

# MINUTES–CITY OF ASHTON

## COUNCIL MEETING

Wednesday, September 10, 2025

6:00 p.m.

714 Main Street

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*The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of **Public Hearings**. The Mayor will not normally allow audience participation at any other time. Idaho Law prohibits council action on items brought under this section except in an emergency circumstance. Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meetings should be addressed to the Office of the City Clerk or call 208-652-3987.*

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**PRAYER OFFERED BY: Tom Mattingly**

**CALL TO ORDER & WELCOME**

**PLEDGE LED BY: John Scafe**

In Attendance: Tom Mattingly, Teresa Hansen, John Kaelberer, John Scafe. Councilman Finley was excused.

Also in attendance: City Clerk Stegelmeier, P&Z Administrator Denney, Chief Griffel, City Attorney Angell, Kyle Jones, Rocky Mt. and Taci Stoddard.

Mayor Mattingly welcomed everyone and opened the meeting at 6:00 pm.

### **1. CONSENT AGENDA: ACTION ITEM**

*Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilman or a citizen that one or more items be removed for later discussion.*

- A. **Minutes** – Approval of Meeting Minutes 8-13-2025, Special Meeting 8-27-2025
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

Councilman Kaelberer made a motion to approve the Consent Agenda as presented still excepting the bill from Harper Leavitt Engineering at this time. Councilwoman Hansen seconded the motion. The motion passed unanimously.

### **Regular Business:**

*Each speaker will be allowed a maximum of 5 minutes unless repeat testimony is requested by the Mayor/Council.*

Mayor Mattingly asked the Council if they would have any issue with going out of order and having the Park Grant Discussion prior to the public hearing. Each council member said that would be good so Mayor Mattingly went on to item 3 and then back to item 1.

### **1. Public Hearing – ICDBG Park Project Application – Rick Miller, Taci Stoddard ACTION ITEM**

Mayor Mattingly opened the public hearing on the grant application at 6:05 pm.

Mayor Mattingly asked City Clerk Stegelmeier if the proper notice had been given. She replied that it had. He then asked Taci Stoddard to give a report on the application. Taci Stoddard explained that the application is for an Idaho Community Development Block Grant which is administered through the Idaho Department of Commerce. The grant is through the U.S. Department of Housing and Urban Development and the State of Idaho. The total amount requested for this project is \$245,000. The City will put in \$25,000 for a total budget of \$270,000. Written comments on the application must be received by Friday, September 19<sup>th</sup>.

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Mayor Mattingly said that there is no one signed up to speak and asked if anyone would like to speak. There was no comment. Mayor Mattingly closed the hearing at 6:13 pm.

### **2. City of Ashton Resolution 25-05 – City Clerk Stegelmeier *ACTION ITEM***

The Idaho Department of Commerce requires that the City pass a resolution stating that the Mayor is the one to sign all contracts and other paperwork for the ICDBG if it is received.

Councilwoman Hansen made a motion to pass City of Ashton Resolution 25-05. Councilman Scafe seconded the motion. The motion passed unanimously.

### **3. Park Grant Discussion – City Clerk Stegelmeier, Taci Stoddard, Rick Miller *ACTION ITEM***

Taci Stoddard went over the amounts of the items that are going to be included with the grant proposal. The Council went over the cost list from Mastercraft Pool and Spa and discussed the items. Parking is a big issue as well at the park. The Council will be working to try to get the parking done as well when possible. There will need to be some other fundraising to complete all the pool improvements but the Council agreed that the items chosen are the most needed at this time.

### **4. 2026 Liquor Licenses – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that all of the applications and payments are complete and ready for Council approval.

Councilman Kaelberer made a motion to approve the 2026 Liquor Licenses. Councilman Scafe seconded the motion. The motion passed unanimously.

### **5. Sign Safety Project Update – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier said that the materials are all here and the project will be finalized soon. The Council discussed that the project looked great. The contractor did a great job.

### **6. Water Study Update – City Clerk Stegelmeier, Kyle Jones *ACTION ITEM***

Kyle Jones is here to discuss an update on the study. Water meters were discussed. Right now the City is changing them out as we go but a schedule to follow would be better. There are some four inch water lines which need to be upgraded to at least six inch for fire. Councilman Kaelberer asked about the lead survey and where that is going. Kyle said there is no new information on that yet. Councilman Scafe asked about the dead lines in town. City Clerk Stegelmeier said that if development happens west of Family Dollar, the line there will be connected over to the water line close to the City Pool. That is what had been planned when Family Dollar was built. Councilwoman Hansen asked about the summer demand and what could be done to lessen the demand. Councilman Scafe asked about water rights and working through some of the water issues. City Attorney Angell said that one of the first places to start would be having the Rigby law firm come to discuss water rights with the City Council. There might be a way to amend the code so that when property gets annexed – the water rights can be used by the City to help with the water usage. City Attorney Angell thought it would be a good idea to have the P&Z Commission at the meeting as well. There needs to be planning for the future. Kyle explained that a Capitol Improvement Plan will be part of the project.

### **7. Wastewater Screen Project Update – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that the Wastewater Screen Project is almost complete. She is hoping that following the purchase of the generator, the grant will be finalized.

### **8. Sidewalk Project Update – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that the engineers are working on the first steps for the sidewalk project

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and should have more for them to consider soon.

### **9. Planning & Zoning Report – Mayor Mattingly, P&Z Administrator Denney **ACTION ITEM****

P & Z Administrator Denney explained that the P&Z Commission will be working to finalize the Comprehensive Plan soon. He said that there have not been a lot of applications but they have been steady.

### **10. Election Discussion – City Clerk Stegelmeier**

City Clerk Stegelmeier announced that there are four (4) candidates for the two (2) available council seats. The candidates are John Kaelberer, John Scafe, James Allen and Sheryl Hill. It is a racehorse race meaning the two (2) candidates with most votes will be voted into office. The election will be held on November 4<sup>th</sup>, 2025.

### **11. Council Schedule – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier went over the upcoming schedule with the City Council.

### **12. Executive Session – City Attorney Angell **ACTION ITEM****

*I.C. 74-206 Certain City-related matters may need to be discussed confidentially as a matter of law (Acquisition of real property, personnel matters, attorney-client communications) subject to applicable legal requirements, the Council may enter executive session by roll call vote to discuss such matters.*

**(f) To communicate with legal counsel for the City of Ashton to discuss legal ramifications of and legal options for pending litigation.**

Councilman Kaelberer made a motion to enter an executive session. Councilwoman Hansen seconded the motion. Mayor Mattingly called for a roll call vote. Councilman Finley, aye; Councilman Scafe, aye; Councilwoman Hansen, aye; and Councilman Kaelberer, aye. The motion was passed by a unanimous vote.

The Council entered an executive session at 6:57 pm.

Councilwoman Hansen made a motion to exit an executive session. Councilman Scafe seconded the motion. The motion passed by a unanimous vote.

The Council exited an Executive session at 7:01 pm.

### **13. ADJOURNMENT**

Councilwoman Hansen made a motion to adjourn. Councilman Kaelberer seconded the motion. The motion passed unanimously.

The meeting ended at 7:01 pm.

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest

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Cathy Stegelmeier  
City Clerk

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Tom Mattingly  
Mayor