



Moscow City Council

Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Tuesday
September 4, 2018**

7:00 PM

**Council Chambers
206 E. Third St.**

The meeting was called to order at 7:00 PM

PRESENT: Kathryn Bonzo Council President, Gina Taruscio Council Vice President, Jim Boland Councilmember, Brandy Sullivan Councilmember, Anne Zabala Councilmember, Bill Lambert Mayor

ABSENT: Art Bettge Councilmember

STAFF: Gary J. Riedner, Mia Vowels, James Fry, McKensie Fosberg, David Schott, Tom Picarella, Jen Pfiffner, Sarah Banks, Bill Belknap, Amanda Argona, Laurie M. Hopkins

Pledge of Allegiance

Council Member Zabala led the Pledge of Allegiance.

1. Consent Agenda

A. Approval of Moscow City Council August 20, 2018 Minutes – Laurie M. Hopkins

B. 1105 & 1121 West a St Lot Line Adjustment - Leah Carlson

The owner of University Village Apartments is proposing a lot line adjustment between two parcels located at 1105 and 1121 West 'A' Street. Parcel B, which currently has two multi-family apartment buildings constructed upon it, is proposed to be reduced from 46,040 square feet to 40,740 square feet in size and Parcel C is proposed to be expanded from 9,777 square feet to 15,077 square feet. The purpose of the lot line adjustment is to accommodate future development on Parcel C. The subject property is located within the Residential/Office Zoning District which has a minimum lot area of 5,000 square feet and minimum lot width of 50 feet. A proposed access easement will provide access to Parcels B and C from West A St, utilizing an existing approach. This was reviewed and recommended for approval by the Public Works/Finance Committee on August 27, 2018.

ACTION: Approve the lot line adjustment request.

C. Continue Providing I.S. Support to SMART Transit - Jesse Flowers

The Information Systems Department has been providing basic I.S. support to SMART Transit since 2014. The current contract is up for renewal and staff has worked with SMART Transit to make a few modifications to the contract to better meet the needs of both the City and SMART Transit. This was reviewed and recommended for approval by the Administrative Committee on August 27, 2018.

ACTION: Approve the Agreement for Computer Services between the City of Moscow, Idaho and SMART Transit.

D. Request for City to Provide I.S. Support to PEP - Jesse Flowers

Staff has been approached with a request from the Partnership for Economic Prosperity (PEP) to provide IS support. PEP is located in leased space in the City-owned Intermodal Transit Center.

This was reviewed and recommended for approval by the Administrative Committee on August 27, 2018

ACTION: Approve the Agreement for Computer Services between the City of Moscow and the Partnership for Economic Prosperity.

E. Third and Jackson Sidewalk Replacement Bid Results - Scott Bontrager

The City published an advertisement for bids on August 3, 2018 for Third And Jackson Sidewalk Replacement Project. This project is a joint effort between the City, Moscow Urban Renewal Agency, and the property owner to replace the deficient sidewalk around the property located on the SE Corner of Third and Jackson Streets as well as upgrade the furniture zone and lighting to meet the current design recommendations for the downtown streetscape. The base bid for the project includes removing and replacing concrete sidewalk, curb, tree wells, illumination system, and installing concrete pavers along the North and West frontage of 129 West Third Street. The Engineer's estimate for the project was \$33,104.00.

Bid opening for the project took place on August 14, 2018, at which time one bid was received. McCall's Classic Construction was the apparent low bidder on the project, with a bid of \$37,794.50. A complete bid tabulation is attached. This item was presented to the Public Works/Finance Committee on August 27, 2018 and was recommended for approval.

ACTION: Accept the low bid from McCall's Classic Construction, award the contract in the amount of \$37,794.50, and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount.

F. Dog Park Grounds and Drainage Rehabilitation Project - David Schott

The Parks and Recreation Department is requesting authorization to retain Hodge and Associates for design services to incorporate surfacing, drainage, and an estimate of construction costs for Dog Park Grounds and Drainage Rehabilitation Project at a cost of \$6,985. The budgetary line item for the expense will be Parks and Recreation, Parks Professional Services 120-165-30-642-10.

The one acre dog park is located on White Avenue next to the Humane Society of the Palouse. The grand opening of the dog park was held on July 17, 2001. Over the years, the majority of the turf has degraded due to continuing overuse, and is unrepairable in its present condition. As a result, the area becomes very muddy and basically unusable during the rainy season.

Design services will include an evaluation of the area, surfacing, drainage, grading, construction drawings, and an estimate of construction costs to mitigate the muddy conditions of the dog park.

On August 27, 2018, the Public Works / Finance Committee reviewed and recommended approval.

ACTION: Approve agreement with Hodge and Associates for design services to incorporate surfacing, drainage, and an estimate of construction costs for Dog Park Grounds and Drainage Rehabilitation Project at a cost of \$6,985.

Sullivan moved to approve the consent agenda with the removal of item 1A. Taruscio seconded the motion, recused herself from Item 1D, and will abstain from the vote in regards to Item 1D. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: Taruscio (Item 1D). Motion carried.

Sullivan asked the minutes be changed in Item 8, page 6 from "Sullivan feels choosing particular packaging and consuming less and may be able to be included in the education, perhaps developing incentives." to "Sullivan would like consumer education regarding packing and consuming less and

consider business incentives with input from SEC and PCEI.” Sullivan moved to approve the minutes as amended. Bonzo seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

2. Staff Recognition Report - Gary J. Riedner

None offered.

3. Mayors Appointments

Mayor Lambert proposed the following appointments: Daniel Cronan and George Newcombe to the Moscow Tree Commission; Linnea Sheneman to the Moscow Arts Commission as a non-voting High School position. Taruscio moved and Boland seconded to approve the appointments. Roll call vote:

Daniel Cronan, Assistant Professor in the Landscape Architecture Department at U of I and is happy to be part of the Commission.

Linnea Sheneman said she is a tenth grader at Moscow High School and is excited to be part of the commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gina Taruscio, Council Vice President
SECONDER:	Jim Boland, Councilmember
AYES:	Bonzo, Taruscio, Boland, Sullivan, Zabala
ABSENT:	Art Bettge

4. Public Comment and Mayor's Response Period (limit 15 minutes)

None offered.

5. Confirmation of Sarah Banks as Finance Director and Oath of Office - Gary J. Riedner / Laurie M. Hopkins

Riedner explained Mayor Lambert is presenting Sarah Banks for an appointment as Finance Director and gave a background of recruitment for the position. Banks has served the department for over 2 years beginning as Accounting Manager. Taruscio moved and Bonzo seconded to confirm Banks as Finance Director. Hopkins administered the Oath of Office and Banks said she has enjoyed working with everyone and looks forward to serving as Finance Director. Mayor Lambert complimented Banks. Riedner officially tended his resignation as Acting Finance Director.

6. Citizen Commission Report - Farmers Market Commission - Jen Pfiffner / Jaimie Hill

Pfiffner introduced Jamie Hill. Hill went through the Commission members, projects and activities the Commission has worked on throughout the year. Projects they intend to work on this year include a downtown business survey, reviewing the fee structure and vendor handbook and beginning an oral history project. Pfiffner went through the 2017 statistics of the Farmers Market including vendor counts, sales reports, financial assistance programs, and a breakdown of costs and revenues. Mayor Lambert complimented the Commission.

7. Moscow Police Department Explorer Program - James Fry

The Moscow Police Department is seeking to establish a Moscow Explorer Program. The purpose of this program is to provide young people with the opportunity to volunteer within the community, learn about a career in law enforcement and to build strong youth leaders through core values of service, pride, integrity, compassion and excellence. If approved, the program will commence on October 1, 2018, with background checks and interviews occurring prior to this date. This was reviewed and recommended for approval by the Administrative Committee on August 27, 2018.

PROPOSED ACTIONS: Approve the Moscow Police Department Explorer Program or take other such action deemed appropriate.

Fry introduced McKensie Fosberg, School Resource Officer who participated in a similar program in high school. She went through the goals of the program with volunteering being a main component of the program. Requirements include ages 14-18, resident of Latah Council, GPA of 2.0 or higher and insurance coverage. The structure of the program will be 6-8 participates with trainings twice a month. The explorers would attend events, serve the community, become a role model, and learn leadership skills. Mayor Lambert complimented Fosberg on her leadership and positive impact with this program.

The proposed approach for recruitment will be 5 minute presentations during the core classes at each level at the high school. There is a written application, an oral interview and a background check to be considered for the program.

Mayor Lambert requested a follow up report on how the program is progressing.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathryn Bonzo, Council President
SECONDER:	Gina Taruscio, Council Vice President
AYES:	Bonzo, Taruscio, Boland, Sullivan, Zabala
ABSENT:	Art Bettge

Reports

City Council

Moscow Tree Commission - Taruscio said the Commission created a core development team to work on the edible food forest park. The Commission will be at the Farmers Market table on September 15.

Human Rights Commission - Boland reported the Commission is discussed the mural on the Moscow Hotel; Finding the Center conference is scheduled for this Fall; ADA improvements in East City Park are complete; Moscow Pride march was last weekend; promotion of the Medicaid Initiative.

Sustainable Environment Commission - Sullivan said the Commission formed a subcommittee on pesticides in the park and the national drive electric week coming up September 8.

Historic Preservation Commission - Sullivan reported the Preservation Moscow insert was published over the weekend, Orchid awards and Fort Russell District ceremony will be celebrated together.

Planning & Zoning Commission - Zabala said the Commission is scheduling a goal setting session.

Council Members also reported on other events and programs.

Mayor

Mayor Lambert attended an Airport Board meeting where they are discussing specifics on the new terminal grant. He also shared events he attended.

Staff

Riedner said year-end is beginning in the Finance Department with the FY2019 budget beginning Oct 1. He has had a discussion with the ASUI president regarding the intersection at Lieuellen and Pullman Highway to identify resolutions.

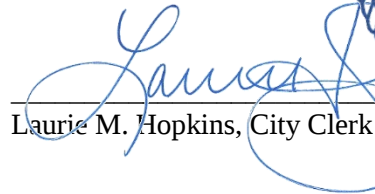
Riedner gave a report on the Third Street bridge - Engineering has been working with vendors, and

identified a bridge under \$50,000 but with supports an additional \$8,000. Engineering is preparing to request three quotes with a 10 day response time. Staff will bring the recommendation back to Council in October. Staff is also looking at different deck styles, which should bring the cost below \$50,000. The Third St corridor four-way stop sign discussion will come before Council in early October.

Adjourn

The meeting was closed at 7:53 PM

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor