City of Tetonia
Tetonia City Council
Regular Meeting Minutes
February 10th, 2026 @ 7PM

OPEN MEETING

- Call to order by Mayor Schindler at 7:00 pm.
- Pledge of Allegiance led by Mayor Schindler

Roll Call by City Clerk – In attendance, Councilmembers: Mandy Rasmussen online, Aaron Hansen, Blaine Ball, Kody Hill and Mayor Brent Schindler. Also in attendance: City Attorney Bart Birch.

PUBLIC COMMENT:
No public present asked to comment.

PUBLIC HEARING:
No public present.

ACTION ITEMS

Conditional Use Permit, Alpine Air Coffee- Action
Hansen recuses himself from this action item due to ex-parte communication.

City Planner, Ashley Koehler, reviewed her staff memo regarding this application and stated that she thought that the submitted Conditional Use Permit to allow "Food Processing" within a M1 zone would fit within the requirements and that the only concern would be regarding odor of the coffee beans roasting.
Planning and Zoning held a public hearing on 02/09/2026 and had recommended approving their decision to approve with the condition that the applicant also submit a site plan to show an updated parking plan.

To review, this facility would not have open seating or a store front. This M1 zoned location would be used as a storage and production site. Alpine Air filters their roastery waste and there will not be any noxious waste being put into the City sewer system.

2 public letters of support were submitted in support of this permit application.

More discussion was made around snow storage plans and the condition of the gravel pad, which had been graded to avoid flooding.

Hill moves to recommend approval of the Conditional Use Permit for the Coffee Roasting as described in the presented narrative with the following conditions:

1. Off-street parking shall be clearly marked to ensure that at least 5 stalls are being maintained and a new site map will be required showing this change.

Ball seconds. Motion passed with 3 ayes and 1 recusal.

** Mandy Rasmussen logged out of the meeting**

Utility Shut Off Policy Approval – Action

A few comments were made by the Council regarding the proposed draft policy and it was decided that comments would be combined and re-presented in March. No motion was made.

Well 1 and 2, Power/Transfer-Action

An update was given by David Gallegos, Public Works, regarding the process of fixing the damaged electrical line that was hit by Silverstar during the fiber line installation in 2024. Discussion was made that because this line was not located by the City during the fiber process, the fault lies with the City to fix. Repairs would require a new transfer switch as well as labor to install the switch. Excavation will need to take place to investigate the level of damage of the line buried between the wells also.

The new transfer switch has already been ordered for approximately $4900.

Ball moves to ratify the already purchased transfer switch for $4900. Hansen seconds. Motion passed unanimously.

Xpress Bill Pay, Forms Builder Estimate- Action

An estimate was presented from Xpress Bill Pay regarding a "Forms Builder" option that would allow any and all applications on the City Website to be fillable and payable online. Discussion was made that the number of applications the City receives on a yearly basis was not enough to justify the high cost of this option. Topic was tabled and will be added to the FY27 budget cycle discussions.
No motion was made.

Joint Powers Agreement and Updates, Teton Valley Parks and Recreation - Action

Sarah Warhol, representing the Teton Valley Parks and Recreation District (TVPR), was present to speak regarding a Joint Powers Agreement (JPA) between Teton County and the City of Tetonia. A quick review was given by Sarah of what the goals are regarding the partnership between the TVPR and the City and what types of projects can be done within this agreement.

Hansen asked what the bylaws are within the TVPR and how to ensure that projects cannot be overstepped. Sarah stated that they follow Idaho state statutes.

A draft JPA was presented for edits. Mayor Schindler commented that clerical edits need to be made and also specified that members of the mentioned board should include residents of Tetonia.

Mayor was nervous about "sharing property" and "joint purchase" wording within the draft JPA. Other clarifications were made that city property will remain city property and not be joint property.

Hansen asked that if property was labeled as "jointly managed" who would take precedence over scheduling conflicts. Clarification was given that City would still be in charge of scheduling and be handled by whomever is appointed via the contract between both parties.

Sarah reviewed the County proposed JPA draft and edits that were flagged by the TVPR.

Decision was made by the Council that a joint work session will be scheduled to continue editing and discussing a proposed Joint Powers Agreement with council and TVPR on Tuesday February 24th at 7 pm. An agenda and notice will be posted noticing this work session as it may have a quorum.

The newly proposed agreement will be presented at the March meeting.

No motions made.

CONSENT AGENDA

- January Claims-
  Hansen moves to approve the claims as presented with the addition of the Juniper Hills invoice totaling $342.23. Hill seconds. Motion passed.

- January Minutes-
  - Ball moves to approve the presented January minutes with clerical edits. Hill seconds. Motion passed.

- Past due accounts were reviewed by the Mayor and the Council. Notice letters will be sent to the accounts that were flagged as past due.

- Staff reports were presented and reviewed.

ENFORCEMENTS, COMPLIANCE UPDATES

- Notice letters were sent to residents as a reminders that RV/Campers were not allowed after their building permit expires on 3/1/26.
- A final notice for payment letter went unanswered for a Tetonia business. A shut-off was schedule to be 14 days after 1/21/26. One more 24 hr notice will be delivered.

DISSCUSION

Impact Fee 101 Discussion, Clearwater Financial
Clearwater Financial gave their presentation regarding Development Impact Fees 101.

Public Works Specs and Updates, Sunrise Engineering

Rob Heusaveldt reviewed the current City of Tetonia public works spec regarding major collector roads. The current spec width has an 82.5 ft right of way. He has concerns that this would not be an appropriate fit for a Tetonia roadway. Rob is suggesting that a 60 ft right of way would better serve the City. Some other reasons being that a narrower road would be cheaper to install and maintain, will deter roadside parking, which is not allowed during snow season anyway, and can be plowed with most equipment in 2 passes vs 4. The 60 ft option would also have a ribbon curb instead of the vertical curb which would further require storm drainage systems and is more high maintenance overall.

Heusaveldt also reviewed that the 60 ft ROW would still accommodate pedestrians and cyclists with a sidewalk, bike lane and landscape buffer.

Mayor Schindler stated that he likes the proposed roadway and how it would keep cyclists and pedestrians separated and away from the road. Mayor Schindler also mentioned that an approved list of trees would need to be made so that what is planted in the landscape buffers do not have root runners to limit damage to infrastructure as they grow.

Grass maintenance of the proposed landscape buffers was reviewed and it was discussed that the City code could be amended to possibly include the frontage of these grass sections to be maintained by the property owner.

After this February discussion, a formal proposal will be drafted and presented as an action item next month to be able to formally update the Tetonia Public Works Specs. The second step would be to update any needed City code sections to include the frontage maintenance and other subdivision standards to fit these spec changes.

Rob also suggested that the Tetonia code language state something along the lines of “that the most updated ISPWC manual would be the code standards followed by Tetonia”. He would like to make a supplemental standard book that is for Tetonia specific standards and then refer to the ISPWC for the other State standards.

Block Grant Funding Update

An update was given that an additional $21k was received for the Tetonia Block Park Grant. The City will need to put the agreed upon $1500 additional match towards this project.

State Transportation Bill Updates-

It was proposed that a joint letter be drafted to the State Legislators stating that Tetonia opposes the Transportation funding cuts.

Snow Plane Rally Review-

Revenue and expense reports were reviewed and a event summary was given.

2026 Easter Egg Hunt Date

It was discussed and decided that the annual Easter Egg Hunt be held on April 4th, 2026.

Mayor's Updates

- A District Water meeting is scheduled for 3/2/26 at Teton High School to establish groundwater districts within Teton County.
- Know be4 training updates. Reminders for everyone to please participate in these trainings.
- The State has assisted in fixing the crosswalk on Perry and Hwy 33.
- Thursday evening there will be a Government 101 presentation hosted by Teton County
- The Fair Board checked in on ownership of the old rodeo water truck. It was confirmed that it is indeed titled to the Teton Valley Fair Board.

EXECUTIVE SESSION

No executive session is needed.

ADJOURN MEETING

Ball moves to adjourn the meeting at 10:01 pm. Hansen seconds. Motion passed. Meeting adjourned.

_____ Attest: _____

Brent Schindler, Mayor Jacquelyn M Beard, City Clerk