

CITY OF POCA TELLO, IDAHO  
CITY COUNCIL AGENDA  
CLARIFICATION MEETING AND  
REGULAR CITY COUNCIL MEETING  
JANUARY 19, 2017

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CLARIFICATION  
MEETING

The City Council Agenda Clarification Meeting was called to order at 5:32 p.m. by Mayor Brian Blad. Council members present were Heidi Adamson, Roger Bray, Steve Brown and Michael L. Orr. Council member Jim Johnston arrived at 5:46 p.m. Council member Gary Moore was excused. No motions, resolutions, orders, or ordinances were proposed. No vote was taken.

REGULAR CITY COUNCIL MEETING

AGENDA ITEM NO. 1: The Regular City Council meeting was called to order at 6:02 p.m. by  
ROLL CALL AND Mayor Brian Blad. Council members present were Heidi Adamson,  
PLEDGE OF Roger Bray, Steve Brown, Jim Johnston and Michael L. Orr.  
ALLEGIANCE Council member Gary Moore was excused.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: The invocation was offered by President Steven B. Packer,  
INVOCATION Church of Jesus Christ of Latter-day Saints.

A motion was made by Mr. Bray, seconded by Mr. Johnston, to amend the Agenda and add Agenda Item No. 13 to set a public hearing at a future City Council meeting regarding Cable ONE for public input and performance evaluation, as allowable by the City's contract with Cable ONE.

Mr. Bray stated he feels it is important for the City Council to hear comments from the public regarding the performance of Cable ONE and current changes within its services to the community. Mr. Bray stated the item is being added to the agenda at this time because he just found out about the public hearing option.

Mr. Bray's motion was voted upon at this time. Upon roll call, those voting in favor were Bray, Johnston, Adamson and Brown. Mr. Orr voted in opposition to the motion. The motion passed.

Mayor Blad announced the item would be added to the January 19, 2016 agenda as Agenda Item No. 13.

AGENDA ITEM NO. 3: Council was asked to consider the following business items:  
CONSENT AGENDA

-MINUTES (a) Waive the oral reading of the minutes and approve the minutes from the January 5, 2017 Executive Session.

-TREASURER'S REPORT (b) Treasurer's Report for December, showing cash and investments as of December 31, 2016 in the amount of \$33,893,518.44.

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

- COUNCIL DECISION (d) Adopt the Council's decision approving the Final Plat for Caring  
-CARING HEARTS Hearts Subdivision, which subdivides approximately 0.96 acres into  
SUBDIVISION PLAT one (1) residential lot on a parcel of land adjacent to 3340 East  
APPROVAL Center Street with access from East Center Street and is located  
within a Residential Estate (RE) zoning district, subject to conditions.

A motion was made by Mr. Johnston, seconded by Mr. Orr, to approve the items on the consent agenda. Upon roll call, those voting in favor were Johnston, Orr, Adamson, Bray and Brown.

- AGENDA ITEM NO. 4: Mayor Blad announced there were no communications or  
COMMUNICATIONS proclamations.  
AND PROCLAMATIONS

Mayor Blad welcomed a Boy Scout from Troop No. 391 in the audience.

- AGENDA ITEM NO. 5: Mayor Blad reminded the Council of the February 2<sup>nd</sup> Regular  
CALENDAR Council meeting at 6:00 p.m. and the February 9<sup>th</sup> Study Session at  
9:00 a.m.

Mayor Blad reminded citizens when clearing snow from sidewalks and driveways, residents are asked to refrain from throwing snow into the streets as it can become a driving hazard.

- AGENDA ITEM NO. 6: Brandon Whallon of Hawkins Companies, LLC (mailing address: 855  
SHORT PLAT West Broad Street, Suite 300, Boise, ID 83702) and Rocky Mountain  
-HAWKINS SUBDIVISION 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 recommended approval with conditions outlined in the staff report.

A motion was made by Mr. Johnston, seconded by Mr. Brown, to approve a request by Brandon Whallon of Hawkins Companies, LLC and Rocky Mountain Engineering and Surveying 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 with the following conditions: 1) all conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated December 27, 2016 shall be met; 2) any proposed Subdivision Covenants, Conditions and Restrictions (CCR's) shall be submitted to the City for review and approval by the Legal Department prior to recording; 3) all corrections to the preliminary plat which were noted by City Staff shall be made prior to submittal of the final plat; and 4) all other standards and conditions of Municipal Code not herein discussed but applicable to commercial development shall apply and that the proposed subdivision will be known as Hawkins Subdivision and that the decision be set out in appropriate Council decision format.

In response to questions from Council, Merrill Quayle, Development Engineer, stated the parcel of land is located between Dick's Sporting Goods and Ashley Furniture inside the Pocatello Square shopping center. He clarified that a high pressure sewer line lies inside an easement which runs through the property being considered for subdivision. Mr. Quayle stated the City will retain the easement for maintenance and access purposes.

Mr. Johnston's motion was voted upon at this time. Upon roll call, those voting in favor were Johnston, Brown, Adamson, Bray and Orr.

AGENDA ITEM NO. 7: The Portneuf Greenway Foundation and the Trails Working Group  
REQUEST FOR COUNCIL are seeking Council support for a grant application to the Idaho  
SUPPORT OF GRANT Department of Parks and Recreation in the amount of \$60,000.00 to  
APPLICATION help fund the re-surfacing of multi-use trails at Sacajawea Park.  
-SACAJAWEA PARK  
TRAIL MAINTENANCE

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.

A motion was made by Mr. Brown, seconded by Mr. Orr, to grant 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 and that matching funds in the amount 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.

Mr. Johnston asked the Portneuf Greenway Foundation representative in attendance to give an update on Greenway projects.

Dan Harelson, Portneuf Greenway Foundation representative, stated the Foundation is planning to apply for grants to help fund a project to repave and widen trails at Sacajawea Park. He added the grant funds would be used to purchase materials and City equipment and labor would provide in-kind labor. Mr. Harelson added the completion of a trail near Farm Bureau took place in 2016. He announced a Portneuf Greenway Foundation fundraiser on January 28<sup>th</sup>.

Mr. Brown's motion was voted upon at this time. Upon roll call, those voting in favor were Brown, Orr, Adamson, Bray and Johnston.

AGENDA ITEM NO. 8: Council was asked to accept the recommendation of Water Pollution  
WPCF PHOSPHORUS Control Facility (WPCF) staff and declare the purchase of Variable  
PROJECT-EQUIPMENT Frequency Drives (VFD) from Consolidated Electrical Distributors,  
SOLE SOURCE Inc. to be a valid sole source expenditure. This VFD purchase in the  
EXPENDITURE AND amount of \$162,215.00 will provide oxygen to the aeration basins,  
DECLARATION 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.

A motion was made by Mr. Bray, seconded by Mr. Johnston, 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 in the amount of \$162,215.00 and authorize the Mayor to sign any contractual documents related to the purchase, subject

to Legal Department review. Upon roll call, those voting in favor were Bray, Johnston, Adamson, Brown and Orr.

AGENDA ITEM NO. 9: Council was asked 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.  
PIGGY BACK BID/  
EQUIPMENT LEASE  
FOR FRONT END  
LOADER-STREET

ACCEPT BID 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;  
-WESTERN STATES  
EQUIPMENT  
COMPANY

AUTHORIZE LEASE b) Authorize the execution of a 60-month Equipment Lease in the amount of \$247,698.67, subject to Legal Department review.  
-WESTERN STATES  
EQUIPMENT  
COMPANY

Trade-in of a 2006 Caterpillar 950GH 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.

A motion was made by Mr. Orr, seconded by Johnston, to accept the recommendations of staff for the requests regarding the Equipment Lease of a 2017 Caterpillar 950M front end loader to be used by the Street Department and a) accept the piggy-back bid received on December 13, 2016 from Western States Equipment Company in the amount of \$247,698.67; and b) authorize the execution of a 60-month Equipment Lease in the amount of \$247,698.67, subject to Legal Department review and that the trade-in of a 2006 Caterpillar 960GH front end loader will provide the first and second lease installments totaling \$47,751.58 and that the third installment of \$23,875.79 will be due in December 2018. Upon roll call, those voting in favor were Orr, Johnston, Adamson, Bray and Brown.

AGENDA ITEM NO. 10: Council was asked 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.  
PIGGY BACK BID/  
EQUIPMENT LEASE  
FOR HYSTER  
FORKLIFT-STREET

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

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

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

A motion was made by Ms. Adamson, seconded by Mr. Bray, to accept the recommendations of staff for the requests regarding the Equipment Lease of a 2017 Hyster H60XT forklift to be used by the Street Department and a) accept the piggy-back bid received from Arnold Machinery Company in the amount of \$28,329.00; and b) authorize the execution of a 60-month Equipment Lease in the amount of \$28,329.00, subject to Legal Department review. Upon roll call, those voting in favor were Adamson, Bray, Brown, Johnston and Orr.

AGENDA ITEM NO. 11: Council was asked to authorize the Mayor to sign a Local PROFESSIONAL SERVICES AGREEMENT WITH STANLEY CONSULTANTS -LEWIS STREET BRIDGE PROJECT

11: Council was asked 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.

A motion was made by Mr. Bray, seconded by Mr. Brown, 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 and that 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. Upon roll call, those voting in favor were Bray, Brown, Adamson, Johnston and Orr.

AGENDA ITEM NO. 12: Council was asked to approve and authorize the Mayor to sign a lease AIRPORT HANGAR LEASE AGREEMENT -KAUTZSCH/STONER

12: Council was asked 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.

A motion was made by Mr. Orr, seconded by Mr. Johnston, 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 and that the leased premise is Hangar No. 6, for the purpose of aircraft storage and that 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. Upon roll call, those voting in favor were Orr, Johnston, Adamson, Bray and Brown.

AGENDA ITEM NO. 13: As announced earlier, Council was asked to consider a request to REQUEST TO HOLD PUBLIC HEARING -CABLEONE PERFORMANCE EVALUATION

13: As announced earlier, Council was asked to consider a request to hold a public hearing at a future Regular City Council meeting to receive public comments regarding Cable ONE services within Pocatello, as allowed by contract according to the franchise ordinance.

Mr. Orr asked if the issue would be more appropriate as a Study Session agenda item.

Mayor Blad clarified that public hearings are held at Regular City Council meetings, as Study Sessions are not open for public comment.

Mr. Bray stated he feels a public hearing would be appropriate to gather information from the public regarding performance by Cable ONE and general service information. He added that the information would be considered for future action, but no action would be taken at the meeting in which the public hearing is held.

Mr. Orr asked if there were specific parameters for performance that the Council was asking for. He asked for clarification regarding the guidelines being sought through the public hearing.

Dean Tranmer, City Attorney, clarified that the franchise ordinances provides for performance evaluation hearings no more than once every five (5) years and that the hearing would be open to the public to review compliance, customer service and complaint response, and comments and/or suggestions from the public.

Ruth Whitworth, City Clerk, stated the public hearing could be added to the agenda for the March 2, 2017 Regular City Council meeting.

A motion was made by Mr. Bray, seconded by Mr. Johnston, to approve a request to hold a public hearing at the Regular City Council meeting on March 2, 2017 to receive comments from the public regarding performance by Cable ONE and general service information. Upon roll call, those voting in favor were Bray, Johnston, Adamson, Brown and Orr.

AGENDA ITEM NO.        14: Mayor Blad announced Idaho Lorax signed up to speak at this time,  
DISCUSSION ITEMS        but was no longer present at the meeting.

There being no further business, Mayor Blad adjourned the meeting at 6:45 p.m.

APPROVED:

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BRIAN C. BLAD, MAYOR

ATTEST:

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RUTH WHITWORTH, CMC, CITY CLERK

PREPARED BY:

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KONNI R. KENDELL, DEPUTY CLERK