

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

October 3, 2019 · 6:00 PM
Council Chambers | 911 North 7th Avenue

Any citizen who wishes to address the Council shall first be recognized by the Mayor, and shall then give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Council, he/she shall first seek permission from the Mayor. A three (3) minute time limitation is requested for Council presentations.

City Hall is accessible to persons with disabilities. Program access accommodations can be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, Idaho.

The purpose of the agenda is to assist the Council and interested citizens in the conduct of this public meeting. **Citizens should examine the agenda for the item of their interest. However, citizens are advised that only Public Hearings allow for public comment during the discussion/consideration process.**

Citizens have an opportunity to be heard by the Council if the item meets the criteria as described in the agenda item called "DISCUSSION ITEMS." You must sign in at the start of the meeting to be recognized.

RECESS: In the event the meeting is still in progress at 7:30 p.m., the Mayor may call a ten-minute recess to allow Council members and participants a brief rest period.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. INVOCATION

The invocation will be offered by Pastor Karl Pettit, First Baptist Church.

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. **(ACTION ITEM)**

(a) MINUTES: Council may wish to waive the oral reading of the minutes and approve the minutes from the September 5, 2019 Clarification and Regular Council meetings; September 12, 2019 Executive Session, Work Session and Special City Council meeting.

(b) PAYROLL AND MATERIAL CLAIMS: Council may wish to consider payroll and material claims for the month of September 2019.

(c) GOLF ADVISORY COMMITTEE REAPPOINTMENTS: Council may wish to confirm the Mayor's reappointment of Roger Musser, Thomas Liddil and Billy Satterfield to continue their service as members of the Golf Advisory Committee. Mr. Musser's term will begin October 20, 2019 and will expire October 20, 2022. Mr. Liddil's and Mr. Satterfield's terms will begin October 21, 2019 and will expire October 21, 2022.

(d) PARKS AND RECREATION COMMITTEE REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Larry Morton to continue his service as a member of the Parks and Recreation Committee as the Golf Advisory Board representative. Mr. Morton's term will begin October 4, 2019 and will expire October 4, 2021.

(e) PERSONNEL POLICY HANDBOOK MODIFICATIONS: Council may wish to approve modified Personnel Policy Handbook changes that incorporate new policies for Information Technologies, Fleet, Finance and Human Resources. The policies were presented during the September 12, 2019 Work Session.

(f) POLICE PERSONNEL ADMINISTRATION RULES: Council may wish to approve proposed changes to the Pocatello Police Department Personnel Administration Rules (PAR).

Documents:

[**AGENDA-ITEM-3.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. CHILD CARE LICENSE DENIAL APPEAL – BURRELL

Michele Burrell will be present to appeal the decision of Police Department staff which denied Ms. Burrell a child care license. **(ACTION ITEM)**

7. PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT NEEDS

This time has been set aside for the Council to accept testimony from citizens and organizations on any housing or non-housing community development needs they have identified. The Council will also review written Statements of Intent to Apply for Program Year 2020 Community Development Block Grant funding and organizations may present their proposal for funding. **(ACTION ITEM)** (Legislative Public Hearing)

Documents:

[**AGENDA-ITEM-7.PDF**](#)

8. FINAL PLAT – THE CROSSINGS DIVISION 1 AMENDED PLAT

Ken Pape of Portneuf Development, LLC (mailing address: PO Box 2557, Pocatello, ID 83206), Idaho Central Credit Union (mailing address: PO Box 2469, Pocatello, ID 83206), and Westmark Credit Union (mailing address: 2520 Channing Way, Idaho Falls, ID 83404) represented by Chris Adams of Creek Hollow & Associates, Inc., (mailing address: 611 Wilson Avenue, Suite 1A, Pocatello, ID 83201) has submitted a final plat application for The Crossings Division 1 Amended Plat. The amendment includes removing Lot 1, Block 3, a common lot, and adding the land to Lots 1-11, Block 3. **(ACTION ITEM)**

Documents:

[**AGENDA-ITEM-8.PDF**](#)

9. UTILITY EASEMENT REQUEST – DIRECT COMMUNICATIONS

Council may wish to approve, subject to Legal Department review, a request from Direct Communications for a utility easement parallel to Interstate 86 ending at the Pocatello Airport. The easement will be located on City of Pocatello property and will be utilized by Direct Communications. **(ACTION ITEM)**

Documents:

[**AGENDA-ITEM-9.PDF**](#)

10. MEMORANDUM OF AGREEMENT – THE HERITAGE PARTNERS

Council may wish to approve the Mayor's signature on a Memorandum of

Agreement between The Heritage Partners and 2020 Idaho Heritage Conference Host City Partner. Pocatello was chosen as the 2020 Idaho Heritage Conference Host City. The City shall provide staff support and assist with logistics of the conference (venue, field trips, transportation, etc.) **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-10.PDF](#)

11. RATIFY IDAHO HERITAGE TRUST GRANT APPLICATION

Council may wish to ratify submission of an Idaho Heritage Trust Grant application for masonry work on Brady Chapel. The grant application deadline was September 30, 2019. **(ACTION ITEM)**

- a) Application to Idaho Heritage Trust in the amount of \$5,000.00 and, if awarded
- b) Authorize acceptance of the grant and Mayor's signature on grant documents.

The Historic Preservation Commission has been fund raising for 5 years and have close to the 50/50 hard dollars (\$5,000.00) match. This grant will be used to repoint the masonry on Brady Chapel. Masonry must be repointed before the pinnacles can be installed.

Documents:

[AGENDA-ITEM-11.PDF](#)

12. SUPPORT FOR GRANT APPLICATION – FUELS REDUCTION PROJECT IN HIGHLAND BENCH AREA

Council may wish to support a grant application from Idaho Department of Lands to the US Forest Service for a Fuels Reduction Project in the Highland Bench Area. Request for support includes: **(ACTION ITEM)**

- a) grant application submittal, authorize the Mayor to sign documents related to the grant and, if awarded
- b) the City will serve as a sub-contractor on the grant, receiving \$240,000.00 for project implementation, subject to Legal Department review.

Although there is not a monetary match by the City, there is a \$10,000.00 in-kind match via City Staff time and administration.

Documents:

[AGENDA-ITEM-12.PDF](#)

13. TNR GRANT APPLICATION – BEST FRIENDS

Council may wish to authorize submission of a grant application to Best Friends in the amount of \$50,000.00 as discussed at the September 12, 2019 Work Session. The application is subject to Legal Department review. **(ACTION ITEM)**

14. BISTLINE FOUNDATION GRANT APPLICATION – AIRPORT

Council may wish to authorize the Mayor to sign a grant application, and if awarded accept the grant, subject to Legal Department review, to the Bistline Foundation to help fund an origami art display inside the Pocatello Airport terminal. **(ACTION ITEM)**

The grant amount will be determined by the Foundation and could be any amount up to the total project cost of \$50,000.00. No matching funds are required.

Documents:

[AGENDA-ITEM-14.PDF](#)

15. NEW DAY PRODUCTS, INC. CONTRACT – COMMUNITY RECREATION CENTER

Council may wish to consider approval of a contract with New Day Products, Inc. in the amount of \$2,995.00 per month to clean the Community Recreation Center. The contract will begin October 7, 2019 and will replace the current cleaning company Vanguard Cleaning Systems. **(ACTION ITEM)**

Funds are available in the department's Fiscal Year 2020 budget.

Documents:

[AGENDA-ITEM-15.PDF](#)

16. 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.)**

17. ADJOURN

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.