



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 11, 2019
10:00 a.m.

City Hall – Paradise Conference
Room

**Bannock Utility Coordinating Council Meeting Minutes
December 11, 2019 10:00 a.m.
City Hall – Paradise Conference Room**

1. Welcome/Attendees Sign-In

- Meeting was called to order by Merrill Quayle, Bannock UCC President, at 10:00 a.m.
- Attendees: **See Attachment A**
- Excused: Caryn Havlovick (Bannock County), Frank DeLos Reyes (Marathon Logistics), Andrea Sheppard (JUB), Robbie Austin (Mickelsen Construction)

2. Approval of Minutes from the November 13th meeting

Council was asked to approve the minutes from the November 13th meeting as written. Motion to approve made by JJ Murphy and seconded by Kim Hunter.

3. Financial Report

- After a \$200 deposit, the BUCC account has a balance of \$1,593.07.
- Invoices for 2020 dues were distributed during the November meeting or mailed to those not in attendance. We have received 10 payments so far.

4. Breakfast Discussion

- **See Attachment B for notes and assignments.**

5. Items from Idaho UCC

Bob Chandler is the IUCC website person, he can be reached at bobchandlercda@gmail.com

6. Dig Line Information and News

- Ticket Data: **See Attachment C**
- We are coming to the close of a very busy year in excavation around Idaho. Digline has seen an overall increase in the number of locate requests called in or submitted via our web site of close to 10% compared to this time, 2018. Compared to 2015, there has been a 45% increase in the number of in-bound locate requests. No wonder we all feel like we are busier than ever!

Digline is preparing to go live with Positive Response in the latter part of February. Between now and then, we will put together some training videos & checklists to help with training and learning the new software. We are excited to take this next step with technology, anything that will help with better communication and damage prevention amongst all of the interested parties.

We wish all of you happy holidays. Be safe!

7. Damage Prevention Board News

- Jamie Buckingham, Damage Prevention Program Specialist, can be contacted at Jamie.buckingham@dbs.idaho.gov
- Link to the meeting dates and agendas here: <https://dbs.idaho.gov/boards/dpboard/dpmeetings.html>

8. Open Discussion on Projects Within the Area of Influence

Sparklight (Kim Hunter & Russell Christ):

- Today is Kim's last meeting! It's retirement time!

Syringa (Doug Brooks):

- Frank is no longer with Syringa. Job opening posted on the website.

Intermountain Gas Co. (JJ Murphy):

- Job on New Day Parkway
- Garten Road Project

Direct Communications:

- Drilling on 3rd Street for 151 Building
- Work in Chubbuck and Rockland

JUB (Andrea Sheppard):

- Quinn & Hawthorne project
- Pocatello High School

City of Pocatello (Merril Quayle):

- Subdivisions in Review/City Council:
 - Juniper Reserve Division 3
 - Lackey's Lots
 - Wallace
 - Crestview Cove
- Waiting Construction:
 - Northgate District Division 1
 - Pointe View Apartments
 - Armstrong Legacy Division 2
- Subdivisions under Construction
 - The Crossings Division 2

- Breezy Pointe Division 3 and 4
- Reported working on the following projects:
 - Benton Street Bridge construction is wrapping up.
 - Center Street Underpass is in final design. Finish up comments on plans and specs next Tuesday.
 - Hawthorne and Quinn – working on right-of-way acquisition and utilities relocation plan.
- Street Department
 - Working on 2020 road maintenance plan
- Water Department
 - Working on 2020 project maps and schedule
- WPC
 - Fairground Sanitary Sewer Extension Project in complete
- Other
 - Pre-construction on utility projects.
 - Call for inspections.
 - Patching 72 hours

9. Any other items from the council

Voting for President, VP, and Treasurer. A motion was made by Kim Hunter to keep the current BUCC leadership. Motion was seconded by Daniel Parrish. For the upcoming year, Merrill Quayle will continue as president, JJ Murphy as Vice President, and Bridger Morrison as Treasurer.

10. Review of any action items

- Assignments for the UCC breakfast in February – see Attachment B.
- Come prepared to discuss and finalize breakfast plans at our next meeting.

11. Next meeting

Scheduled for Wednesday, January 8th at 10:00 a.m.

12. Adjourn

Meeting adjourned by Merrill Quayle at 10:52 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

Date: December 11, 2019

Time: 10:00 am

Location: Paradise Conference Room
Pocatello City Hall

Conducting: Merril Quayle

Name	Representing	Phone Number	E-mail if not on record
Merril Quayle	City of Pocatello	208-681-9228	mquayle@pocatello.us
Kim Hunter	CA TV	208-201-4106	
Russell Christ	Sparklight	208-223-0648	
JJ Murphy	IGC	(208)241-8710	
Doug Brooks	Syringa	208-520-9233	
BRETT BLAIR	Williams Gas Pipeline	208-317-5865	
Bridger Morrison	Chubbuck	208-237-2430	
Clair Stucki	Idaho Power	236-7820	
Brenda Andrews	City Eng	234-6225	
Chad Munteen	IGC	208-987-0373	
DANIEL PARNISH	Direct	208-406-3503	
Scott Henderson	Direct	208-479-0301	
Jake Cutler	Direct	208-847-5785	
Heath Conlin	Direct	208-244-8919	
Drew Iratt	Direct Comm.	208-240-7275	

ATTACHMENT B

Bannock Utility Coordinating Council Breakfast Planning

Date: February 26, 2019 Time: 7 – 9 a.m.

Place: City Hall Council Chambers

Event Details & Assignments

- **Location:**
 - City Hall Council Chambers has been scheduled for both set up the night before, and the morning of the event.
- **Invitations:**
 - Sample invite was sent around the table for feedback. Same format as last year with updated information.
 - Merrill will get the contractors list from Julie at Digline (Merril and JJ will review the list). Should include excavators, contractors, basically anyone who puts a shovel in the ground in our area.
 - Invitations will be sent out around January 23. An additional email reminder to those that RSVP will be sent a couple days prior to the breakfast.
- **Vendors:**
 - Western States - committed
 - Ditch Witch – Nathan will contact
 - Dig Line – committed. Julie will send another rep.
 - Idaho Power – Clair; committed
 - Intermountain Gas – JJ; no table needed. Will just bring some swag to give out
 - Williams – Bret; committed
 - Marathon – committed
 - ELM – JJ will contact
 - USIC – Merrill will contact
 - Bortek – Merrill will contact
- **Presenters:**
 - Jamie Buckingham from the Damage Prevention Board will give a 30 to 45-minute PowerPoint presentation.
 - Merrill will take about 5 minutes to introduce the BUCC.
- **Utility and vendor donations?**
- **Door prizes**
- **Tickets and container** to draw from for door prizes (Williams)
- **Table for door Prizes**
- **Name tags and marker (JJ)**
- **Sign in sheet (Brenda)**
 - **Discussion:** How can we get everyone to sign in?
 - Have sign-in tables at both doors leading into Council Chambers.

- Put the sign-in sheets on a clipboard and pass them through the food line.
 - Have them at the tables like last year, but have someone going around reminding people to sign in.
- **15 tables and 120 chairs** for 116 people (City of Pocatello, Intermountain Gas, Direct Comm.)
- **Garbage cans** 2-90 gal carts (Merril)
- Get Key from Finance the night before to unlock front doors (Merril)
- **Computer, cords, remote** for screen for presentations and mic with speakers – Merrill and Brenda to arrange with City IT department
- **Food:** (approximately \$11 from Del Monty includes everything for this price) – JJ confirmed with Del Monte to cater this event.
 - Catered
 - Type of meal
 - Drinks
 - Plates
 - Cups
 - Utensils
 - Napkins
- **Questionnaire/Evaluation of the event**
 - Merrill passed around last year’s survey. If you have comments/suggestions regarding that, let Merrill know.
 - **Discussion:** How can we improve the number of people filling out the survey? Create an incentive: Make turning it in the “ticket” for the grand prize. See if Western States has a cooler or IGC can bring a small table top BBQ.
- **Brochures** for Bannock UCC and information to join if interested
- **Additional Funding:** If your company would like to contribute, please pay Del Monte directly for the cost of the breakfast. They are located at 808 West Center in Pocatello. Their phone number is 208- 234-2061.

February 25, 2019

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

February 26, 2019

- 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)
 - 30-45 minute Jamie Buckingham, Damage Prevention Program Specialist
 - Question and Answer

- 8:30am door prizes and please fill out evaluation thank everyone again (bring evaluations)

- 9:00am Conclude and clean up

ATTACHMENT C



Notifications by County 2019 - Inbound

County	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Ada	3,388	2,563	4,722	5,753	5,670	4,954	5,297	4,830	4,692	4,879	3,528		50,276
Adams	7	5	16	29	60	60	64	47	59	39	44		430
Bannock	264	185	473	730	747	693	771	695	578	619	329		6,084
Bear Lake	14	6	12	59	143	136	103	101	121	119	60		874
Bingham	94	75	242	415	357	336	332	316	275	243	184		2,869
Blaine	35	11	49	371	666	540	517	488	601	508	223		4,009
Boise	19	9	61	112	144	128	138	124	97	106	70		1,008
Bonneville	340	287	747	1,351	1,242	1,228	1,359	1,453	1,096	1,155	781		11,039
Butte	5	1	5	29	18	35	34	18	24	25	9		203
Camas	2	2	1	15	6	13	14	10	11	10	6		90
Canyon	1,304	1,051	2,063	2,363	1,932	1,898	1,857	1,990	1,885	2,050	1,676		20,069
Caribou	9	19	46	58	88	71	75	187	159	57	37		806
Cassia	129	95	191	199	187	182	162	209	217	153	102		1,826
Clark	1	0	5	11	20	19	25	17	13	6	3		120
Clearwater	12	5	14	47	64	44	70	66	80	35	26		463
Custer	1	0	4	24	94	31	34	46	28	24	11		297
Elmore	85	87	222	232	210	190	217	259	186	169	218		2,075
Franklin	48	27	47	94	112	70	120	92	87	88	64		849
Fremont	14	11	92	183	260	242	248	235	204	239	103		1,831
Gem	121	80	140	180	114	121	142	113	143	129	107		1,390
Gooding	57	39	130	94	77	100	86	105	124	109	50		971
Idaho	34	12	114	195	162	154	140	143	106	102	83		1,245
Jefferson	174	63	146	241	286	258	285	262	234	297	143		2,389
Jerome	88	48	188	230	206	161	176	174	145	170	146		1,732
Latah	119	57	136	266	301	344	277	278	227	231	256		2,492
Lemhi	18	7	53	103	65	63	76	54	63	59	42		603
Lewis	13	9	74	65	31	41	37	27	23	37	29		386
Lincoln	16	8	67	59	46	27	37	71	40	67	29		467
Madison	114	53	142	214	278	206	231	207	258	175	141		2,019
Minidoka	87	66	152	230	208	134	321	208	149	135	131		1,821
Nez Perce	361	177	253	355	378	276	362	283	267	267	229		3,208
Oneida	9	10	8	44	33	51	42	25	41	33	18		314
Owyhee	85	60	104	84	87	89	69	71	81	95	66		891
Payette	157	138	306	622	362	261	297	220	235	217	179		2,994
Power	33	18	77	84	66	74	70	86	76	69	61		714
Teton	12	5	12	128	190	151	174	182	197	163	85		1,299
Twin Falls	355	248	814	783	647	703	658	667	549	571	409		6,404
Valley	9	12	52	82	205	246	315	263	254	238	109		1,785
Washington	18	16	55	95	76	80	90	75	64	73	104		746
Total	7,651	5,565	12,035	16,229	15,838	14,410	15,322	14,697	13,689	13,761	9,891	0	139,088



Call Before You Dig

Total Ticket Summary - Inbound

Month	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Jan	2,726	2,858	2,806	2,568	3,944	4,078	4,400	2,864	5,782	7,651
Feb	3,119	2,922	3,650	3,660	4,203	5,908	6,225	5,546	6,813	5,565
Mar	5,959	4,925	5,171	6,390	7,775	9,477	9,929	10,926	10,246	12,035
Apr	7,752	6,925	7,538	9,072	10,123	10,822	11,643	11,719	14,030	16,229
May	7,322	8,027	8,759	9,650	10,145	9,891	11,791	13,726	15,147	15,838
June	7,445	7,948	7,822	8,322	9,896	10,839	11,894	13,057	13,585	14,410
July	6,946	6,574	7,079	8,393	9,264	10,076	10,201	11,520	12,839	15,322
Aug	6,475	7,013	7,555	8,328	8,318	9,516	11,965	12,589	13,565	14,697
Sept	6,638	6,529	7,125	7,770	8,453	9,884	11,270	10,434	11,711	13,689
Oct	5,684	6,151	7,634	7,705	8,155	8,780	9,888	11,363	13,309	13,761
Nov	4,135	4,371	5,012	5,030	5,062	6,055	8,069	8,314	9,486	9,891
Dec	2,617	2,956	3,150	3,064	4,408	4,245	3,749	5,192	5,582	
Yearly Totals	66,818	67,199	73,301	79,952	89,746	99,571	111,024	117,250	132,095	139,088