proposed boundaries of the Central Fire Ambulance District; and

**WHEREAS,** the City Council of the City of Roberts desires that the Central Fire Ambulance District be submitted to the Jefferson County Commissioners for approval and inclusion in a vote for the same in compliance with Idaho Code §31-3911(3)-(6).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Roberts, Idaho, that the City of Roberts hereby consent to participation in the proposed Central Fire Ambulance District and that this consent be included in a petition to the Jefferson County Commissioners, all in compliance with Idaho Code §31-3911(2).

APPROVED by the Mayor and ADOPTED by the City Council of the City of Roberts, Idaho, this 10 day of December, 2024.

APPROVED:  
  
 Mayor Robert Berlin

ATTEST:  
  
 April Galbraith, City Clerk

**Discussion regarding Economic Development:** Discussion regarding economic development and what direction the council would like to take in developing industry in the city. Discussion will continue.

**Discussion regarding Health Clinic:** The Community Council has spoken with Mayor Berlin and asked if the city would be interested in purchasing the modular. They said that they would need to get a realtor to know how much. Mayor Berlin said that he would let council know and that at this time there is no budget for this current year.

**Discussion and Vote on Surplus Items:** Mayor Berlin presented council with a list of surplus items. These items are: the Sledanator Plow Truck, Fire Truck, John Deer Front Wheel Loader, Dog Truck Box, Ricoh Aficio MP 2851 Printer/Copier, and Water Meters.

Discussion regarding when the last time the items were used, if the item has been replaced, repairs needed, and recycle value.

Items will be sold by online auction except for the fire truck which may be gifted to the Roberts Fire District. The council will vote next month regarding the gifting of the fire truck.

Mayor Berlin entertained a motion to approve the surplus list to be sold.

James made a motion to approve the surplus list to be sold, seconded by Edidt.

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 on Ordinance No# 2024-570:** Ordinance provide to council in their packet. Ordinance NO# 2024-570 is required by state statute to amend the city's current zone map.

Mayor Berlin entertained a motion to suspend reading the proposed ordinance on three different days and have the proposed ordinance read once in its entirety.

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

Mayor Berlin read the ordinance aloud.

Mayor Berlin entertained a motion to approve Ordinance No# 2024-570.

Ben made a motion to approve Ordinance No# 2024-570, seconded by Edidt.

Roll call vote:

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

Motion passes.

**Discussion regarding City Council Meeting Dates for 2025:** City council was provided potential dates for regular council meetings in 2025. The list below is the list for 2025 to be published in the Jefferson Star.

January 14  
February 11  
March 11  
April 8  
May 13  
June 10

July 8  
August 12  
September 9  
October 14  
November 10  
December 9

**Update on Water Facility Planning Study/Emerging Contaminates:** Jaden Jackson reported that Keller Associates the water study will be to Department of Environmental Quality (DEQ) by the end of next week. They are waiting on cost estimates for the project and it will go for final review before it is submitted. The Emerging Contaminates design contract will be ready for next month for approval. Taci Stoddard said she is still working with DEQ to complete their requirements for funding.

**Update on Wastewater Project:** A pre-construction meeting was held last week. Construction will begin the first or second week of January. Two sections of line have been omitted due to cost. The sections will be added to phase 2.

**Update on Mustang Park Project:** Jaden said that Mountain West Precast has been notified and working with Ron to fix some toilet issues. Sod will be laid in the spring. Painting of the basketball and pickleball court will be done. The project will be over by about \$2500 this is mainly due to a change order that occurred because a failing and corroding septic system was found, while digging the new sewer line, and need to be removed for public safety. The city will use general funds to pay this portion. A budget report for the project was given to council.

**Review and approval of Personnel Manual/Policy:** Council was provided a copy of the personnel manual in last month's council packet. Mayor Berlin asked if there were any questions or discussion regarding the personnel manual.

With no questions or discussion, Mayor Berlin entertained a motion to approve the personnel manual/policy.

Ben made a motion to approve the personnel manual/policy, seconded by Edidt, all ayes.

Motion passes.

**Maintenance Report:** Ron was injured last week while cutting some pipe material. His thumb was injured and he is following doctor direction. Work on conduct at the wastewater plant has been completed. Snow plows are ready for snow. Christmas lights have been completed. Blinds and tv were hung in city hall and council chambers.

**Review and Approve Bills:** Mayor Berlin asked Council if they had reviewed the bills and if they had any question, 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,

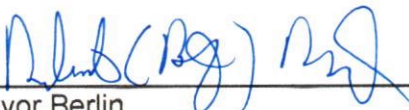
Benjamin Poston	aye
Shauna Lounsbury	Absent
Edidt Sanchez	aye
James Zillinger	aye

Motion Passes.

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

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

Meeting adjourned.

  
\_\_\_\_\_  
Mayor Berlin

  
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City Clerk