



Bannock Utility Coordinating Council
3636 Jason Avenue | Pocatello, ID 83204
Phone (208) 681-9228

Merril Quayle, President
Phil Colborn, Vice President
Bridger Morrison, Secretary/Treasurer

Bannock Utility Coordinating Council

Meeting Minutes
February 14, 2024
10:00 a.m.

Iwamizawa Conference Room &
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes
February 14, 2024 @ 10:00 a.m.
City Hall Iwamizawa Conference Room & GoToMeeting App**

1. Welcome/Attendees Sign-In

- Meeting was called to order by Merrill Quayle at 10:01 a.m.
- Attendees: **See Attachment A**

2. Approval of Minutes from the January 10th meeting

Council was asked to approve the minutes from the January 10th meeting as written. Motion to approve made by Bridger Morrison (City of Chubbuck) and seconded by Chayd Criddle (Streets). Motion passed.

3. Financial Report

- As of January 31, the Bannock UCC has a balance of \$2,597.55. An additional \$275 will be deposited today.
- 2024 dues paid and unpaid – **see Attachment B**. Let Merrill know of any discrepancies.
- Jesus Villa (Simplot) mentioned that he is having a hard time getting ahold of Digline to pay his dues with a credit card. Bridger Morrison (Chubbuck) will check with the bank to see if payments can go directly to our account.

4. 2024 BUCC Breakfast

- Two rounds of email invitations have gone out. 166 people have RSVP'd. Planning to feed approx. 160. Phil Colborn (IMG) will let Del Monte know this week. If your organization would like to donate to the breakfast, please contact Del Monte directly.
- Vendor confirmation. Still waiting to hear regarding USIC, ELM, BP Locating, and Syringa. Brenda will send a reminder email to the vendors with instructions on when to set up and how the prizes will work.
- Planning outline update: **See Attachment C**

5. Items from Idaho UCC

- Spring IUCC Meeting will be held April 25 – 26 at the IMG Complex in Boise. Merrill, Phil, Bridger possibly attending.

- The Bannock UCC needs to pay our annual membership dues of \$100. Merrill will contact for an invoice. Motion to approve this payment was made by Chayd Criddle (Streets) and seconded by Phil Colborn (IMG). Motion passed.
- IUCC officers:
 - Alan Volbrecht, President alan.volbrecht@elmutility.com
 - Bruce Hathaway, Vice-President bruce@fatbeam.com
 - Melissa Mendez, Secretary/Treasurer mmendez@mountainltd.com
- IUCC website: www.iduccweb.wixsite.com

6. Digline Information and News

- Ticket information can be found online at <https://www.digline.com/statistics>

7. Damage Prevention Board News

- New Damage Prevention Program Specialist is Jeannien DeWitt jeannien.dewitt@dopl.idaho.gov
- April 11, 2024 Board Meeting. Merrill will be attending. If you have something that needs to be discussed, please bring that to our March UCC meeting so he can get that on the agenda.
- Link to the meeting dates and agendas: <https://dbs.idaho.gov/boards/damage-prevention-board/>

8. Project Specific Discussion

- US-91 Park Lawn to Siphon project on Chubbuck (JUB)
 - Working through easement issues with Idaho Power
 - Potholing soon
- Yellowstone to Garrett Way (JUB)
 - City camera the lines?
 - Meeting today at 11 a.m.
- ITD concrete maintenance from south entrance of Costco to west of Hurley Drive
 - Working on design; this is just patch replacement.
 - Both City of Pocatello and City of Chubbuck will be replacing old water mains in that area.

9. Open Discussion on Projects Within the Area of Influence

- **Intermountain Gas (Phil Colborn)**
 - Water main came apart underground. If utilities hit someone else's line, make sure you report it. This is for the safety of our community. Phil will bring the pipe example to the breakfast and Merrill will mention this issue.
 - Joint Trench
 - Relocation on 2½ Mile Road
 - I-15 by Chubbuck roundabout

- **Sparklight (Russell Christ)**
 - Waiting for permit for traffic control on Yellowstone in Chubbuck

- **Direct Communications (Jake Cutler)**
 - I-15 Chubbuck Roundabout
 - Residential Fiber

- **City of Pocatello Streets (Chayd Criddle)**
 - Center Street Underpass project – the U/P will be closed starting Tuesday, Feb 20th until further notice (the plan is October).

- **City of Pocatello (Merril Quayle)**
 - **Reported working on the following projects:**
 - Center Street Underpass
 - Kraft Road Annexation
 - South Valley Road/Bannock Hwy traffic signal. Working on property acquisition and design.
 - **Water Department**
 - Pocatello Creek Booster Station is up and running
 - 5M gallon tank transmission line cross Grant-Fore Rd. continuing
 - High Country water tank in Satterfield area
 - Well 2 and 22 went out to bid yesterday
 - **WPC**
 - Indian Hills Lift Station tie-ins

10. Review of any action items

- Individual assignments for the upcoming Contractors Breakfast.

11. Next meeting

Scheduled for Wednesday, March 13 at 10:00 a.m. via GoToMeeting App (Access Code 587-156-573) OR in person in the City Hall Iwamizawa Conference Room.

12. Adjourn

Meeting adjourned at 10:42 a.m.

APPROVED BY:

MERRIL QUAYLE, PRESIDENT

ATTEST:

BRIDGER MORRISON, SECRETARY/TREASURER

PREPARED BY: Brenda Andrews

DRAFT

ATTACHMENT

A

Attendees Sign-In

Bannock Utility Coordinating Council Meeting

Location: City of Pocatello Iwamizawa Conference Room, City Hall

Date/Time: 02.14.2024/10:00am

Conducting: Merrill Quayle

Name	Representing	Email	Phone Number	Initials
Andrews, Brenda	City of Pocatello Engineering	bandrews@pocatello.gov	208-234-6225	BT
Austin, Robbie	Mickelsen Construction	mikoestimator@gmail.com	208-339-3805	
Blanchard, Rick	Syringa Networks			
Bringhurst, Kirsten	Utility Vac N Fill	utilityvacnfill@gmail.com	208-417-8558	
Brooks, Doug	Syringa Networks	dbrooks@syringanetworks.net	208-520-9233	
Christ, Russell	Sparklight	russell.christ@sparklight.biz	208-223-0648	✓
Colborn, Phillip	Intermountain Gas Co.	phillip.colborn@intgas.com	208-220-6587	✓
Criddle, Chayd	City of Pocatello Streets	ccriddle@pocatello.gov		CC
Cutler, Jake	Direct Communications	jacobc@directcom.com	208-847-5785	✓
Darrington, Cade	Marathon Pipeline	crdarrington@marathonpetroleum.com	208-431-4365	
Delos Reyes, Frank	Marathon Pipeline	FHDelosReyes@marathonpetroleum.com	360-448-5137	
Funk, Zac	Badger Daylight	zfunk@badgerinc.com	208-484-4686	
Gumm, Sean	JR Simplot	sean.gumm@simplot.com	208-220-6018	
	Damage Prevention/Div. of Building Safety		208-332-7140	
Harding, Renae	HLE	renaeh@hleinc.com	208-785-2977	
Heuseveldt, Rob	Sunrise Engineering	rheuseveldt@sunrise-eng.com	208-234-0110	
Hubbard, Josh	Williams NW Pipeline Co.	josh.hubbard@williams.com	208-705-0623	✓
Kramer, Eric	USIC	erickramer@usidlc.com	208-351-7215	
Maki, Julie	Digline	jmaki@digline.com		
Morgan, Ethan	Idaho Power	emorgan@idahopower.com	208-388-6510	
Morrison, Bridger	City of Chubbuck	bmorrison@cityofchubbuck.us	208-237-2430	✓
Pallante, Matthew	Idaho Power	MPallante@idahopower.com	208-530-6924	
Parrish, Daniel	Direct Communications	danielp@directcom.com	208-406-3503	
Quayle, Merrill	City of Pocatello	mquayle@pocatello.gov	208-681-9228	✓
Rodriquez, Carlos	Sorensen Construction Inc. (SCI)	carrodriguez@congruex.com	801-430-0919	
Sheppard, Andrea	J-U-B	asheppard@jub.com	208-589-8756	✓
Sigrist, Chris	ITD	christopher.sigrist@ITD.idaho.gov	208-239-3375	
Smith, Steve	Fybercom	steve.smith@fybercom.net	208-569-6851	
Sonico, Kevin	ITD	kevin.sonico@itd.idaho.gov	831-595-3236	✓
Villa, Jesus	JR Simplot	jesus.villaruz@simplot.com	208-223-8398	✓
Warr, Frank	Google Fiber	fwarr@google.com	650-582-9544	

ATTACHMENT B

ATTACHMENT C

Bannock Utility Coordinating Council Breakfast Planning

Date: February 28, 2024 Time: 7 – 9 a.m.

Place: Public Works Annex @ 2405 Garrett Way

Event Details & Assignments

- **Location:** City of Pocatello Public Works Annex at 2405 Garrett Way, Pocatello
- **Invitations:** Two rounds of invitations have gone out. 166 people have RSVP'd. A reminder will go out to those who RSVP's the week prior, on Feb 21.
- **Presentations:**
 - Bannock UCC – 5-minute introduction and brief (Merril)
 - Idaho Damage Prevention Board 5- 10 minutes – Jeannein DeWitt will speak on DIRT
 - Williams (Josh Hubbard) talk on Safety 10 – 15 minutes
 - 10 minutes – Brixon Price is planning on doing a presentation. Alan Volbrecht has agreed to be backup presenter if Brixon can't make it. Topic is locating and what problems they run into as locators.

All presentations combined should not exceed 45 minutes.

- **Possible Vendors:** with names of who will reach out and confirm with them
 - Western States – Merrill (yes 24)
 - Ditch Witch – Merrill (yes 24)
 - Dig Line – Merrill (yes 24)
 - Idaho Power – Merrill (yes 24)
 - Intermountain Gas – Matt (yes 24)
 - Williams – Josh (yes 24)
 - USIC – Doug
 - Platt Electric - Chayd
 - Badger Daylight – Merrill
 - United Rental – Merrill (yes 24)
 - Marathon – Franklin (yes 24)
 - Utility Vac-N-Fill – Merrill (yes 24)
 - ELM - Doug
 - BP Locating – Doug
 - Syringa – Doug
 - Direct Communications - Jake
 - Irby

Brenda will follow up with Doug regarding the above companies. She will also send an email out to all vendors with information about setup and how the tickets and prizes will work.

- **Door prizes –**
 - This year, we will ask each vendor to bring a door prize. A bucket for tickets will be placed at their stations. Attendees will each receive one ticket and will enter to win whatever door prize they are interested in. This will encourage people to visit the vendor tables. Then, all tickets will go into one bucket for the grand prize (Intermountain BBQ grill?).
- **Tickets and container** to draw from for door prizes (Williams). Direct Communications handing out tickets.
- **Name tags and marker** – only for the BUCC people this year.
- **Sign in sheet** – printed and ready to go
- **Setup/Takedown:** 15 tables and 120 chairs for 116 people – Table and chairs from Parks. Mike Neville will take care of this. Mike may set up for us? If we need to set up, meet at 5:30 the day before. Should take about 45 minutes. We will need help with cleanup from our committee.
- Garbage cans – Merrill will contact Sanitation
- **Computer, cords, remote** for screen for presentations and mic with speakers – some of the feedback we received last year was that the sound wasn't clear and loud enough and the screen wasn't visible on the wall. We have a new PA system but need better projectors. Phil will talk to JJ to see if IMG has a projector we can use. Anyone else know if their company has one?

- **Food:** Del Monte – **Phil will confirm 160 head count with Del Monte.** If your company would like to help pay for the breakfast, you can contact Del Monte directly. All help is appreciated! See additional funding below.
- **Questionnaire/Evaluation of the event** – printed and ready to go
- **Brochures** for Bannock UCC and information to join if interested.
- **Additional Funding:** If your company would like to contribute, they can pay Del Monte directly for the cost of the breakfast (located at 808 West Center in Pocatello. Phone number 208-234-2061) OR send a check to Bannock UCC, attention Merrill Quayle, 3636 Jason Ave, Pocatello ID 83204.
- **Parking** – there should be plenty of parking. People will need to park along Frontage Road at an angle.
- **Signage to entrance** – Merrill will put up a sign so people enter the proper door.

Breakfast Schedule

- 6:30 a.m. show up and unlock doors
- Direct Communications to man tickets for door prizes?
- 7:00am Welcome and start breakfast (where are the exits, restrooms, garbage etc.)
- Recognize vendors and thank them
- 7:30am Start presentations
 - 5 minutes Bannock UCC introduction and invitation to join (Merril)
 - Idaho Damage Prevention Board (DOPL)
 - Idaho Power (Nate Gerrie)
 - BP Locating OR Alternative
- 8:30am door prizes/please fill out evaluation/thank everyone again
- 9:00am Conclude and clean up

Thoughts:

Better speakers, sound system

2 projectors