

CITY of ROBERTS
August 12, 2025
City Council Meeting

The Roberts City Council met for a meeting at the regular place of meeting, after having been notified of said meeting of said council.

Robert (BJ) Berlin.....Mayor	Ron Grant.....Maintenance
Edidt Ramirez.....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: Jaden Jackson with Keller Associates, Taci Stoddard with Altura Community Consulting, Connie Surereus, Casey Burns, Ursula Benkenstein, Karol Poston, Julie Jackson, and Deputy Stewart with Jefferson County Sheriff.

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 Minutes, July 8, 2025:

Mayor Berlin asked if there were any questions regarding the minutes for July 8, 2025, provided in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the minutes for July 8, 2025.

Ben made the motion to approve the minutes for July 8, 2025, seconded by Shauna, all ayes.

Sheriff's Report: Deputy Stewart reported for 06/21/2025 thru 07/18/2025, 79 hrs, 14 complaints, 0 arrest, 0 DUI, 0 citation, and 15 traffic contacts.

Deputy Stewart excused himself.

Mayor's Report:

Constitution Week: Mayor Berlin proclaimed September 17-23, 2025, as Constitution Week.

Market Lake Day: Mayor Berlin said that we received positive feedback with this year's setup. He thanked everyone who helped make this year's Market Lake Day a success.

Discussion and Vote – Sheriff's Contract: Council was presented with the 2025-2026 Law Enforcement contract. Mayor Berlin said there were no changes in the amount of wording of from the previous contract. The contract was reviewed by the city attorney, he had- no issues with the contract.

Mayor Berlin asked Council if they had any questions, comments, or concerns.

With none, Mayor Berlin entertained a motion to approve the 2025-2026 Law Enforcement Contract for \$8821.48.

Edidt made a motion to approve the 2025-2026 Law Enforcement Contract for \$8821.48, seconded by James, all ayes.

Mayor Berlin called for a roll call vote.

Roll call vote was taken by the Clerk,

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

Discussion – November 11, 2025 Meeting Date Change: Council reminded that the November meeting is on November 10 due to Veteran's Day.

Update – Roberts Community Center Project: Clerk said that the environmental study has been completed and approved. There is a meeting next Tuesday to go over the drawings from Myer

PROCLAMATION

Whereas, September 17, 2025 marks the two hundred and thirty- eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary and to the patriotic celebrations which will commemorate the occasion; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

Now, Therefore I, Robert B. Berlin by virtue of the authority vested in me as Mayor of the City of Roberts do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

And ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties remembering that lost rights may never be regained.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Roberts to be affixed this 12 day of August Two Thousand and Twenty Five.

SEAL:

Signed [Signature]

Anderson (architect firm) and discuss scheduling. The city has done some small improvement projects at the RCC, such as some landscaping. The projects do count as in-kind for the grant.

Update – Mustang Park Improvement Project: Taci Stoddard with Altura Community Consulting said that the basketball/pickleball court has been completed. Warranty work was completed by Knife River, replacing a portion of the sidewalk that had cracked. The project will be closed out, and the final bill for Altura's services will be invoiced. The City held a ribbon-cutting on August 12 at 6:30 pm.

Update – Wastewater Project: Ribbon Cutting is scheduled for Friday, October 10, 2025, at 1 p.m. The city will be inviting Congressman Mike Simpson and/or a representative. Jaden Jackson, engineer, Keller Associates, said that the project is completed except for a few minor issues. The fence is installed. Edstrums will be placing two concrete blocks around the electrical stub to prevent it from being hit. The meter box at Lucy's had to be updated so Rocky Mountain Power would energize the building. Taci said that there is a hearing scheduled for August 26, 2025 at 6:20 pm for the Community Development Block Grant (CDBG) funding.

Update – Child Pedestrian Sidewalk: Jaden said that the Child Pedestrian project has started and paving should begin next Tuesday. JM Concrete said that they plan on completing the sidewalk by the time they pave.

Update – Water Facility Improvement Project: Jaden said that Keller is has approximately sixty percent (60%) complete. It is projected that the building will be out for bid around December/January. Taci said that Altura will apply for a CDBG for the city for this project

Maintenance Report:

Mayor Berlin: Candidates for the additional maintenance position have been interviewed. Mayor Berlin will make a decision by next week. The new water and wastewater operators have started, and the Mountain West Environmental contract will end on August 14, 2025. The transition seems to be going smoothly. The new operators have been taking the tests for the facilities. The mayor of Rigby has approved our wastewater e-coli tests be done in their lab, saving the city money on testing.

Ron Grant: Wastewater infrastructure was finished. Bushes were pulled and trimmed at city hall. Sod was put in at the library and Mustang Park restroom. Milling are being spread for parking at Mustang Park. Rick is watering, mowing, at the parks and weed-eating around town. Department of Environmental Quality (DEQ) completed an inspection of the wastewater plant. The city has contracted Western States to maintain the city's generators. The shop is being cleaned and reorganized. A meter pit riser was installed at the sidewalk project.

Review and Approve Bills: Mayor Berlin asked Council if they had reviewed the bills and if they had any questions, comments, or concerns.

With none, Mayor Berlin entertained a motion to approve the bills.

Shauna 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,

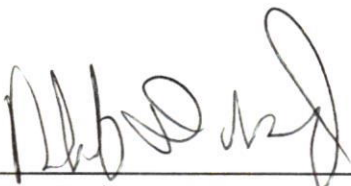
Edidt Ramirez	aye
James Zillinger	aye
Benjamin Poston	aye
Shauna Lounsbury	aye

Motion passes.

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk