

Administrative Committee



Regular Meeting ~Agenda~

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Laurie M. Hopkins
City Clerk

208.883.7015

**Monday,
December 14, 2020**

4:00 PM

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

The Moscow Mayor, City Council and Staff welcome you to today's meeting. Due to the rise in COVID-19 cases in the area, the meeting is open to the public, but is subject to social distancing protocols and masks will be required of attendees. If you do not have a mask, a disposable mask will be provided. Per the modified Stage 2 of the Idaho Rebounds Plan, the number of attendees at any one time is limited to no more than 10. We appreciate and encourage public participation. Citizens wishing to comment on business on the agenda are encouraged to communicate with the Mayor and City Council by phone or email (council@ci.moscow.id.us) in order to respect social distancing protocol. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Thank you for your interest in City government.

REGULAR AGENDA

1. Approval of November 9, 2020 Administrative Committee Minutes (ACTION ITEM) - Taylor Riedner

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or take such other action deemed appropriate.

2. Request from Palouse Ice Rink for Hamilton Funds (ACTION ITEM) – Gary J. Riedner

By adoption of Resolution 2017-13, and its successor, Resolution 2019-16, the Moscow City Council approved a commitment of \$1 million of Hamilton Funds to the Palouse Ice Rink Association for construction of an ice rink facility. Resolution 2019-16 sets the parameters of the City's commitment, which expires on May 22, 2022 which also the date of expiration of the conditional use permit for the ice rink at its current location at the Latah County Fairgrounds. PIR has recently reported that it is in negotiation for potential purchase of the former Northwest River Supplies building located on South Main Street. PIR Vice-President Tony Mangini is requesting the City Council to renew its commitment of Hamilton Funds to be used in the new location, rather than the current Fairgrounds location. PIR has submitted a new business plan and pro forma in support of their request. Staff has requested additional information from PIR that is necessary in order for staff to advise City Council. The 2020 PIR Business Plan and additional materials relating to the Council's previous commitment of Hamilton Funds is attached to the Committee packet. PIR's request will be presented to City Council on December 21, at which time it is anticipated that Council will direct staff accordingly.

PROPOSED ACTIONS: Receive request for \$1 million of Hamilton Funds from Palouse Ice Rink and provide staff direction.

3. 2021 City Limits Ordinance (ACTION ITEM) - Bill Belknap

Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexation of the Schweitzer Engineering Labs property which occurred on November 16th, 2020. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices. This matter has been scheduled for consideration by the Council at the Council's upcoming January 4, 2021 meeting.

PROPOSED ACTIONS: Recommend approval of the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or take such other action deemed appropriate.

4. Regence Blue Shield Premium Reimbursement (ACTION ITEM) - Gary J. Riedner / Jen Pfiffner

In August 2020, the City's medical insurance provider, Regence Blue Shield of Idaho, provided a 15% rebate on premiums due to members not accessing medical services due to COVID-19. The rebate provided a credit of \$25,595.42 to the City in September 2020.

Of the total amount rebated, approximately 15% of the employee portion paid is \$4,780.55; the balance of \$20,549.61 reflects City paid premiums.

It is proposed to pass the full amount of the August rebate to employees via existing HRA VEBA accounts. The amount per employee would include 15% of the premiums each employee paid in August, with the remaining balance split evenly among employees. The contribution would be made tax free to the HRA VEBA accounts for future medical expenses.

PROPOSED ACTIONS: Recommend approval of contributing the Blue Shield of Idaho August premium rebate amount of \$25,595.42 to staff with 15% of the premiums each employee paid in August 2020, with the remaining balance split evenly among employees, or provide staff further direction.

REPORTS

CARES Act Reimbursement Update – Gary J. Riedner / Alisa Anderson

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.