

CITY OF POCA TELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
OCTOBER 15, 2020

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 Heidi
PLEDGE OF Adamson, Rick Cheatum, Linda Leeuwrik, Claudia Ortega and Chris
ALLEGIANCE Stevens. Council member Roger Bray was excused.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: A moment of silence was observed in place of an invocation.
INVOCATION

Mayor Blad announced that Agenda Item No. 3(b) and Agenda Item No. 9 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 Special Council meeting of September 28, 2020; and the
Clarification and Regular City Council meetings of October 1, 2020.

-TREASURER'S (b) As announced earlier, Mayor Blad announced that the Treasurer's
REPORT Report for September showing cash and investments as of
September 30, 2020 would be considered by the Council at the
November 5, 2020 City Council meeting.

-HISTORIC (c) Confirm the Mayor's appointment of Jeremiah Stoddard to serve as
PRESERVATION a member of the Historic Preservation Commission, filling a
COMMISSION vacancy. Mr. Stoddard's term will begin October 16, 2020 and will
APPOINTMENT expire October 16, 2023.

-SISTER CITIES (d) Confirm the Mayor's reappointment of Dannis Adamson to
COMMITTEE continue his service as a member of the Sister Cities Committee.
REAPPOINTMENT Mr. Adamson's term will begin October 21, 2020 and will expire
October 21, 2024.

-COUNCIL DECISION (e) Adopt the Council's decision to approve the final plat for Trail
-FINAL PLAT Creek Estates Division 4, which subdivides approximately 14.79
APPROVAL acres of land into 39 residential lots, one of which will be non-
TRAIL CREEK ESTATES buildable, subject to conditions. All lots will be accessed from an
DIVISION 4 extension of Balboa Road, Magellan Loop or Cortez Court.

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

AGENDA ITEM NO. 4: Mayor Blad announced there were no proclamations.
COMMUNICATIONS
AND PROCLAMATIONS

AGENDA ITEM NO. 5: Mayor Blad reminded the Council members of the following

CALENDAR REVIEW

meetings to be held November 5: Clarification meeting at 5:30 p.m. and Regular City Council meeting at 6:00 p.m.; and the November 12 Work Session at 9:00 a.m.

Mayor Blad announced that Zoo Idaho's Zoo Boo event would be held October 31 from 10:00 a.m. to 3:00 p.m. and, in order to limit attendance due to COVID-19, attendees would be required to sign up in advance for a time slot; he added that Zoo Idaho is only open on weekends for the remainder of October. Mayor Blad reminded citizens that early voting at Bannock County Elections Office is available through October 30 on weekdays between 9:00 a.m. and 4:30 p.m.; Leaf Collection is scheduled from November 2 through November 30, and leaves must be placed in compostable bags, not plastic bags or boxes, in order to be collected and taken to the Bannock County landfill composting site; and reminded citizens that face coverings are required when entering any City of Pocatello building or facility or while riding in public transportation buses.

AGENDA ITEM NO. 6: Council was asked to confirm the Mayor's appointment of Konni APPOINTMENT
CONFIRMATION OF CITY CLERK
-KENDELL
Kendell as City Clerk, effective November 2, 2020.

Ruth Newsom, City Clerk, gave an overview of the duties of a City Clerk citing the office of City Clerk as one of three positions every city is required by the Legislature to have. She noted that the City Clerk serves the citizenry by ensuring all City meetings are held in accordance with the law, part of which includes issuing public notices and agendas as well as taking minutes for all City Council meetings. Ms. Newsom explained that the City Clerk ensures a high standard of conduct at the meetings wherein all attendees are treated fairly and given the same opportunity to address the City Council, regardless of any connection an individual may have to the Mayor or City Council members. She stated the City Clerk tracks and verifies that every document, contract, agreement and grant meets required criteria and follows the appropriate processes for review and execution before placing them in the record. Ms. Newsom referenced the Chief Pocatello picture hanging in a place of honor in the Chambers which, at the time of its placement, the Tribes emphasized would watch over the citizens and the work done in the City that bears his name. She closed by stating that the newly appointed City Clerk, Konni Kendell, is well-trained for the position and will continue watching over and serving the public honorably.

A motion was made by Ms. Adamson, seconded by Ms. Stevens, to confirm the Mayor's appointment of Konni Kendell as City Clerk, effective November 2, 2020. Upon roll call, those voting in favor were Adamson, Stevens, Cheatum, Leeuwrik and Ortega.

Konni Kendell, Deputy Clerk, thanked her family, the Mayor and City Council for their support. She expressed her enthusiasm to serve the City and the citizens of Pocatello, which she feels is a great honor.

AGENDA ITEM NO. 7: Council was asked to approve a short plat application submitted by SHORT PLAT – CARLSON
ACRES SUBDIVISION
(4) residential lots. The property is located at 2337 and 2351 South 2nd Avenue. Staff found the proposal compliant with all applicable standards and recommended approval with conditions.
John L. Carlson and Sandy Carlson, represented by Chris Adams of Creek Hollow and Associates (mailing address: 611 Wilson Avenue, Pocatello, ID 83201) to subdivide approximately .75 acres into four

A motion was made by Mr. Cheatum, seconded by Ms. Stevens, to approve a short plat application

submitted by John L. Carlson and Sandy Carlson, represented by Chris Adams of Creek Hollow and Associates to subdivide approximately .75 acres into four (4) residential lots with the following conditions: 1) all conditions of the Subdivision Application Staff Report, dated October 15, 2020, shall be met; 2) all conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated October 5, 2020 shall be met; 3) Subdivision Covenants, Conditions and Restrictions (CCR's), if applicable, shall be submitted to the City after recording; 4) the plat shall conform to all State and local laws and ordinances; and 5) all other standards and conditions of Municipal Code not herein discussed but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format and that the property is located at 2337 and 2351 South 2nd Avenue. Upon roll call, those voting in favor were Cheatum, Stevens, Adamson, Leeuwrik and Ortega.

AGENDA ITEM NO. 8: Council was asked to approve a final plat application by McCormick Ranch, LLC, represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) to subdivide approximately 7.27 acres into 17 residential lots. The proposed subdivision is located west of Gathe Road. Staff found the proposal to be in substantial conformance with the preliminary plat and is compliant with all applicable standards of City Code.

A motion was made by Mr. Cheatum, seconded by Mrs. Ortega, to approve a final plat application by McCormick Ranch, LLC, represented by Rocky Mountain Engineering and Surveying to subdivide approximately 7.27 acres into 17 residential lots with the following conditions: 1) all conditions on the Final Plat Subdivision Application Staff Report, dated October 15, 2020, shall be met; 2) all conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E., dated October 5, 2020, shall be met; 3) 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 15.24.110, prior to recording; 4) the R2 restriction shown on the plat shall be added to Lot 1 Block 1, being a corner lot to Foothill Boulevard and Gathe Drive with access being provided from the interior of the common area; 5) prior to recording of the plat, the area to remain undisturbed shall be shown on the plat and delineated with a building restriction line. The boundaries shown on the plat shall be surveyed and staked prior to beginning of construction. All other standards of City Code 17.05.140 shall apply; 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 west of Gathe Road. Upon roll call, those voting in favor were Cheatum, Ortega, Adamson, Leeuwrik and Stevens.

AGENDA ITEM NO. 9: As announced earlier, Agenda Item No. 9 to approve and adopt a policy governing the use of TimeClock Plus, an electronic timekeeping system, for all City employees, was pulled from the agenda.

AGENDA ITEM NO. 10: Council was asked to consider the recommendations of staff for the following requests regarding the Flandro Pump Station Upgrades Project:
FLANDRO PUMP STATION UPGRADES PROJECT- WATER POLLUTION CONTROL (WPC)

- ACCEPT BID
-IDAHO MATERIALS
AND CONSTRUCTION
- a) Accept the low responsive bid received on October 2, 2020, from Idaho Materials and Construction for the total bid amount of \$70,960.00, and if the bid is accepted;
- APPROVE
City AGREEMENT
-IDAHO MATERIALS
AND CONSTRUCTION
- b) Authorize the Mayor's signature on the Agreement between the of Pocatello and Idaho Materials and Construction in the amount of \$70,960.00 for the Flandro Pump Station Upgrade Project, subject to Legal Department review.

The project includes replacing aging pump station equipment; improving valve vault drainage; and installing a bypass pumping vault. If approved, the work will begin in October 2020 and will be completed by the end of December 2020. Funds for this project are budgeted and available in the WPC Capital account.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve the requests as outlined in Agenda Item No. 10(a) and 10(b) regarding the Flandro Pump Station Upgrades Project, subject to Legal Department review. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Adamson, Ortega and Stevens.

- AGENDA ITEM NO. 11: Council was asked to approve a resolution updating the City's
RESOLUTION Records Policy. The updated policy includes guidelines for records
-UPDATE CITY retention and disclosure of records. This will replace the City's
RECORDS POLICY current policy, which was adopted in 2007.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve a resolution (2020-12) updating the City's Records Policy, which will replace the City's current policy, adopted in 2007. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Adamson, Ortega and Stevens.

- AGENDA ITEM NO. 12: Council was asked to approve by resolution and authorize the
RESOLUTIONS Mayor to sign the following Farm Lease Agreement renewals for
-WATER POLLUTION property which is used by the Water Pollution Control (WPC)
CONTROL (WPC) FARM Department for the purpose of biosolids application:
LEASE AGREEMENT
RENEWALS

- KEVIN LOVELAND a) Kevin Loveland and Ann Loveland – Farm Lease Agreement
AND ANN for approximately 105 acres of City owned property. The total
LOVELAND annual rent is \$10,500.00;

- MCNABB FARMS b) McNabb Farms – Farm Lease Agreement for two (2) parcels of
property: Parcel No. 1 is approximately 216.2 acres of City-owned
property. Total annual rent for parcel No. 1 is \$21,620.00; Parcel No. 2 consists of up to approximately
26 acres of leased property. Total annual rent for parcel No. 2 is up to \$2,600.00;

- NATHAN c) Nathan Schroeder – Farm Lease Agreement for approximately
412.6 SCHROEDER acres of City-owned property, consisting of three (3) parcels. The
total annual rent is \$41,260.00; and

EDWARD ALVIN SMITH AND CHRISTINE SMITH d) Edward Alvin Smith and Christine Smith – Farm Lease Agreement for approximately 578.5 acres of City-owned property, consisting of four (4) parcels. The total annual rent is \$43,387.50.

Continued farming of the property is a necessary component of the Biosolids Management Plan, which ensures compliance with the City's Idaho Pollutant Discharge Elimination System (IPDES) permit. Each agreement is a renewal of a previous Farm Lease Agreement for City-owned and leased property located west of the wastewater treatment plant in Power County. The term for each lease is five (5) years and annual payments are paid in semi-annual installments.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve by resolution and authorize the Mayor to sign Farm Lease Agreement renewals as outlined in Agenda Item No. 12(a) through 12(d) for property which is used by the Water Pollution Control (WPC) Department for the purpose of biosolids application for City-owned and leased property located west of the wastewater treatment plant in Power County and that the term for each lease is five (5) years and annual payments are paid in semi-annual installments and adopt the following resolutions pertaining to the agreements: Resolution 2020-13, Kevin Loveland and Anne Loveland; Resolution 2020-14, McNabb Farms; Resolution 2020-15, Nathan Schroeder; and Resolution 2020-16, Edward Alvin Smith and Christine Smith. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Adamson, Ortega and Stevens.

AGENDA ITEM NO. 13: Council was asked to consider an ordinance to rezone an approximate 8,440 square foot parcel located on the corner of North 6th Avenue and Lander Street, also known as Lots 1 and 2, Block 269, Pocatello Townsite, from Commercial General (CG) to Residential Commercial Professional (RCP).
-ORDINANCE
REZONE PARCEL
AT NORTH 6TH AVENUE
AND LANDER STREET

A motion was made by Ms. Adamson, seconded by Mr. Cheatum, that the ordinance, Agenda Item No. 13, 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 Adamson, Cheatum, Leeuwrik, Ortega and Stevens.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance to rezone an approximate 8,440 square foot parcel located on the corner of North 6th Avenue and Lander Street, also known as Lots 1 and 2, Block 269, Pocatello Townsite, from Commercial General (CG) to Residential Commercial Professional. Mayor Blad asked, "Shall the ordinance pass?" Upon roll call, those voting in favor were Adamson, Cheatum, Leeuwrik, Ortega and Stevens. Mayor Blad declared the ordinance and summary sheet passed, that it be numbered 3060 and be submitted to the Idaho State Journal for publication.

AGENDA ITEM NO. 14: Lydia Noble, Pocatello citizen, expressed her concerns about the number of City employees serving citizens, particularly part-time employees.
ITEMS FROM THE
AUDIENCE

Aysa Costa Vigil, Pocatello citizen, expressed her concerns over masks and crime.

AGENDA ITEM NO. 15: There being no further business, Mayor Blad adjourned the meeting at 6:31 p.m.
ADJOURN

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTEST:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

SHAWNIE SATTERFIELD FERRIN, DEPARTMENT SPECIALIST