

MINUTES
CITY OF LEWISVILLE REGULAR CITY COUNCIL MEETING
Wednesday, 9 August 2023
Lewisville Community Center, 3451 E 480 N, Lewisville, Idaho

The meeting was called to order by Mayor Thomas at 7:06 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor Curtis S. Thomas; Council Members Brigham Briggs, and Celena Lewis; Council Members James Ball and Blake Ball were connected via telecommunications; Corporal Mathie from the Jefferson County Sheriff's Department; Clerk/Treasurer, Donetta Fife; City Attorney, Kris Meek; residents and non-residents.

ROLL CALL

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

PLEDGE OF ALLEGIANCE – Mayor Curtis Thomas

PUBLIC HEARING ON FY 2023 BUDGET:

- Mayor Thomas opened the hearing.
- Clerk/Treasurer, Donetta Fife provided copies of the proposed Budget for FY 2023-2024 which had been posted on the City's website and published in the Jefferson Star. Donetta explained the proposed income and expenses. The budget income figure included ARPA funds in the amount of \$106,500 which had been received in FY 2021 and FY 2022 as well as LHTAC funds in for a sign grant in the amount of \$30,000 which will be received after October 1, 2023 and a Pedestrian/Child Safety Grant in the amount of \$250,000. The funds for the Pedestrian/Child Safety grant have been received in FY 2023 but will need to be carried into FY 2024 when the project is scheduled for completion.
- The clerk asked if there was any input or questions, there was none.
- Mayor Thomas closed the hearing.
- Ordinance 2023-2 the Appropriations Ordinance for FY 2024 was presented with the total budget being proposed at \$583,152 to defray expenses of the City of Lewisville for FY 2024.
- Celena moved to suspend the rules for reading the Annual Appropriations Ordinance for FY 2023-2024, Ordinance 2023-2, on three different days and once in summary in accordance with Idaho Code 50-902 and to read Ordinance 2023-2 only once in summary, Brigham seconded the motion. Roll call vote: James, yes; Celena, yes; Brigham, yes; Blake, yes. Motion passed.
- Celena read the summary of Ordinance 2023-2.
- Celena moved to adopt Ordinance 2023-2, The Appropriations Ordinance for the City of Lewisville for FY 2024, Brigham seconded. Roll call vote: Blake, yes; Brigham, yes; James, yes, Celena, yes. Motion passed.

RESOLUTION 2023-1 ADOPTING THE ANNUAL FEE SCHEDULE FOR THE CITY OF LEWISVILLE FOR FY 2024:

- Copies of the Fee Schedule for FY 2024 were made available to all in attendance. Donetta explained that since no changes had been made to the fee schedule for FY 2024 from FY 2023, it is not requisite to have a public hearing on the matter but only to adopt it by resolution.
- Celena moved to adopt Resolution 2023-1 setting the City of Lewisville Fee Schedule for FY 2023-2024 as the official fee schedule for the City of Lewisville for FY 2024, James seconded, Roll call vote: James, yes; Celena, yes; Brigham, yes; Blake, yes. Motion passed.

MINUTES:

- Minutes for the City Council Meeting held July 12, 2023 had previously been distributed by the Clerk. Celena moved that the Minutes be approved, Brigham seconded, motion passed.
- Minutes for the City Council Work Meeting held July 19, 2023 had previously been distributed by the Clerk. Celena moved to accept the minutes, James seconded, motion passed.

BUILDING PERMIT:

- Buffy Carroll presented a building permit clearance for a residential structure in the Countryside Meadows subdivision of the City of Lewisville. All paperwork was in order and all setbacks were met.
- Celena moved to approve the Clearance for a building permit for the Carroll residence, Brigham seconded, motion passed.

MAINTENANCE REPORT

- Mayor Thomas gave a report on the repair of the City Garage from damage incurred when a tree limb fell on it. He indicated that he had received a bid for \$3,425 to repair the damage and to install an attic access. He will send the estimate to Donetta.
- The retrofit for the LED lights for the Community Center and the Garage is set for September 5, 2023. The conduit currently in place will need to be rerouted in order to provide a space for the attic access.
- Jefferson County Road & Bridge will be able to chip seal the roads in the subdivision and half mile in the City. It was agreed that 3435 would be a good road to chip seal in the City. The Council gave input on the issue. Celena moved that we have Jefferson County Road & Bridge chip seal 506 North, 522 North and 3435 East in the City, James, seconded, motion passed. The work will probably take place at the end of August.

PEDESTRIAN-CHILD SAFETY WALING PATH:

- Kort Ware from Forsgren Associates informed the Council that the alternate route which had been proposed in the last City Council meeting has been approved by LHTAC. They are still working with the railroad to obtain permission to put the path next to the railroad. He also has a call in to LHTAC to see if the laying of asphalt could be delayed until the spring of 2024 as the time for finishing this year is limited due to the change of seasons.
- The State of Idaho has provided Idaho Transportation Department with money available by grant to improve roads that promote agriculture and commerce within the State. The amount of the grants can be up to \$2 million. It was suggested that 500 North would qualify for the criteria of the grant. It was also noted by Kobe Jackson that this is the road within the City that is in most need of repair and it has several potential hazards as indicated in the traffic study being done by Keller & Associates. The application for the grant money will score higher if we have a preliminary design to submit with it. The grant application is due by September 1, 2023. Kort can have a crew here next week if the Council authorizes the funds for engineering required for the preliminary design. The cost of engineering & submission of the grant application will be between \$7,000 and \$8,000. Since this item was not set as an action item on the

agenda, a Special City Council meeting was set for Friday, August 11, 2023 at 12:00 p.m. (noon) which will allow notice to the public as required by law.

POLICE REPORT

Corporal Mathie from the Jefferson County Sheriff's Department reported that during the period of June 24, 2023 to July 21, 2023 there were 95 hours in the City with 19 complaints, 0 arrests, 10 citations and 71 traffic contacts.

CITY ATTORNEY

- Kris presented the Memorandum of Understanding with Legacy Flight Museum on the loan of the WWII gun. Celena suggested that there be a minimum of 20 years for the gun to be on loan to justify the cost of restoring and moving it. After some discussion it was agreed that 20 years minimum for the loan of the gun would be appropriate. James suggested that the MOU also state that after 20 years if the City were to request return of the gun, it would be returned to the same place where it was taken from and securely mounted to a foundation there at the expense of Legacy Flight Museum. Kris will make those changes and send it to Donetta to get signatures.
- The Sheriff's Contract for FY 2024 is the same as it has been for the last couple of years.

CLERK/TREASURER

- Donetta presented a list of bills between July 13, 2023 and August 9, 2023. James moved that the bills be paid, Celena seconded, motion passed.
- Donetta explained that she will be able to accept election bids August 28, 2023. We will have two 4-year seats open and Blake's seat for the remainder of his term (2 years since he filled his seat by appointment) will also be open. Forms will be available from the Jefferson County Clerk's office, from the clerk and at the library. Forms need to be validated by Jefferson County Clerk prior to being turned in to the City Clerk.
- The FY 2023 Budget needs to be amended to reflect the \$250,000 that the City received for the Pedestrian/Child Safety Grant from LHTAC. A hearing on the Budget Amendment will be set for September 13, 2023.

MAYOR REQUEST

- Mayor Thomas reported that he and Celena had visited with residents about right of way encroachment. A time limit of before winter sets in was placed on their compliance.
- We were very disappointed that we were not selected to receive the grant to construct the library addition on to the Community Center. We are trying to find out where we ranked in the grant applications.
- We do not currently participate in the national flood insurance program. James indicated that they are working on a new flood map and we are not in the flood plain.

TRANSPORTATION PLAN:

- Kobe Jackson of Keller & Associates reported that they had a second meeting with the technical advisory committee on Monday. Keller & Associates are working on the last three chapters of the transportation plan and will be here to present the plan at the September 13, 2023 City Council meeting.

ITEMS FOR SEPTEMBER AGENDA

- Pedestrian/Child Safety path and grant
- Hearing for amendment to the FY 2023 budget

- Nelson Electric Retrofit
- Update on grant application for repair of 500 North

ADJOURNMENT

James moved that the meeting be adjourned at 8:42 p.m., Celena seconded, motion passed.

Minutes approved by the City Council of the City of Lewisville on the 13th day of September, 2023.

Mayor 
Curtis S. Thomas

Date SEP 13, 2023

ATTEST:

Clerk 
Donetta R. Fife

Date 9-13-2023