**MINUTES**

**CITY OF LEWISVILLE REGULAR CITY COUNCIL MEETING**

Wednesday, 12 March 2025

Lewisville Community Center, 3451 E 480 N, Lewisville, Idaho.

The meeting was called to order by Mayor Curtis Thomas at 7:05 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor Curtis Thomas, Council Members Celena Lewis, Waco Taylor and Blake Ball; Clerk/Treasurer Donetta Fife & Connie Olsen; Officer Mike Miller from the Jefferson County Sheriff’s Department; City Attorney, Kris Meek; residents and non-residents.

**ROLL CALL:**

* Mayor Thomas – present
* Waco Taylor – present
* Celena Lewis -- present
* Brigham Briggs – not present
* Blake Ball – present

**PLEDGE OF ALLEGIANCE – Waco Taylor**

**MINUTES:**

* Minutes for the City Council Meeting held February 12, 2025 had previously been distributed to the Council by the Clerk. Celena moved that the Minutes be approved, Waco seconded, motion passed.

**POLICE REPORT:**

* A report from the Jefferson County Sheriff’s Department had been sent to the City and distributed to the Mayor and Council covering the period between Feb. 1, 2025 to Feb. 28, 2025 where 75 hours were spent within the City with 10 incidents, 1 arrests, no DUI, 2 citations and 24 traffic contacts. Officer Miller reviewed the incidents and noted that 5 of 10 incidents were welfare checks. The welfare checks turned out to be a child playing on 911 and everyone was okay. There were also controlled burns on the incident report. Someone hit stop sign on 3400 county replaced. The arrest could be from a month ago but ties to this month. The city may need to send letter to people that have cars at the old store. Could move the cars to other city property.

**FY 2024 AUDIT – SEARLE HART – THAYNE SPARKS**

* Thayne Sparks presented FY 2024 Audit – Action Item. He went over key points of tax binder. Members of the council and citizens may review the binder at request for further information. He explained that cost of the audit is determined by the amount of money the city earns in a year. If the city’s expenditures are over $250,000 an annual audit is required. If the city spends below $250000 the audit can be a bi-annual audit. Cost of audit has increased to $10,000 annually.

**ROADS:**

* The grant money for reconstruction of 500 North has not been awarded. We expect this to happen in later March or April.
* See Mayor’s report for further road information.

**COMPREHENSIVE PLAN:**

* Melanie Smoot has finished draft II of the Comprehensive Plan for the City. There are minor changes to plan and then it will be presented to the council to approve to next month. Waco tabled the approval of the comprehensive plan until next month’s council meeting. Celena second motion to table. Motion to table till next month’s meeting passed.
* $25 per year business license (nice if they submit a business plan)
* Melanie needs to be put on the Agenda for April 2025 for approval of the revised Comprehensive Plan.

**BUILDING PERMIT**

* Sandra Crane and Thomas Doubt presented plan for a single family home for council approval. The county does building permits but needed the City Council to determine if it is a single or multiple family dwelling?
* Celena moved to approve the building permit for the single family dwelling for Craig’s. Blake second the motion. Voted unanimously to pass.

**COMMUNITY EASTER EGG HUNT**

* Summer wants to put up a flier for donations to help with Easter Egg Hunt supplies. A city account needs to be set up so that all money that comes in for the Easter egg hunt is accounted for. (Set up a Venmo account or something that goes directly to the city’s account)

**CITY ATTORNEY:**

* Haven’t heard anything on Impact Area Agreement with Jefferson County. (*When)* County tabled agreement because there was a problem with Lewisville.

**CLERK/TREASURER:**

* Copies of the bills and an accounting of expenses incurred by the City for the month between Feb. 13, 2025 and March 12, 2025 have been made available to the Council and Mayor. Celena moved that the bills be paid, Waco seconded, motion passed.
* The Station, the business in building with Dip Fusion is not registered with the City.
* Nelson electric said the parts are in but there is not shutoff on street light poles. Rocky Mountain has to come and shut off, fix them and then turn them on. They are planning on working on the lights next week. The cost will be around $6000. We will have to pay the bill out of capital investment fund because ARPA is exhausted. It was suggested that we use other venders because Nelson Electric is slow.
* Searle/Heart increased prices and didn’t inform us. A single annual audit is $10,000. We only budgeted $6100. We will need to bid out the audit next year.
* Rail road crossings – is there anything that needs to be worked on

**MAYOR REQUEST:**

* The Impact Area zoning change area results from Jefferson County.
* CPS Grant Phase II funding portion by City was put up for bid. Curt went over bid and said that they came in very high. There is a clause if the bids come in over budget we can pass a resolution to get an open bid for a much cheaper amount has to meet Davis- Bake.
* Celena moved that Resolution 2025-2 allowing the City to privately bid out construction on the CPS phase II project be adopted. Blake 2nd the motion. There was a unanimous approval.
* The roads are being chewed up because of moisture and frost. There are a couple of options to repair the roads. We could use Dura patch which will stick the rock and pavement together. It would be better to scrape and then do a number 2 overlay but very expensive. We will try to get the county to help with work to defer some of the cost of putting down the dura patch.
* Council discussed a frost ordnance. City attorney said that it would be difficult to inforce.

**SPRING MAILER**

* The council would like to put dates for Easter egg hunt and founders days celebration Saturday, July26th, community garage sale (first weekend June 7th)

**COMMUNITY CENTER:**

* Might T Brite submitted a bid to wash inside and outside $245 and the exterior only for $145. The bid was turned down and it was suggested that the youth committee wash the windows.
* Community Center will need to be checked after every rental.

**MAINTENANCE**

* Rebecca said she would coach someone to write grants to help remove trees Brick Grant (some of the grants are in kind).

**OTHER**

Hidiat education for young children issued a proclamation April 5-11 week of young child. Waco suggested that the library do something that week. Mayor signed proclamation.

**COMMUNITY CENTER** – Celena Lewis

* My-T-Brite Window Cleaning Quote turn down quote .and suggested the city youth clean the windows
* Need to use the city community center for the Founders day.

**ITEMS FOR MARCH 2025 AGENDA:**

* Melanie Smoot, Comprehensive Plan final draft acceptance – Action Item
* Update on Area of Impact
* Zoning change in area of impact with Jefferson County
* Spring Mailer information
* Easter Egg Hunt
* Firms that do City Audits

**ADJOURNMENT:**

Celena moved that the meeting be adjourned at 9:21 p.m., Blake seconded, motion passed.

**Minutes approved** by the City Council of the City of Lewisville on the 9th day of April 2025.

Mayor Date

Curtis S. Thomas

ATTEST:

Clerk Date

Connie J. Olsen