



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 14, 2022
10:00 a.m.

Iwamizawa Conference Room &
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes
December 14, 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 10:03 a.m.
- Attendees: **See Attachment A**
- Excused: Phil Colborn (IMG), Bill Hale (DOPL)

2. Approval of Minutes from the November 9th meeting

Council was asked to approve the minutes from the November 9th meeting as written. Motion to approve made by Doug Brooks and seconded by Josh Hubbard. Motion passed.

3. Financial Report

- As of November 30, the Bannock UCC has a balance of \$2,140.16. be deposited today.
- Invoices for the BUCC 2023 dues have been sent out. **Attachment B** shows if your organization has paid or not. Contact Merrill if there is a discrepancy.

4. Items from Idaho UCC

- The IUCC is still in need of a Sec/Treasurer.
- Any IUCC questions? Please contact one of the Idaho State UCC officers:
 - Alan Volbrecht, President alan.volbrecht@elmutility.com
 - Bruce Hathaway, Vice-President bruce@fatbeam.com

5. Digline Information and News

- Ticket information can always be found online at <https://www.digline.com/statistics>.
- Beginning Jan 1, 2023, the cost per faxed ticket that is received by your office will be \$1.50 per transmission. This is in addition to the regular cost of membership which will not see a rate increase in early 2023. If you move to an email address, please contact Digline and we can update your information and send out a test email from our system to make sure everything is working properly. Many of our utility members set up a group email that can be forwarded to several people within their organization. You can work with your IT people to get that set up.
- **See Attachment C** for more information and fee schedule.

6. Damage Prevention Board News

- Next Board Meeting will be held Jan 18, 2023.
- The board is still in need of three new members. Representation from this side of the state would be good. Reach out to Bill if you are interested in one of the following –
 - Residential Contractor
 - Small Excavator
 - Large Excavator
- Bill Hale, Damage Prevention Program Specialist 208-332-7140
- Link to the meeting dates and agendas: <https://dbs.idaho.gov/boards/damage-prevention-board/>

7. Last Meeting Follow-ups

The following companies still need to be contacted –

- Bannock UCC Contractor Breakfast scheduled for Feb 22, 2022 at the Streets Department/Public Works Annex on Garrett Way.
- Assignments RE the BUCC Breakfast presenters: Doug Brooks contacted Brixen Price with BP Locating but did not hear back from him. He will follow up with him and/or contact Alan Volbrecht about presenting.
- Moving forward with the .05 cent BUCC collection for educational purposes. We have the majority vote (there are a handful of companies we have not been able to reach, but no one has said no). Merrill will reach out to Julie Maki about starting this at the New Year.

8. February 22, 2023 Bannock UCC Contractor Breakfast

- See detailed notes on **Attachment D**

9. Project Specific Discussion

- The US-91 Park Lawn to Siphon Project in Chubbuck
 - This project will involve road widening and sidewalks.
 - Kimley-Horn doing the design (Project Engineer Molly Toy)
 - The canal and power line will be affected
 - Andrea has spoken to the most of the utilities that are involved. Still needs to reach out to Direct Communications (Adrian Prescott or Jake Cutler).

10. Open Discussion on Projects Within the Area of Influence

- ***Sparklight (Russell Christ)***
 - Olive Garden/Yellowstone Hwy.
 - Both Walgreens – bore parking lots
 - Hawthorne/Quinn – underground conduit
 - Joint Trench/Subdivisions

- ***Simplot (Sean Gumm)***
 - Fence/Gate on the west side of their property

- ***Syringa Networks (Doug Brooks)***
 - Aerial on Lori Lane to Highway Avenue

- ***City of Pocatello (Merril Quayle):***
 - **Reported working on the following projects –**
 - Carson Street Bridge Project – construction to start December 15, 2022.
 - Hawthorne and Quinn Intersection – bid opening; apparent low responsive bid was Sunroc
 - Bannock County application to vacate 6th Ave between Center and Clark approved by Council; need easement prior to recording the vacation.
 - **Street Department**
 - Winter road maintenance
 - The two new locaters for the City of Pocatello are Ray Guyette and Kenneth Thompson. Mike Neville will be their direct supervisor.
 - **Water Department**
 - Pocatello Creek Booster Station utilities continue; trying to wrap up for winter.
 - 5M Gallon Tank Transmission Line - cross Grant-Fore Road
 - **WPC**
 - Whitman lift station construction wrapping up for Winter

11. Any other items from the council

N/A

12. Review of any action items

- Merrill to contact Julie to proceed with adding the .05 to Digline tickets for BUCC funding.
- Assignments for the BUCC Breakfast coming up.

13. Next meeting

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

14. Adjourn

Meeting adjourned at 10:56 a.m.

APPROVED BY:



MERRIL QUAYLE, PRESIDENT

ATTEST:



BRIDGER MORRISON, SECRETARY/TREASURER

PREPARED BY: Brenda Andrews

ATTACHMENT

A

Attendees Sign-In
Bannock Utility Coordinating Council Meeting
Location: City of Pocatello Iwamizawa Conference Room, City Hall
Date/Time: 12.14.2022/10:00am **Conducting: Merrill Quayle**

Name	Representing	Email	Phone Number	Initials
Andrews, Brenda	City of Pocatello Engineering	bandrews@pocatello.us	208-234-6225	BT
Austin, Robbie	Mickelsen Construction	mikoestimator@gmail.com	208-339-3805	
Bringhurst, Kirsten	Utility Vac N Fill	utilityvacnfill@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	✓
Colborn, Phillip	Intermountain Gas Co.	phillip.colborn@intgas.com	208-220-6587	
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	✓
Farnsworth, Kerri	City of Pocatello Streets	kfarnsworth@pocatello.us	208-234-6250	
Funk, Zac	Badger Daylight	zfunk@badgerinc.com	208-484-4686	
Gumm, Sean	JR Simplot	sean.gumm@simplot.com	208-220-6018	✓
Hale, Bill	Damage Prevention/Div. of Building Safety	Bill.Hale@dbs.idaho.gov	208-332-7140	
Halstead, Melodie	ITD	melodie.halstead@itd.idaho.gov	208-239-3370	
Harding, Renae	HLE	renaeh@hleinc.com	208-785-2977	
Hubbard, Josh	Williams NW Pipeline Co.	josh.hubbard@williams.com	208-705-0623	✓
Kramer, Eric	USIC	erickramer@usicllc.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	✓
Murphy, JJ	Intermountain Gas Co.	james.murphy@intgas.com	208-241-8710	
Neville, Mike	City of Pocatello	mneville@pocatello.us	208-705-6308	✓
Pallante, Matthew	Idaho Power	MPallante@idahopower.com	208-530-6924	
Parrish, Daniel	Direct Communications	danielp@directcom.com	208-406-3503	
Prescott, Adrian	Direct Communications	adrian@directcom.com	208-530-1992	
Quayle, Merrill	City of Pocatello	mquayle@pocatello.us	208-681-9228	✓
Sheppard, Andrea	J-U-B	asheppard@jub.com	208-589-8756	✓
Sigrist, Chris	ITD District 5	christopher.sigrist@ITD.idaho.gov	208-239-3375	✓
Smith, Steve	Fybercom	steve.smith@fybercom.net	208-569-6851	
Villa, Jesus	JR Simplot	jesus.villaruz@simplot.com	208-223-8398	
Wood, Patrick	Damage Prevention/Div. of Building Safety	Patrick.Wood@dbs.idaho.gov	208-332-7140	

Kevin Sonico (ITD)
Molly Toy (ProjectEne@Kimley-Horn)

✓
✓

ATTACHMENT B

Street Address	City, State, Zip	Email	Date Sent	Date Paid	Amount Paid	Method of Payment
305 N 3rd Ave	Pocatello, ID 83201	isorenson@kellerassociates.com	11/1/2022	11.14.2022	\$25.00	check 37940
911 N 7th Ave	Pocatello, ID 83201	mquayle@pocatello.us	11/1/2022	10.28.2022	\$25.00	check 7150245
150 S Main	Rockland, ID 83271	nathan@directcom.com	11/1/2022	11.21.2022	\$25.00	check 28287
930 W Cedar St	Pocatello, ID 83201	biser.fan@centurylink.com	11/1/2022			
204 W Alameda Rd	Pocatello, ID 83202	russell.christ@sparklight.biz	11/1/2022			
5821 Industry Way	Pocatello, ID 83202	bret.blair@williams.com	11/1/2022			
429 E Hwy 81	Burley, ID 83318	FHDelosReyes@marathonpetroleum.com	11/1/2022			
233 N Main St	Pocatello, ID 83204	bsargeant@syriangetworks.net	11/1/2022	11.22.2022	\$25.00	check 51148
1150 US-30	Pocatello, ID 83201	sean.gumm@simlot.com	11/1/2022			
12584 W Tyhee Rd	Pocatello, ID 83202	phillip.colborn@intgas.com	11/1/2022			
5151 S 5th Ave	Pocatello, ID 83204	christopher.sigrist@itd.idaho.gov	11/1/2022	11.17.2022	\$25.00	check 92-155/1241
290 E Linden Ave	Chubbuck, ID 83202	bmorrison@cityofchubbuck.us	11/1/2022	11.16.2022	\$25.00	check 47367
301 E Benton St	Pocatello, ID 83201	emorrigan@idahopower.com	11/1/2022			
5500 S 5th Ave	Pocatello, ID 83204		11/1/2022	11.9.2022	\$25.00	check 12300796
8310 W Ustick Rd, Ste 100	Boise, ID 83704	jmaki@digiline.com	11/1/2022			
275 S 5th Ave #220	Pocatello, ID 83201	ashheppart@jub.com	11/1/2022	11.12.2022	\$25.00	check 310239
P.O. Box 866	Blackfoot, ID 83221	kylej@hleinc.com	11/1/2022	11.2.2022	\$25.00	check 16183
411 E Karcher Rd	Nampa, ID 83687	bhitchcock@dascoidealaho.com	11/1/2022	12.9.2022	\$25.00	check 17161
76 N 550 W	Blackfoot, ID 83221	mikconst@gmail.com	11/1/2022	11.15.2022	\$25.00	check 55964
13672 N White Cloud Dr.	Pocatello, Idaho 83202	utilityvacnfill@gmail.com	11/1/2022			
536 N Foster Rd Ste A	Casper, WY 83601	erickramer@usidcllc.com	11/1/2022			
1090 E Watertower St #150	Meridian, ID 83642	bill.hale@dbs.idaho.gov	11/1/2022			
15977 Gunfire Road	Caldwell, ID 83607	zfunke@badgerinc.com	11/1/2022			
3780 N Yellowstone Hwy	Idaho Falls, ID 83401	steve.smith@fybercom.net	11/1/2022			
600 E Oak St	Pocatello, ID 83201	brady@rmes.biz	11/1/2022	11.1.2022	\$25.00	check 1766

ATTACHMENT C



MEMBERSHIP DUES AND FEES SCHEDULE (Effective 01/01/2023)

	TYPE	MONTHLY MINIMUM	ANNUAL	MAX TKTS ALLOWED	PER TICKET*
REGULAR MEMBERSHIP	Small User (A)		\$88.50	50	\$1.77
	Small User (B)		\$177.00	100	\$1.77
	Large User	\$70.80		40	\$1.77
	Duplicate (A)		\$88.50	50	\$1.77
	Duplicate (B)		\$177.00	100	\$1.77
	Duplicate Large User	\$70.80		40	\$1.77

TERMS

Terms of payment are NET 30 days. Late fees will be charged according to our policy as stated in the Members Manual. A copy of the manual is available by calling (208) 342-1585.

NEW APPLICANTS

Do not send payment with your application. We bill monthly or annually. If you come online mid-year the membership fee will be prorated.

**"PER TICKET" means every ticket sent by DIGLINE (excluding End of Day - EOD), including multiple subscriptions (duplicates) for the same ticket number. If tickets have exceeded the allowable annual maximums, a PER TICKET fee is charged. Membership fees are reviewed annually to determine if an underground facility owner's membership level will change for the following year.

	TYPE	ANNUAL FEE	INCLUDES	ADDITIONAL PERSONS
ASSOCIATE MEMBERSHIP**	Individual	\$160.00	n/a	n/a
	Companies	\$375.00	3 persons	\$135 per added person per year

** Associate Member is defined as: Any individual, group, or business entity, including contractors, suppliers, or designated honorary members, who does not own or operate any underground facility in Idaho but desires to promote safe excavation and damage prevention by providing services and support to DIGLINE, INC.

	TYPE	ANNUAL	PER TICKET	OTHER
MISCELLANEOUS FEES	Damage Prevention Assessment Fee†			\$0.10/ticket
	Fax Transmissions – Received by Member		\$1.50	
	Temporary Duplicates††			\$1.77/ticket
	Mapping Updates or convertible data file	No Charge	No Charge	
	Manual Map Updates†††			\$72/hr (30-minute minimum)
	Customized Reports	\$120.00		

† Idaho's State Damage Prevention Board has instituted a \$0.10 per ticket fee to fund board activities. Annual Members will be charged at the beginning of the year, based on their allowed ticket maximums.

†† Temporary Duplicates are defined as duplicate tickets sent to another site temporarily due to transmission difficulties or receiving-software upgrade tests.

††† If Maps are not updated by the Member or if Member does not provide an approved data file, e.g., Shape files, for automatic upload, charges for Map updates will apply. Hourly rate is charged at 30-minute intervals.

ATTACHMENT D

Bannock Utility Coordinating Council Breakfast Planning

Date: February 22, 2023 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 to be sent out three times? January 4th, February 1st, and reminder to those signed up February 13th. (Brenda will send out invites)
- **Presentations:**
 - Bannock UCC – 5-minute introduction (Merril)
 - Idaho Damage Prevention Board 5- 10 minutes (Bill Hale)
 - Idaho Power 10 – 15 minutes (Nate Gerrie, Idaho Power Safety Rep)
 - 10 minutes - Possibly Braxton Price BP Locating or Alan Volbrecht. (Doug Brooks confirm)All presentations combined should not exceed 45 minutes.
- **Possible Vendors:** with names of who will reach out and confirm with them
 - Western States - Merrill
 - Ditch Witch - Merrill
 - Dig Line - Merrill
 - Idaho Power
 - Intermountain Gas
 - Williams - Josh
 - USIC - Doug
 - Direct Communications - Merrill
 - Badger Daylight
 - United Rental - Merrill
 - Marathon - Franklin
 - Utility Vac-N-Fill – Merrill
 - ELM - Doug
 - BP Locating - Doug
- **Door prizes** – Intermountain Gas bring BBQ grill; what other prizes?
- **Tickets and container** to draw from for door prizes (Williams)
- Table set up for door Prizes
- **Name tags and marker** – only for the BUCC people this year.
- **Sign in sheet** (Brenda)
- **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. Merrill will look into making adjustments.
- **Food:** Del Monte – We voted to continue with Del Monte; Phil to work with them.
- **Questionnaire/Evaluation of the event:** Will send out copies to BUCC members to review and give feedback. Should we also offer an online survey?
- **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 (Bill)
 - 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