

CITY OF POCA TELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
JANUARY 6, 2022

AGENDA ITEM NO. 1: The Regular City Council meeting was called to order at 6:00 p.m.
ROLL CALL AND by Mayor Brian Blad. Council members present were
PLEDGE OF Heidi Adamson, Roger Bray, Rick Cheatum, Linda Leeuwrik,
ALLEGIANCE Claudia Ortega and Chris Stevens.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: An invocation was offered by Jim Jones, representing
INVOCATION Blazing Grace Church.

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 following meetings: Work Sessions of September 9 and
October 14, 2021; Council Liaison/Work Session Clarification
meeting of September 16, 2021; and Clarification and Regular
Council Meetings of December 16, 2021.

-TREASURER'S (b) Consider the Treasurer's Report for November showing cash and
REPORT investments as of November 30, 2021 in the amount of
\$92,948,752.32.

-COMMUNITY (c) Confirm the Mayor's appointment of Jeffrey Trunzer to serve as a
DEVELOPMENT member of the CDBG Advisory Committee, replacing Steve Ernst
BLOCK GRANT who resigned. Jeffrey's term will begin January 7, 2022 and will
ADVISORY expire January 1, 2024.
COMMITTEE
APPOINTMENT

-2021 ANNUAL ROAD (d) Approve the 2021 Road and Street Financial Report. The report
AND STREET accounts for the City's use of state highway user dollars during the
FINANCIAL REPORT past fiscal year to the Idaho State Controller as required by law.

Mr. Bray requested that Agenda Item No. 3(d) be considered as a separate Agenda Item.

A motion was made by Mr. Cheatum, seconded by Ms. Adamson, to approve items (a), (b) and (c) of the consent agenda. Upon roll call, those voting in favor were Cheatum, Adamson, Bray and Leeuwrik. Those voting in opposition were Ortega and Stevens. The motion passed.

Council discussed Agenda Item No. 3(d) at this time. Council members discussed actual amounts spent on snow removal in previous years.

Mayor Blad expressed his appreciation to the Street Department for their efforts to keep city roads safe and clear of snow.

A motion was made by Mr. Bray, seconded by Mr. Cheatum, to approve Agenda Item No. 3(d). Upon roll call, those voting in favor were Bray, Cheatum, Adamson, Leeuwrik, Ortega and Stevens.

AGENDA ITEM NO. 4: Konni Kendell, City Clerk, administered the oath of office to the

INSTALLATION OF
NEWLY-ELECTED
MAYOR AND
COUNCIL MEMBERS

newly-elected Mayor and City Council members. Council members Josh Mansfield, Linda Leeuwrik and Rick Cheatum were sworn in, followed by Mayor Brian Blad. Each person assumed the dais as they completed their oath.

AGENDA ITEM NO. 5:
ELECTION OF
COUNCIL PRESIDENT

Council took this opportunity to elect a President of the Council in conformance with Idaho Code Section 50-702.

A motion was made by Ms. Leeuwrik, seconded by Mr. Bray, to elect Council member Rick Cheatum as Council President. Upon roll call, those voting in favor were Leeuwrik, Bray, Cheatum, Mansfield, Ortega and Stevens.

AGENDA ITEM NO. 6:
CALENDAR REVIEW

Mayor Blad reminded the Council members of the January 13th Work Session at 9:00 a.m. He announced All City Council meetings on January 20th had been canceled.

Mayor Blad announced that Christmas tree collection sites would be available through January 14. Boxes are located at City Hall; Rainey Park on South Arthur; and Sister City Park entrance on Pocatello Creek Road for Christmas tree disposal. Trees will be chipped and used in landscaping projects. Be sure to remove all strings, wires and other objects to avoid damaging the City's wood chipping equipment. City Offices will be closed January 17th to observe Martin Luther King, Jr. Day. However, garbage and recycling pick-ups will be on schedule. Mayor Blad reminded citizens that face coverings are required when entering any City of Pocatello building or facility or while riding in public transportation buses and at the Pocatello Airport; and to keep sidewalks clear of snow and ice. When clearing sidewalks and driveways of snow, please do not place snow in the street. It becomes a driving hazard.

AGENDA ITEM NO. 7:
PUBLIC HEARING
-ZONE MAP AND
COMPREHENSIVE PLAN
AMENDMENT

This time was set aside for the Council to receive comments from the public regarding a request by Pocatello Quinn, LLC, represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) for a Zone Map and Comprehensive Plan Amendment to rezone approximately 10.58 acres of property from Industrial (I) to Commercial General (CG)

and amend the Comprehensive Land Use Map from Employment (E) to Commercial (C). The subject property is located south of Quinn Road, at the intersection of Quinn Road and Hurley Drive. Staff found the proposal compliant with all applicable standards with conditions.

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Rex Massey, Industrial Realty Group, LLC representing Pocatello Quinn, LLC, gave an overview of the property. He noted that reasons for the request are to make better use of a high traffic location, improve aesthetics and to attract companies to bring in employment.

Matthew Lewis, Senior Planner, stated a public hearing was held before the Planning and Zoning Commission on December 8, 2021 and they unanimously recommended approval of the zone map amendment application. He noted that all public notice requirements were met.

Mayor Blad announced that no written correspondence had been received.

There being no public comments, Mayor Blad closed the public hearing.

A motion was made by Mrs. Ortega, seconded by Mr. Cheatum, to approve the request by Pocatello Quinn, LLC, represented by Rocky Mountain Engineering and Surveying, for a Zone Map and Comprehensive Plan Amendment to rezone approximately 10.58 acres located at 669 West Quinn, south of the Quinn Road and Hurley Drive intersection, from Industrial (I) to Commercial General (CG) with a concurrent amendment to the Comprehensive Plan Map from Employment (E) to Commercial (C) and that the decision be set out in appropriate Council decision format. Upon roll call, those voting in favor were Ortega, Cheatum, Bray, Leeuwrik, Mansfield and Stevens.

AGENDA ITEM NO. 8: This time was set aside for the Council to receive comments from
PUBLIC HEARING the public regarding a request by Tori and Lorri Shaver, represented
-WEDGE WAY RIGHT by Rocky Mountain Engineering and Surveying (mailing address:
OF WAY VACATION 600 East Oak Street, Pocatello, ID 83201) for the vacation of a
portion of the right-of-way on Wedge Way, south of 422 Spoon
Drive. Staff found the proposal compliant with all applicable standards with conditions.

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Sean O'Brien, representing Rocky Mountain Engineering and Surveying, gave an overview of the property. He noted that the applicant would be responsible for paying to relocate utilities.

Matthew Lewis, Senior Planner, provided an overview of the request. He noted one letter was received in support of the application. Mr. Lewis added that all public notice requirements were met.

Mayor Blad announced no additional written correspondence had been received

There being no public comments, Mayor Blad closed the public hearing.

A motion was made by Mr. Bray, seconded by Mr. Cheatum, to approve the request by Tori and Lorri Shaver, represented by Rocky Mountain Engineering and Surveying, for the vacation of a portion of the right-of-way on Wedge Way, south of 422 Spoon Drive with the following conditions: 1) The proposed new right-of-way line to be delineated in the field. A new driveway shall be defined so there is not full frontage vehicle accessibility; 2) Developer shall define and record a ten foot (10') wide easement adjacent to the newly defined right-of-way for a public utility easement; 3) Developer shall submit a separate application vacating all applicable and requested easements; 4) The sewer mainline and end manhole shall be abandoned in the vacated portion of Wedge Way and a service line shall be installed to serve the new defined property; 5) The water main line shall be abandoned and water meters serving existing property shall be relocated to the new proposed right-of-way line with service lines being installed to serve new defined property; 6) The existing fire hydrant shall be relocated to the new property/right-of-way line; 7) Plans for the new utility locations shall be submitted to the City Engineering Department for review and approval; 8) All work of relocation of utilities and defining the new right-of-way shall be at the Applicant's expense; and 9) Any other additional requirements not herein noted above but applicable as part of an approved vacation shall be strictly adhered to and that the decision be set out in appropriate Council decision format and the property is located on Wedge Way, south of 422 Spoon Drive. Upon roll call, those voting in favor were Bray, Cheatum, Leeuwrik, Mansfield, Ortega and Stevens.

AGENDA ITEM NO. 9: This time was set aside for the Council to receive comments from

PUBLIC HEARING
Street –TUSCANY
COMMERCIAL
PLAZA VACATION
OF EASEMENT

conditions.

the public regarding a request by Arns-Nelson Living Trust, B Investments and BBAD Investments, represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) for a vacation of easement as shown on the Tuscan Commercial Plaza Subdivision. Staff found the proposal compliant with all applicable standards with

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Bill Isley, representing Arns-Nelson Living Trust, B Street Investments and BBAD Investments, gave an overview of the property. He noted the property owner of Lot 5, Block 1 plans to develop the lot. Mr. Isley stated the abutting property owners are in agreement to the proposed vacation of easement.

In response to a question from Council, Mr. Isley stated that if land ownership changes in the future, the lot(s) would be sold as it is recorded at the time of purchase.

Matthew Lewis, Senior Planner, noted that all public notice requirements were met.

Mayor Blad announced no written correspondence had been received.

There being no public comments, Mayor Blad closed the public hearing.

A motion was made by Mr. Bray, seconded by Ms. Stevens, to approve the request by Arns-Nelson Living Trust, B Street Investments and BBAD Investments, represented by Rocky Mountain Engineering and Surveying, for a vacation of easement as shown on the Tuscan Commercial Plaza Subdivision with the following conditions: 1) Any other requirements not herein noted above but applicable as part of an approved vacation shall be strictly adhered to; and 2) All other standards or conditions of City Code not herein stated but applicable to the subdivision and that the decision be set out in appropriate Council decision format. Upon roll call, those voting in favor were Bray, Stevens, Cheatum, Leeuwrik, Mansfield and Ortega.

AGENDA ITEM NO. 10:
-FINAL PLAT
APPLICATION
-THE TOWNHOMES
AT CITY VIEW

Council was asked to approve a final plat application submitted by Pocatello Property Development LLC, represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) to subdivide 1.83 acres (more or less) into nine (9) lots. The proposed subdivision is located east and northeast of Sleigh Hill Subdivision at the east end of Elm Street. Staff found the proposal compliant with all applicable standards with conditions.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve a final plat application submitted by Pocatello Property Development LLC, represented by Rocky Mountain Engineering and Surveying, to subdivide approximately 1.83 acres of land into nine (9) lots with the following conditions: 1) All conditions on the Final Plat Subdivision Application Staff Report shall be met; 2) Conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, December 22, 2021, shall be met; 3) The townhome structures shall be located on the property zoned Residential Low Density with the remaining common lot area zoned Residential Estate; 4) A “No Build/Grading line” shall be placed on the Final Plat and such shall also be staked in the field

prior to grading the property; 5) A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to or a subdivision surety bond and warranty bond is obtained as outlined in City Code 16.24.110, prior to recording; and 6) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format and that the proposed subdivision is located east and northeast of Sleigh Hill Subdivision at the east end of Elm Street. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Bray, Mansfield, Ortega and Stevens.

AGENDA ITEM NO. 11: Council was asked ratify an addendum for use of the Idaho Transportation Department Office of Highway Safety Traffic Enforcement Grant Project Agreement funds for additional traffic enforcement. These grants are paid as overtime only and 100% funded by ITD OHS.
-ITD OHS TRAFFIC ENFORCEMENT GRANT PROJECT AGREEMENT RATIFICATION
-POLICE DEPARTMENT

A motion was made by Mr. Bray, seconded by Mrs. Ortega, to approve and authorize the Mayor to sign, subject to Legal Department review, all pertinent documents related to an addendum to use the Idaho Transportation Department Office of Highway Safety Traffic Enforcement Grant Project Agreement funds for additional traffic enforcement as outlined in Agenda Item No. 11. Upon roll call, those voting in favor were Bray, Ortega, Cheatum, Leeuwrik, Mansfield and Stevens.

AGENDA ITEM NO. 12: Council was asked to approve submission of grant funding documents through the Idaho Department of Lands and if awarded, approve acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. The proposed projects for grant funding are:
WILDFIRE MITIGATION GRANT AGREEMENTS AND CONTRACTS-PART 1
-SCIENCE AND ENVIRONMENT

-JUNIPER REMOVAL a) Hazardous Fuels Reduction (HRF) or Western States Fire Managers (WSFM) grants in the amount of \$240,000.00 (or more) for Juniper Removal – Phase IV on City and private property. Funds may be used to procure contracted services for project planning and implementation of treatment prescriptions (juniper removal to 20 trees per acre), rental of reader boards and other outreach materials, rental of outreach vehicles, chippers and other vegetation management equipment and staff project implementation/management. Grant funding may require a 10% match, which may be met through in-kind support of staff time, equipment use and project outreach; and

-ROADSIDE VEGETATION planning TREATMENT b) Hazardous Fuels Reduction (HRF) or Western States Fire Managers (WSFM) grants in the amount of \$240,000.00 (or more) for and implementation of roadside vegetation treatment prescriptions (no-mow, low water vegetation treatment) along high traffic corridors with wildfire threat, such as I-15 interchanges. Grant funds may also be used to purchase or rent vegetation management equipment and build staff capacity for project implementation. Grant funding may require a 10% match, which may be met through in-kind support of staff time, equipment use and project outreach.

A motion was made by Ms. Leeuwrik, seconded by Ms. Stevens, to authorize submission of grant funding documents through the Idaho Department of Lands and authorize the Mayor to sign all pertinent documents, subject to Legal Department review, related to grant applications for the

Hazardous Fuels Reduction (HRF) or Western States Fire Managers (WSFM) grants in the amount of \$240,000.00 (or more) for Juniper Removal and roadside vegetation treatment in the amount of \$240,000.00 (or more) as outlined in Agenda Item No. 11(a) and 11(b). Upon roll call, those voting in favor were Leeuwrik, Stevens, Bray, Cheatum, Mansfield and Ortega.

AGENDA ITEM NO. 13: Council was asked to ratify the Mayor's signature on previously signed MOUs and contract documents, and authorize the Mayor's signature on other related documents, subject to Legal Department review, related to the following project which has been awarded grant funding through the Idaho Department of Lands. Grant acceptance and authorization for the Mayor to sign all pertinent documents was previously approved by Council, but the project scope has been modified from \$240,000 for juniper removal on the East Bench and Johnny Creek to \$70,000 for Russian olive and juniper removal in City Creek. There is no local match requirement. Work is expected to begin in January 2022.

In response to a question from council, Hannah Sanger, Science and Environment Administrator, noted that this is an additional \$70,000.00 grant that requires no match funding.

A motion was made by Mr. Bray, seconded by Mrs. Ortega, to ratify the Mayor's signature on previously signed MOUs and contract documents, and authorize the Mayor's signature on other related documents, subject to Legal Department review, related to the following project which has been awarded grant funding through the Idaho Department of Lands and that grant acceptance and authorization for the Mayor to sign all pertinent documents was previously approved by Council, but the project scope has been modified from \$240,000 for juniper removal on the East Bench and Johnny Creek to \$70,000 for Russian olive and juniper removal in City Creek and that there is no local match requirement. Upon roll call, those voting in favor were Bray, Ortega, Cheatum, Leeuwrik, Mansfield, and Stevens.

AGENDA ITEM NO. 14: Council was asked to approve submission of the following grants and, if awarded, authorize acceptance of the grants and authorize Mayor to sign, subject to Legal Department review, documents related to the grants. The proposed projects for grant funding are:

-MONTE VISTA TO POCATELLO CREEK ROAD a) TAP Grant project application for Fiscal Year 2024 in the amount of \$900,000.00. Local 7.34% match in the amount of \$66,060.00 will come from the Portneuf Greenway Foundation. The City of Pocatello would have full ownership of the trail upon completion; and

-BRENNAN TRAIL EXTENSION AND PEDESTRIAN BRIDGE b) TAP Grant project application for Fiscal Year 2024 in the amount of \$621,000.00. Local 7.34% match in the amount of \$45,580.00 will come from the Portneuf Greenway Foundation. The City of Pocatello would have full ownership of the trail and pedestrian bridge upon completion.

A motion was made by Ms. Stevens, seconded by Mrs. Ortega, to approve submission of TAP grant applications as outlined in Agenda Item No. 14(a) and 14(b) and if awarded, authorize acceptance of the grants and authorize the Mayor to sign documents related to the grants, subject to Legal Department review. Upon roll call, those voting in favor were Stevens, Ortega, Bray, Cheatum, Leeuwrik and

Mansfield.

AGENDA ITEM NO. 15: Council was asked to approve a grant award amendment for the Rural 5339 Grant to increase the award in the amount of \$30,000.00 GRANT AMENDMENT for a total amount of \$225,000.00 for the purchase of two (2) buses. -RURAL 5339 GRANT AWARD INCREASE The Federal share will be \$180,000.00 with a required local match in the amount of \$45,000.00. Sufficient matching resources are -PUBLIC TRANSIT available in the Rural Fund for the purchase of the associated buses.

If approved, Council may wish to authorize the Mayor to sign all pertinent documents and authorize the Public Transit Director to execute the grants and any necessary amendments, subject to award confirmation, Legal Department review, and budget amendments. No City funds will be used.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve a grant award amendment for the Rural 5339 Grant to increase the award in the amount of \$30,000.00 for a total amount of \$225,000.00 for the purchase of two (2) buses and the Federal share will be \$180,000.00 with a required local match in the amount of \$45,000.00 and authorize the Mayor to sign all pertinent documents and authorize the Public Transit Director to execute the grants and any necessary amendments, subject to award confirmation, Legal Department review, and budget amendments. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Bray, Mansfield, Ortega and Stevens.

AGENDA ITEM NO. 16: Council was asked to approve a grant change of scope for the 5310 Small Urban Grant to utilize remaining unused grant funds previously approved by Council and completed in Fiscal Year 2020 GRANT CHANGE OF SCOPE for the purchase of three (3) new bus shelters. If approved, Council -5310 SMALL URBAN GRANT may wish to authorize the Mayor to sign all pertinent documents and authorize the Public Transit Director to execute the grants and any and -PUBLIC TRANSIT necessary amendments, subject to award confirmation, Legal Department review, and budget amendments. Local match will be provided by the Pocatello Housing Authority and Gate City Rotary. No City funds will be used.

A motion was made by Mr. Bray, seconded by Mrs. Ortega, to approve a grant change of scope for the 5310 Small Urban Grant to utilize remaining unused grant funds previously approved by Council and completed in Fiscal Year 2020 for the purchase of three (3) new bus shelters and authorize the Mayor to sign all pertinent documents and authorize the Public Transit Director to execute the grants and any necessary amendments, subject to award confirmation, Legal Department review, and budget amendments and that local match will be provided by the Pocatello Housing Authority and Gate City Rotary. Upon roll call, those voting in favor were Bray, Ortega, Cheatum, Leeuwrik, Mansfield and Stevens.

AGENDA ITEM NO. 17: This time was set aside for the annual State of the City Report. STATE OF THE CITY REPORT Mayor Blad read a report highlighting special projects and accomplishments over the past year. Mayor Blad added that 2021 was a great year and City departments have accomplished many worthwhile projects. He thanked the City Council for working hard on projects and stated he is looking forward to the developments and improvements which will take place in 2022.

Mayor Blad expressed his appreciation to City employees and Council members and emphasized that they remain focused on providing exceptional service to citizens. He added the success of Pocatello in 2021 is a direct result of Council and staff efforts.

AGENDA ITEM NO. 18: There were no individuals signed up to speak during this agenda ITEMS FROM THE AUDIENCE item.

AGENDA ITEM NO. 19: There being no further business, Mayor Blad adjourned the
ADJOURN meeting at 7:14 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

WENDY A. PRATHER, DEPUTY CITY CLERK