

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

November 21, 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 Star Reardon, Pocatello First United Church of Christ.

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) **TREASURER'S REPORT:** Council may wish to consider the Treasurer's Report for October showing cash and investments as of October 31, 2019.

(b) **JAPANESE SISTER CITIES SUBCOMMITTEE REAPPOINTMENT:** Council may wish to approve the Mayor's reappointment of Doug Woolley to continue his service as a member of the Japanese Sister Cities Subcommittee. Mr. Woolley's term will begin December 2, 2019 and will expire December 2, 2023.

(c) **PARKS AND RECREATION ADVISORY BOARD REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of Kaye Corbridge to continue her service as a member of the Golf Advisory Committee. Ms. Corbridge's term will begin December 4, 2019 and will expire December 4, 2021.

(d) **2019 POLICE RETIREMENT BOARD ELECTION:** Council may wish to acknowledge that the winners of the Police Retirement Board Election held on November 5, 2019 were Jim Benham, Tim Hillebrant and Travis Wilhelm. The winners of the Board Election will take office on January 2, 2020.

(e) **COUNCIL DECISION – APPEAL OF HPC CONDITIONS FOR 312 WEST CENTER STREET:** Council may wish to adopt its decision approving the appeal from Dane Simmons, Jr. and overturning the conditions established by the Historic Preservation Commission (HPC) in its approval of Appellant's request for a Certificate of Appropriateness for replacement windows at 312 West Center Street.

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. ACCEPTANCE – CANVASS VOTES FOR 2019 GENERAL ELECTION

Council may wish to accept the Canvass Election Results for the City of Pocatello General Election held on November 5, 2019. Bannock County Commissioners, serving as Board of Canvassers of Election, have provided signed abstracts of all votes cast within Pocatello City limits.

Documents:

[AGENDA-ITEM-6.PDF](#)

7. FINAL PLAT – COPPER CREEK SUBDIVISION RE-PLAT

Jason Kilgore of Kilgore Properties (mailing address: 13614 South Carolina Hills Ct, Draper, UT 84020), Tracey Roberts, Jordan Olson, Kade Paulsen, Jacob and Connie Tracy, represented by Mitchell Greer of Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201), has submitted a final plat to subdivide 8.70 acres (more or less) into 40 lots. This property is located along Surprise Valley Road and is a re-plat of the Copper Creek Subdivision. **(ACTION ITEM)**

At their meeting on June 26, 2019, the Planning and Zoning Commission recommended approval of the plat with conditions outlined in the staff report.

Documents:

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

8. FINAL PLAT – POINTE VIEW APARTMENTS SUBDIVISION

Kent Morris (mailing address: P.O. Box 415, Inkom, ID 83245), represented by Mitchell Greer of Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) has submitted a final plat to subdivide 1.83 acres (more or less) into eight (8) lots. This property is located south of Quinn Road and east of Philbin Road. **(ACTION ITEM)**

At their meeting on September 25, 2019, the Planning and Zoning Commission recommended approval of the plat with conditions outlined in the staff report.

Documents:

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

9. SOLE SOURCE DECLARATION AND EXPENDITURE – UTILITY BILLING EQUIPMENT

Council may wish to accept the recommendation of Utility Billing staff and declare the purchase of 121 boxes of electronic radio transmitters (ERT) from Hydro Specialties Company, the designated distributor for ITRON

Water Products, to be a valid sole source expenditure and authorize the Mayor's signature on documents related to the purchase, subject to Legal Department review. **(ACTION ITEM)**

The equipment purchase in the amount of \$232,320.00 will cover the first of 2 years to replace original ERTs installed that have exceeded their life expectancy are no longer on warranty. Funds for the purchase are available in the Water Department's Fiscal Year 2020 Budget.

Documents:

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

10. SERVICES COORDINATION INITIATIVE MOU WITH OTHER AGENCIES – POLICE

Council may wish to accept the recommendation of Police staff and approve a Memorandum of Understanding (MOU) to share information between many of the parties who handle juvenile issues in Bannock County. **(ACTION ITEM)**

The goal is to help juveniles receive better/quicker services through the sharing of information. This MOU has been approved for use by the Bannock County Prosecutors Office and Amy G. White who was contracted for legal services by School District No. 25.

Documents:

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

11. MUTUAL AID AND ASSISTANCE AGREEMENT FOR THE IDWARN NETWORK – PUBLIC WORKS

Council may wish to accept the recommendation of staff to approve a Mutual Aid and Assistance Agreement and membership with Idaho Water/Wastewater Agency Response Network (IdWARN). Membership with IdWARN will significantly enhance resilience in emergency situations if the City's water/wastewater utility is overwhelmed. **(ACTION ITEM)**

Documents:

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

12. 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.)**

13. 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.