

SPECIAL MEETING MINUTES
CITY OF LEWISVILLE REGULAR CITY COUNCIL MEETING

Wednesday June 17, 2026
Lewisville Community Center, 3451 E 480 N, Lewisville, Idaho.

The meeting was called to order by Mayor Fred Tucker at 7:06 PM at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor Fred Tucker, Council Members Celena Lewis, Waco Taylor, Blake Ball; Brigham Briggs; Clerk/Treasurer Connie Olsen; Citizens and guests.

ROLL CALL:

- Mayor Tucker – present
- Waco Taylor – present
- Celena Lewis -- present
- Brigham Briggs – present
- Blake Ball – present

PURPOSE:

The purpose of this meeting was to discuss:

- 500 N Construction Project Grant
- Door to Door Solicitation Ordinance
- Hiring Planning & Zoning Manager

500 N Grant

2024 LHTAC Federal Rural Aid Grant can help us pay the \$130,000.00 that is the City's 7.34% contribution of the construction cost. This project will not affect anyone's property. All construction will be limited to city right of way. The City of Lewisville has been awarded funding and were placed on the state funding list. Design of the project is anticipated for 2028 and construction anticipated for 2032 or sooner.

There has been 36% since the bid was put in. The following amounts are subject to increase before the start of the project.

Federal Funding for Project		City Match
Construction	\$ 1,640,000	\$130,000
Design	\$ 394,000	\$ 31,000

The City of Lewisville received the contract and a request for \$9000 from LHTAC. The clerk will find out when that needs to be submitted. Muhamad is the contact consultant at LHTAC for the project. We have to pay the design fees up front but that can be split into payments, so we can pay the design company and then send the receipt to LHTAC and get reimbursed our 92.66% and pay another instalment to the design company and repeat the cycle until the design company is paid in full.

The city pays 7.43% of design up front and the 7.43% of construction as we work on the project. There is a grant for \$130,000 federal aid match grant. Kort spoke with Megan and they feel very strongly that we will meet the grant. We can reapply for the grant 3 times.

500 N Construction Grant Questions:

Question: Fred, "Grant to match funds is no guarantee. Nothing is a guarantee that we will get the \$130,000 grant. What if we go through design and we decide we don't want to do the project?"

Answer: Kort said, "If you go through the design process and decide not to do the project the city is responsible to pay the entire design bill. "

Question: How many pages will you have for the design?

Answer: Kort, "There will probably 50 pages or more."

Question: Connie, "How much do you think the project will go up or down?"

Answer: Mayor Tucker interjected and said, "You don't know what you are getting into until we get through the design." Kort agreed with the Mayor.

Question: How do you feel about this project Kort?

Answer: Kort, "I think this a great project for the community." That Mayor said, "How is this a good project for the city? It's a truck route and 2 businesses." Brigham said that the walking path was built to protect walking citizens a project like this could help direct trucks to a more efficient and safe area. The Mayor said that we don't have a way to enforce truck routes.

Question: Connie, "If we receive the federal aid match grant would it cover the 7%?"

Answer: Kort, "We have received the fed grant for the initial cost. The 2nd federal aid grant would cover up to \$150,000 if you receive it."

Question: Connie asked, "I know you aren't a Jeanie but do you think we are we going to run into problems on the project that will go over the amount of money we have been awarded?"

Answer: Kort, "If the project only goes to the railroad tracks and we are out of money we can stop. We can meet parameters of the city's budget."

Question: Celena, "What is the point of no return?"

Answer: "If there is not a completed project we have to pay the design cost. Any money that is spent on this project and not finished has to pay 100%."

Question: Brigham asked, "If we are over that 2 million we can stop when we are into this project?"

Answer: Kort, "When the design plan is completed the city can decide how much of the federal grant they want to use and are only responsible to use the entirety of the grant and not go over the awarded amount unless the city chooses to. If the repairs are over the \$ 1,640,000 they might have funds to help finish the project and the city will still only be responsible for their 7.43%".

Randy Drake voiced his concerns. Main Street had an asphalt to build up for the truck route. 500 N was never made to be a truck route.

Question: Has the county been approached about providing assistance? They have some responsibility for the road too.

Answer: The County hasn't been approached by the city for this project. Kris brought that up at City Council last week.

500 N Construction Grant Questions Continued:

Question: Blake asked, "Are we responsible for the entire cost?"

Answer: Kort said, "We don't have to use the entire grant, we can use what we want. We can turn money back if we don't use it all."

Randy stressed that there are other roads that need repaired. He feels that is a waste of the money. Randy suggests that we will get more bang for the buck by just repairing the problems on 500 N rather than 500 N. If the county will work with us on the funding because they share part of the cost of repair. They scoped the entire road so that we could repair the road. If we get into we can do the major repairs and return what we don't use.

Question: Brigham asked, "Can we shift truck routes to certain roads?"

Answer: Mayor's response was we can designate the routes but there isn't really any way to enforce it.

The Mayor doesn't want to spend money at things that we don't need to fix. Randy said that the road is in good shape but it just needs to be sealed. Brigham pointed out that we can use part of the grant to fix the problems and not worry about the entire length of the road. The Mayor asked if Kort's company has geotech engineers. Kort said that they have a geotech engineer.

It was stated that 500N gets a lot of truck traffic. Randy said we should do other roads with the grant money. We are limited to 500 N with this grant because that was what it was earmarked for in the application. We will continue to apply for additional grants in the meantime and continue to improve the infrastructure within the City of Lewisville in addition to redoing 500 N.

Brigham asked if we have to use entire grant. Can we only repair what is needed once the core samples are tested? Kort said the city can decide what to spend the money on and how much money to spend.

Randy suggested that we have a public meeting to discuss this project. The Mayor stated that we are sending out a flier to encourage citizen participation in meetings. The clerk said that we post it on the website and it is posted at the post office and city center. We try to get people here but no one comes. We don't want to drag our fee and loose the grant. This project has been talked about and advertised on the agenda for several meetings.

Waco pointed out that this a good opportunity to fix a mile of road with little investment for the city. Kort brought up the point that this is a good project for the city to show that they are trying to take some of the burden for road cost and not totally depending on the county for help to fix the roads. We can decide where to spend the money. Kort's company isn't promised the bid for.

Kort explained the design process: Request for proposal will go out to everyone and anyone can put in a request. 3 reviewers of the 5 want to be city or from East Idaho. It was suggested that the clerk, Waco Taylor, Roads and one other council member select company to do the design. Notice of reward goes out and then they go over what is going to be done and how long it takes and then they negotiate on cost.

Celena tabled the decision on 500 N construction project until the next council meeting. July 8. Brigham second the motion to table. Passed by majority vote.

Follow up on walking path

Kort has reached out to a past HK and HK probably won't insure their work. There are a couple of spots that need to be repaired. Kort estimated that it will cost around \$7500 to repair. In the future put a fog coat or slurry should be applied to the walking path about every 7 to 10 years.

Recess for 5 minute

Door to Door Solicitation Ordinance

Fee schedule needs to be included in the budget meeting. Celena will make changes to the ordinance and submit it to Kris for review and formatting. Blake tabled the Door to Door Ordinance until the July council Meeting to allow for corrections and Kris time to review and format the ordinance. Celena second. Motion to table passed by majority vote.

Hiring Planning & Zoning Manager

The Mayor discussed the importance of having a P & Z manager. It removes some of the litigation worries from the city because we would have an educated and insured agent reviewing all the documentation for a building permit before it is submitted to the county. The city council isn't versed in planning & zoning ordinance and laws and has made mistakes recently in approving a building permit for Thomas Stout. The Mayor emphasized that those type of errors would be avoided by hiring a professional. Gary Armstrong works for Menan, Challis and Madison County. Kort's company also has professionals that could administer those services. Both cost about the same \$125-130/hour.

The clerk went over the income received this year from the building permits that were issued. We were paid approximately \$907 per home from the building permits.

Celena asked, "What is the amount of hours a project would take per project?" They would review the ordinances and then approve the project, submit to the council for council approval and then submit it to the county. It would approved upon contingent upon the planner's approval.

Waco suggested that the P&Z manager needs to have some way of verifying the plans that are submitted to the county are the same plans that are submitted to the council. Kort suggested that we have stamped plans from the city submitted to the county.

Brigham moved that we hire someone as a planning and zoning coordinator. Blake second motion. Passed

Adjournment: Celena move that meeting adjourn. Waco second motion. Motion passed.

Mayor 
Fred M. Tucker

Date 7/13/26

ATTEST:

Clerk 
Connie J. Olsen

Date 7/18/26