

CITY OF POCA TELLO, IDAHO
CITY COUNCIL WORK SESSION
MARCH 10, 2022

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Work Session
ROLL CALL to order at 9:00 a.m. Council members present were, Rick

Cheatum, Linda Leeuwrik, Josh Mansfield, Claudia Ortega and Chris Stevens. Council member Roger Bray arrived at 9:03 a.m.

Mayor Blad announced that Agenda Item No. 4 had been pulled from the agenda.

AGENDA ITEM NO. 2: Representatives from the Animal Shelter Advisory Board were in
ANIMAL SHELTER attendance to discuss the Board's goals and projects, as well as
ADVISORY BOARD Council's policies and expectations.
UPDATE

Kelly Boodry, Animal Shelter Advisory Board Chair, gave an overview of the Board's goals and objectives. He reported that through efforts of the "community cat" program, the Pocatello Animal Shelter has a goal to become a no-kill shelter within five (5) years. Mr. Boodry stated that education and outreach efforts for citizens is ongoing and the Board considers all feedback for improved animal efforts.

Chris Abbott, Shelter Manager, active trapping for the Trap Neuter Release (TNR) program has been paused as it is a challenge to secure veterinary services for neutering services. Funding is still available and active trapping efforts will resume as increased veterinary services can be secured.

In response to a question from Council, Mr. Abbott stated that a multiple pet permit is required for three (3) or more animals. The Board is researching the possibility of reducing that number to two (2) animals. The Council will be updated on the issue at a future time. Community efforts are ongoing regarding multiple animal permits.

Captain Cliff Kelley, Police Support Services, stated that the Animal Shelter Advisory Board and Animal Shelter staff members are working with consulting veterinarian, Dr. Carlson, to develop a long term plan which will include policies and procedures.

In response to a question from Council, Captain Kelley stated that the organizational shift to move dogcatchers to Ordinance Officer positions shows great potential for cross training, enhanced coverage for ordinance enforcement and greater opportunities for public education efforts.

AGENDA ITEM NO 3: Representatives from the Child Care Advisory Committee were in
CHILD CARE ADVISORY attendance to discuss the Committee's goals and projects, as well as
COMMITTEE UPDATE Council's policies and expectations.

Kari Giesbrecht, Child Care Advisory Committee Chair, gave an overview of the goals and objectives of the Child Care Advisory Committee. She reported that trainings for child care providers and their employees is offered for the safety of the child care centers and children. Online and in-person trainings continue to be a high priority for the Committee. Ms. Giesbrecht reported that timely turnaround for state and local child care licenses is essential for consistent care.

Lori Thomas, Idaho STARS representative, clarified that individuals cannot be employed at a licensed child care facility until the necessary licensing requirements are met.

In response to a question from Council, Tori Eldridge, License Enforcement Officer, stated that two new child care facilities have opened in Pocatello since October 2021.

Ms. Giesbrecht stated that staffing issues, employee retention and employee compensation matters continue to be ongoing challenges for many child care facilities.

Ms. Thomas added that safety and improvement grants are available through the state for child care facilities.

AGENDA ITEM NO. 4: As announced earlier, the Fire Union Quarterly Update was pulled
FIRE UNION from the agenda and was not held at this time.
QUARTERLY UPDATE

AGENDA ITEM NO. 5: Representatives from Portneuf Valley Partners were in attendance
CENTER STREET POND to update the Council on a proposal to update the Center Street
LANDSCAPING UPDATE Ponds landscaping using grant funds.

David Maguire, representing Portneuf Valley Partners (PVP), stated that PVP has worked on various beautification projects throughout the area, including berms on Highway 30 and the convergent corner at Highway 30. The group continues to find beautification opportunities and has identified the retention pond area located where Center Street and Clark Street meet. Mr. Maguire shared a map and artist renditions that depict an area with bushes, retention ponds and other items to beautify the city entrance area. He reported that the estimated cost for the project will be approximately \$180,000, and formal bids have not yet been solicited. Mr. Maguire stated that grant funding is available through the Ifft Foundation and PVP and the City of Pocatello can each apply for funds to be used for the project. He added that other state or federal grants may be available.

Hannah Sanger, Science and Environment Administrator, stated that the City has previously applied for funding to change interchange areas from mowed/irrigated land to no-mow, draught tolerant vegetation.

In response to questions from Council, Mr. Maguire stated that Idaho Transportation Department has not offered direct funding support for the project but will be focused on traffic management. He stated that various businesses and organizations may be solicited to provide necessary funding for the project. Mr. Maguire stated that the project would produce a significant reduction in water and maintenance costs of the area.

Tom Kirkman, Deputy Public Works Director, stated that excavation work of the area is scheduled to take place during summer 2022. He added that some preliminary work by the Street Department could be done in cooperation with the PVP improvement project.

Council members discussed the following: Scheduled maintenance of the area; preliminary improvements; potential funding for the project; and retention area capacity.

Mayor Blad clarified that all grants submitted by the City require Council approval.

A motion was made by Ms. Stevens, seconded by Mrs. Ortega, to support the Portneuf Valley Partners Center Street Pond Project. Upon roll call, those voting in favor were Stevens, Ortega, Bray, Cheatum, Leeuwrik and Mansfield.

Mr. Maguire thanked Council members and expressed appreciation to City staff members who have provided assistance to PVP during the planning process.

Mayor Blad called a recess at 10:30 a.m.

Mayor Blad reconvened the meeting at 10:40 a.m.

AGENDA ITEM NO. 6: Members of the Fire Department were present to discuss proposed
PROPOSED WILDLAND amendments to the existing 2003 Wildland Urban Interface Code
URBAN INTERFACE and adoption of the 2018 edition of the Wildland Urban Interface
CODE AMENDMENT Code.

Nick Christensen, Assistant Fire Chief, gave an overview of the proposed amendment to the existing 2003 Wildland Urban Interface Code. He stated that Council will also be asked to consider adoption of the 2018 edition of the Wildland Urban Interface Code.

Council members discussed the following: Sprinkler system requirements; builder/developer requirements; controlling fuels; and code updates.

Mayor Blad announced that an ordinance would be prepared for Council's consideration at the March 17, 2022 Regular City Council meeting

AGENDA ITEM NO. 7: Tom Kirkman, Deputy Public Work Director, was present to give
REVIEW AND UPDATE an overview and update on the City of Pocatello's curbside blended
OF THE CITY OF recycling program.
POCATELLO'S
BLENDED RECYCLING
PROGRAM – SANITATION
DEPARTMENT

Mr. Kirkman gave an overview of the history of the Blended Residential Recycling Program. He clarified that the recycling program being discussed does not include glass recycling or yard waste collection, as those products are diverted through other programs. The City of Pocatello began a drop-off recycling program in 1998 and implemented a curbside recycling pilot program in 2009. In 2011, the City implemented a curbside recycling program as a standard sanitation service. The cost for the services then become included in the current rates. Due to the implementation of China's National Sword Policy in 2018, recyclable materials were no longer accepted for import. Substantial cost increases and other challenges to recycling programs have been a result of those changes in 2018. Mr. Kirkman reported that participation rate has increased from 28% in 2009 to 52% in 2022. Recycling costs have increased substantially, but the market is showing improvement. An average of 2,229 tons of waste are collected annually, resulting in an average of 10.6% of all waste being diverted from the landfill each year.

In response to questions from Council, Mr. Kirkman stated that many types of plastic no longer have a suitable market available for recycling. He stated that citizens receive a \$5.00 recycling fee on their utility bill but they must request the additional container for participation.

Council members discussed the following: Challenges to recycling; participation rates; collection frequency; and the value of public education campaigns.

AGENDA ITEM NO. 8: Human Resources staff were in attendance to present a proposal to
EMPLOYEE HANDBOOK remove the 12.5 odometer mile requirement for immediate
AMENDMENT PROPOSAL response positions from the Employee Handbook and the
REMOVAL OF 12.5 pertinent job descriptions. The proposal is to change the
ODOMETER MILE requirement to 30-minute travel time.
REQUIREMENT FOR
IMMEDIATE RESPONSE
POSITIONS
-HUMAN RESOURCES

Heather Buchanan, Human Resources Director, gave an overview of the current Employee Handbook policy regarding the 12.5 odometer mile requirement for immediate response positions. She stated that the request to remove the policy is in response to the demand for recruiting. Ms. Buchanan shared a listing of positions that would be impacted by the change. She clarified that if the policy is adopted, job descriptions would be amended as appropriate.

Council members discussed the following: Changes to job descriptions; policy amendment; and response time.

AGENDA ITEM NO. 9: Public Works staff will be in attendance to present ARPA guidelines
AMERICAN RESCUE and project ideas.
PLAN ACT (ARPA)
FUND UPDATE

Jeff Mansfield, Public Works Director, and Jennifer Flynn, Executive Assistant, gave an overview of the American Rescue Plan Act Funds (ARPA) allocated to the City of Pocatello. Mr. Mansfield stated that the allocation of \$10,700,495 is administered by the Department of Treasury. The City received one-half of the allotment in September 2021 in the amount of \$5,350,248. The remaining funds are anticipated to be transferred to the City of Pocatello within 12 months. Rules regarding ARPA funds include the following: Interim Rule – states that the money was provided to Cities and other entities for sewer, water or broadband investments as well as providing for lost revenue due to COVID; and Final Rule – distributed by the Department of Treasury and expanded the fund use. This rule will be effective April 1, 2022. The objectives of the funding are:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient and equitable recovery by making investments that support long-term growth and opportunity

Mr. Mansfield gave an overview of the projects which funds can be used for including Water, Sewer, Stormwater, Broadband Infrastructure, Public Health and Economic Impacts, Premium Pay for

