

# POCATELLO DEVELOPMENT AUTHORITY

Meeting Minutes for July 20, 2022 at 11:00 A.M.  
Council Chambers, 911 N 7<sup>th</sup> Avenue, Pocatello, Id

## Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest

**Vice Chair Turner** called the meeting to order at approximately 11:02 a.m. No conflicts were disclosed.

**Members present:** Mayor Brian Blad ( arrived at 11:04am), Rick Cheatum (arrived at 11:27am), Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner.

**Members excused/unexcused:** Victoria Byrd and David Villarreal.

**Others present:** Executive Director Brent McLane; Long-Range Senior Planner Jim Anglesey, Pocatello Development Engineer Merrill Quayle; City of Pocatello Attorney Jared Johnston, City of Pocatello Public Works Director/City Engineer Jeff Mansfield, and other visitors.

## Agenda Item No. 2: Approve the Minutes

The Board may wish to waive the oral reading of the minutes and approve the minutes from the Board of Commissioners meeting held June 15, 2022.

It was moved by **J. Johnston** and seconded by **T. Tovey** to approve the Board of Commissioners' meeting held June 15, 2022. Those in favor were Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner. Unanimous. Motion Carried.

## Agenda Item No. 3: Expense Payments & Reimbursements.

The Board may wish to approve the payment or reimbursement of the following PDA expenses:

- 3a. \$41.00 from the General Fund to Idaho State Journal for Treasurer/Bookkeeper RFP AD. See attached invoice.
- 3b. \$5,197.41 from the General Fund to City of Pocatello for Staff Hours April-June 2022 \$5,108.39 and Copies January-June 2022 \$89.02. See attached reports.
- 3c. \$267.38 from the General Fund to Elam & Burke Attorneys at Law for June 2022 Services. See attached statement.

It was moved by **J. Johnston** and seconded by **T. Tovey** to approve the reimbursement and expense payments as presented. Those in favor: Brian Blad, Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner. Unanimous. Motion Carried.

## Agenda Item 4: PDA Treasurer/Bookkeeper

The Board may wish to discuss the Treasurer/Bookkeeper Bid Proposal.

The bid proposal and applicant was discussed.

It was moved by **B. Blad** and seconded by **T. Tovey** to authorize Thayne Sparks as PDA Treasurer and Bookkeeper. Those in favor: Brian Blad, Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner. Unanimous. Motion Carried. **B. Blad** asked that the motion was withdrawn. Those in favor: Brian Blad, Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner. Unanimous. Motion Carried.

It was then moved by **T. Tovey** and seconded by **B. Blad** to authorize Thayne Sparks as the PDA Treasurer and Bookkeeper, request that Thayne Sparks meet with the PDA Board for a question and answer session,

and then have the PDA Attorney prepare the Treasurer contract for signatures. Those in favor: Rick Cheatum, Greg Gunter, Jim Johnston, Kirk Lepchenske, Terrel Tovey and Scott Turner. Unanimous. Motion Carried.

**Agenda Item 5: Fiscal Year 2023 Budget.**

The Board may wish to discuss the FY23 budget.

**McLane** stated that he is waiting on Bannock County for valuation numbers and recommended to move the August meeting to August 24 and hold the public hearing, and then approve the FY23 budget proposal in a special meeting the first Tuesday of September.

**Agenda Item 6: Calendar Review.**

The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention.

**Blad** reminded the PDA that tomorrow at 11 a.m. would be the groundbreaking ceremony for the Downtown City Park.

**Agenda Item 7: News for the Good of the Order.**

The board may wish to discuss news for the Good of the Order.

**MiaCate Kennedy** of Bannock Development Corporation gave an update.

The date for the Economic Development Summit Event is October 12.

A team of eight to ten people, with Steve as the consultant, will devise a Development Plan for the airport as needed.

The weekly Northgate investor meeting identified what would be developed and noted that housing will continue to come.

Ongoing support for downtown development.

Continuing collaboration with ISU workforce development.

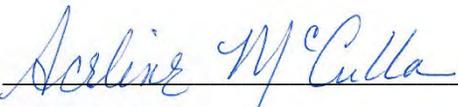
**Merrill Quayle** provided an update on the Naval Ordinance Plant specifically building 36. Electrical and other utility testing. General site improvement updates. Quayle provided information on the Pole Line and Eldredge Road improvement updates.

Quayle noted that the Morton site at the airport is on schedule and the airport roads are being repaved.

An update on the Pocatello Creek water line construction was given.

**Agenda Item No. 7: Adjourn Regular Meeting.**

With no further business, **Turner** adjourned the meeting at 11:42 a.m.

Submitted by:   
Aceline McCulla, Secretary

Approved on August 24, 2022