

CITY OF POCATELLO CITY COUNCIL MEETING AGENDA

January 19, 2017 · 6:00 PM
Council Chambers | 911 N 7th Avenue

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. INVOCATION

The invocation will be offered by President Steven B. Packer, Church of Jesus Christ of Latter Day Saints.

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 minutes from the January 5, 2017 Executive Session.

(b) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for December showing cash and investments as of December 31, 2016.

(c) CIVIL SERVICE COMMISSION APPOINTMENT: Council may wish to confirm the Mayor's appointment of Ronald Hansen to serve as a member of the Civil Service Commission, replacing Kelly Kumm whose term expired. Ms. Hansen's term will begin January 20, 2017 and will expire January 20, 2023.

(d) COUNCIL DECISION—CARING HEARTS SUBDIVISION PLAT APPROVAL: Council may wish to adopt its decision approving the Final Plat for Caring Hearts Subdivision, which subdivides approximately .96 acres into one (1) residential lot on a parcel of land adjacent to 3340 East Center Street with access from East Center Street and is located within a Residential Estate (RE) zoning district, subject to conditions.

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—HAWKINS SUBDIVISION

Brandon Whallon of Hawkins Companies, LLC (mailing address: 855 West Broad Street, Suite 300, Boise, ID 83702) and Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak, Pocatello, ID 83201) have submitted an application to subdivide approximately 1.98 acres into one (1) lot located on a portion of Lot 2, Block 2, Pocatello Square Subdivision on Hurley Drive. The proposed subdivision will be known as Hawkins Subdivision.

Staff recommends approval with conditions outlined in the staff report.

Documents:

[AGENDA-ITEM6.PDF](#)

7. REQUEST FOR COUNCIL SUPPORT OF GRANT APPLICATION—SACAJAWEA PARK TRAIL MAINTENANCE

The Portneuf Greenway Foundation and the Trails Working Group are seeking Council support for a grant application to the Idaho Department of Parks and Recreation in the amount of \$60,000.00 to help fund the re-surfacing of multi-use trails at Sacajawea Park.

Matching funds of \$15,000.00 would come from the Street and Parks Departments through in-kind labor for the maintenance project as part of their general operations, for a total estimated project cost of \$75,000.00. The Street and Parks Departments historically perform periodic and on-going maintenance of the Greenway Trail System per the Greenway Master Plan.

Documents:

[AGENDA-ITEM7.PDF](#)

8. WPCF PHOSPHORUS PROJECT—EQUIPMENT SOLE SOURCE EXPENDITURE AND DECLARATION

Council may wish to accept the recommendation of Water Pollution Control Facility (WPCF) staff and declare the purchase of Variable Frequency Drives (VFD) from Consolidated Electrical Distributors, Inc. to be a valid sole source expenditure. This VFD purchase in the amount of \$162,215.00 will provide oxygen to the aeration basins, better oxygen control and use less power than the current power supply. Council may also wish to authorize the Mayor to sign any contractual documents related to the purchase, subject to Legal Department review.

Funds for this project were originally budgeted in the Fiscal Year 2015 budget, but the decision was made to wait until the WPCF Phosphorus project was nearing completion to purchase. Funding for this request is available in the WPCF Fiscal Year 2017 budget.

Documents:

[AGENDA-ITEM8.PDF](#)

9. PIGGY BACK BID/EQUIPMENT LEASE FOR FRONT END LOADER—STREET

Council may wish to consider the recommendations of staff for the following requests regarding the Equipment Lease of a 2017 Caterpillar 950M front end loader to be used by the Street Department.

(a) Accept the piggy-back bid received on December 13, 2016 from Western States Equipment Company in the amount of \$247,698.67, and if the bid is accepted;

(b) Authorize the execution of a 60-month Equipment Lease in the amount of \$247,698.67, subject to Legal Department review.

Trade-in of a 2006 Caterpillar 950GII front end loader will provide the first and second lease installments totaling \$47,751.58. Third installment of \$23,875.79 will be due in December 2018.

Documents:

[AGENDA-ITEM9.PDF](#)

10. PIGGY BACK BID/EQUIPMENT LEASE FOR HYSTER FORKLIFT—STREET

Council may wish to consider the recommendations of staff for the following requests regarding the Equipment Lease of a 2017 Hyster H60XT forklift to be used by the Street

Department.

(a) Accept the piggy-back bid received from Arnold Machinery Company in the amount of \$28,329.00, and if the bid is accepted;

(b) Authorize the execution of a 60-month Equipment Lease in the amount of \$28,329.00, subject to Legal Department review.

Funds for annual lease payments are available in the Street Department's budget.

Documents:

[AGENDA-ITEM10.PDF](#)

11. PROFESSIONAL SERVICES AGREEMENT WITH STANLEY CONSULTANTS—LEWIS STREET BRIDGE PROJECT

Council may wish to authorize the Mayor to sign a Local Professional Services Agreement between Stanley Consultants and the City of Pocatello for construction engineering services for the Lewis Street Bridge project, subject to Legal Department review, in an amount not to exceed \$186,000.00.

Local Highway Technical Assistance Council (LHTAC) will administer payments to Stanley Consultants. The City's share is included in the amount previously paid to the Idaho Transportation Department at the signing of a State/Local Agreement (Construction) which was approved by the City Council at a Special Meeting held June 27, 2016.

Documents:

[AGENDA-ITEM11.PDF](#)

12. AIRPORT HANGAR LEASE AGREEMENT—KAUTZSCH/STONER

Council may wish to approve and authorize the Mayor to sign a lease agreement between the City and Randy Kautzsch/Jon Stoner for property at the Pocatello Regional Airport. Leased premise is Hangar No. 6, approximately 1,760 square feet, for the purpose of aircraft storage.

The lease term will be five (5) years and the monthly rental rate will be \$223.54, reviewed annually and increased at least by the amount of the Consumer Price Index for the previous year.

Documents:

[AGENDA-ITEM12.PDF](#)

13. 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.)

1. Explanation of hearing procedures by Mayor or staff.
 - o Ten (10) minute time limit on applicant presentation.
 - o Three (3) minute time limit on public testimony.
 - o Names and addresses are required from those presenting/testifying.
 - o Questions/comments should be addressed to the Mayor and Council.
 - o 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.
 - o 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.