

**CITY OF POCATELLO**  
**CITY COUNCIL MEETING AGENDA**

January 21, 2016 · 6:00 PM  
Council Chambers | 911 N 7th Avenue

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. INVOCATION

The invocation will be offered by a representative of the Baha'i Faith.

3. CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item.

(a) MINUTES: Council may wish to waive the oral reading of the minutes and approve the following minutes from January 7, 2016: Budget Restructuring meeting; Clarification and Regular Council meeting.

(b) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for \*\* showing cash and investments as of December 31, 2015.

(c) AIRPORT COMMISSION REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Dawn Sparrow-Clark to continue her service as a member of the Airport Commission. Ms. Sparrow-Clark's term will begin February 5, 2016 and will expire February 5, 2018.

(d) ANIMAL SHELTER ADVISORY BOARD REAPPOINTMENTS: Council may wish to confirm the Mayor's reappointment of Mary Johnson, Eileen Jackson and Stephanie to continue their service as members of the Animal Shelter Advisory Board. Ms. Johnson's and Ms. Jackson's terms will begin February 8, 2016 and will expire February 8, 2018; Ms. Adam's term will begin February 2, 2016 and will expire February 2, 2018.

(e) FORT HALL REPLICA COMMISSION REAPPOINTMENTS: Council may wish to confirm the Mayor's reappointments of Dorsey Plenty Wounds and Judy Taylor to continue their service as members of the Fort Hall Replica Commission. Mr. Plenty Wounds' term will begin January 6, 2016 and will expire January 6, 2020. Ms. Taylor's term will begin February 3, 2016 and will expire February 3, 2020.

(f) HISTORIC PRESERVATION COMMISSION REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Stephanie Christelow to continue her service as a member of the Historic Preservation Commission. Dr. Christelow's term will begin February 5, 2016 and will expire February 5, 2019.

(g) HOUSING AUTHORITY OF POCATELLO APPOINTMENT: Council may wish to confirm the Mayor's appointment of Ashley Batts to serve as the resident representative on the Housing Authority of Pocatello, replacing Barbara Martin who resigned. Ms. Batt's term will begin January 22, 2016 and will expire June 23, 2019.

(h) MEMORANDUM OF UNDERSTANDING FOR SEICAA RSVP PROGRAM—  
LIBRARY: Council may wish to approve a Memorandum of Understanding (MOU) between the City of Pocatello and Southeastern Idaho Community Action Agency, Inc. (SEICAA). The MOU will allow SEICAA's Retired Senior Volunteer Program (RSVP) to establish a volunteer workstation at Marshall Public Library for the purpose of volunteer placement. There is no cost to the City.

Documents: [AGENDA-ITEM3.PDF](#)

4. COMMUNICATIONS AND PROCLAMATIONS

5. CALENDAR REVIEW

Council may wish to take this opportunity to inform other Council members of upcoming meetings and events that should be called to their attention.

6. SHORT PLAT—KJ'S SUBDIVISION

Kristy Jensen (mailing address: 617 McKinley Avenue, Pocatello, ID 83201), represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201), has submitted a short plat application for a replat of the South ½ of Lot 4, Block 1, Richland Townsite into 3 residential lots. The subdivision is to be known as KJ's Subdivision.

At their meeting held on January 13, 2016, the Planning and Zoning Commission recommended approval of the plat.

(Pertinent information attached.)

Documents: [AGENDA-ITEM6.PDF](#)

7. SHORT PLAT—VISTA VILLAGES SUBDIVISION REPLAT

Steve Ernst (mailing address: 114 Davis Drive, Pocatello, ID 83201), represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201), has submitted a short plat application for a replat of Lots 1 and 4, Block 1 Vista Villages Subdivision. The request is to subdivide the two existing lots into 4 residential lots. The subdivision is to be known as Vista Villages Subdivision Replat.

At their meeting held on January 13, 2016, the Planning and Zoning Commission recommended approval of the plat.

(Pertinent information attached.)

Documents: [AGENDA-ITEM7.PDF](#)

8. "COUNCIL SELECT" FUNDING REQUEST—MATHCOUNTS

Southeast Idaho MATHCOUNTS, represented by Krystal Chanda (mailing address: P.O. Box 1327, Pocatello ID 83204), is requesting that "Council Select" funds in the amount of \$250.00 be used to help pay for expenses in connection with a math competition for middle school students living in southeast Idaho. The competition will be held at Idaho State University on February 6, 2016. (As of January 15, 2016 \$5,000.00 remains in the "Council Select" fund.)

(Pertinent information attached.)

Documents: [AGENDA-ITEM8.PDF](#)

9. PIGGY-BACK BID—ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING

Council may wish to consider staff's recommendation to approve a piggy-back bid on a State of Idaho Department of Commerce bid in the amount of \$12,700.00 and, if it is accepted, authorize the Mayor to sign necessary documents, subject to Legal Department review. The bid is for completion of an update to the City's Analysis of Impediments to Fair Housing (AI) a requirement of the City's participation in the CDBG program. The chosen contractor is BBC Research and Consulting.

(Pertinent information attached.)

Documents: [AGENDA-ITEM9.PDF](#)

10. BID/CONTRACT—2016 SANITARY SEWER REHABILITATION (CIPP) PROJECT

Council may wish to accept the recommendations of staff regarding the 2016 Sanitary Sewer (CIPP) Project, subject to Legal Department review, as follows:

(a) Accept the lowest responsive bid received on January 12, 2016 from Planned and Engineered Construction, Inc., in the amount of \$228,500.00 (base bid); and, if the bid is accepted;

(b) Authorize the Mayor's execution of an Agreement between the City of Pocatello and Planned and Engineered Construction in the amount of \$278,040.00 (base bid plus alternates,) for the 2016 Sanitary Sewer Rehabilitation (CIPP) Project.

This project involves Cured-In-Place-Pipe (CIPP) lining of various sanitary sewer pipes located throughout the city. If approved, the work will begin by April and will be completed by June of 2016. Funds for this project are budgeted and available in the Water Pollution Control capital account.

(Pertinent information attached.)

Documents: [AGENDA-ITEM10.PDF](#)

#### 11. TRADE AND PURCHASE OF FIREARMS—POLICE

Council may wish to consider the Police Department's recommendation and accept the quote from Salt Lake Wholesale (Blue Label Glock Dealer for Law Enforcement) for the following firearm upgrades:

(a) Trade-in 16 older officer duty guns at \$314.00 each (total \$5,024.00); and

(b) Purchase 19 new Glock 21 Generation 4 officer duty guns at \$469.00 each (total \$8,911.00).

Final cost will be \$3,887.00. The purchase of new firearms is included in Police Department's 2016 Fiscal Year budget.

(Pertinent information attached.)

Documents: [AGENDA-ITEM11.PDF](#)

#### 12. MAINTENANCE SERVICE TRUCK BID—WPC

Council may wish to accept the recommendations of staff and award the bid for one (1) 2016 Ford F550 truck with service body and crane to Cobalt Truck Equipment in the amount of \$144,850.00. Funds for the truck purchase are available in the Water Pollution Control (WPC) Department's Fiscal Year 2016 budget.

(Pertinent information attached.)

Documents: [AGENDA-ITEM12.PDF](#)

#### 13. COPIER LEASE AGREEMENT—TOSHIBA FINANCING

Council may wish to approve a Lease Agreement with Toshiba Financing to lease a Toshiba Copier/Printer for use at City Hall. The terms of the lease agreement are \$306.76 per month for 63 months.

(Pertinent information attached.)

Documents: [AGENDA-ITEM13.PDF](#)

#### 14. DISCUSSION ITEMS

This time has been set aside to hear discussion items not listed on the agenda. Items which appeared somewhere else on the agenda will not be discussed at this time. The Council is not allowed to take any official action at this meeting on matters brought

forward under this agenda item. Items will either be referred to the appropriate staff or scheduled on a subsequent agenda. You must sign in at the start of the meeting in order to be recognized. (Note: Total time allotted for this item is fifteen (15) minutes, with a maximum of three (3) minutes per speaker.)

#### PUBLIC HEARING PROCEDURE

1. Explanation of hearing procedures by Mayor or staff.
  - Ten (10) minute time limit on applicant presentation.
  - Three (3) minute time limit on public testimony.
  - Names and addresses are required from those presenting/testifying.
  - Questions/comments should be addressed to the Mayor and Council.
  - Council members must make their decision regarding the application on facts already in the record and information presented at the public hearing. Conflicts of interest, site visits and ex-parte contacts by Council members will be acknowledged.
  - Protocol requires that Council and audience be recognized by the Mayor prior to speaking.
2. Mayor opens hearing.
3. Presentation by applicant.

Note: Remember, applicant bears the responsibility for making his/her case. This is also the time for Council members to ask their questions of the applicant.
4. Presentation by staff.
5. Written correspondence submitted for the record.
6. Testimony by those supporting the application.
7. Testimony by those uncommitted on the application.
8. Testimony by opponents to the application.
9. Rebuttal by the applicant.
10. Mayor closes the hearing and initiates motion/deliberations.

**Note: The Mayor may choose to require a motion prior to the discussion in order to focus deliberations, or, the Mayor may choose to allow deliberations prior to the motion in order to facilitate wording of the motion.**
11. Develop a written and reasoned statement supporting the decision.

#### READING OF AN ORDINANCE PROCEDURE

1. Council determines which option below will be used to read the Ordinance by roll call vote.
2. The Ordinance is read by City Staff (usually City Attorney).
3. Mayor will declare the final reading of the ordinance and ask "Shall the Ordinance pass?"  
After roll call is taken, Mayor will announce whether or not the ordinance passed.