



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
February 8, 2023
10:00 a.m.

Iwamizawa Conference Room &
GoToMeeting App

**Bannock Utility Coordinating Council Meeting Minutes
February 8, 2023 @ 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 11th meeting

Council was asked to approve the minutes from the January 11th meeting as written. Motion to approve made by Doug Brooks and seconded by Chris Sigrist. Motion passed.

3. Financial Report

- The Bannock UCC has a balance of \$2,465.16. \$100 was deposited in January and another \$25 is being deposited today.
- We have not received 2023 dues from the following companies. If this is incorrect, please contact Merrill.
 - CenturyLink
 - Williams NW Pipeline
 - JR Simplot
 - Idaho Power
 - Utility Vac N Fill
 - USIC
 - Badger Daylight
 - Fybercom

The question was asked if payment could be made with credit card. The answer is YES! You can call Digline and tell them you are paying your Bannock UCC dues and they will take payment via credit card and then issue us a check.

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>.
- **NOTE:** Julie Maki would like to meet with our BUCC presidency (Merril Quayle, Phil Colborn, Bridger Morrison) after the breakfast on the 22nd.

6. **Damage Prevention Board News**

- Next Board Meeting will be April 20, 2023.
- The board is still in need of three new members – a commercial contractor, residential contractor, and a large/small excavator. Reach out to Bill if you are interested.
- 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**

- Letter was sent to Julie at Digline regarding the .05 cents we would like to collect for BUCC funding. Waiting for confirmation.

8. **February 22, 2023 Bannock UCC Contractor Breakfast**

- See detailed notes on **Attachment B**

9. **Project Specific Discussion**

- The US-91 Park Lawn to Siphon/New Day Project in Chubbuck
 - This project will involve road widening and sidewalks.
 - Project Engineer, Molly Toy at Kimley-Horn, said they are in the preliminary states, going through base mapping and as-builts. Will be doing public outreach/involvement. Will have a better schedule for next month's meeting.
 - The design team is working on putting this together and Andrea will share it with us at our March meeting.

10. **Open Discussion on Projects Within the Area of Influence**

- ***Williams (Josh Hubbard)***
 - In the planning stages of a line replacement to take place in May near the Portneuf Gap and the LDS Farm (130 feet of pipe)
 - Flying J in McCammon – digging line across Hwy 30. Doing one side the first part of April and the other side in mid-May

- **Sparklight (Russell Christ)**
 - Hawthorne/Quinn Intersection
 - Maverick on Center Street
 - Joint Trench subdivisions
- **Intermountain Gas Co. (Phil Colborn)**
 - Hawthorne/Quinn Intersection; Phil asked Merrill for a plan set which Merrill agreed to email him (Matt Pallante and Russell Christ also requested copies)
- **City of Chubbuck (Bridger Morrison)**
 - Development projects; multi-family
- **Syringa Networks (Doug Brooks)**
 - Build in Chubbuck from Laurel to the Police Station
- **City of Pocatello (Merril Quayle):**
 - **Reported working on the following projects –**
 - Carson Street Bridge Project in under construction
 - Hawthorne/Quinn Intersection – pre-con meeting today at 2 p.m. in Iwamizawa. Construction to start next week.
 - **Street Department**
 - Winter road maintenance
 - 2023 paving program
 - **Water Department**
 - Pocatello Creek Booster Station utilities continue; trying to wrap up for winter.
 - 5M Gallon Tank Transmission Line - cross Grant-Fore Road
 - 2023 Water projects (minus Wyeth) – **see Attachment C – 2023 Project Location Map**
 - **WPC**
 - Whitman lift station construction wrapping up for Winter

11. Any other items from the council

N/A

12. Review of any action items

- Breakfast assignments. See you all on the 22nd!

13. Next meeting

Scheduled for Wednesday, March 8th at 10:00 a.m. via GoToMeeting App OR in person in the City Hall Iwamizawa Conference Room.

14. Adjourn

Meeting adjourned at 10:52 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: 2.8.2023/10:00am **Conducting: Merril 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	✓
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	imaki@digline.com		
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	✓
Neville, Mike	City of Pocatello	mneville@pocatello.us	208-705-6308	MN
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, Merril	City of Pocatello	mquayle@pocatello.us	208-681-9228	MQ
Sheppard, Andrea	J-U-B	asheppard@jub.com	208-589-8756	✓
Sigrist, Chris	ITD District 5	christopher.sigrist@ITD.idaho.gov	208-239-3375	CS
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	

ATTACHMENT B

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

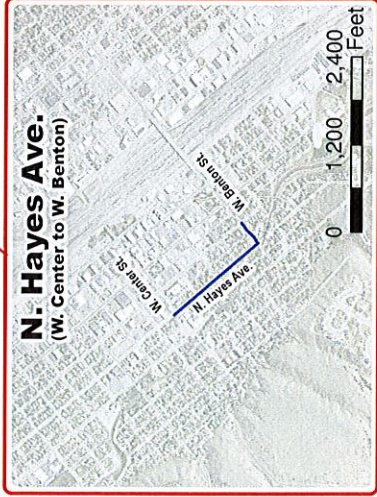
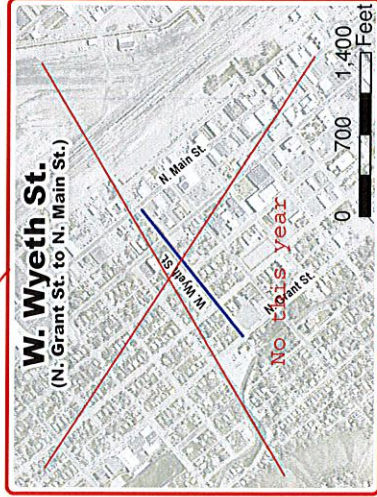
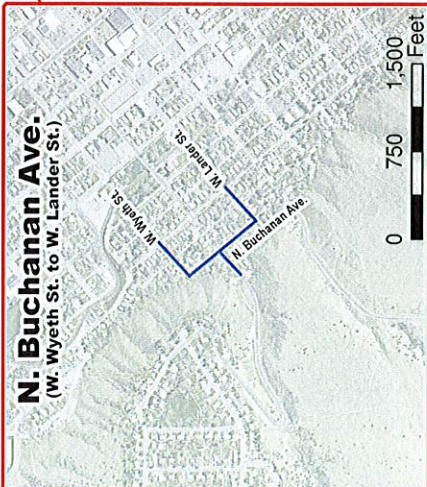
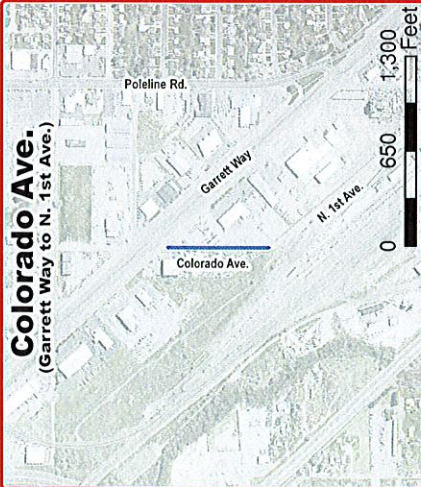
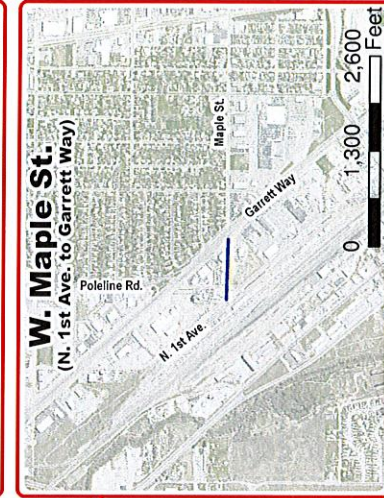
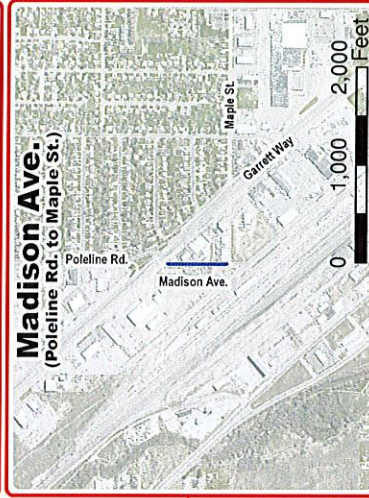
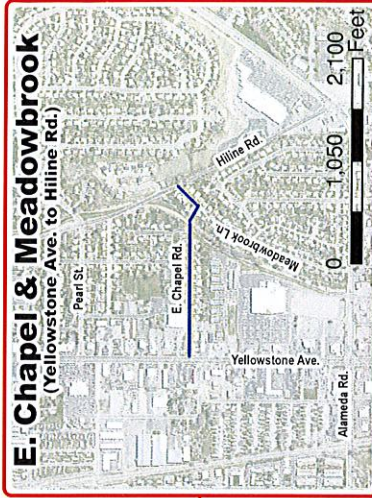
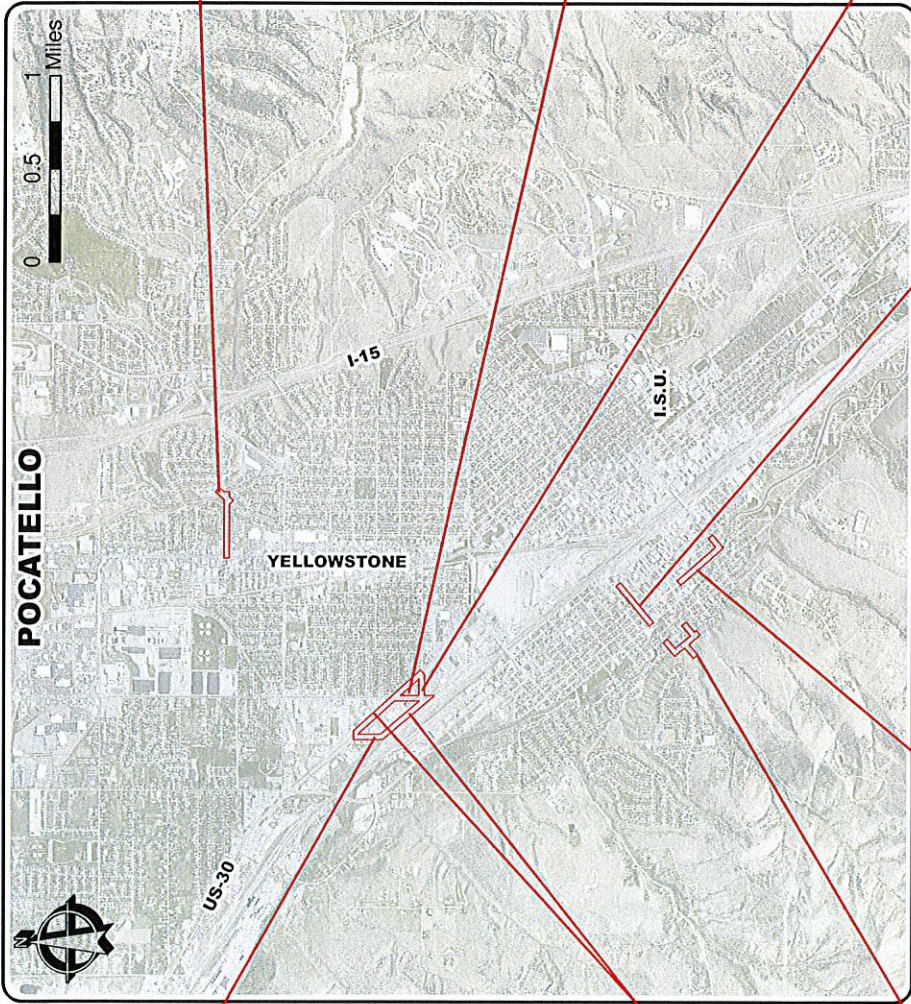
- **Location:** City of Pocatello Public Works Annex at 2405 Garrett Way
- **Invitations:** Invitations were sent out on January 11 and again on February 6. A reminder email to those who RSVP'd will go out on the 15th. We currently have approximately 100 people who have confirmed they will be in attendance. **If your organization has not RSVP'd, please contact Brenda or Merrill with a headcount ASAP.**
- **Presentations:**
 - Bannock UCC – 5-minute introduction (Merril)
 - Idaho Damage Prevention Board 5 – 10 minutes (Bill Hale)
 - Idaho Power Safety Presentation 10 – 15 minutes (Alisha Murphy)
 - Idaho UCC White Paint Presentation 10 – 15 minutes (Alan Volbrecht)All presentations combined should not exceed 45 minutes.
- **Vendors:** (Merril will reach out and remind them)
 - Western States (confirmed)
 - Ditch Witch (confirmed)
 - Dig Line (confirmed)
 - Idaho Power (confirmed)
 - Intermountain Gas (confirmed)
 - Williams (confirmed)
 - United Rental (confirmed)
 - Marathon (confirmed)
 - DOPL/Bill Hale (confirmed)
- **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.
 - Morning setup for vendors and Del Monte will begin at 6:30 a.m. Breakfast will be served at 7 a.m.
 - **Please stay and help clean up afterwards.**
- 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 will be using the same microphone as last year. Make sure the speakers know how to hold it so it projects properly.**
 - JJ found a large 150" (130" W x 102" H) screen on Amazon for \$127.99. Mike will find out if Streets wants to purchase it for the shop. Otherwise, JJ will purchase using the BUCC funds. JJ made a motion to approve this purchase and it was seconded by Doug Brooks.
- **Food:** Del Monte –
 - We voted to continue with Del Monte; Phil will let Del Monte know to plan on approx. 125 people. About \$12/person.

- If your organization would like to donate to the breakfast, you can call Del Monte at 208-234-2061 OR walk in to their location at 808 W Center Street. Please let them know it is for the Bannock UCC Breakfast. Any donation is appreciated.
- ✓ **Questionnaire/Evaluation of the event:** Everyone approved the eval from last year and they have been printed.
- ✓ **Brochures** for Bannock UCC and information to join if interested; Merrill has some from last year.
- **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?**
- 7:00 a.m. Welcome and start breakfast (where are the exits, restrooms, garbage etc.)
- Recognize vendors and thank them
- 7:30am Start presentations (see above)
- 8:30am door prizes/please fill out evaluation/thank everyone again
- 9:00am Conclude and clean up

ATTACHMENT C



2023 PROJECT LOCATION MAP

POCATELLO WATER DEPT.
 PREPARED BY: B. HOCH

