

CITY of ROBERTS
September 9, 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.....Public Works Director (absent)
Edidt Ramirez.....Council	Julie Garcia.....Library Director (absent)
Ben Poston.....Council	Jed Bigelow.....City Attorney (absent)
James Zillinger.....Council	JD Erickson.....Certified Water Operator
Shauna Lounsbury.....Council	Scott Humphreys.....Certified WW Operator
April Galbraith.....Clerk/Treasurer	Steve Anderson.....Jefferson County Sheriff (absent)

Also present: Jaden Jackson with Keller Associates, Connie Surereus, Casey Burns, Ursula Benkenstein, Karol Poston, Joseph Malloy, Kyler Place, Abby Malloy, Russ Grow for Clayton Homes, and Deputy Gonzales with Jefferson County Sheriff.

Mayor Berlin opened the meeting and welcomed everyone.

James gave the opening prayer.

Mayor Berlin led the Pledge of Allegiance

Vote to Approve City Council Meeting Minutes, August 12, 2025 and August 26, 2025 and hearing minutes for August 26, 2025:

Mayor Berlin asked if there were any questions regarding the minutes for August 12, 2025 and August 26, 2025 and hearing minutes for August 26, 2025, provided in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the minutes for August 12, 2025 and August 26, 2025 and hearing minutes for August 26, 2025.

Ben made the motion to approve the minutes for August 12, 2025 and August 26, 2025 and hearing minutes for August 26, 2025, seconded by Shauna, all ayes.

Sheriff's Report: Deputy Gonzales reported for 07/19/2025 thru 08/15/2025, 71 hrs, 27 complaints, 2 arrest, 0 DUI, 2 citations, and 11 traffic contacts.

Deputy Gonzales excused himself.

Mayor's Report: Mayor Berlin will be in Pocatello for the next couple of days, attending a Local Highway Technical Assistance Council (LHTAC) board meeting. Mayor Berlin has spoken to the Idaho Department of Transportation (ITD) regarding a portion of 2880 E, near the Community

Park, and regarding the signs on Interstate 15. ITD said that the sign truck had broken down and that they were unable to put up signs at this time.

Discussion and Vote – Building Permit 2025-0004, RPD0221005024B: Council was presented with a building permit application for RPD0221005024B. The application has been reviewed by staff and found to be in compliance with the city’s planning and zoning. Russ Grow with Clayton Homes was invited to speak but said he was just there to answer any questions that may come up.

Mayor Berlin recommended approving the building permit.

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

With none, Mayor Berlin entertained a motion to approve a building permit 2025-0004 for RPD0221005024B.

James made a motion to approve a building permit 2025-0004 for RPD0221005024B, seconded by Edidt, all ayes.

Motion passes.

Introduction – New Water & Wastewater Operators- Mayor Berlin introduced JD Erickson as the city’s new drinking water and collections operator and Scott Humphreys as the new wastewater treatment operator. Both operators are current operators for Rigby. The city is excited to work with them.

Update – Roberts Community Center Project: Clerk said that the city has met with Myer Anderson to go over the drawings from Myer Anderson (architect firm). Mayor Berlin said that the building will be power-washed and painted.

Update – Child Pedestrian Sidewalk: Jaden said that the Child Pedestrian project has wrapped up. He and JM Concrete did a punch-list walk-through last week. Once the contractor has completed the punch-list items, the project will be completed. There will only be one invoice for this project.

Update – Water Facility Improvement Project: Jaden said that Keller met with Mayor Berlin this morning. Keller has completed sixty percent (60%) of the design. It is projected that the building will be out for bid around December/January. Taci said that Altura will apply for a Community Development Block Grant for the city for this project.

Mayor Berlin said that there will be an increase in operational costs due to using chlorine as part of the process.

Maintenance Report: April said that the decant valve at the wastewater treatment plant has been replaced. Lead and copper sampling has been completed. Bus barn and shop have been cleaned and organized. The Mustang Park shelters have been repaired. Crosswalks have been

painted. Market Lake Estates water meter has been upgraded. At the wastewater treatment plant, the electrical wires have had conduit put on them. UV lights have been cleaned and replaced. Barriers were donated from the Idaho Transportation Department and placed between Lucy's pizza and the new lift station. Lawns and alleys have been mowed and weed-eaten. Trees have been trimmed around signs.

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.

James 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,

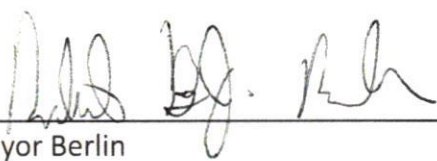
Edidt Ramirez	aye
James Zillinger	aye
Benjamin Poston	aye
Shauna Lounsbury	aye

Motion passes.

Adjourn: Mayor Berlin entertained a motion to adjourn.

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

Meeting adjourned.



Mayor Berlin



City Clerk