BUDGET HEARING & REGULAR MEETING
OF THE CITY COUNCIL
DIETRICH, IDAHO

December 1, 2025

Regular meeting was called to order at 7:00 PM by Mayor, Aaron Nicholes. The roll was called; those answering present were Shawna Stewart, Dean Grissom, Rex Hendrix, and Trent Hanson. Also, present were city maintenance operator, Kelly Nebeker; City Clerk, Michelle Johnson; Assistant City Clerk, Emily Buckway; Community Members: Brian Rosa and Fire Chief, Brandon Rasmussen.

The Pledge of Allegiance was led by Mayor Nicholes.

A motion was made by Trent Hanson and 2nd by Rex Hendrix to approve the minutes as read. All were in favor and the motion carried.

The following bills were received:

FROM	FOR	ITEM		AMOUNT	CHECK
Emily Buckway	November Paycheck		*	$ 1,295.67	Direct Dep
Michelle Johnson	November Paycheck		*	$ 2,609.31	Direct Dep
Kelly Nebeker	November Paycheck		*	$1,996.49	Direct Dep
United States Treasury	Witholding NOV			$ 1,481.87	Online
Aaron Aggeler	November	$ 150.00		$ 285.00	2021
	Wastewater License Reimbursement	$ 135.00			
Century Link	City Hall - 2102 (# 333548962)	$ 143.73		$ 322.98	2013
	Pump House - 7847 (# 333619173)	$ 80.48			
	Lift Station - 7020 (# 333548963)	$ 98.77			
City of Dietrich	Water $44.0 / Sewer $54.00 - City Hall & City Park	DEC		$98.00	Online XFER
Ferguson Waterworks	1.5" Omni+ T2 MEAS CHMBR 1000GAL NM	$ 824.54		$ 867.87	2019
INV 0936961, 0937938-1, & SC38391	Manufacturer Surcharge	$ 22.68			
	LF 3/4X2 BRS NIP GBL	$ 7.94			
	November Service Charge	$ 12.71			
First Federal Credit Card Services (0250)	** Waiting on receipts or credit / Summit Facility Supply **				
Frontier Credit Card (6676)	200 Postage Stamps	$ 156.00		$ 583.92	Online XFER
	Checks - Water Bond Account	$ 31.88			
	Bank Stamp - Water Collections / Frontier Bank Endorsement	$ 16.63			
	Bank Stamp - General Fund / Frontier Bank Endorsement	$ 16.63			
	Sales Tax	$ 3.91			
	Binder Clips	$ 8.04			
	Highlighters	$ 9.99			
	Shipping & Handling	$ 6.99			
	Rubber Bands	$ 8.99			
	VGA Adapter Cable 6 ft.	$ 24.97			
	Toner 218 A - Color	$ 128.99			
	Toner 218 A - Black (2)	$ 98.97			
	Stapler Remover	$ 6.99			
	Desk Organizer	$ 15.97			
	Sticky Notes	$ 8.99			

	VGA Adapter Cable	$ 12.99			
	Shipping & Handling	$ 6.99			
	Intuit QB Payroll Processing Fee / OCT Payroll	$ 20.00			
G&H Ace Hardware	Office Keys	$ 5.00		$ 14.99	2016
	Mark It Paint	$ 9.99			
Idaho Power	Lift Station - 8508	$ 104.47		$ 1,237.93	2014
	City Park - 0692	$ 30.34			
	Hall - 1730	$ 255.37			
	Wells - 1382	$ 563.81			
	New Meter - 8367	$ 25.84			
	Street Lights - 1088	$ 258.10			
Lincoln County	Sheriff's Dept / OCT-DEC ($350/mo)			$ 1,050.00	2020
Lincoln County	SIRCOMM Communications - NOV & DEC 2025			$ 1,428.40	2026
Lincoln County	Yearly Trash/Dump (Solid Waste) Fee			$ 460.00	2025
Magic Valley Lab	Monthly Water Test (INV # 37177)			$ 27.00	2017
McHugh Bromley, PLLC	Rangen Water Call			$ 78.46	2015
MCI Communications	Well House Alerts / Long Distance Charges			$ 37.33	2024
North Snake Groundwater District	Water Assessment			$ 613.16	2022
Oxarc, LLC	Hypochlorite Solution - 15 GAL	$ 136.25		$ 128.07	2023
	Credit	$ (8.18)			
Valley Wide Co-op Inc	Fuel			$ 36.74	2018
		Total		$14,653.19	

The following credits were received:

FROM	FOR	ITEM		AMOUNT	CHECK
ACCT TRANSFER Water Bond Deposit - 11/20/25	From FFED to Frontier / Account Closed			$ 8,079.92	34055951
ACCT TRANSFER 12/11/25	From Water Collections to General Fund - DEC (NOV Bills)			$ 4,639.94	Online Transfer
Water Collection Deposit	11/26/2025			$ 1,381.46	
General Fund Deposit - 11/26/25	Idaho Power Flex Peak	$ 163.16		$ 295.44	0001785310
	Lincoln Co. / Taylor Astle Restitution	$ 132.28			2026-1107864
Water Collection Deposit	11/20/2025			$ 3,026.02	
General Fund Deposit - 11/20/25	Lincoln Co. / HWY to City			$ 2.98	2026-1107685
Water Collection Deposit	11/13/2025			$ 1,792.69	
Water Collection Deposit	11/07/25			$ 1,667.76	
Water Collection Deposit	11/10/25			$ 98.00	
General Fund Deposit - 11/07/25	Lincoln Co. / Vargas Build			$ 100.00	2026-1107649
	Transfers Between Accounts - Total				$4,639.94
	Automatic Deposits / General Fund				$0.00
	HWY DEPT / TRANSPORTATION -				$2.98
	Total Deposits Into Water Collections Account - FRONTIER				$7,965.93
	Total Deposits Into General Fund Account - FRONTIER				$395.44
	Total Deposits Into Water Bond Account - FRONTIER				$8,079.92

		Total		$8,364.35	

A motion was made by Shawna Stewart and 2nd by Dean Grissom to approve the monthly bills. All were in favor and the motion carried.

Brian Rosa addressed the mayor and council regarding the proposed garage addition. He explained that although the original plan stated the addition would not be connected to the house, they now intend to attach it. When the council asked about potential impacts on the roof line and snow load, Brian clarified that the roof line will remain unchanged and the modification should not affect the snow load.

Nic/Steve Thomsen and Alberto Cabrera were not present.

Dietrich Fire Chief, Brandon Rasmussen asked about firework grants and where they are at as far as notification on award or not. The mayor indicated Michele McFarlane was supposed to attend the council meeting to provide an update. The city is waiting to hear about the status for the fireworks grants. A motion was made by Trent Hanson and 2nd by Dean Grissom to pay $1,600.00 for fireworks. All were in favor and the motion carried.

Dietrich Fire Chief, Brandon Rasmussen asked about testing the fire hydrants. The mayor and council want to schedule hydrant testing for Spring 2026. He stated Crystal will send a copy of the last test that was done.

<u>Report On Assignments</u>

- <u>Council Member, Shawna Stewart</u>:
    - Facebook admin has been updated to Mayor and city clerk.
    - Shawna expressed concern to create Ordinance § 50.23 regarding the NSF fees, in checking with other cities – they all referenced an Idaho State Statute regarding setting collection fees. The mayor indicated he will council with the attorney about establishing NSF fees verses collection accounts (Action Collection Agency) and what the Idaho State Statute regulations are.
    - Shawna spoke with an inspector from DOPL regarding information on installation or building mobile or manufactured homes. There are two different requirements – A mobile home is defined as anything <u>built before June 15, 1976,</u> and if the mobile home is to be relocated, it needs to go thru a "Rehab Process" inspection (includes electrical, plumbing and HVAC) to ensure health and safety. <u>After June 15, 1976</u>: It does not require the "Rehab Process", but it does require an installation permit (State) and siting permit (County) and must have a HUD tag on it. It was suggested to have a handout to give individuals, so they know what to complete prior to presenting to the city council. The council discussed establishing a planning and zoning committee again. This discussion was tabled until next meeting.
- <u>Council Member, Rex Hendrix</u>:
    - Rex spoke with Stefanie about the scholarship award. Any stipulation or amount can be set and given to the school or individual. This discussion was tabled until next meeting.

Law enforcement was not present.

<u>Maintenance Report</u>

The generator should be delivered this month. Bill Corrigan is interested in purchasing the old generator. The mayor will check with the attorney to see what the stipulations are for selling larger items.

Jeff with IDRWA suggested to have the access and shut off valve above ground at the highway department. American Vac verbally indicated it would be approximately $5,000.00 to build a pit. The mayor and council requested an actual quote be sent for the repair, instead of a verbal quote.

Kelly asked about shelving for the city park supply closet. The council suggested to look at the shelves in Costco to see if they will fit.

New meters were installed at the addresses that had damaged meters.

Kelly expressed concern about the water connections for new construction. The mayor asked for the clerk to research the moratorium and well installation restriction within city limits.

<u>Clerk Report</u>

Emily Buckway explained she set up Excel spreadsheets for the reconciliation process and to implement checks and balances. The goal is to streamline a year end process to simplify the data collection process. We are scanning data to connect with bills and payments to have an electronic copy, in case of fire within the office building.

The auditor box is almost ready to be sent to him. The SCO year-end report is completed and the Annual Street Report is not finished yet and is due Dec. 31.

Once the Annual Street Report is finished, we can set up the highway distribution checking account and link it to an LGIP account to gain a higher interest rate.

Lincoln County sent a letter regarding establishing an increase/decreased area of impact for the City of Dietrich. The mayor or Shawna Stewart will plan to attend.

A motion was made by Trent Hanson to suspend the rules, accept and adopt Resolution No. 2025-03 setting $16.00 as the forgone amount. Roll call vote as follows: Trent Hanson – Aye, Shawna Stewart – Aye, Rex Hendrix – Aye, and Dean Grissom – Aye. The motion is carried.

Trent Hanson suggested considering annexation so that families can move in and support the school. The area of impact just defines potential areas to grow – the annexation is not implemented yet. The annexation is something to consider if the growth occurs within five years. One goal was suggested to improve the infrastructure for water and sewer prior to implementing growth. It was discussed that property owners need to develop the road and services on Jefferson Street. This discussion is tabled until next month with feedback from the mayor or Shawna Stewart (after attending the county meeting).

The first reading was completed for Ordinance § 52.21 & Ordinance § 51.015 regarding Water & Sewer Hook-up Fees.

The NSF/Insufficient Funds Items were tabled until next meeting.

<u>Minute with the Mayor</u>

Michele McFarlene was not present at this meeting. The mayor will contact her to set another date to get an update on the grants.

The mayor will review the maintenance tasks with Kelly and will post the position.

A motion was made by Rex Hendrix and 2nd by Dean Grissom to adjourn the meeting. All were in favor and the motion carried. The meeting was adjourned at 8:33 PM.

_____________________________ Mayor _____________________________ Clerk