

MINUTES
CITY OF LEWISVILLE REGULAR CITY COUNCIL MEETING
Wednesday, 12 February, 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; 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 January 8, 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 January 4, 2025 to January 31, 2025 where 105 hours were spent within the City with 14 incidents, 0 arrests, no DUI, 3 citations and 22 traffic contacts. Officer Miller reviewed the incidents and noted that there were several controlled burns and medical calls. One of the calls reported was actually not within the City of Lewisville.

MITIGATION GRANT:

- Rebecca Squires was not able to attend the meeting at the beginning of the meeting but came at the end of the meeting. Therefore, the Council reviewed the Mitigation Plan letter of intent. Since the City is currently involved in this grant application and since this will qualify us for further participation, the Council approved the Letter of Intent. Celena moved that the Mayor be given permission to sign the mitigation plan letter of intent, Blake seconded, motion passed.
- At the end of the meeting Rebecca Squires, the Jefferson County Emergency Management director, introduced herself. She asked if there were any questions on the Mitigation Plan. She explained possible disaster assistance to the state from FEMA. She also explained the difference between the mitigation grant and disaster assistance. Lewisville is currently involved under the current plan and this letter of support will keep up our participation. She explained disaster management and the possibilities that could affect us.
- Mayor Thomas signed the letter of intent and it was given to Rebecca.

ROADS:

- The grant money for reconstruction of 500 North has not been awarded. We expect this to happen in later March or April
- On the CPS grant, phase II, the Mayor got a phone call from Ken at the Idaho level and Ken explained that he and his aide will send the project out for bid in March or April. There will also be papers that the Mayor will need to sign: One is an agreement to participate and the second is an agreement between the City and the Church of Jesus Christ of Latter-day Saints granting the City Access to Church property to allow the modification of the current approaches at entrances to the Church parking lot as these approaches are too steep to meet the regulations.

COMPREHENSIVE PLAN:

- Melanie Smoot has finished draft II of the Comprehensive Plan for the City. She has updated the new area housing density map and added the ground water testing. She was wondering if the City had accepted the revisions to the Area of Impact on the East part of the City which will reduce the size of the impact area. Kort from HMH Engineering had forwarded that revised map to the Clerk today along with a revised description.
- Kris will add the legal description of that portion of land that had been previously turned over to the City of Menan and which has been returned to the City of Lewisville. Then the legal description will be complete. Melanie asked for copies of those maps. Donetta will forward those to her.
- Melanie needs to be put on the Agenda for March 2025 for approval of the revised Comprehensive Plan.

COMMUNITY EASTER EGG HUNT

- Summer Lewis appeared before the Council and volunteered to head the Community Easter Egg Hunt for the City for 2025. The date was set for the Saturday before Easter, April 19, 2025. She was advised that any volunteers that help work for the City need to sign in just like employees to be authorized under the ICRMP liability policy. Council accepted Summer's proposal to head this Community project. She was informed of what the budget is for this year. \$292 of that money was collected as donations during last year's Community Easter Egg Hunt.

CITY ATTORNEY:

- The revisions for the area of impact legal description had been discussed previously in this meeting. Kris will plug those into the Ordinance that the City previously passed in 2024 and we will be able to proceed to resubmit it to the County for approval again.

CLERK/TREASURER:

- Copies of the bills and an accounting of expenses incurred by the City for the month between January 9, 2025 and February 12, 2025 have been made available to the Council and Mayor. Celena moved that the bills be paid, Waco seconded, motion passed.
- FY 2025 1st Quarter Treasurer's Report had been sent to the Mayor and Council for review. Donetta asked if there were any questions; the Council and Mayor had none. Celena moved to accept FY 2025 1st Quarter Treasurer's Report, Waco seconded, motion passed. She will publish it on the City's website.
- ICRMP feels we should increase property values by 8% for the 2025-2026 policy year to insure adequate insurance coverage. Waco was concerned there was a zero value entered for contents of shop. There is at least \$100,000 worth of equipment in there plus tools and other items. He felt it would be good to

increase the coverage on the contents of the shop as well. Donetta will check with Marie at Leavitt to find out the details. We also need to do an annual inventory of the contents of the shop to stay in line with current replacement values.

- Kris suggested that we do the 8% increase and use a ballpark figure for shop contents. Next year we will have a more correct evaluation of the contents of the shop.
- Celena moved to approve 8% increase on real property and the contents of the building. Waco seconded the motion to increase value of property by 8% plus an amount to cover assets, motion passed.
- There is a business in the old Clement Brothers Warehouse called "The Station" that provides games and activities for groups and individuals. This business is not registered with the City. Mayor will check to see how many businesses are located in the building and inform them that need a business license to operate within the City. The City needs to be informed of all businesses in the City that are not cottage businesses.
- As stated above, Donetta checked with ICRMP on the coverage of liability and workmen's comp for volunteer workers. Volunteers will need to follow the same procedure for volunteering that City employees do, i.e. they will need to sign in and out for the time they are spending in volunteer work to be covered. This will eliminate persons claiming injury when doing work that is not authorized by the City. She will need to check with State Insurance Fund to see if there is a possibility of covering volunteers while working for the City.

MAYOR REQUEST:

- Mayor Thomas introduced Connie Olsen as the prospective new Clerk to take over duties as Donetta will be retiring soon. Since this is an appointed position, it requires confirmation by the Council. Celena and Blake had sat in with the Mayor for an interview. Connie has previously been employed by the City prior to the time Donetta took over. Since she works a full-time position in addition to this position, patrons would need to leave a message and she will contact them later. Waco, moved that they approve the hiring of Connie Olsen as the replacement Clerk/Treasurer, Blake seconded, motion passed. Donetta will continue her employment and train Connie until she is confident in her duties.

COMMUNITY CENTER:

- We have additional acoustical tiles that can be installed in the Community Center to help with noise. Celena will take care of it.

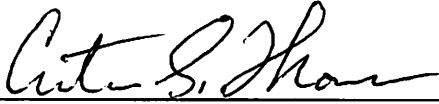
ITEMS FOR MARCH 2025 AGENDA:

- 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

ADJOURNMENT:

Celena moved that the meeting be adjourned at 8:22 p.m., Waco seconded, motion passed.

Minutes approved by the City Council of the City of Lewisville on the 12th day of March 2025.

Mayor 
Curtis S. Thomas

Date MARCH 12, 2025

ATTEST:

Clerk 
Donetta R. Fife

Date 3-12-2025