



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  
April 13, 2022  
10:00 a.m.

Iwamizawa Conference Room &  
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes**  
**April 13, 2022 @ 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 10:00 a.m.
- Attendees: **See Attachment A**
- Excused: Bridger Morrison (City of Chubbuck) and Franklin Delos Reyes (Marathon)

**2. Approval of Minutes from the March 9<sup>th</sup> meeting**

Council was asked to approve the minutes from the March 9<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 the end of March, the Bannock UCC has a balance of \$2,140.16.

**4. Digline Procedure**

- Julie Maki attended our meeting and gave a presentation on using the Digline/Positive Response webpage. **See attachment B.**

**5. Digline Information and News**

- Ticket information can be found online at <https://www.digline.com/statistics>.
- Ticket volume only increased 1% in Bannock County from 2020 to 2021 (an additional 96 tickets). There was an 11% increase statewide.
- When COVID hit, construction did not slow down. In 2019, there were 1,084 homeowner tickets. In 2020, there were 1,346 homeowner tickets. A 25% increase! In 2021, there was a 16% decrease. This tells us that the homeowner is being reached and awareness tools are working. (Billboards, TV ads, etc.)
- FYI: Summit is no longer working with Century Link. Stake Center, out of Utah, has taken over that.

**6. Items from Idaho UCC**

- The Idaho State UCC will be holding their spring meeting on April 27 & 28 at the Intermountain Gas Conference Center in Boise. Meetings begin at 1 p.m. on the 27<sup>th</sup>.
  - There have not been any state meetings for two years; representation of each UCC would be appreciated.

- Phil Colborn (IMG) indicated that he could attend. Merrill Quayle may also attend.
- Any IUCC questions? Please contact one of the Idaho State UCC officers:
  - Bob Chandler, President [bobchandlercda@gmail.com](mailto:bobchandlercda@gmail.com)
  - Alan Volbrecht, Vice-President [alan.volbrecht@elmutility.com](mailto:alan.volbrecht@elmutility.com)
  - Nicole Ruch, Secretary/Treasurer [nrush@idahopower.com](mailto:nrush@idahopower.com)

## **7. Damage Prevention Board News**

- From the March 10<sup>th</sup> board meeting: billboard discussion; DBS (Division of Building Safety) going to DOPL.
- Next board meeting scheduled for May 26<sup>th</sup>.
- 39 complaints processed last month.
- FYI: May 21-22 CdA is having Dozer Days
- Bill Hale, Damage Prevention Program Specialist 208-332-7140
- Link to the meeting dates and agendas  
<https://dbs.idaho.gov/boards/dpboard/dpmeetings.html>

## **8. Last Meeting Follow-up Items**

- Breakfast complete for 2022. Merrill expressed appreciation for everyone's involvement. 126 people attended the breakfast.

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

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

- Juniper Hills Country Club
- Portneuf Health Trust Medical Building
- Chubbuck Road/Philbin roundabout
- The Human Bean Coffee Shop
- Smaller things around Pocatello

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

- Waiting for weather to clear up to start Carson
- Justin working with Mickelsen's on Chubbuck/Philbin roundabout
- Joint Trench

### ***Idaho Power (Matthew Pallante, Ethan Morgan):***

- Joint Trench getting ready to start
- Chubbuck Road/Philbin roundabout
- Some small things on New Day Parkway

- 7 total damages for March out of Pocatello

***ITD (Melodie Halstead):***

- Projects moving up quickly because of available funds
- No updated project list; will have by next meeting
- Flying Y/System Interchange – late May construction

***Simplot (Sean Gumm):***

- Continuing redoing feeder lines into the plant
- I-15 casing along slurry line

***Damage Prevention/Div. of Building Safety (Bill Hale):***

- Reminder: anyone giving out permits must notify of 811 line. This information is also ON all permits.

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

- Chubbuck Road/Philbin roundabout
- Joint Trench in subdivisions

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

- Pocatello Creek Booster Station (IMCO). From Red Lion to tanks on Shelly Place
- Clark Street Sidewalk/ADA Ramps – 18<sup>th</sup> to 1<sup>st</sup> Street
- Whitman Lift Station – W Whitman and Portneuf River (Starr)
- Point repairs on sewer and CIPP lining
- Water projects on Opal (curb and gutter next, then paving) and Hayes (similar to project on Grant last year)
- Riverside Golf Course – stormwater work on northerly end
- Subdivisions
- Still no road schedule

**10. Any other items from the council**

N/A

**11. Review of any action items**

N/A

**12. Next meeting**

Scheduled for Wednesday, May 11<sup>th</sup> at 10:00 a.m. via GoToMeeting App OR in person in the City Hall Iwamizawa Conference Room.

**13. Adjourn**

Meeting adjourned at 10:53 a.m.

APPROVED BY:

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MERRIL QUAYLE, PRESIDENT

ATTEST:

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BRIDGER MORRISON, SECRETARY/TREASURER

PREPARED BY: Brenda Andrews

DRAFT

# ATTACHMENT

# A

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**Attendees Sign-In**  
**Bannock Utility Coordinating Council Meeting**  
**Location: City of Pocatello Iwamizawa Conference Room, City Hall**  
**Date/Time: 04.13.2022/10:00am**                      **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	B.A.
Austin, Robbie	Mickelsen Construction	<a href="mailto:mikoestimator@gmail.com">mikoestimator@gmail.com</a>	208-339-3805	✓
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	D.B.
Christ, Russell	Sparklight	<a href="mailto:russell.christ@sparklight.biz">russell.christ@sparklight.biz</a>	208-223-0648	R.C.
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:sean.gumm@simplot.com">sean.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	✓
Hubbard, Josh	Williams NW Pipeline Co.	<a href="mailto:josh.hubbard@williams.com">josh.hubbard@williams.com</a>		✓
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	✓
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	M.Q.
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	
Julie Maki	Dogline	<a href="mailto:jmaki@dogline.com">jmaki@dogline.com</a>	208 287-0055	

# ATTACHMENT B

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# DIGLINE INC.



*Call Before You Dig*

# Positive Response



[ABOUT](#) ▾

[LAWS](#) ▾

[EXCAVATORS](#) ▾

[HOMEOWNERS](#) ▾

[ENGINEERS](#) ▾

[MEMBERS](#) ▾

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Search...



[Contact Us](#)

[POSITIVE RESPONSE](#)

[REQUEST A LOCATE](#)

~ANNOUNCEMENT~

Ticket Search is now only available via the Positive Response Portal

If you require assistance please use the Contact Us form or call the office directly

## Welcome to DIGLINE, Inc.

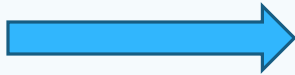
Public Utility line locating is a FREE service provided by your utilities.

[DAMAGE PREVENTION BOARD](#) ▾

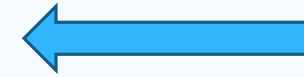
Search...



# Positive Response



POSITIVE RESPONSE (STATUS PORTAL) LOGIN



Positive Response is the communication link between the Requester and the Utility Owner/Locator. It is a means for the Utility Owner/Locator to inform the Requester about the status of a locate request. For questions regarding the status of a locate request refer to the Positive Response Status Portal or contact the Utility Owner directly.

Participation in Digline's Positive Response service is not mandatory. Utility Owners may already provide Positive Response via an alternate method or may not provide a Positive Response service at all. Review your locate request status to determine which Utility Owners utilize Digline's Positive Response service.

*\*Digline agents do not have access to Positive Response information. For all Positive Response inquiries refer to this site or contact the Utility Owner directly\**

PLEASE DO NOT CALL 811 FOR POSITIVE RESPONSE INFORMATION REGARDING A LOCATE REQUEST



Know what's below.  
Call before you dig.



If you already have an E-Ticket user name and password, but it is your first time on the Web Portal, please click the link below:

**[I have an E-Ticket user name and password, and I want to convert my profile to the Web Portal.](#)**



Login

User name (Email):

Password:

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**[Forgot your password?](#)**

**[Homeowner login](#)**



Homeowner Login is for property owners or renters to [review their ticket status prior to excavation](#). Member utilities or their agents, municipalities, contractors and other businesses need to register prior to using the Digline 811 Portal.

Create an account for an existing Web user (step 1/3)



Create an account for an existing Web user (step 1/3)

Please enter the user name and password you used to log in to the former Web applications.

Contractor ID:

Password:

Send

Cancel

**\*For Members\***

**Contractor ID = Member Code**

**Password = Account Number**

## Create an account for an existing Web user (step 2/3)



Provide new user name

Please type in your email address, which will be used as your user name to log in to the Web application. A message with instructions on how to complete the registration will automatically be sent to this address.

User name (Email):

Default User Name Values:  
Contractor = Primary Contact Email  
Member = Account Type

# Registration Confirmation Email

Digline 811 Portal - Account Registration - Message (HTML)

File Message

Ignore X Reply Reply All Forward Meeting  
Junk Delete Reply All Forward More  
Delete Respond

Admin To Manager  
Team E-mail Done  
Reply & Delete Create New

Move Rules OneNote  
Actions

Mark Unread Categorize Follow Up  
Tags

Translate Find  
Related Select  
Editing

Zoom Zoom

From: No Reply  
To: WebMaps  
Cc:  
Subject: Digline 811 Portal - Account Registration

Sent: Wed 3/9/2022 11:27 AM

Hello [webmaps@digline.com](mailto:webmaps@digline.com)

A request has been made to register to the Digline 811 Portal.

To proceed with the registration, click the following link:

<http://ticket.digline.com/WebPortal//Account/RegistrationExistingUserConfirmEmail?u1=ED45A0E8D&locale=en-US>

Regards,

Digline Inc.

No Reply



## Create an account for an existing Web user (step 3/3)



### Create password

Please type in your new password. This password will be effective for OneCall Web Portal only. Please note that your email address will be used as your user name to log in to the Web application.

Please make sure your password is at least 8 characters in length and contains at least 1 digit, 1 upper case letter and 1 lower case letter.

User name (Email):

Password:

Confirm new password:





Search
^

🔍 Search engine (Member)

🔍 Search engine (Excavator)

🔍 Ticket status:  P



Ticket Search Bar requires entire ten digit ticket number

Example: 2022100760

\*First four digits are equal to the year the ticket was submitted

### Thank you for using the Digline 811 Portal.

- The current Portal is configured for Positive Response only. This will allow users to check the status of their tickets and contact locators if their marks are incomplete or not present.
- We are in the process of developing the Contractor phase of the Portal. This will allow Homeowners, Members and Contractors to submit their locate requests using their own sketches on a Google Maps background.

### Digline Locate Policy (Contractor Phase)

- The site you have described and drawn will be the only area located on this request. The utilities listed on the confirmation ticket are the only underground facilities that will be notified. You must notify any other known underground facility owners in the area. Private utility lines such as sprinklers, water or sewer lines on private property and power or gas lines beyond the meter will not be marked by the public utilities. Information on private utilities and locators is at: <http://www.digline.com/homeowners/private-lines-public/>.
- You are not clear to begin excavation until all known facilities have been marked and the two business days has passed. Once marked, Idaho Code requires you to hand dig with a shovel or soft-dig with air or water pressure within 24 inches on either side of the marked facilities. The depth of underground lines is not guaranteed. Your locate request is valid for 21 days, starting tomorrow, as long as site conditions have not changed.



Know what's below.  
Call before you dig.

Search engine



Home | Search engine |

Back

Ticket #	Request date	Work to begin	Company name	City	Address #
2021472981	2021-11-19 1:02:37 PM	11-24-2021	ESI	BOISE	1620
2021472982	2021-11-19 1:03:20 PM	11-24-2021	ESI	BOISE	2390
2021472983	2021-11-19 1:03:48 PM	11-24-2021	ESI	NAMPA	5320
2021472984	2021-11-19 1:04:07 PM	11-24-2021	ESI	GARDEN CITY	4220
2021472985	2021-11-19 1:04:29 PM	11-24-2021	ESI	BOISE	3211
2021472986	2021-11-19 1:04:53 PM	11-24-2021	ESI	BOISE	1001
2021472989	2021-11-19 1:05:20 PM	11-24-2021	ESI	BOISE	760
2021472990	2021-11-19 1:05:58 PM	11-24-2021	ESI	BOISE	1249
2021473038	2021-11-19 2:18:55 PM	11-24-2021	ESI	BOISE	3233
2021473040	2021-11-19 2:21:20 PM	11-24-2021	ESI	BOISE	3759

Page 1 of 1 (10 items) < [1] >

- Ticket Search is automatically filtered with your Contractor ID and/or Member Code
- You cannot search for tickets you did not submit or receive from Digline

Ticket #:

Request date:  11-8-2021

End date:  11-22-2021

Company name:

Contact name:

Contractor code:  1724

City:

Street:

Address #:

Phone #:

Status:

Remarks:

Priority:

Type of work:

Request type:

WAP:

**Exports Ticket List into an Excel file**

Reset Export Search



Know what's below.  
Call before you dig.

### Locate request view



Ticket #: 2021420555  
Request type: REGULAR  
Start date: 2021-10-11 3:19:12 PM  
End date: 2021-10-11 3:20:51 PM  
Work to begin: 2021-10-14

[Home](#) | [Search engine](#) | [2021420555](#) |

[Edit](#) [Back](#)

[Ticket](#) [Locate status](#)

#### Caller info

Ticket #

\* ID:

#### Communication

\* Phone #:  ?

Fax #:

Cell phone #:  ?

Pager:

\* Email:  ?

\* Excavator/owner:

#### Contact

\* Contact name:  ? Title:

Alternate contact:  ? Alt. ph. #:

#### Contractor

\* Company name:

\* Address:  Suite:

\* Street:

Street type:  Direction:

\* City:

State:  \* Zip code:

Type:

## Locate request view



Ticket #: 2020271802

Request type: REGULAR

Start date: 2020-07-01 11:56:06 AM

End date: 2020-07-01 11:58:06 AM

Work to begin: 2020-07-07

[Home](#) | [Search engine](#) | [2020271802](#) |[Edit](#)[Back](#)

Ticket

Locate status

Member name	Station code	Ticket status	Member contact	Closed date	Last update
CITY OF MERIDIAN PUBLIC WORKS	CTYMER	NOT AVAILABLE	(208)-888-5242 ext.		2020-07-01 11:58:07 AM
CENTURYLINK IDAHO / SUMMIT	CNTRYLNK	NOT AVAILABLE	(406)-942-2185 ext.		2020-07-01 11:58:07 AM
IDAHO POWER CAPITAL / ELM	IDPCAPITAL	MARKED / COMPLETED	(888)-728-9343 ext.	2020-07-06	2020-07-06 3:38:06 PM
CABLE ONE WEST VALLEY / ELM	CBLWV00	CLEARED / NO CONFLICT	(888)-728-9343 ext.	2020-07-06	2020-07-06 3:38:06 PM
INT GAS CO - BOISE - NON-CRIT / ELM	IGCBELM	MARKED / COMPLETED	(888)-728-9343 ext.	2020-07-06	2020-07-06 3:38:06 PM

[Edit](#)[Back](#)

## Positive response statuses and descriptions

Status	Description
LOCATE REQUEST SENT	The utility has received notice of your intent to excavate.
CLEARED / NO CONFLICT	The utility determined that no marks are necessary due to no underground facility being present in the described area of excavation.
MARKED / COMPLETED	The utility has marked the area of excavation.
NOT COMPLETED	The utility has extended their due date to mark the area of excavation as per agreement with the requestor. <b>You are not authorized to excavate.</b>
CONTACT UTILITY	You must contact the utility to schedule the presence of an onsite representative during the excavation. <b>Contact the utility prior to excavation.</b>
UNABLE TO LOCATE	Contact the utility for additional information on the nature of their issue with this locate. <b>You are not authorized to excavate.</b>
CANCELLED	The locate request was cancelled by the requestor.
NOT AVAILABLE	This utility does not participate in positive response or uses other means to respond. <b>Contact the utility and/or check the site for markings prior to excavation.</b>

Ticket

Locate status

Member name	Station code	Ticket status	Member contact	Closed date	Last update
SUEZ NORTH AMERICA (WATER)	UWI01	NOT AVAILABLE	(208)-362-1300 ext.		2022-03-02 8:09:08 AM
CENTURYLINK IDAHO / SUMMIT	CNTRYLNK	NOT AVAILABLE			2022-03-02 8:09:08 AM
IDAHO POWER CAPITAL / ELM	IDPCAPITAL	NOT COMPLETED	(888)-728-9343 ext.	2022-03-04	2022-03-04 3:38:11 PM
ADA COUNTY HWY DIST - STORM WATER	ACHDSTWA	NOT AVAILABLE	(208)-387-6256 ext.		2022-03-02 8:09:08 AM
CITY OF BOISE PUBLIC WORKS	BOICTY01	LOCATE REQUEST SENT	(208)-696-8309 ext.		2022-03-02 8:09:08 AM
IGC - BOI - ELM	IGCBELM	NOT COMPLETED	(888)-728-9343 ext.	2022-03-04	2022-03-04 3:38:11 PM
CITY OF BOISE STREET LIGHTING	BOISTR01	LOCATE REQUEST SENT	(208)-608-7526 ext.		2022-03-02 8:09:08 AM
CABLE ONE - BOISE / FLATTLINE	CBL101	NOT AVAILABLE	(208)-631-9819 ext.		2022-03-02 8:09:08 AM

Ticket

Locate status

Member name	Station code	Ticket status	Member contact	Closed date	Last update
IDAHO POWER CANYON / ELM	IDPCANYON	UNABLE TO LOCATE	(888)-728-9343 ext.	2022-03-08	2022-03-08 9:38:18 AM
CENTURYLINK IDAHO / SUMMIT	CNTRYLNK	NOT AVAILABLE			2022-03-07 2:34:26 PM
CITY OF MIDDLETON	MIDCTY02	NOT AVAILABLE	(208)-921-0029 ext.		2022-03-07 2:34:26 PM
IGC - NAM - ELM	IGCNELM	MARKED / COMPLETED	(888)-728-9343 ext.	2022-03-08	2022-03-08 9:38:19 AM

# Things to Consider

- Positive Response is not mandated by Idaho Statute
- If an account has already been created in association with your Contractor ID or Member Code you will need to contact Digline Administration to create additional login credentials for the same account
  - We recommend using a group email for account creations to avoid this situation
- If you require access to multiple Contractor IDs and/or Member Codes you will need to contact Digline Administration for the account associations
- Contractor Ticket Search period is 14 days
- Member Ticket Search period is 30 days

# What is an Update Ticket?

## ➤ Update Ticket

- A locate request submitted to change or add pertinent excavation information or to extend the validity of an existing locate request.

## ➤ Possible Reasons for an Update

- Valid current ticket is about to expire.
- Dig info has changed or has been expanded.
- There is a loss of marks due to active excavation or weather.

## ➤ Ticket Handling

- Treated as a new Standard ticket: Locators have 2 business days to mark.

Idaho Dig Line  
NOTICE OF INTENT TO EXCAVATE

Header Code: STANDARD LOCATE  
Request Type: UPDATE

# QUESTIONS ?

THANK YOU!



Know what's **below.**  
**Call** before you dig.