



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

Bannock Utility Coordinating Council

Meeting Minutes
December 8, 2021
10:00 a.m.

Paradise Conference Room &
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes
December 8, 2021 10:00 a.m.
Paradise 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: Sean Gumm (Simplot), Andrea Sheppard (J-U-B), Bret Blair (Williams)

2. Approval of Minutes from the November 10th meeting

Council was asked to approve the minutes from the November 10th meeting as written. Motion to approve made by Doug Brooks and seconded by Russell Christ. Motion passed.

3. Financial Report

As of November 30th, the Bannock UCC has a balance of \$2,304.11. No changes.

4. Items from Idaho UCC

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

6. Damage Prevention Board News

- Subcommittee meeting tomorrow, 12/9. Next topic is pre-marking. Please send comments to Merrill.
- DPB met on November 18. Results of audit were “adequate”; discussed 3 appeals. Next board meeting January 27th.
- 42 complaints this month which is average.
- Putting billboards where available and feasible.
- Bill will be here next month.
- 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 B for details and specific assignments.

8. Invoices for 2022 Annual Dues

- We are leaving the cost at \$25 for 2022 due to the fact that the Bannock UCC is adding an additional .05 cents to the Digline tickets. JJ is still following up with cities and utilities regarding the price increase.
- Brenda will be sending out invoices in the next couple of weeks.

9. Open Discussion on Projects Within the Area of Influence

Only the following had something to report:

Intermountain Gas (Phil Colborn/JJ Murphy):

- Carson Bridge – moving pipe
- Joint trench

City of Pocatello (Merril Quayle):

- Test well drilling – Flandro Drive and Cedar. High Plains Drilling starting in the next two weeks.
- Whitman Lift Station – STARR Corp.
- Pocatello Booster – in Spring. Alameda to the double tanks in the Satterfield area.
- Streets – maintenance schedule will be available soon.

10. Any other items from the council

If any of you have Capital Improvement plans, please share with the Street department.

11. Review of any action items

See the attached breakfast minutes for assignments.

12. Next meeting

Scheduled for Wednesday, January 12th at 10:00 a.m. via GoToMeeting App OR in person in the City Hall Paradise Conference Room.

13. Adjourn

Meeting adjourned at 10:49 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 Paradise Conference Room, City Hall

Date/Time: 11.10.2021/10:00am

Conducting: Merrill Quayle

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

ATTACHMENT B

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:** A sample invitation that was sent out prior to this meeting. **Merril will review the contractors list and these will be sent out before Christmas.**
- **Presentations:**
 - Bannock UCC – 5-minute introduction
 - Idaho Damage Prevention Board 5- 10 minutes
 - Idaho Power 5 – 10 minutes
 - Williams NW Pipeline 5 – 10 minutes
- **Possible Vendors:**
 - Western States
 - **Ditch Witch – JJ will contact**
 - Dig Line
 - Idaho Power
 - Intermountain Gas
 - Williams
 - **USIC – Merril will contact**
 - **Direct Communications – Merril will contact**
 - **Badger Daylight – Merril will contact**
 - United Rental
 - Marathon
 - **Bortek – Merril will contact**
 - **Utility Vac-N-Fill – Merril will contact**
 - **ELM – Doug will contact**
 - **BP Locating – Doug will contact**
- 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 – JJ will check with Pocatello Neighbor Works. If that doesn't pan out we will use tables and chairs from City Hall and Intermountain Gas.**
- Garbage cans 2-90 gal carts (Merril)
- **Computer, cords, remote** for screen for presentations and mic with speakers – Merril to arrange with City IT department
- **Food:** Del Monte – **JJ will contact and get a price estimate for about 120 people.**
- **Questionnaire/Evaluation of the event:** Brenda will attach to old eval to minutes to be reviewed. Feedback welcome!
- **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 Merril 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** – Merril

February 22, 2022

- 5:00pm get computer setup and setup tables and chairs, tables for vendors, garbage cans

February 23, 2022

- 6:30am 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
 - Williams
- 8:30am door prizes and please fill out evaluation thank everyone again
- 9:00am Conclude and clean up