

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

December 2, 2021 • 6:00 PM
Council Chambers | 911 North 7th Avenue

In-person attendance remains limited. Due to COVID-19 guidelines, social distancing measures are still in place.

MASKS/FACE COVERINGS ARE REQUIRED.

**The meeting will be live-streamed at:
<http://streaming.pocatello.us/> and available on Sparklight
Cable channel 56**

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 "ITEMS"

FROM THE AUDIENCE." 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 observed by a moment of silence.

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 following meetings: May 27, 2021 Budget Development Meeting; and Clarification and Regular Council Meetings of October 21, 2021.

(b) MATERIAL CLAIMS: Council may wish to consider Material Claims for the month of November 2021.

(c) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for October showing cash and investments as of October 31, 2021.

(d) COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Clarissa Jackman to serve as a member of the CDBG Advisory Committee, replacing Stephanie Heaton whose term expired. Clarissa's term will begin January 2, 2022 and expire January 1, 2025.

(e) CONSTRUCTION BOARD OF APPEALS AND REVIEW

REAPPOINTMENTS: Council may wish to confirm the Mayor's reappointments of Robert Jensen and Lynn Transtrum to continue serving on the Construction Board of Appeals and Review. Both terms will begin December 31, 2021 and will expire December 31, 2023.

(f) PLANNING AND ZONING COMMISSION APPOINTMENT: Council may wish to confirm the Mayor's appointment of Dakota Worrell to serve as a member of the Planning and Zoning Commission, filling a vacancy. Dakota's term will begin December 3, 2021 and will expire May 10, 2025.

(g) POCATELLO REGIONAL AIRPORT COMMISSION REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Michele Poletti to continue serving on the Pocatello Regional Airport Commission. Michele's term will begin November 20, 2021 and expire November 20, 2023.

(h) COUNCIL DECISION – BRANDON SUBDIVISION SHORT PLAT APPROVAL: Council may wish to adopt its decision approving the short plat for Brandon Subdivision, which subdivides approximately .32 acres of land located 638 Poole Avenue into two (2) lots, subject to conditions.

(i) COUNCIL DECISION – OLYMPUS CROSSING OFFICE PARK CONDOMINIUM SHORT PLAT APPROVAL: Council may wish to adopt its decision approving the short plat for Olympus Crossing Office Park Condominium, which subdivides approximately .15 acres of land located at the intersection of Olympus Drive and Bench Road into two (2) condominium lots within an existing office building, subject to conditions.

Documents:

[AGENDA-ITEM-3.PDF](#)

4. 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.

5. FINAL PLAT APPLICATION – BREEZY COMMONS TOWNHOUSES SUBDIVISION

Council may wish to approve a final plat application submitted by Jonathan Vincent, represented by Rocky Mountain Engineering and Surveying

(mailing address: 600 East Oak Street, Pocatello, ID 83201), to subdivide 7.39 acres (more or less) into 59 lots. The proposed subdivision is located east of Philbin Road and north of Cottage Avenue. **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-5.PDF](#)

6. FISCAL YEAR 2021 ASSISTANCE TO FIREFIGHTERS GRANT (AFG) APPLICATION – POCATELLO FIRE DEPARTMENT

Council may wish to approve a grant application for a Department of Homeland Security FY 2021 Assistance to Firefighters Grant in the amount of \$48,910.91, and if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all documents, subject to Legal Department review. The grant requires a 10% match in the amount of \$4,891.09 which is available in the Fire Department Fiscal Year 2022 budget. Grant funds will be used to replace two (2) sets of extrication equipment which are no longer serviceable. **(ACTION ITEM)**

Documents:

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

7. RESOLUTIONS/AIRPORT LEASE AGREEMENTS

Council may wish to approve by resolution and authorize the Mayor to sign all documents pertinent to the following Lease Agreements for property at the Airport: **(ACTION ITEM)**

a) Bob Howard Nestor land lease upon which Mr. Nestor has a private aircraft hangar. The lease will be for a 9,700 square foot parcel. The proposed term is ten (10) years and the proposed annual rental rate is \$1,833.33. The rental rate will increase annually according the Consumer Price Index (CPI) with a full rate review after the first five (5) years based on airport rate comparisons.

b) Morton Buildings, Inc. land lease upon which Morton may store up to four (4) vehicles for use by their construction crews during the construction of their new facility at the Airport. The parcel is approximately one (1) acre

of fenced property. The proposed term is nine (9) months and the proposed rental rate is \$135.00 per month.

Documents:

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

8. PIGGYBACK BID ACCEPTANCE FOR THE PURCHASE OF 1-TON UTILITY SERVICE VAN – WATER DEPARTMENT

Council may wish to accept the recommendations of staff and approve the piggyback bid on a City of Boise RFP contract with Mountain Home Auto Ranch for the purchase of one (1) 2023 Ford E-350 Cutaway Utility service van in the amount of \$52,589.16 with a trade-in value of \$11,000.00 for a total expenditure of \$41,589.16, and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. This purchase amount is available in the Water Department Fiscal Year 2022 budget.

(ACTION ITEM)

Documents:

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

9. BID ACCEPTANCE/AGREEMENT FOR WHITMAN AND HAYES LIFT STATIONS PROJECT – PUBLIC WORKS DEPARTMENT

Council may wish to accept the recommendations of staff for the following requests regarding the Whitman and Hayes Lift Station Project:

- a) Accept the low responsive bid received on November 17, 2021 from Starr Corporation in the amount of \$748,464.00; and if accepted
- b) Authorize the Mayor's signature on an agreement between the City of Pocatello and Starr Corporation in the amount of \$748,464.00 for the Whitman and Hayes Lift Station Project, subject to Legal Department review.

This project includes rehabilitation of the existing Whitman lift station and construction of the new Hayes lift station. If approved, the work will begin in January 2022 and is anticipated to be completed by June 2022. Funding is available within the Water Pollution Control (WPC) Fiscal Year 2022 budget. **(ACTION ITEM)**

Documents:

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

10. ITEMS FROM THE AUDIENCE

This time has been set aside to hear items from the audience not listed on the agenda. Items which appeared somewhere else on the agenda will not be heard 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 may 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.)

11. 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.