

CITY of ROBERTS
March 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		

Also present: Sheriff Steve Anderson and Deputy Barnetche with Jefferson County Sheriff's Office, Jaden Jackson with Keller Associates, Casey Burns, Connie Surerus, Kyler Place, Melody Zillinger, Tim Jones, Karol Poston, and Ursula Benkenstein,

Mayor Berlin opened the meeting and welcome everyone.

Shauna gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance

Vote to Approve City Council Meeting Minutes for February 12, 2024: Mayor Berlin asked if there were any questions regarding the meeting minutes for February 12, 2024 in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the minutes for the February 12, 2024.

Ben made the motion approve the minutes for the February 12, 2024, seconded by Shauna, all ayes.

Sheriff's Report: Deputy Barnetche read the report from 02/03/2024 thru 03/01/24, 76 hrs, 4 complaints, 0arrest, 0 DUI, 0 citation, and 7 traffic contacts.

Mayor Berlin questioned Sheriff Anderson about the low complaint numbers, Sheriff Anderson confirmed that it has been slow in Roberts and the county.

Mayor berlin asked if there were any other questions or concerns for sheriff's department. With no other questions Mayor Berlin thanked the Sheriff and his department for their continuing service and support.

Sheriff Anderson announced that he would be running for reelection this year.

Sheriff Anderson and Deputy Barnetche excused themselves.

Mayor's Report: Mayor Berlin said reminded council and staff of the upcoming Association of Idaho Cities Spring Conference in Idaho Falls on April 9th. Mayor Berlin said that the city's

attorney had sent an email asking if the city “how far” the city would like to pursue prosecution of a case for a crime that happened within Roberts. Mayor Berlin explained that he would like the councils input regarding financial part of prosecuting criminals, as it is not included in the city’s monthly retainer of the city’s attorney. Ben, James, Shauna, and Edidt all said that they would like to have the attorney prosecute but to be cautious of the city’s budget limitations.

Vote to approve Jensen Paulson Letter of Engagement: Mayor Berlin said that entertained a motion to accept the letter of engagement from Jensen Paulson & Company for the city’s annual audit, to not exceed \$7500.00 and any single audit to be \$1100.00.

Ben made the motion to approve the letter of engagement from Jensen Paulson and Company, seconded by Edidt, all ayes.

Roll call vote was taken by the Clerk,

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

Discussion Regarding Council Packets, Emergency Plan Update, Planning & Zoning Revisions Begins: Mayor Berlin opened discussion asking if all of the council is able to receive council packet via email and if so who would like their packets via email. All councilmembers can receive electronic packets; however, Ben would like a paper copy, Shauna would like to try trial the electronic packets, and Edidt and James would like the electronic packets.

Emergency Plan drafts were given to council in January. Mayor Berlin asked if anyone had any input, concerns, or thoughts regarding the plan. He said that he thinks that the city should purchase a generator for city hall because if there is an of emergency the city hall is the command center. He said that he and the clerk and the public works staff had gone over the plan and filled in most of the information. The city will be reaching out to the school district and churches as possible shelters as the Mustang Event Center is in poor condition.

Ben asked if the city was prepared if the canal fails. Mayor Berlin said that there is material stored away to help with any failures. Mayor Berlin asked the clerk will contact the canal board for contact information.

IDWarn offers potable water trailers however the city would have to sign an agreement to be a part of that. As there is no financial requirements Mayor Berlin said that he intends for the city to enter into that agreement if there is no objection from the council. No objections were voiced by council.

Further discussion regarding the emergency plan included blankets, maintaining food and water supplies, mass public siren, etc.

The city will be reviewing the current planning and zoning ordinance. The city will begin by updating the city’s current comprehensive plan. Council will have a comprehensive plan work meeting on March 26th at 6:30pm.

Update on Wastewater Project: Mayor Berlin invited Jaden with Keller Associates to speak. Jaden said that Altura is still working on the Environmental Protection Agency’s grant process. He said that Keller has been working on the overall design of the project. He said that the lift

stations on 2872 E will need to be replaced to allow for proper grading of the pipe lines. Bidding for the lift station will probably go out in the fall. The first phase will include the lift stations, the main trunkline that runs north and south, and the lines that have been identified on the north side of main street.

Update on Mustang Park Project: Mayor Berlin invited Jaden with Keller Associates to speak. Jaden said that they have begun receiving submittals from the contractor that won the bid for the precast bathrooms. Jaden gave the city the civil site plans for their review. The ADA parking stalls will be bid out as asphalt but can be completed as gravel if bids come in higher than anticipated. This project should begin this spring.

Shauna asked if the restrooms will be open all the time. Mayor Berlin said that at this time the plan is to have them open.

Maintenance Report: Mayor Berlin said that the city has been doing work at the wastewater plant. Maintenance on lift stations have been done due to none flushable items being stuck in the pumps and because of a power failure. The new heater for the screen room at the wastewater plant came in and will be installed this coming Tuesday. The fresh water well pump and motor at the wastewater plant were replaced. Pothole patching has been done around the city. The fence at city hall has been repaired.

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

Mayor Berlin entertained a motion to approve the bills.

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

Roll call vote was taken by the Clerk,

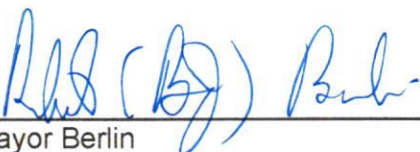
Benjamin Poston	aye
Shauna Lounsbury	aye
Edidt Sanchez	aye
James Zillinger	aye

Motion Passes.

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk

February Water System Report

From: Robert Loftis (rloftis@mwaterworks.com)
To: robertsmayorbj@yahoo.com; robertscityclerk@yahoo.com; robertscitymaintenanceron@gmail.com
Cc: dparkinson@mwaterworks.com
Date: Tuesday, March 12, 2024 at 11:19 AM MDT

Good afternoon, overall the water system is functioning ok. There is an ongoing sand issue with well 3 causing premature wear of pump shaft and seals but Pumpco is working on possible options for getting more life out of these parts. I requested multiple options with costs to allow for the city to choose the most effective option. I am still trying to find a tank cleaning company willing to remove the sand accumulation from the water storage tank. Without the ability to run the system without utilizing the tank our options are very few as all the companies that have responded cannot handle the large amount of accumulated sand. The monthly routine bacteria was clean and sampling for quarterly additional samples required for the wells will be gathered in March. Thank you all for the continued opportunity to help with all your drinking water needs.

Robert Loftis

Regional Manager / Operator

February Update

From: Gregg Roderick (groderick@mwaterworks.com)
To: robertscityclerk@yahoo.com
Cc: robertsmayorbj@yahoo.com
Date: Monday, March 4, 2024 at 08:40 PM MST

At the Roberts Wastewater Treatment facility, we had another successful month. We had 0 violations and there were no major issues to report. With the facility operating properly Mountain West Waterworks has started to gather valuable parameters to provide information for daily operations optimization. This same information will be useful for engineers when studies need to be completed for funding options. We have been working with DEQ and Keller to pursue the Emerging Contaminants Funding available. This is one of our main focuses moving forward.

We are now working on tackling some of the minor issues that the plant has had for a while, but we had to keep addressing larger scale issues. Mountain West Waterworks has submitted a quote to replace the UV bulbs and quartz sleeves on Bank B of the UV system. The bulbs and sleeves were replaced on Bank A in 2023 and they should be replaced every 2 years. If we were to do it this way, City of Roberts could budget to replace 1 bank annually to help distribute this cost. Please reach out with any questions.

Thank you,



Gregg Roderick

Wastewater Operations Manager

P: 208.656.3039 Ext. 707

E: gregg@mountainwestwaterworks.com

mwaterworks.com