

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 9<sup>th</sup>. 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 26<sup>th</sup> 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