



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

Merril Quayle, President  
JJ Murphy, Vice President  
Bridger Morrison, Secretary/Treasurer

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# Bannock Utility Coordinating Council

Meeting Minutes  
February 9, 2022  
10:00 a.m.

Paradise Conference Room &  
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes  
February 9, 2022 @ 10:00 a.m.  
City Hall Paradise Conference Room & GoToMeeting App**

**1. Welcome/Attendees Sign-In**

- Meeting was called to order by Merrill Quayle at 10:07 a.m. Apologies for the late start; we were having technical difficulties again.
- Attendees: **See Attachment A**
- Excused: Sean Gumm (Simplot), Franklin Delos Reyes (Marathon), Melodie Halstead (ITD)

**2. Approval of Minutes from the January 12<sup>th</sup> meeting**

Council was asked to approve the minutes from the January 12<sup>th</sup> meeting as written. Motion to approve made by Doug Brooks and seconded by Russell Christ. Motion passed.

**3. Financial Report**

- As of January 31<sup>st</sup>, the Bannock UCC has a balance of \$2,529.11 We have received an additional \$300 in dues that will be deposited today, bringing the total to \$2,829.11.
- 2022 invoices have been sent out. We are still waiting for payment from the following:
  - CenturyLink
  - Marathon Pipeline
  - USIC
  - Badger Daylight

If this is incorrect, please contact Merrill.

**4. Items from Idaho UCC**

No new updates. Any IUCC questions – please contact one of the Idaho State UCC officers – Bob Chandler - bobchandlercda@gmail.com, Alan Volbrecht – alan.volbrecht@elmutility.com, or Nichole Rush – nrush@idahopower.com

**5. Digline Information and News**

- Digline ticket information: **See attachment B.**
- Ticket information can always be found online at <https://www.digline.com/statistics>.

## **6. Damage Prevention Board News**

- The following was discussed at the January 27<sup>th</sup> meeting:
  - New structure for board finances
  - Restructuring subcommittees – code requirements and procedures
- Bill Hale, Damage Prevention Program Specialist 208-332-7140
- Link to the meeting dates and agendas  
<https://dbs.idaho.gov/boards/dpboard/dpmeetings.html>

## **7. Bannock UCC Contractor Breakfast**

See attachment C for details and specific assignments.

## **8. Open Discussion on Projects Within the Area of Influence**

### ***Intermountain Gas Co. (Phil Colborn):***

- Relocating gas line at Carson Street Bridge
- Joint Trench
- JJ Murphy had questions about their rectifier at Whitman where we are putting in two lift stations.

### ***Mickelsen Construction (Robbie Austin):***

- Juniper Hills Country Club
- Portneuf Medical Building at Northgate
- Human Bean Coffee Shop in Chubbuck

### ***Sparklight (Russell Christ):***

- Joint Trench/Subdivisions

### ***City of Pocatello (Merril Quayle):***

- Whitman Lift Station – STARR Construction. Will be putting in two lifts, one on each side.
- CIPP Sanitary Sewer Rehab Project out to bid now.
- Clark Street ADA Improvement Project out to bid now. This will be from 18<sup>th</sup> to 1<sup>st</sup> Street on the north side of the road.
- South 5<sup>th</sup> Safety Project will be bid out by LHTAC.

## **9. Any other items from the council**

N/A

## **10. Review of any action items**

See the attached breakfast minutes for assignments.

**11. Next meeting**

Scheduled for Wednesday, March 9<sup>th</sup> at 10:00 a.m. via GoToMeeting App OR in person in the City Hall Paradise 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

# ATTACHMENT

# A

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### Attendees Sign-In

### Bannock Utility Coordinating Council Meeting

Location: City of Pocatello Paradise Conference Room, City Hall

Date/Time: 02.09.2022/10:00am

Conducting: Merrill Quayle

Name	Representing	Email	Phone Number	Initials
Andrews, Brenda	City of Pocatello Engineering	<a href="mailto:bandrews@pocatello.us">bandrews@pocatello.us</a>	208-234-6225	BA
Austin, Robbie	Mickelsen Construction	<a href="mailto:mikoestimator@gmail.com">mikoestimator@gmail.com</a>	208-339-3805	✓
Blair, Bret	Williams NW Pipeline Co.	<a href="mailto:bret.blair@williams.com">bret.blair@williams.com</a>	208-317-5865	
Bringhurst, Kirsten	Utility Vac N Fill	<a href="mailto:utilityvacnfill@gmail.com">utilityvacnfill@gmail.com</a>	208-417-8558	
Brooks, Doug	Syringa Networks	<a href="mailto:dbrooks@syringanetworks.net">dbrooks@syringanetworks.net</a>	208-520-9233	DB
Christ, Russell	Sparklight	<a href="mailto:russell.christ@sparklight.biz">russell.christ@sparklight.biz</a>	208-223-0648	RC
Colborn, Phillip	Intermountain Gas Co.	<a href="mailto:phillip.colborn@intgas.com">phillip.colborn@intgas.com</a>	208-220-6587	✓
Cutler, Jake	Direct Communications	<a href="mailto:jacobc@directcom.com">jacobc@directcom.com</a>	208-847-5785	
Delos Reyes, Frank	Marathon Pipeline	<a href="mailto:FHDelosReyes@marathonpetroleum.com">FHDelosReyes@marathonpetroleum.com</a>	360-448-5137	
Funk, Zac	Badger Daylight	<a href="mailto:zfunk@badgerinc.com">zfunk@badgerinc.com</a>	208-484-4686	
Gumm, Sean	Simplot	<a href="mailto:Jeffery.Gumm@simplot.com">Jeffery.Gumm@simplot.com</a>	208-220-6018	
Hale, Bill	Damage Prevention/Div. of Building Safety	<a href="mailto:Bill.Hale@dbs.idaho.gov">Bill.Hale@dbs.idaho.gov</a>	208-332-7140	✓
Halstead, Melodie	ITD	<a href="mailto:melodie.halstead@itd.idaho.gov">melodie.halstead@itd.idaho.gov</a>	208-239-3370	
Mike Jaglowski	Bannock County	<a href="mailto:mjaglowski@bannockcounty.us">mjaglowski@bannockcounty.us</a>	208-236-7230	
Kramer, Eric	USIC	<a href="mailto:erickramer@usicllc.com">erickramer@usicllc.com</a>	208-351-7215	
Morgan, Ethan	Idaho Power	<a href="mailto:emorgan@idahopower.com">emorgan@idahopower.com</a>	208-388-6510	
Morrison, Bridger	City of Chubbuck	<a href="mailto:bmorrison@cityofchubbuck.us">bmorrison@cityofchubbuck.us</a>	208-237-2430	BM
Murphy, JJ	Intermountain Gas Co.	<a href="mailto:james.murphy@intgas.com">james.murphy@intgas.com</a>	208-241-8710	✓
Parrish, Daniel	Direct Communications	<a href="mailto:danielp@directcom.com">danielp@directcom.com</a>	208-406-3503	
Quayle, Merrill	City of Pocatello	<a href="mailto:mquayle@pocatello.us">mquayle@pocatello.us</a>	208-681-9228	MB
Sheppard, Andrea	J-U-B	<a href="mailto:asheppard@jub.com">asheppard@jub.com</a>	208-589-8756	
Matthew Pallante	Idaho Power	<a href="mailto:MPallante@idahopower.com">MPallante@idahopower.com</a>	208-530-6924	✓
Wood, Patrick	Damage Prevention/Div. of Building Safety	<a href="mailto:Patrick.Wood@dbs.idaho.gov">Patrick.Wood@dbs.idaho.gov</a>	208-332-7140	

Josh Hubbard / williams

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# ATTACHMENT B

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**Total Ticket Summary - Inbound**

Month	2012	2013	2014	2015	2016	2017	2018	2020	2021	2022	Month
01-Jan	2,806	2,568	3,944	4,078	4,400	2,864	5,782	8,110	9,583	9,095	01-Jan
02-Feb	3,650	3,660	4,203	5,908	6,225	5,546	6,813	9,147	10,038		02-Feb
03-Mar	5,171	6,390	7,775	9,477	9,929	10,926	10,246	13,177	17,665		03-Mar
04-Apr	7,538	9,072	10,123	10,822	11,643	11,719	14,030	16,550	20,061		04-Apr
05-May	8,759	9,650	10,145	9,891	11,791	13,726	15,147	16,884	18,767		05-May
06-Jun	7,822	8,322	9,896	10,839	11,894	13,057	13,585	16,866	19,571		06-Jun
07-Jul	7,079	8,393	9,264	10,076	10,201	11,520	12,839	16,792	17,070		07-Jul
08-Aug	7,555	8,328	8,318	9,516	11,965	12,589	13,565	16,429	17,464		08-Aug
09-Sep	7,125	7,770	8,453	9,884	11,270	10,434	11,711	16,222	16,892		09-Sep
10-Oct	7,634	7,705	8,155	8,780	9,888	11,363	13,309	16,626	15,151		10-Oct
11-Nov	5,012	5,030	5,062	6,055	8,069	8,314	9,486	11,407	13,427		11-Nov
12-Dec	3,150	3,064	4,408	4,245	3,749	5,192	5,598	9,488	10,014		12-Dec
<b>Totals</b>	<b>73,301</b>	<b>79,952</b>	<b>89,746</b>	<b>99,571</b>	<b>111,024</b>	<b>117,250</b>	<b>132,111</b>	<b>167,698</b>	<b>185,703</b>	<b>9,095</b>	<b>Totals</b>

# ATTACHMENT C

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## Bannock Utility Coordinating Council Breakfast Planning

Date: February 23, 2022 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
- **Invitations:** Invitations have been sent out twice now and we have received 88 confirmations. Another reminder will be sent out on Tuesday the 15<sup>th</sup> and our deadline is Wednesday the 16<sup>th</sup>. **If your company has not RSVP'd yet, please contact Brenda ASAP with a headcount.**
- **Presentations:**
  - Bannock UCC – 5-minute introduction
  - Idaho Damage Prevention Board 5- 10 minutes (Bill Hale)
  - Idaho Power 10 – 15 minutes (Ethan Morgan) and Joint Trench
  - Williams NW Pipeline 5 – 10 minutes (Josh Hubbard)All presentations combined should not exceed 45 minutes.
- **Possible Vendors:**

The one's highlighted in yellow have confirmed -

○ Western States	○ Badger Daylight
○ Ditch Witch	○ United Rental
○ Dig Line	○ Marathon
○ Idaho Power	○ Bortek – Merrill will contact
○ Intermountain Gas	○ Utility Vac-N-Fill – Merrill will contact
○ Williams	○ ELM
○ USIC	○ BP Locating
○ Direct Communications	
- Door prizes – several large items. Intermountain Gas will see if they can give away a BBQ grill again, Syringa will check on a prize to donate; smaller things can go on vendor tables just as giveaways.
- Tickets and container to draw from for door prizes (Williams)
- Table set up for door Prizes
- Name tags and marker (JJ) – only for the BUCC people this year.
- Sign in sheet (Brenda)
- 15 tables and 120 chairs for 116 people – The City of Pocatello Parks Department left tables and chairs at the PW Annex for our use. JJ and Merrill will bring folding tables for the vendors.
- Garbage cans – Merrill will contact Sanitation
- **Computer, cords, remote** for screen for presentations and mic with speakers – this has been arranged with City IT.
- **Food:** Del Monte – JJ contacted. Estimated 120 people in attendance.
- **Questionnaire/Evaluation of the event:** Brenda will print 100 copies.
- **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.

## February 22, 2022

- 5:30 p.m. get computer setup and setup tables and chairs, tables for vendors, garbage cans. Please stop by and help set up if you are able.

## February 23, 2022

- 6:30 a.m. show up and unlock doors
- Direct Communications to man tickets for door prizes
- 7:00am Welcome and start breakfast (where 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
  - Idaho Power & Joint Trench
  - Williams
- 8:30am door prizes and please fill out evaluation thank everyone again
- 9:00am Conclude and clean up