

CITY of ROBERTS
November 12, 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

Also present: Corporal Stewart with Jefferson County Sheriff's Office, Jaden Jackson with Keller Associates, Taci Stoddard with Altura, Karol Poston, Ursula Benkenstein, Gale Scrivner, Connie Surereus, Casey Burns, Sally Lounsbury, Loren Lounsbury, and Zahe Elabed.

Mayor Berlin opened the meeting and welcomed everyone.

Shauna gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance

Vote to Approve City Council Meeting for October 8, 2024:

Mayor Berlin asked if there were any questions regarding the meeting or hearing minutes for October 8, 2024 in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the council meeting and hearing minutes for the October 8, 2024.

Ben made the motion approve the council meeting and hearing minutes for the October 8, 2024, seconded by Shauna, all ayes.

Sheriff's Report: Corporal Stewart gave the report for 09/14/2024 thru 10/11/24, 68 hrs, 15 complaints, 1 arrest, 0 DUI, 2 citation, and 15 traffic contacts.

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

Mayor's Report: Mayor Berlin said with the length of the agenda he would forgo his report as most of it will be covered.

Discussion and Vote on Building Permit for 670 N 2872 E: Council was provided a copy of a building permit application for 670 N 2872 E. Mayor Berlin said that the application is for a building permit that had expired. Mayor Berlin recommends that the application be approved.

Council asked staff regarding work remaining and expiration of previous permit.
Mayor Berlin asked if council had any further questions or discussion.

With no further questions or discussion, Mayor Berlin entertained a motion to approve the building permit application for 670 N 2872 E.

James made a motion to approve a building permit application for 670 N 2872 E, seconded by Ben, all ayes.

Discussion and Vote on New Business License for AL-SHARPS-4U: Council was provided a copy of a new business application for AL-SHARPS-4U at 2861 E 650 N. Mayor Berlin said that the application states the nature of the business is home based knife sharpening.

Council discussed location. Mayor Berlin asked if there were any questions or further discussion. With no questions or further discussion Mayor Berlin entertained a motion to approve the new business license application for AL-SHARPS-4U.

Ben made a motion to approve a building permit application for 670 N 2872 E, seconded by Shauna, all ayes.

Discussion and Vote on Zone Change for 2865 E 627 N: Council was provided a copy of the zone application in their council packet.

Mayor Berlin asked if there was any discussion regarding the zone change application. Council discussed commercial properties, the future of Roberts commercial development, ordinance compliance, economic impact, and comprehensive plan.

Mayor Berlin asked if there was any further discussion. With no further questions, Mayor Berlin entertained a motion to approve the zone change application for 2865 E 627 N from Commercial to R-4 Mobile Home Park.

Ben made a motion to approve the zone change application for 2865 E 627 N from Commercial to R-4 Mobile Home Park, seconded by Edidt.

Roll call vote was taken by the Clerk,

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

As it was a tied vote, Mayor Berlin voted Aye.

Motion passes.

Discussion and Vote regarding Engineering Contract for Child Pedestrian Grant: The City was awarded a Child Pedestrian Grant from Local Highway and Technical Assistance Council (LHTAC) for \$220,000. The grant will be used to complete Phase 2 of sidewalks on 2858 E. Keller Associates presented City Council with a agreement for the engineering portion of the project for a total sum of \$15,830.

Mayor Berlin entertained a motion to approve the agreement with Keller Associates for 2858 E Child Pedestrian Project Phase 2 for \$15,830.

Ben made a motion to approve the agreement with Keller Associates for 2858 E Child Pedestrian Project Phase 2 for \$15,830, seconded by James, all ayes.

Roll call vote was taken by the Clerk,

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

Motion passes.

Update on Water Facility Planning Study/Emerging Contaminates: Jaden Jackson said that 80% of the Water Study has been completed and a portion of it is waiting for review by Ron. Keller will be scheduling a meeting with Ron and Mayor Berlin next week to review options for the emerging contaminants.

Update on Wastewater Project: Jaden Jackson said that the City received three bids for the project. The lowest bid was from Edstrom Construction, Inc for \$2,292,760.70. The other two (2) bids came in at \$3,308,995.00 and \$4,464,464.00.

Discuss and Approve Wastewater Project Construction Contract: The "Notice of Award" for Edstrom Construction, Inc was presented to Council for approval for the Wastewater Improvement Project.

Mayor Berlin entertained a motion to approve the Notice of Award for Edstrom Construction in the amount of \$2,292,760.70 for the Wastewater Improvement Project.

Ben made a motion to approve the Notice of Award for Edstrom Construction in the amount of \$2,292,760.70 for the Wastewater Improvement Project, seconded James, all ayes.

Roll call vote was taken by the Clerk,

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

Construction would begin around January. Jaden said that winter time construction may be advantageous as the ground water will be lower and reduce the need for dewatering which is costly.

Update on Mustang Park Project: Jaden Jackson said the paths have been completed. The basketball pad is in and the hoops are backup. The paint for the court will be in the spring. Sod around the bathroom will be put in in the spring. There are a few things left for the precast manufacture before the building can be opened to the public. Jaden said that manufacturer said that they will be out quickly. Ron will be fixing the floor drains and installing the frost-free faucet. Taci Stoddard said that they had received a third estimate for the painting and pickleball courts and it came in a lot higher than anticipated.

Discussion Regarding Rental Leases for 2874 E 650 N & 651 N 2858 E: Council was provided a copy of the lease agreements in their council packet.

Mayor Berlin said that the city has two (2) properties lease agreements where the city acts as the landlord. The leases out of date and not been updated in some time.

Council discussed the lease with Community Council of Idaho (CCI). Current rent \$100.00 per month, the clinic is now gone but the manufactured trailer remains on the land unused, and the city clerk has had difficulty contacting anyone via email or phone with knowledge of what is going on with the building.

City Council instructed the Mayor to send a letter to CCI to remove the building within 90 days, if CCI chooses to leave the building the rent would increase to \$1000.00 per month.

Council discussed the lease agreement for Lucy's Pizzeria which is currently \$200.00. Council instructed Mayor Berlin to meet with the owners.

Discussion and Review of Personnel Manual/Policy: Council was provided a copy of the personnel manual in their council packet.

Mayor Berlin asked if Council had an opportunity to review the personnel manual and if council has any suggestions or questions.

Council has voiced that they have not had time to review the manual and will look at it at a later date.

Discussion Regarding New Floodplain Regulations: Mayor Berlin said that the city has received clarified information, from Maureen O'Shee at the Idaho Department of Water Resources, that the new floodplain regulations are already included in the city's current floodplain ordinance.

Maintenance Report: Mayor Berlin said water pressure fluctuations that occurred yesterday was caused by testing at Roberts Elementary for their new sprinkler system. Pressure did not drop below minimum requirements. Sprinklers have been blown out throughout the city. Divers cleaned the water storage tank to remove sand. They will be back in the spring to finish. The backhoe heater core has been repaired. Christmas decorations are going up around the city.

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.

Ben made the motion to approve the bills, 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	aye
Edidt Sanchez	aye
James Zillinger	aye

Motion Passes.

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk