

CITY OF POCA TELLO, IDAHO  
CITY COUNCIL  
REGULAR CITY COUNCIL MEETING  
MAY 6, 2021

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AGENDA ITEM NO. 1: The Regular City Council meeting was called to order at  
ROLL CALL AND 6:01 p.m. 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: The invocation was offered by Merriann Forrest, representing  
INVOCATION H.S. Jeshua Ministries.

Mayor Blad announced that Agenda Item No. 7 had been pulled from the agenda and would be brought to the Council for consideration at a later date.

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  
of the following meetings: February 4, 2021 Special City  
Council meeting for Budget Process Preparation; February 11, 2021 City Council Work Session;  
February 18, 2021 City Council Liaison/Work Session Clarification; and Clarification and  
Regular City Council meetings of March 18, 2021 and April 1, 2021.

- MATERIAL CLAIMS (b) Consider the material claims for the month of April 2021 in  
the amount of \$3,190,603.74.

-CIVIL SERVICE (c) Confirm the Mayor's appointment of Michael Larson to serve  
COMMISSION as a member of the Civil Service Commission, filling a long-  
APPOINTMENT term vacancy. Michael's term will begin May 7, 2021 and will  
expire May 7, 2027.

-HUMAN RELATIONS (d) Confirm the Mayor's appointment of Josie Castaneda-Salas  
ADVISORY COMMITTEE and Dr. Neelam Sharma to serve as members of the Human  
APPOINTMENTS: Relations Advisory Committee, replacing Ailinh Harris and  
Rituraj Yadav respectively. Josie's term will begin May 7, 2021  
and will expire August 18, 2021. Dr. Sharma's term will begin May 7, 2021 and will expire  
November 2, 2022.

-PLANNING AND (e) Confirm the Mayor's appointment of Jeremy Marley to serve  
ZONING COMMISSION as a member of the Planning and Zoning Commission,  
APPOINTMENT replacing Jack Moore whose term expired. Jeremy's term will  
begin May 10, 2021 and will expire May 10, 2025.

- POCATELLO ARTS COUNCIL APPOINTMENT (f) Confirm the Mayor's appointment of Chidiebere Emmanuel to serve as a member of the Pocatello Arts Council, replacing Mark Neiwirth whose term expired. Chidiebere's term will begin May 7, 2021 and will expire May 7, 2024.
- POCATELLO DEVELOPMENT AUTHORITY APPOINTMENT (g) Confirm the Mayor's appointment of Greg Gunter to serve as a member of the Pocatello Development Authority Board of Directors, replacing Thomas Ottaway who resigned. Greg's term will begin May 7, 2021 and will expire May 1, 2023.
- RESOLUTION -DESTRUCTION OF CITY RECORDS (h) Adopt a Resolution (2021-06) providing for the destruction of temporary records pursuant to Idaho Code §50-907 and the City's Record Policy.

A motion was made by Mr. Cheatum, seconded by Ms. Stevens, to approve the items on the Consent Agenda. Upon roll call, those voting in favor were Cheatum, Stevens, Adamson, Bray Leeuwrik, and Ortega.

AGENDA ITEM NO. 4: Mrs. Leeuwrik, on behalf of Mayor Blad, proclaimed  
-PROCLAMATIONS May 16, 2021 through May 22, 2021 to be National Public Works Week and urged citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety and quality of life.

Jeff Mansfield, Public Works Director, accepted the proclamation and thanked the Mayor and Council for the recognition.

Mrs. Ortega, on behalf of Mayor Blad, proclaimed May 2, 2021 through May 8, 2021 to be Municipal Clerks Week and further extend appreciation to our Municipal Clerk, Konni Kendell and to all Municipal Clerks for the vital services they perform and their dedication to the communities they represent.

Konni Kendell, City Clerk, accepted the proclamation and thanked the Mayor and Council for the recognition.

AGENDA ITEM NO. 5: Mayor Blad reminded the Council members of the May 13<sup>th</sup>  
CALENDAR REVIEW City Council Work Session at 9:00 a.m.; and the following meetings to be held on May 20<sup>th</sup>: City Council Liaison/Work Session Clarification meeting at 2:00 p.m.; Clarification meeting at 5:30 p.m.; and Regular Council meeting at 6:00 p.m.

Compost Happens yard-waste-only composting program continues through the last week of November. Yard-waste carts will be picked up on the same day as your regular collection day. For more information, contact the Sanitation Department. Half-price dog licenses will be available during the month of May. Licenses may be purchased at City Hall or the Animal Shelter. For more

information, please contact the Animal Shelter. Reminder: Friends of the Public Library will be holding a book sale on May 15<sup>th</sup>. Contact the Library for more information. Pocatello Animal Shelter will be holding a rabies vaccination clinic on May 15<sup>th</sup>. Contact Animal Services for more information.

AGENDA ITEM NO. 6: This time has been set aside for the Council to hear comments from the public regarding a request by William Steele of Royce Flamingo (mailing address 80 South Lake Avenue, Suite 719, Pasadena, CA 91101), for the vacation of Woodlawn Street right-of-way. Woodlawn Street is located within the Dolbeer Tracts plat between Stockman Road and Opal Avenue.

PUBLIC HEARING  
-RIGHT OF WAY  
VACATION  
-WOODLAWN STREET

Mayor Blad opened the public hearing.

Council members announced that there had not been any ex parte communication.

Merril Quayle, Public Works Development Engineer, stated Woodlawn Street was dedicated April 19, 1950 via the Dolbeer Tracts plat. The right-of-way proposed vacation of Woodlawn Street is approximately 754-feet and is located between Stockman Road (Stock Trail) and Opal Avenue. He explained in research of Woodlawn Street right-of-way, it was found the roadway was never constructed and that there are no public utilities within the right-of-way. Mr. Quayle added it was also found that the right-of-way had been previously vacated and approved by the City Council however, due to private property purchase and transfer, the vacation ordinance was held until the transfer was complete. Mr. Quayle stated it was found the Woodlawn Street Vacation ordinance was never officially completed and recorded. He explained city staff determined that there had been too much time between the prior City Council approval and the ordinance not being recorded to say it is valid.

Mayor Blad announced that no written correspondence had been received.

TJ Budge, Attorney, Racine Olson, spoke in favor of the application.

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

A motion was made by Ms. Adamson, seconded by Mrs. Ortega, to grant a request by William Steele of Royce Flamingo for the vacation of Woodlawn Street right-of-way and that the decision be set out in appropriate Council decision format and that Woodlawn Street is located within the Dolbeer Tracts plat between Stockman Road and Opal Avenue. Upon roll call, those voting in favor were Adamson, Ortega, Bray, Cheatum, Leeuwrik and Stevens.

AGENDA ITEM NO. 7: As announced earlier, Agenda Item No. 7, reconsideration request submitted by Paul and Jane Vitale, appealing a prior decision made by the Planning and Zoning Commission to approve the preliminary plat application for the South Point Vistas subdivision was pulled from the agenda.

-RECONSIDERATION  
REQUEST  
-SOUTH POINT

- AGENDA ITEM NO. 8: Council was asked to consider ratification of a grant application, approve acceptance and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review to Sungard Users Group Association (SUGA), (Central Square) for a one-time lump sum training award in the amount of \$20,000.00 to be utilized for IT training in Naviline and Cognos analytics. There is no City match associated with the award.
- SUGA TRAINING  
AWARD GRANT  
RATIFICATION AND  
AWARD ACCEPTANCE  
-IT DEPARTMENT

A motion was made by Ms. Leeuwrik, seconded by Mr. Bray, to approve ratification of grant application, approve acceptance and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review to Sungard Users Group Association (SUGA), (Central Square) for a one-time lump sum training award in the amount of \$20,000.00 to be utilized for IT training in Naviline and Cognos analytics and that there is no City match associated with the award. Upon roll call, those voting in favor were Leeuwrik, Bray, Adamson, Cheatum, Ortega and Stevens.

- AGENDA ITEM NO. 9: Council was asked to consider the recommendations of staff regarding the following requests regarding the purchase of one (1) Heavy Duty Transit Coach:
- BID ACCEPTANCE/  
PURCHASE AGREEMENT  
-PUBLIC TRANSIT  
DEPARTMENT

- ACCEPT LOW BID  
-GILLIG, LLC
- a) Accept the low responsive bid received on April 16, 2021 from GILLIG, LLC for the total bid amount of \$410,625.00; and if the bid is accepted
- AUTHORIZE  
PURCHASE  
-GILLIG, LLC
- b) Authorize the purchase and approve the Mayor's signature on all applicable documents, subject to Legal Department review.

Funding is available in the Public Transit Department budget.

In response to a question from Council, Skyler Beebe, Public Transit Director, stated the CARES Act funds were received in Fiscal Year 2020 and purchase of the bus was budgeted in Fiscal Year 2021.

A motion was made by Mr. Bray, seconded by Mr. Cheatum, to accept the low responsive bid from GILLIG, LLC in the amount of \$410,625.00 and authorize the purchase and approve the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Bray, Cheatum, Adamson, Leeuwrik, Ortega and Stevens.

- AGENDA ITEM NO. 10: Council was asked to consider approval of a Memorandum of Understanding (MOU) between the City of Pocatello and Firefighters Local Union #187 for the following amendments to Schedule A and Schedule E of the Collective Bargaining Agreement, dated October 6, 2016:
- MEMORANDUM OF  
UNDERSTANDING TO  
AMEND SCHEDULE A  
AND E OF THE IAFF  
LOCAL 187 COLLECTIVE  
BARGAINING AGREEMENT

-AMEND JOB TITLE  
MEDICAL BILLING  
SPECIALIST

a) Amend the job title of the current Emergency Medical Administrative Assistant to Medical Billing Specialist; and

-ALLOW HIRING OF  
BILLING AND  
CODING CLERK

b) Allow for the hiring of a full-time Billing and Coding Clerk.

The change to Medical Billing Specialist is consistent with industry standards and reflects the specialization of knowledge and related job functions. There is no change in pay. Transition of a part-time Billing Clerk to a full-time Billing and Coding Clerk is approved within the Bannock County Ambulance District Fiscal Year 2021 budget and the position's wages and benefits are fully funded by the ambulance district.

A motion was made by Ms. Leeuwrik, seconded by Ms. Stevens, to approve a Memorandum of Understanding (MOU) between the City of Pocatello and Firefighters Local Union #187 and approve amendments to schedule A and Schedule E of the Collective Bargaining Agreement dated October 6, 2016 as outlined in Agenda No. 10(a) and 10(b). Upon roll call, those voting in favor were Leeuwrik, Stevens, Adamson, Bray, Cheatum and Ortega.

AGENDA ITEM NO. 11:  
-PARKING  
ENFORCEMENT  
CONTRACT WITH IPS  
GROUP, INC.  
-POLICE DEPARTMENT

Council was asked to consider the recommendations of staff and approve a contract with IPS Group, Inc. for the implementation and ongoing maintenance of a Parking Enforcement Management System. The parking technology and related services will collect ticket data, send reminder letters, record messages, and serve as an online payment and application portal for residents. Implementation of the

program will provide greater efficiency within the Records Division, increase revenue and decrease physical interactions with the public by offering online services.

Initial startup fees in the amount of \$9,831.90 and monthly maintenance fees in the amount of \$1,000.00 per month are available in the Police Department Fiscal Year 2021 budget.

A motion was made by Mr. Bray, seconded by Mrs. Ortega, to approve a contract with IPS Group, Inc. for the implementation and ongoing maintenance of a Parking Enforcement Management System as outlined in Agenda Item No. 11 and that the initial startup fees in the amount of \$9,831.90 and monthly maintenance fees in the amount of \$1,000.00 per month are available in the Police Department Fiscal Year 2021 budget and approve the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Bray, Ortega, Adamson, Cheatum, Leeuwrik and Stevens.

AGENDA ITEM NO. 12:  
-FUEL TANK  
EXCEPTION REQUEST  
-3602 PHILBIN ROAD

Council was asked to approve a request from Savage, represented by Steve Morrey (mailing address: 901 West Legacy Center Way, Midvale, UT 84047) for an exception to Pocatello Municipal Code (PMC) 15.12.080 that restricts the capacity of an above-ground fuel tank. City Code

limits tank capacity to 1,000 gallons and Savage would like to install one (1) 6,000-gallon diesel fuel

tank at their terminal and transload facility located at 3602 Philbin Road, which exceeds the allowed capacity.

Engineering and Fire Department staff recommended granting an exception to PMC 15.12.080 and allow Savage to install a 6,000-gallon above-ground fuel tank for the operation of a terminal and transload facility, subject to the applicant meeting construction standards, obtaining the proper permits and inspection approval.

Council President Adamson expressed her appreciation to Savage for their investment in the community.

A motion was made by Ms. Adamson, seconded by Mr. Cheatum, to approve a request from Savage, represented by Steve Morrey, for an exception to Pocatello Municipal Code (PMC) 15.12.080 that restricts the capacity of an above-ground fuel tank and approve the installation of one (1) 6,000-gallon diesel fuel tank at their terminal and transload facility located at 3602 Philbin Road, subject to the applicant meeting construction standards, obtaining the proper permits and inspection approval. Upon roll call, those voting in favor were Adamson, Cheatum, Bray, Leeuwrik, Ortega and Stevens.

AGENDA ITEM NO. 13: Council was asked to consider a request and adopt a resolution  
-RESOLUTION to change the name of Wayfarer Way and Paradigm Lane to  
-STREET NAME Wayfarer Street. The proposed change will provide continuity  
CHANGE WAYFARER to the street names through the center of The Crossings  
WAY AND PARADIGM Division 1 Amended plat. There is one physical address  
LANE TO WAYFARER assigned to Wayfarer Way and no physical addresses assigned  
STREET to Paradigm Lane. The owner of the property assigned to  
Wayfarer Way has expressed support for the name change.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to adopt a resolution (2021-07) to change the name of Wayfarer Way and Paradigm Lane to Wayfarer Street. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Adamson, Bray, Ortega and Stevens.

AGENDA ITEM NO. 14: Council was asked to consider the recommendations of staff  
BID/CONTRACT for the following requests regarding Old Town Connection  
-OLD TOWN Trail:  
CONNECTION TRAIL

-ACCEPT BID a) Accept the low responsive bid received on April 13, 2021,  
-JOHNSON from Johnson Contracting and Engineering, Inc. in the  
CONTRACTING AND amount of \$65,259.00; and if accepted  
ENGINEERING, INC.

-AUTHORIZE b) Authorize the Mayor's execution of the agreement  
AGREEMENT between the City of Pocatello and Johnson Contracting  
-JOHNSON and Engineering, Inc. in the amount of \$65,259.00, for the  
CONTRACTING AND Old Town Connection Trail, subject to Legal Department  
ENGINEERING, INC. review.

Funding for this project will be provided by Idaho State Parks and Recreation, the Ifft Foundation, Federal funding, a \$5,000.00 City match and \$5,000.00 in-kind match.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to accept the low responsive bid received April 13, 2021, from Johnson Contracting and Engineering, Inc. in the amount of \$65,259.00 and authorize an agreement between the City of Pocatello and Johnson Contracting and Engineering, Inc. in the amount of \$65,259.00, for the Old Town Connection Trail and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Adamson, Bray, Ortega and Stevens.

AGENDA ITEM NO. 15: Council was asked to consider an ordinance rezoning property  
ORDINANCE located in the 4300 Block of South 5<sup>th</sup> Avenue from  
-REZONE PROPERTY IN Commercial General (CG) to Light Industrial (LI), with an  
4300 BLOCK OF SOUTH amendment to the Comprehensive Map Plan designation from  
5<sup>TH</sup> AVENUE FROM Mixed-Use (MU) to Employment(E).  
FROM (CG) TO (LI)

A motion was made by Mr. Bray, seconded by Mrs. Ortega, that the ordinance, Agenda Item No. 15, be read only by title and placed on final passage for publication and that only the ordinance summary sheet be submitted for publication. Upon roll call, those voting in favor were Bray, Ortega, Adamson, Cheatum, Leeuwrik and Stevens.

Richard Diehl, Deputy City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance rezoning property located in the 4300 Block of South 5<sup>th</sup> Avenue from Commercial General (CG) to Light Industrial (LI), with a concurrent amendment to the Comprehensive Map Plan designation from Mixed-Use (MU) to Employment (E). Mayor Blad asked "Shall the ordinance pass?" Upon roll call, those voting in favor were Adamson, Bray, Cheatum, Leeuwrik, Ortega and Stevens. Mayor Blad declared the ordinance passed, that it be numbered 3068 and that the ordinance summary sheet be submitted to the Idaho State Journal for publication.

AGENDA ITEM NO. 16: There were no individuals signed up to speak during this  
-ITEMS FROM THE agenda item.  
AUDIENCE

AGENDA ITEM NO. 17: There being no further business, Mayor Blad adjourned the  
ADJOURN meeting at 6:34 p.m.

APPROVED BY:

  
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BRIAN C. BLAD, MAYOR

ATTEST BY:

  
\_\_\_\_\_  
KONNI R. KENDELL, CITY CLERK

REGULAR CITY COUNCIL MEETING  
MAY 6, 2021

PREPARED BY:

  
\_\_\_\_\_  
WENDY A. PRATHER, DEPUTY CITY CLERK