

CITY of ROBERTS  
September 12, 2023  
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 (Absent)	Ron Grant.....	Maintenance
Connie Surerus.....	Council	Julie Garcia.....	Library Director (Absent)
Ben Poston.....	Council	Jed Bigelow.....	City Attorney (Absent)
Edidt Sanchez.....	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, Karol Poston, and Ursula Benkenstein.

Council President Ben Poston opened the meeting and welcome everyone.

Shauna gave the opening prayer.

Mr. Poston led the Pledge of Allegiance

**Sheriff's Report:** Deputy Banetche read the report from 07/26/23 thru 08/18/23, 115 hrs, 27 complaints, 4 arrest, 1 DUI, 1 citation, and 25 traffic contacts.

**Vote to Approve City Council Meeting Minutes for August 8, 2023 and Hearing Minutes for August 22, 2023 and Special Meeting Minutes for August 22, 2023:** Mr. Poston asked if there were any questions regarding the draft hearing and meetings minutes in the council's packets.

With no questions, Mr. Poston entertained a motion to approve the minutes for the August 8, 2023 and Hearing Minutes for August 22, 2023 and Special Meeting Minutes for August 22, 2023.

Edidt made the motion approve the minutes for the August 8, 2023 and Hearing Minutes for August 22, 2023 and Special Meeting Minutes for August 22, 2023, seconded by Shauna, all ayes.

**Update on Street Project 2858 E and Child Pedestrian Project:** Mr. Poston invited Jaden with Keller Associates to speak. Jaden said that construction began about 3 ago. The storm drain has been completed and DEPATCO crews have started final prep for the new street. Crews have also begun marking curb, gutter, and sidewalks. There will be a construction progress meeting tomorrow at City Hall.

**Update on Wastewater Project:** Mr. Poston invited Jaden with Keller Associates and Jaden said that they were still in the holding pattern and are awaiting to hear from the EPA to approve the use of ARPA funds to begin the engineering portion of the project. April, City Clerk, said that

Taylor, from Altura, was able to upload the contract onto Grants.gov as requested by the EPA and is awaiting final approval

**Update on Mustang Park Project:** Mr. Poston invited Jaden with Keller Associates. Jaden said that the plans for the pre-built bathroom is complete and ready to go out for bid. Jaden will meet with Mayor Berlin to finalize the plans before it is published.

**Vote on Building Permit 21716 (677 N 2858 E):** A building permit for 677 N 2858 E. J. Guadalupe Alvarez has requested the permit for a concrete foundation for an existing shed. The permit application and building plans have been reviewed by staff and has recommended by Mayor Berlin.

Mr. Poston asked if the council had any questions.

Connie asked about the city boundaries. Staff explained that the city-county boarder runs through Mr. Alvarez's property and that the foundation is inside city limits and no portion is within the county.

Mr. Poston asked if there were any further questions.

With no further questions, Mr. Poston entertained a motion to approve the building permit for 682 N 2858 E.

Connie made the motion to approve the building permit for 682 N 2858 E., seconded by Shauna, all ayes.

**Discussion and Vote to Approve Ordinance 2023-567, Frozen Water Lines:** Mr. Poston entertained a motion to suspend reading of the proposed ordinance on three different days and have the proposed ordinance read once in its entirety.

Edidt moved to suspend reading of the proposed ordinance on three different days and have the proposed ordinance read once in its entirety, seconded by Connie, all ayes.

Mr. Poston read the proposed ordinance aloud:

CITY OF ROBERTS  
ORDINANCE NO. 2023-567

AN ORDINANCE RELATING TO FROZEN WATER UTILITIES WITHIN THE CITY OF ROBERTS

WHEREAS, the City of Roberts, Idaho, the "City" herein, under and pursuant to the powers vested in it by Idaho Code, in order to promote the public health and welfare, deems it necessary to make and place into effect a policy in regards to frozen water utilities;

WHEREAS, The City of Roberts is responsible for providing potable water to users;

WHEREAS, The City of Roberts is responsible for insuring fiscally fairness and stewardship of the system;

WHEREAS, It is a violation of Ordinance 521 Section 7 Subsection 13 for "the customer to operate, cause, or permit unauthorized operation of the meter stop or any appurtenances on the service connection."

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROBERTS, IDAHO:

SECTION 1: PURPOSE

It is hereby determined and declared to be necessary and conducive to and for the protection of the health, safety and welfare of the public inhabitants of the city, and for the purpose of controlling the use and connection to and for providing an equitable distribution of the costs and expenses of maintenance, operation, upkeep and repair of the entire water system which includes the water collection system and water pumping facilities of the city, to charge and collect service charges or fees upon all lots, lands, property and premises served or benefited by the water system of the city.

SECTION 2: APPLICABILITY

The provisions of this chapter shall apply to all property within the boundaries of the city, including all property owned or occupied by the United States, the state, county, and the city.

SECTION 3: DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of terms used in this chapter shall be as follows:

CITY: The city of Roberts, Idaho.

CUSTOMER: Any individual, firm, company, association, society, corporation or group owning real property who has applied for, been accepted and is currently connected to the water system for the benefit of that real property.

DRIP: A pencil sized stream

PROPERTY OWNER: A person owning real estate which is, or proposes to be, connected to the water system.

SERVICE CONNECTION: The point at which the building connects to the public water system.

#### SECTION 4: RESPONSIBILITIES

1. Property owners are responsible for their water line up to the water meter.
2. The City is responsible for the meter and line to the public water system.
3. Property owners and/or customers should call the City to thaw a frozen meter or water line to the City's main water line, and should not do the work themselves. Any damages caused by the property owner attempting to thaw lines or the meter shall be the full responsibility of the property owner.

#### SECTION 5: POLICY

1. The first thaw of frozen water lines from and including the meter and the line going to the main water line shall be done by the City at the City's expense.
2. After the first thaw, property owners should drip their water continuously to prevent freezing. The City will inform property owners after the first thaw of this responsibility. Any damages caused by the property owners' failure to drip their water continuously after a first thaw shall be the full responsibility of the property owner.
3. After the first thaw of a winter season, property owners shall be responsible to pay for all costs associated with each subsequent thawing of water lines.
4. Damages to the water lines or meter from frozen lines not caused by the property owner as described above shall be paid for as follows:
  - a. All damages that occur to the line from the home to the water meter shall be the responsibility of the property owner.
  - b. All damages that occur to the meter and from the meter to the City's main water line shall be the responsibility of the City.
5. The City will thaw water meters and lines during regular business hours and only by appointment, unless approved by the mayor at which time Afterhours Labor Per Man hours will be charged.
6. Before Public Works begins work on frozen utilities the property owner, or their agent, must sign an agreement that includes but is not limited to the following: date, service address, signature of owner/agent, freeze-preventing instructions, and current fee schedule.

#### SECTION 6: FEES

1. Charges to Property Owner
  - a. 1<sup>st</sup> Thaw- No Charge
  - b. 2<sup>nd</sup>+ Thaw- Property owner will be charged Labor Per Man hours, equipment fees, all replacement parts, and any After-hours Labor Per Man Hours
2. Fees will be set by resolution.
3. Number of "thaws" are counted annually between November 1 and March 31.

#### SECTION 7: PENALTY

- A. Violation: Any person found to be violating any provision of this chapter shall be guilty of a misdemeanor.
- B. Liability For Expense, Loss Or Damage: Any person violating any of the provisions of this chapter shall become liable to the city for any expense, loss or damage occasioned by the city by reason of such violation.

#### SECTION 8: REPEALER CLAUSE

All ordinances or parts thereof, which are in conflict here within, are hereby repealed.

#### SECTION 9: SEVERABILITY CLAUSE

Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

#### SECTION 10: EFFECTIVE DATE

This Ordinance shall be in full force and effect from date of passage, publication and signature of the Mayor according to law.

Mr. Poston asked if there were any questions or concerns regarding the ordinance.

Council discussed concerns regarding property owner attempts to thaw water meters causing damages and meter replacement costs..

Mr. Poston asked if there were any further questions or concerns regarding the ordinance.

With no further questions, Mr. Poston entertained a motion to pass Ordinance 2023-567.

Shauna made the motion to pass Ordinance 2023-567, seconded by Edidt, all ayes.

Motion passes.

**Review and Approve Bills:** Mr. Poston asked the city council if they had had time to review the bills.

Mr. Poston entertained a motion to approve the bills.

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

Roll call vote was taken by the Clerk,

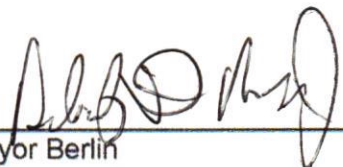
Shauna Lounsbury	aye
Edidt Sanchez	aye
Benjamin Poston	aye
Connie Surerus	aye

Motion Passes.

**Adjourn:** Mr. Poston entertained a motion to adjourn.

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

Meeting adjourned.

  
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Mayor Berlin

  
\_\_\_\_\_  
City Clerk

Fwd: Roberts WWTP update

From: Robert Loftis (rloftis@mwaterworks.com)  
To: robertscityclerk@yahoo.com  
Date: Tuesday, September 12, 2023 at 06:29 PM MDT



**Robert Loftis**  
Regional Manager / Operator  
P: 208.656.3039 Ext. 702  
E: [rloftis@mwaterworks.com](mailto:rloftis@mwaterworks.com)  
[mwaterworks.com](http://mwaterworks.com)

**From:** Gregg Roderick <Groderrick@mwaterworks.com>  
**Sent:** Tuesday, September 12, 2023 2:59:57 PM  
**To:** Robert Loftis <Rloftis@mwaterworks.com>  
**Cc:** Dustin Parkinson <Dparkinson@mwaterworks.com>  
**Subject:** Roberts WWTP update

For the wastewater plant for the month of August we are still fighting some E-coli issues. We are updating DEQ and working with them on solutions. We are researching a theory on manganese inactivating the UV disinfection ability. We are awaiting lab results and have a meeting with Jadon Jaxon and DEQ to come up with a plan moving forward. Maintenance wise at the WWTP we did replace 2 UV ballast on channel one but other than that it has been routine maintenance.

Moving forward, we have installed one of the two pumps needed for treatment train one. With this we can put it back in service and start establishing biology. This will also increase our detention time to help settleability. We will continue to look into the manganese theory and see what our options are for correcting our e-coli issue. Finally, we are working on some programming issues to help intermittent failures after power loss and surges.

Thank you to all for working together on these issues and helping to resolve them to the best of our abilities.



**Gregg Roderick**  
Wastewater Operations Manager  
P: 208.656.3039 Ext. 707  
E: [Groderrick@mwaterworks.com](mailto:Groderrick@mwaterworks.com)

System Update

From: Robert Loftis (rloftis@mwaterworks.com)  
To: robertsmayorbj@yahoo.com  
Cc: robertscityclerk@yahoo.com, robertscitymaintenanceron@gmail.com, dparkinson@mwaterworks.com  
Date: Tuesday, September 12, 2023 at 06:26 PM MDT

Good evening, the water system is doing good overall. The upgrade to well 2 including sealing the pump base and installing a proper casing vent went very well, these repairs will get us into compliance with DEQ standards and help ensure the integrity of the water remains as safe as possible. We have a DEQ inspection coming up the last week of the month that we are preparing for, I have done a thorough walkthrough and we have a punch list of items that will be addressed before the inspection. As per the conversation I had with the mayor I am working with Automation Werx to get a bid to install a bare bones SCADA system to allow us to run the system more efficiently and also give us trending data that would be useful in positively confirming system performance. During August only 1 water quality complaint was submitted to the city and was promptly forwarded to us to allow us to investigate. We have flushed water lines a couple times in the north area of the system which is seeming to help this issue some. Thank you all for your support, patience and help in working through all the challenges.



**Robert Loftis**  
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