

**MINUTES**  
**CITY OF LEWISVILLE REGULAR CITY COUNCIL MEETING**  
Wednesday, January 12, 2022  
Lewisville Community Center, 3451 E 480 N, Lewisville, Idaho

The meeting was called to order by Mayor Judd at 7:06 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor George A. Judd, Council Members James Ball; Linda Linsenmann, Mark Williamson and Brigham Briggs; City Attorney, Kris Meek; Clerk/Treasurer, Donetta Fife; Officer Mike Miller from the Jefferson County Sheriff's Department, residents and non-residents.

**ROLL CALL:**

- Mayor Judd – present
- Mark Williamson – present
- James Ball -- present
- Linda Linsenmann -- present
- Brigham Briggs -- present

**PLEDGE OF ALLEGIENCE – Mark Williamson**

**MINUTES:**

- Minutes for the City Council meeting held December 8, 2021 had previously been distributed by the Clerk. James moved that the Minutes be approved, Mark seconded, motion passed.

**PAYMENT OF BILLS:**

- Donetta submitted a list of bills between December 9, 2021 and January 12, 2022. She asked if there were any questions. There were none. James moved that the bills be paid, Linda, seconded, motion passed.

**INSTALLATION OF NEWLY ELECTED OFFICIALS AND ADMINISTRATION OF OATH OF OFFICE:**

- Clerk Donetta Fife administered the oath of office to Mayor-elect, Curtis Thomas. He signed the Oath.
- Mayor Thomas administered the oath of office to Council Member elect Celena Lewis. She signed the Oath.
- Mayor Thomas administered the oath of office to Council Member Brigham Briggs. He signed the Oath.
- Donetta presented the new-elected and installed officials with their Certificates of Election.

The newly elected officials took their seats and a roll call was taken:

- Mayor Thomas – present
- Celena Lewis – present
- James Ball – present
- Brigham Briggs -- present

**APPOINTMENT OF 4<sup>TH</sup> COUNCIL MEMBER:**

- Item moved to the February 2022 Agenda.

**ELECTION OF COUNCIL PRESIDENT:**

- Item moved to the February 2022 Agenda.

**AREAS OF RESPONSIBILITY DESIGNATED:**

- Item moved to the February 2022 Agenda.

**POLICE REPORT:**

- Officer Mike Miller from the Jefferson County Sheriff's Department reported that in the period between November 13, 2021 and December 10, 2021, there were 103 hours logged within the City, 11 calls, 3 citations and 18 traffic stops. Nothing serious, just a couple medical calls, controlled burns, public service calls and 2 traffic complaints.
- He indicated that Lewisville had previously accepted the county addressing grid and, therefore, the addresses for the two new streets in the subdivision will need to have the County grid numbers rather than names. This will avoid a lot of confusion with emergency calls. The Mayor will have new signs made and installed.

**FORSGREN & ASSOCIATES – Engineering Contract**

- Kort Ware presented for Forsgren Associates. The contract had been sent to the mayor, all council members, the mayor elect and council member elect for review. The attorney, Kris Meek, indicated that the limits of liability clause did not provide for proof of liability insurance. Kort will attach this to the document. The contract is for one (1) year and is renewable. Celena wanted to read it before they proceed. Mayor Thomas wanted to wait. Brigham indicated there is not much to benefit by waiting as they need to work on the contract so it will be ready when we work on the subdivision ordinance.
- James moved to approve the contract with the added proof of insurance, Brigham, seconded. Brigham and James voted to accept, Celena opposed. Motion passed. Kort will send the certificate of insurance and the contract to the attorney and council.
- Kris indicated that the Area of Impact Agreement with Jefferson County is moving forward.
- A work meeting was set for Thursday Feb 17 at 7:00 p.m. Kris will forward the draft from Menan to Donetta and she can forward it. Donetta was instructed to send the proposed Subdivision Ordinance and Schedule C to Kort.

**BUILDING PERMIT:**

- James Ball Building Permit - James recused himself from deliberation and voting and presented to the Council. He is finishing the basement at his home and he needs to have the permit approved and on file due to the height of the basement ceiling. It will have egress windows. The Council reviewed the documents. There were no questions. Celena moved to approve the Clearance for Building Permit for James Ball, Brigham seconded, motion passed.

**MAINTENANCE REPORT**

- No maintenance person was present and the new Mayor had not had an opportunity to assess the situation.

**CITY ATTORNEY - Kris Meek**

We have received the final rules on expenditures of ARPA funds. We still have a couple of years to spend the money but he would like to have the City keep it under radar. The rule was expanded to include

highways and roads as part of the infrastructure where money could be spent. Donetta was instructed to place this on the agenda for the work meeting

**CLERK/TREASURER REPORT:**

- Donetta handed out binders with information for the Mayor and Council setting forth roles and responsibilities as outlined in the AIC manual and a copy of the updated budget for FY 2022 to help the newly-elected officials orient themselves.
- City e-mails will be transferred to new members. All correspondence from the City will come through these e-mails. I-Pads are available to the Council and Mayor to enable viewing of information forwarded.
- Payroll for March will be sent out on March 3, 2022.
- The new Mayor will need to have his name placed on the City's checking account as soon as possible. It would also be beneficial if the Council President could be allowed to sign checks when necessary as two names are always required on checks.

**COMMUNITY CENTER:**

- James has installed the new lights at the flagpole.
- James has also found a possible acoustical product that could be used in the Community Center to dampen sound. As per Jeff Geisler, it does have to have a fire rating. Donetta was asked to send the specs on this product to the Council

**ITEMS FOR FEBUARY 2022 AGENDA:**

- Specifics on Forsgren Associates Contract
- Appointment of 4<sup>th</sup> Council Member
- Election of Council President
- Assignment of specific duties of Council members

**ADJOURNMENT:**

Brigham moved that the meeting be adjourned at 8:18 p.m., James seconded, motion passed.

**Minutes approved** by the City Council of the City of Lewisville on the 9<sup>th</sup> day of February, 2022.

Mayor  Date ~~09/01/2022~~ 2-9-2022  
Curtis S. Thomas

ATTEST:

Clerk  Date 2-9-2022  
Donetta R. Fife