

CITY of ROBERTS
December 13, 2022
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	April Galbraith.....Clerk/Treasurer
Connie Surerus.....Council	Ron Grant.....Maintenance (Absent)
Ben Poston.....Council	Julie Garcia.....Library Director (Absent)
Edidt Sanchez.....Council	Robin Dunn..... City Attorney(Absent)
Shauna Lounsbury.....Council	

Also present: Corporal Dustin Mathie with the Jefferson County Sheriff's Office, Ursula Benkenstein, Tyler Olsen and Kail Yeaton with Insanitarium, Eric Gagron with Core & Main, Karin Maritt, Karol Poston, Monique Yeaton, Trinity Yeaton, and Jaden Jackson from Keller Associates.

Mayor Berlin opened the meeting and welcome everyone.

Edidt gave the opening prayer.

Mayor Berlin lead the Pledge of Allegiance

Sheriff's Report: Corporal Mathie read the report from 10/15/22 thru 11/11/22, 63 hrs, 20 complaints, 0 arrests, 0 DUIs', 0 citations, and 20 traffic contacts.

Vote to Approve November 8, 2022 Hearing Minutes and Council Meeting Minutes: Mayor Berlin entertained a motion to approve the minutes for the November 8, 2022 council meeting and public hearings. Mayor Berlin asked if there were any changes or corrections.

With no corrections, Mayor Berlin entertained a motion to approve the minutes.

Ben made the motion to approve the minutes for the November 8, 2022 council meeting and public hearings, seconded by Shauna, all ayes.

Insanitarium Presentation: Mayor Berlin invited Tyler Olsen and Kail Yeaton to speak. Mr. Olsen and Mr. Yeaton presented the City with a check for \$1359.20. Mr. Olsen and Mr. Yeaton thanked the City for the use of the Mustang Event Center for the Insanitarium Spookalley. They said that they had the best year so far and look forward to holding the spookalley at the Event Center again.

Mayor Report: Mayor Berlin opened the report with concerns regarding the date of the February council meeting. The meeting date would fall on February 14, 2023. Mayor Berlin said that he and the clerk would be unable to attend and asked Council if they had any objections to moving the council meeting to the following Tuesday, February 21st. With no objections, the meeting will be held on February 21, 2023.

Christmas decorations have been going up slowly as Mayor Berlin and volunteers were sick and unable to get together to put them up. Mayor Berlin has been working with Sean and Ron to decorate the city and Community Park. The animated lighted train displayed at Community Park was purchased by a donation by an anonymous community member and we thank that person. The 3rd Christmas Market was not as well attended as last years but was better than the first year. Due to event competition, the event may be moved to a different weekend. Mayor Berlin asked Council to look at their utility aging report and drew their attention to the "90 day" past due column of less than 1%. Mayor Berlin expressed that he believes the success is related to hard work by clerks, past and present, as well as the policies Council has put in place. April has been working on the city's website. We have tested the alerts system. We would encourage everybody to signup (subscribe) to the website, cityofrobertsidaho.gov, to get the alerts. The alerts will be strictly for emergency situation and snow removals. Mayor Berlin met with Cynthia Gibson from Idaho Walk Bike Alliance. It is a nonprofit group that educates the legislation in the importance of funding. They also help score grants, such as the Child Pedestrian grant. She gave us some tips that may help the City score higher the next time the Child Pedestrian grant opens. Regarding paying the City's bills, there was a question last month while Mayor Berlin was on vacation on whether or not bills should be paid before Council sees them. Mayor Berlin said that there are always bills that have to be paid before Council sees them, such as utilities and things that are time sensitive. Council approving the bills is more a matter of making sure that everything in the bill file is legitimately the City's bills. If Council would like to approve all the bills prior to them being paid we will need to have more than one council meeting a month or have late payments. All bills are reviewed by April and Mayor Berlin, all checks are signed by Mayor Berlin and April. Mayor Berlin asked Council if they would like to meet more frequently or how they would like to proceed. Edidt suggested that 'paid bills' on the agenda be changed to 'review and approve the bills.' Mayor Berlin asked if that is how Council would like to proceed. Council is in agreeance that the clerk will pay the bills as they come in and that they will review and approve the bills.

Discussion & Vote Regarding Engineering Contract for Wastewater Project: Mayor Berlin said that last month Council had voted to accept Keller and Associates' proposal for engineering on the Wastewater Project. He said that the contract does not take affect until the funding is available. The contract needs to be in place to help get the funding and move the project forward.

Mayor Berlin asked if there was any questions or discussion regarding the contract.

With no further question or discussion, Mayor Berlin entertained a motion to approve Keller and Associates contract for the Wastewater Systems Project.

Connie made a motion to approve Keller and Associates contract for the Wastewater Systems Project, seconded by Ben, all ayes.

Roll call vote was taken by Clerk, Shauna aye, Ben aye, Edidt aye, Connie aye

Motion passes.

Discussion Regarding Water Meters: Mayor Berlin open the discussion, he said that the City's water meters are passed their life expectancy. The City is losing the ability to read more and more meters every month. The current ordinance does allow for the clerk to estimate the amount of water used based on past statements. The City has been looking into different solutions and costs for the meter issue for the past year. At this time the meter reading system is obsolete, the software is obsolete, and last year Mud Lake gave us their leftover equipment to when our meter reader went out. Mayor Berlin and the City's staff is recommending going with a supply company called Core & Main to update the inground meters, meter reader, and billing software. The proposal that Core and Main supplied is in phases. Two first phase quotes were provided, the first would allow for the software, reader, and 50 meters for a quote of just under \$30,000.00 and the second would allow for the software, reader, and 80 meters and be just under \$38,000.00. Phase two would follow. Mayor Berlin asked Eric Gagron with Core & Main when the meters could be here. Eric said that because of supply chain issues it would be about September. He also said that the reader would read the current working meters. The meters are made of metal and would carry a 20-year warranty, 10 years replacement and then 10 years of prorated replacement. It was determined by Council that the City would proceed by ordering 80 meters. The software and reader will be ordered after meters arrive.

Discussion Regarding Well 2 at Community Park: Mayor Berlin open the discussion regarding repairing the well at Community Park. Well 2 is the well that provides the majority the City's water supply. The pump and casing need to be repaired as there are aging issues, leaking, inefficiency, and sand issues. Mayor Berlin passed around to the estimate from PumpCo for about \$20,000.00.

Mayor Berlin asked Council if they had any objections with proceeding with the repairs. With no objections the City will proceed with the repairs.

Maintenance Report: Mayor Berlin said the water pressure issue the city experienced last month was due to a pump that has been serviced within the last 3 months going down. During that time Ron had switch the system to run off another pump and the timer needed to be readjusted. Ron has been in contact with American Pump to repair the pump. Ron and Mayor Berlin have been discussing purchasing a crane that can be mounted in a pickup truck to lift lift-pumps. Ron has been plowing snow. Ron has also been doing a lot of maintenance at the wastewater plant. The sewer system is being surveyed via camera as part of the upcoming wastewater project. Smoke detectors have been put in at the well house and wastewater treatment plant, the detectors will alert Ron and April via phone if there is a problem. The City did have a few companies come out to estimate sprinkler system for Community Park, no estimates have been received at this time. Mayor Berlin acknowledged Rick Lamb for continuing to assist Ron and the City.

Discussion & Vote on Bank Signers Resolution: Mayor Berlin presented Council with a resolution that would remove Gale Scrivner as a signer on the bank accounts for the City.

Mayor Berlin read the title aloud.

Resolution No. 2022-1213

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROBERTS, IDAHO,
AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR
BANKING SERVICES ON BEHALF OF THE CITY OF ROBERTS**

The signers would be Robert D. Berlin, Mayor and April Galbraith, City Clerk/Treasurer.

Mayor Berlin entertained a motion to approve Resolution 2022-1213.

Edidt made a motion to approve Resolution 2022-1213, seconded by Shauna, all ayes.

Roll call vote was taken by the Clerk, Connie aye, Edidt aye, Ben aye, and Shauna aye.

Pay Bills: Mayor Berlin asked the city council if they had looked at the bills and had any questions.

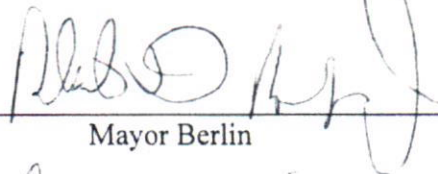
With no questions, Mayor Berlin entertained a motion to pay the bills.

Ben made the motion to pay the bills, seconded by Shauna, all ayes.

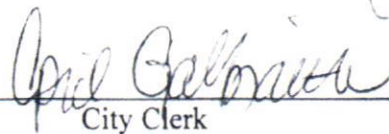
Roll call vote was taken by the Clerk, Connie aye, Edidt aye, Ben aye, and Shauna aye..

Adjourn: Mayor Berlin entertained a motion to adjourn.

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



Mayor Berlin



City Clerk