

Moscow City Council



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, May 6, 2019

7:00 PM

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

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Bill Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Anne Zabala

ABSENT: Gina Taruscio

STAFF: Gary J. Riedner, Mia Vowels, Bill Belknap, Corey O'Brien, Tyler Palmer, Kelli Cooper, Mike Parker, Ty Thompson, Nichole Baker, David Schott, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Mayor Lambert led the Pledge of Allegiance.

PROCLAMATION - BIKE MONTH

Mayor Lambert read the Bike Month Proclamation and presented it to Jonathan Gradin, Margaret Dibble and other bike riders. Dibble reminded the public of Bike to School Day.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council April 15, 2019 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. A Street and Almon Street ROW Purchase Agreement - Bob Buvel

Noel Blum has purchased and is developing The Dumas Seed Site on the SW corner of "A" Street and Almon Street. To improve "A" Street traffic flow, the City of Moscow would like to add an eastbound left turn lane to that intersection. The existing "A" Street right-of-way width is not adequate to accommodate the left turn lane, but Mr. Blum has agreed to sell a 307 square foot parcel to the City for this purpose. Staff is seeking Council's approval to execute a purchase and sale agreement with Noel Blum in the amount of One Thousand Eight Hundred Forty-Two Dollars (\$1,842) to acquire the right-of-way necessary to construct this turn lane. The attached purchase and sale agreement has been approved by the City Attorney. This was reviewed by the Public Works/Finance Committee on April 8, 2019 and recommended for approval.

ACTION: Approve the purchase and sale agreement with Noel Blum in the amount of \$1,842 for the purpose of constructing a left turn lane for eastbound traffic at the intersection of A Street and Almon.

C. Fire Station #2 Re-Roof Bid Results - David Schott

The City published an advertisement for bids on March 16 and March 23 for the Fire Station #2 re-roof project. The work consists of all labor, materials, equipment and services necessary to install a new sealed seam metal, Garland R-Mer Lite, roof system over the existing built-up roof. The R Mer Lite roofing system is a robust metal roof with a 30 year warranty and similar roofs have been installed on the 1912 Center, Intermodal Transit Center, many of the University of Idaho buildings, and many of the Moscow School District buildings. Bids for the Fire Station #2 Re-Roof Project were opened on April 4, 2019. Three (3) responsive bid proposals were received with bids ranging from \$62,050 to \$77,236. The Parks and Recreation Department is requesting authorization to retain Renegade NW, Inc. for the Fire Station #2 Re-Roof Project in the amount of \$62,050 with a five percent contingency of \$3,102.50 for a total amount not to exceed \$65,152.50. The Public Works / Finance Committee considered and recommended approval on April 22, 2019.

PROPOSED ACTIONS: Approve authorization to accept the low bid from Renegade NW, Inc. for the Fire Station #2 Re-Roof Project in the amount of \$62,050 with a five percent contingency of \$3,102.50 for a total amount not to exceed \$65,152.50.

D. 2019 Pavement Management Program: Slurry Seal Bid Award - Steve Schulte / Scott Bontrager

The planned Pavement Management Program for FY2019 includes a Slurry Seal road treatment to address multiple locations throughout the City. A Slurry Seal is the application of a thin mixture of water, asphalt emulsion, aggregate (very small crushed rock), and additives to an existing asphalt surface. Slurry Seals are primarily applied on residential and collector streets with low to moderate distress to help preserve and protect the surface and underlying pavement structure. The City published an advertisement for bids on March 30, 2019 for the 2019 Slurry Seal road treatment project. The base bid for the project includes 149,500 square yards of Type II Slurry Seal. The Engineer's estimate for the project was \$284,050. Bids were opened on Tuesday, April 16, 2019. Two responsive bids were received, ranging from \$252,655 to \$361,192. Of those, the low bid was submitted by Blackline, Inc. of Vancouver, WA in the amount of \$252,655. A bid tabulation is attached. This was reviewed by the Public Works/Finance Committee April 22, 2019 and recommended for approval.

ACTION: Accept the low bid from Blackline, Inc., award the contract in the amount of \$252,655.00, and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount.

E. 2019 Pavement Management Program: Asphalt Rubber Chip Seal Bid Award - Steve Schulte / Scott Bontrager

The planned Pavement Management Program for FY2019 includes an Asphalt Rubber Chip Seal road treatment to address multiple locations throughout the City. An AR Chip Seal is a proven method of road preservation, which uses recycled tire crumb in the asphalt binder to make chip seals more effective and longer lasting on heavily cracked and deteriorated streets. AR Chip Seals are primarily applied on residential and collector streets with heavy cracking and moderate distress to help preserve and protect the surface and underlying pavement structure. The City published an advertisement for bids on March 30, 2019 for the 2019 Asphalt Rubber Chip Seal road treatment project. The base bid for the project includes 43,900 square yards of Type II Asphalt Rubber Chip Seal. The Engineer's estimate for the project was \$460,950. Bids were opened on Tuesday, April 16, 2019. One responsive bid was received by Intermountain

Slurry Seal of Salt Lake City in the amount of \$380,569.10. A bid tabulation is attached. This was reviewed by the Public Works/Finance Committee on April 22, 2019 and recommended for approval.

ACTION: Accept the low responsive bid from Intermountain Slurry Seal, award the contract in the amount of \$380,569.10, and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount.

F. 2018 Water and Sewer Rate Study Contract - Gary J. Riedner

The Water and Sewer Departments conduct a rate study every five to six years in order to determine the utility rates that are necessary to meet the financial needs of the respective utilities. The attached agreement for professional services for water and sewer cost of services rate and connection fee study will review the revenue requirements of each utility on a stand-alone basis to evaluate the sufficiency of each utility's existing rates and fees. The resulting plan will serve to establish a blueprint for achieving revenue stability, sufficiency and equitable cost-based utility rates. FCS Group of Redmond Washington is proposed as the consultant to conduct the water and sewer cost of services rate and connection fee study. FCS Group also conducted the 2013 Sanitation, Water and Wastewater Rate Study, which has been the basis for utility rates since that time. Funding for the water and sewer cost of services rate and connection fee study was appropriated in the FY2019 budget, Water Fund line (\$50,000) and Sewer Fund line 230-230-60-642-10 (\$50,000). This was reviewed by the Public Works/Finance Committee on April 22, 2019 and recommended for approval.

ACTION: Approve the Agreement for professional services for water and sewer cost of services rate and connection fee study with FCS Group in the amount of \$97,815.

Boland moved and Bonzo seconded approval of the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

Palmer said the Public Works Department has an annual employee of the year award and this year it went to Dan Taff, Water Operator. Palmer complimented Taff who was unable to attend the meeting.

3. Mayors Appointments (ACTION ITEM)

Mayor Lambert proposed the following appointments: Kelly Kingsland to the Farmers Market Commission produce vendor position; Manisha Corea Wilson and Steve Bonnar to the Fair & Affordable Housing Commission; and Sandra Stoops and Robert C. Caisley to the Moscow Arts Commission. Boland moved, Sullivan seconded approval of the commission appointments. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried. Wilson introduced herself.

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

None offered.

5. Citizen Commission Report – Moscow Pathways Commission – David Schott / Jonathan Gradin

Gradin presented the annual Pathways Commission report going through the members and recent accomplishments including Blackbird Station and the Highway 8 underpass. Upcoming projects the Commission will work on is pathway lighting, pursuing an underpass at Highway 95 and safety improvements at road crossings. Sullivan asked if when the Commission begins data gathering, they could include the bridge and the information be shared with Transportation Commission.

6. Appeal of License Denial from Happy Horizons Childcare (ACTION ITEM) - Gary J. Riedner

On April 9, 2019, Connie Salisbury, on behalf of Happy Horizons Childcare applied for a license to operate a daycare business to be located at 1428 S Blaine Street (Real Life Ministries). Upon review of the daycare application and regulations, it was determined by City staff that Happy Horizons Childcare does not meet the requirements of Moscow City Code Title 9, Section 10-19.A.2.g which states, in part: "The Day Care Facility shall provide open space for outdoor play. A minimum of one hundred (100) square feet per child is required. This area shall be adjacent to the Day Care Facility and shall provide a safe play area that can be easily maintained and is accessible for use by children." The required open space for outdoor play is not adjacent to the daycare facility. Because of the failure of the applicant to comply with this regulation, license was denied. Pursuant to MCC Title 9, Section 10-15, the applicant filed an appeal of the denial to the City Council. After hearing the appeal, the City Council has the discretion to uphold the denial of the license, or may direct the City Clerk to issue the license upon a finding of good cause.

PROPOSED ACTIONS: Consider merits of the appeal and uphold the denial of the license; or upon a finding of good cause for the issuance of the license, direct the City Clerk to issue a daycare facility license to Happy Horizons Childcare; or take other such action deemed appropriate.

Riedner introduced the item as written above.

Connie Salisbury, introduced Dr. Cherish Fisger, 1077 Larson Rd Moscow, who is a board member for Happy Horizons. With the lack of open space adjacent to the building, they propose a plan for outdoor play space near the building. The City Council has set precedent approving daycares without adjacent play space in the past. Pictures of the space were presented including how the children will exit the mall building. The children will be accompanied by crossing guards wearing orange vests and include "child at play" signs for the drive way. Children will be taken to the playground in shifts to meet the requirement of 100 square feet per child. Age appropriate play equipment will be installed with a fence. Happy Horizons would like to request the license is issued and to use the indoor play space until the outdoor area is ready. The four foot fence will be placed on the grass around the age appropriate structure, not the sidewalk and the fence will work around the existing trees. The playground will be available to the public outside daycare use. Sullivan felt a playground with parking and traffic is a concern. Zabala said the grassy area is not well utilized and this would be a better use. Boland moved to grant the license and Bettge seconded the motion. Sullivan is still concerned about the public use and safety. Zabala felt good signage or a taller fence could mitigate. Riedner reminded the Council whether the play space is open to the public or not is not what is being decided. The question is whether there is good cause shown because it meets the intent of the City Code. Boland amended his motion to grant the license to Happy Horizons Childcare upon finding good cause for issuance. Bettge seconded the amendment to the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

7. Local Highway Safety Improvement Program - 6th Street Pedestrian Improvements (ACTION ITEM) - Gary J. Riedner

The Idaho Transportation Department (ITD) advertised for construction bids of a grant awarded project through the Local Highway Safety Improvement Program (LHISIP) to the City for the 6th

Street Pedestrian Improvements. The bid opening was held on April 2, 2019, with ITD receiving two responsive bids in the amount \$189,081 and \$248,235. However, the Engineers Estimate for total project costs was \$107,941, which is \$81,140 or 75% over budget. In order for LHTAC and ITD to reject the current bids and recommend combining the projects they requested concurrence in two separate letters from the City that are attached to the report. The letters were needed upon request in order to reject the bids and provide the recommended actions for approval at the next ITD Board meeting, which had a submittal deadline of April 26, 2019.

PROPOSED ACTIONS: Ratification of rejection of the bids for the 6th Street Pedestrian Improvements and combining the project to be bid with the 3rd Street Safety Improvements Phases 1 and 2 in FY2020/2021, or take other such action deemed appropriate.

Riedner introduced the item as written above. Boland pointed out this change will save mobilization costs. Bettge moved ratification of rejection of the bids for the 6th Street Pedestrian Improvements and combining the project to be bid with the 3rd Street Safety Improvements Phases 1 and 2 in FY2020/2021. Seconded by Boland. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Sustainability Report – Tyler Palmer

Palmer said the Environmental Services Group was formed in 2014 and presented the report (see attached presentation). Greenhouse gas is calculated for electricity is based on EPA numbers issued every two years. Mayor Lambert said the City is making great strides. Sullivan feels this information is very helpful in moving toward goals for strategic planning.

REPORTS

City Council

Council Members provided updates for events.

Mayor

Mayor Lambert said he held a MYAC meeting, attended an Airport Board meeting

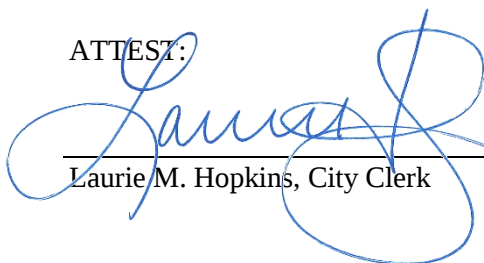
Staff

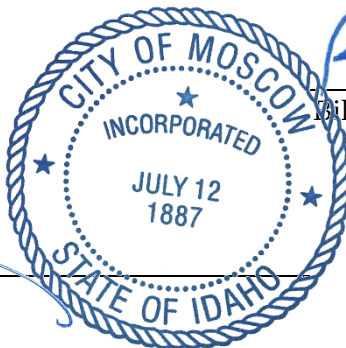
None offered.

ADJOURN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (1)(F) - THE MEETING WILL NOT RECONVENE.

Boland moved and Bettge seconded to adjourn to Executive Session at 8:34 p.m.

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor

**CITY OF MOSCOW
MINUTES OF CITY COUNCIL EXECUTIVE SESSION
May 6, 2019**

Present: Mayor Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Anne Zabala

Also Present: Gary J. Riedner, City Supervisor; Mia Vowels, City Attorney, Tyler Palmer, Deputy Director of Public Works – Operations, Mike Parker, Water Utility Manager

The executive session was called to order at 8:41 p.m.

Item discussed pursuant to I.C. 74-206(1)(f)

The executive session was adjourned at 9:11 p.m.

City of Moscow Sustainability Update

CITY COUNCIL

MAY 6, 2019



Greenhouse Gas (GHG) Inventory History

Resolutions

- **Resolution No. 2007-13:** Climate Protection and pledge to join ICLEI-USA
- **Resolution No. 2010-18:** Adoption of the reduction goal of 20% of 2005 Greenhouse Gas levels by 2020
- **Resolution No. 2013-16:** Reconfirmation of reduction goal
 - Baseline and reduction goal updated by City Council (March 17, 2014)
 - Current reduction target is 20% of 2008 greenhouse gas levels by 2020
- **Resolution No. 2018-23:** Revenue-Neutral Carbon Fee and Dividend Policy support

Greenhouse Gas (GHG) Inventory: Completed Projects

Traffic Signal upgrades - 9% reduction in sector

Variable Frequency Drives and energy efficiency upgrades to water system infrastructure (Boosters)

HIRC/HLAC upgrades

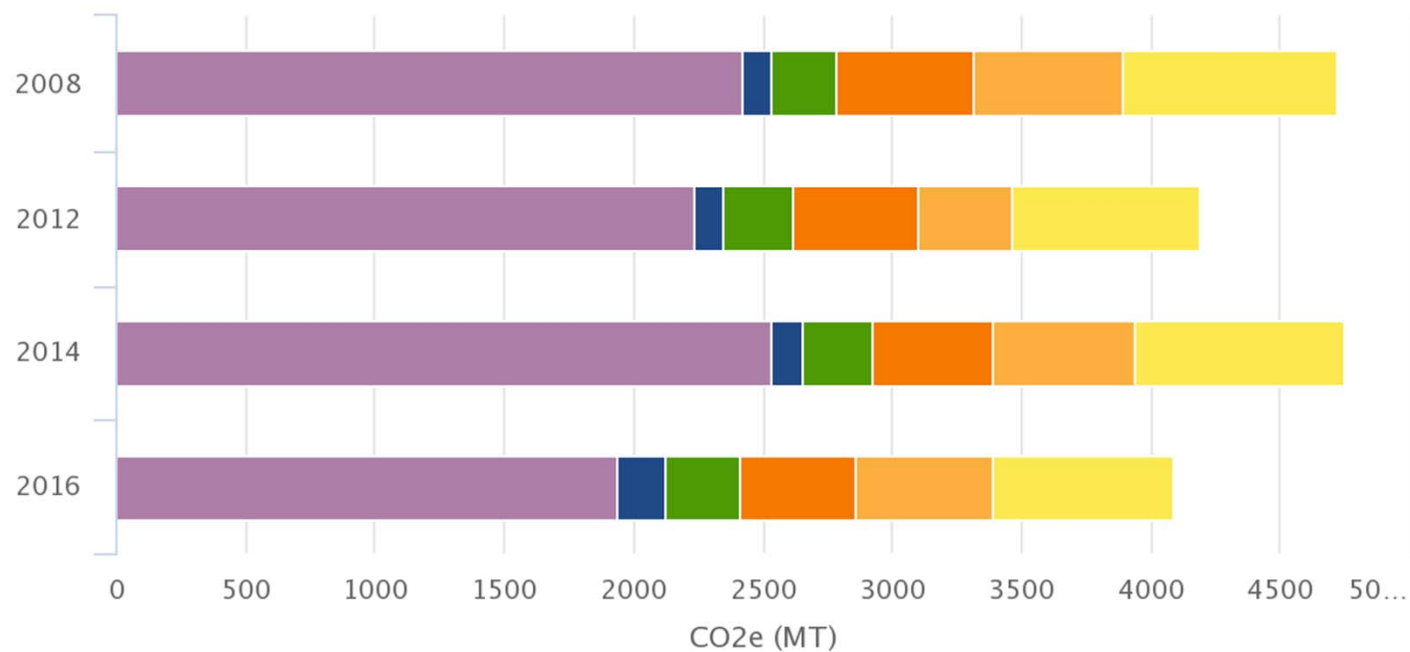
- LED upgrades to security and deck lights
- HLAC boiler

Fleet reductions

- EcoDriver- responsible for a 15% reduction in sector

LED lighting upgrades completed in 2017

- Net savings of 6,423 kW/hr over previous year (January – June)



2008: 4724 metric tons CO₂e

2016: 4083 metric tons CO₂e

13.5% reduction CO₂e

Ongoing Programs

EcoDriver Program

Before the program

- ~ 4% increase in fuel use annually

2012 – EcoDriver Program Initiated

Annual comparison to 2011 baseline year – 56,918 gallons

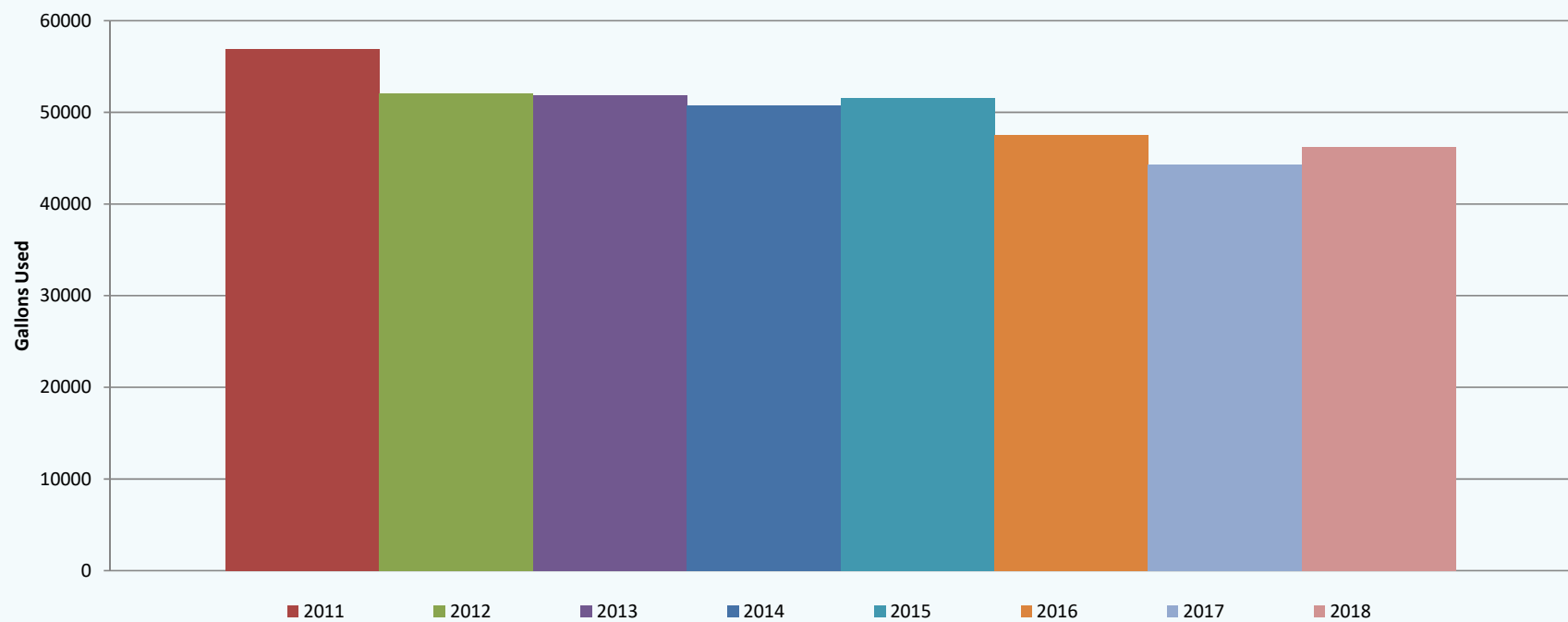
- 2017 – 44,278
- 2018 – 46,203

EcoDriver Program

Why the increase from '17 to '18?

- Lots of plowing in November & December
- Even with slight increase, almost 19% decrease from baseline
- Larger fleet
- Does not include continued increases seen before EcoDriver

EcoDriver





Water Conservation Program

Updated Water Conservation Plan

- Adopted by City Council in February 2016
- Rebate Programs
 - Fixtures (Toilet)
 - Turf to Wisescape

Water Conservation Program

Fixture rebate for toilet upgrades

Toilet Rebate

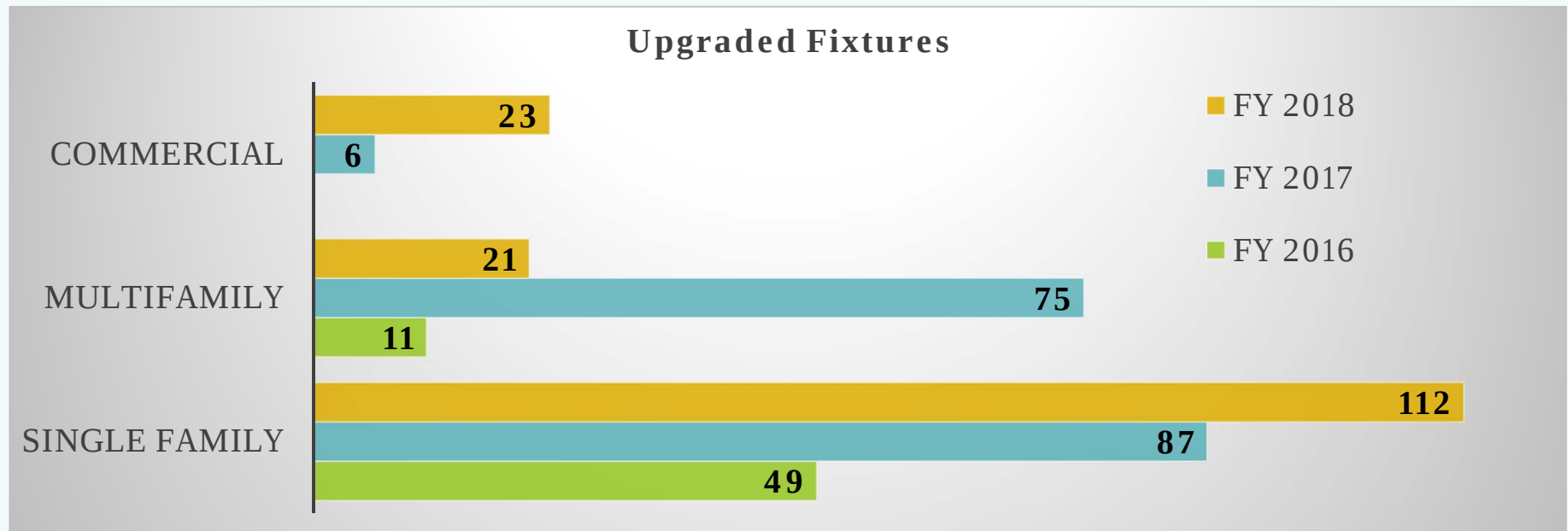
- \$50.00 - pre-code toilet to code toilet (1.6 gpf)
- \$75.00 - code toilet to HET (1.28 gpf or less)
- \$125.00 - pre-code to HET toilet
- \$50.00 rebate for low volume urinals

DIY or Professional installations accepted

Water Conservation Program

Fixture rebate

Total cost: \$38,777 | 2.3 MG saved annually



City Hall Fixture Upgrades – August 2018



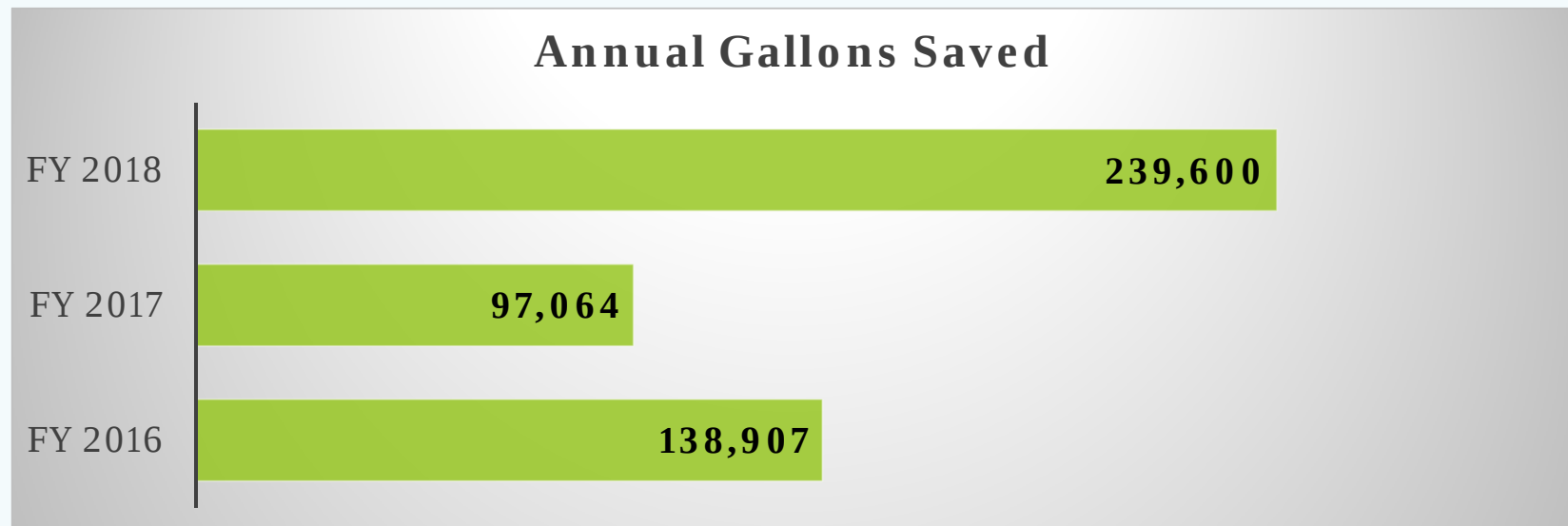
Total Upgrade: 12 toilets and 4 urinal (1.5 gpf replaced with 0.5 gpf)

Water Conservation Program

Lawn to Wisescape rebate

Lawn Rebate

- \$150 - remove 300+ square feet of existing irrigated lawn and replace it with water efficient landscaping.



Water Conservation Program

Lawn to Wisescape – City Hall Demo Garden

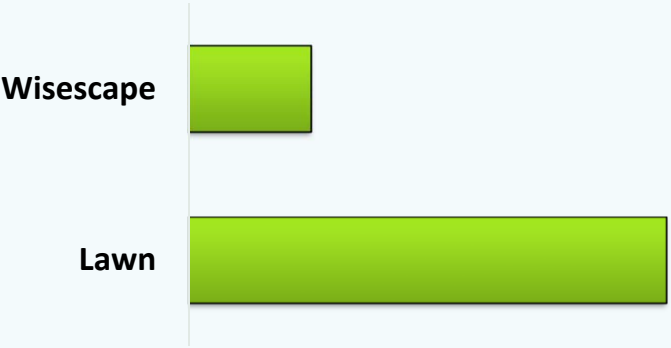
Why Wisescape? Minimal water needs | Less labor | Low chemical use
Reduced greenhouse gases | Aesthetics | Diversity | Pollinators | Colorful



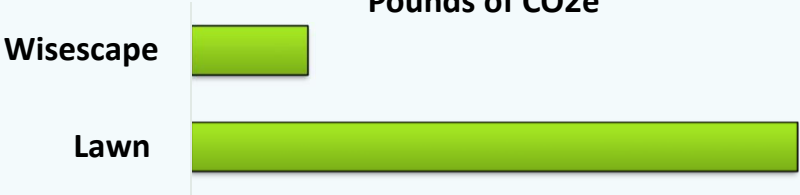
Traditional Lawn	1430 ft ² Annually	Wisescape
20,947 gallons	Water Use	4,631 gallons
79 pounds CO ₂ e	Greenhouse Gas	15 pounds CO ₂ e



Gallons of Water



Pounds of CO₂e



Traditional Lawn	1430 ft ² Annually	Wisescape
23.3 hours	Labor	3.5 hours
\$63.45	Fertilizer, Herbicide, Fuel Costs	\$0



Wisescape Hours



Lawn Hours



Greenhouse Gas (GHG) Inventory

Potential Future Projects

LED street light upgrades

Alternative fuels for City fleet

- One Electric Vehicle
- Two Hybrids for Police Operations (in FY 2020)

Alternative energy sources for City Facilities

Expanding City Hall Wisescape

Retrofit Fixtures in City Facilities

Variable Frequency Drives at Wells 8, 9, and 10

Stormwater Utility

Background

Phase II National Pollutant Discharge Elimination System (NPDES) Draft Municipal Stormwater Permit

- Issued by EPA
- Likely effective October 2019

Stormwater Utility required

- Develop SW Program
- Fund operations and maintenance

Stormwater Utility Study

Contracted with Aspect Consulting, LLC

- Phase I completed January 2019
- Phase II
 - Customer billing database
 - Budgets and Financial Plan
 - SW User Fee Ordinance
 - Public information

Environmental Stewardship Award

Recognize and reward local businesses

- Reducing environmental impacts
- Complying with City Code
 - FOG Program
 - Water Conservation
 - Stormwater

Encourage and support future actions

- Provide information and resources → help make desired changes

Environmental Stewardship Award

8 categories on the application

- Business Practices
- Community
- Water Conservation
- Sewer Use
- Storm water Management
- Waste Management
- Energy Use
- Transportation

Environmental Stewardship Award

Two certification levels

- Bronze : Complete 65% of applicable criteria
- Silver : Complete 85% of applicable criteria

Verification by Sustainability Tech

Renewed every 2 years

Environmental Stewardship Award



Chemical Weed Control Alternative

Current chemical weed control program

- Weeds in the right-of-way
- Annual external contract
 - Cost increase almost every year
 - Difficulty securing new contract bids

Chemical Weed Control Alternative

Chemical free program

- Reduce human health and environment exposure
- Short time to realize cost savings
- Internal program
 - QA/QC

Chemical Weed Control Alternative

Hydro-thermal weed control –

Uses hot water and/or steam

- Boils water in the plant, cell walls explode
 - Rapid decomposition
- Localized application
- Applied in any weather
 - No 'overspray' due to wind
 - Can't be washed away by rain









June 29th, 2016



September 7, 2016

After 1 Treatment

Weedtechnics - SW800 Tank Skid



SW800 Tank Skid

Chemical Weed Control Alternative

Skid mounted unit with tank

- Can be moved between vehicles
- Large enough to meet our needs
- One person operation
- Cost effective option