

Moscow City Council



Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
March 1, 2021

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, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio, Anne Zabala (Virtual)

STAFF: Mia Bautista (Virtual), Bill Belknap, Mike Ray, Amanda Argona, Laurie M. Hopkins (Virtual)

PLEDGE OF ALLEGIANCE

Council Vice President Kelly led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council February 15, 2021 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes.

B. Police - Annual Small Grant Requests - Alisa Anderson / James Fry / Eric Warner

The City of Moscow Police Department (MPD) applies for several small grants on an annual basis which assist the department with the purchase of equipment to include bullet proof vests, child passenger safety seats, and to host various traffic enforcement mobilizations and other prevention and safety activities. The grants awarded to MPD provide funding and resources to protect our youngest citizens, operational and personal safety equipment, and program support to implement and host multiple safety program. These resources assist MPD in their mission of community-oriented policing to improve the quality of life for Moscow residents through community partnerships and problem-solving approaches while also making sure the officers are outfitted and equipped with everything they need to safely do their jobs. Grant funding programs include the Bulletproof Vest Partnership, Traffic Enforcement Emphasis, Child Passenger Safety Seats, Partnership for Success Law Enforcement Drug and Alcohol Patrol and Education, and Shop with a Cop. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

ACTION: Approval and/or ratification of the funding requests and awards for small grants applied for by the Moscow Police Department not to exceed a combined total of \$50,000 the FY2021 fiscal year.

C. Police - Selective Traffic Enforcement Program (STEP) Grant Request - Alisa Anderson / James Fry / Eric Warner

The Moscow Police Department (MPD) has identified a funding opportunity to apply for a grant which is a nationwide program called Selective Traffic Enforcement Program (STEP). The Idaho Transportation Department (ITD), Office of Highway Safety (OHS) is sponsoring this program to address specific behaviors related to traffic safety priority areas and safety deficiencies within local law enforcement jurisdictions. The STEP is focused on combatting traffic crashes resulting in fatal and serious injuries. Using problem identification, the agencies focus on traffic safety issues within

their jurisdiction. The Idaho STEP is a yearlong grant and awards are granted annually. STEP grants reimburse law enforcement departments for time dedicated to traffic enforcement. Police Officer(s) that participate in the STEP grant and must track all performance to include problem identification, a project plan including objectives, performance measures and targets, and budget expenses. The MPD is requesting to apply for the program maximum of 2,080 regular time traffic officer enforcement hours plus 200 hours of overtime with the allowable benefit percentages. The estimated amount of reimbursement is anticipated not to exceed \$100,900.00 for the upcoming program period beginning October 1, 2021 through September 30, 2022 which matches the City's FY2022 budget cycle. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

ACTION: Ratify approval for the Moscow Police Department to apply for the STEP grant in an amount not to exceed \$100,900 for the FY2022 budget period.

Bettge moved and Taruscio seconded to approve 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

None offered.

3. Mayors Appointments (ACTION ITEM)

Mayor Lambert proposed the appointment of Jonathan Rau to the Farmers Market Commission. Bettge moved and Laflin seconded to approve the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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

Kenton Bird (Moscow) said he is attending the meeting tonight with his reporting class students, learning about local government. Each student will be writing a news story based on the agenda items and actions the Council takes.

5. Citizen Commission Report - Planning and Zoning Commission - Mike Ray / Robb Parish

Ray introduced Robb Parish, P&Z chair. Parish recognized Mike Ray, Wendy McClure the past chair, and the City for allowing meetings to be conducted virtually as well as in person. Parish listed the commission members and the projects worked on this past year including the subdivision code, small cell regulations and possibility to allow lighting for public art. Sign code amendments have also been discussed recently and will be forwarded to Council in the near future.

6. Latah County/MAMBA Proposal for Mountain Bike Path Development in Virgil Phillips Farm Park (ACTION ITEM) - Dwight Curtis

Latah County Parks and Recreation and the Moscow Area Mountain Bike Association (MAMBA) are requesting approval to construct a mountain bike pathway through a section of Phillips Farm Park (please see attached map of path location). This project would be at no cost to the City. The new path will provide an easily accessible, non-motorized, multiuse trail suitable for beginner mountain bikers to gain skill and confidence riding while learning about trail etiquette and responsible trail use, among other valuable benefits. The proposal was reviewed by the Parks and Recreation Commission at their January 28, 2021 Commission meeting and recommended City Council approval of the MAMBA/County proposal. Parks and Recreation staff have also reviewed the proposal and recommend City Council approval. This was reviewed by the Administrative Committee on February 8, 2021 and recommended for approval.

PROPOSED ACTIONS: Approve Latah County to construct a mountain bike path as per their submitted plan, in Virgil Phillips Farm Park, or take such other action deemed appropriate.

Curtis introduced the item as written above and presented an aerial of Phillips Farm and the layout of the proposed bike pathway.

Diana Armstrong (Moscow) fully supports the proposal. She expressed her concern regarding motorized vehicles in the park and the importance of signage to be sure there is no question as to what type of bikes are allowed. John Wenz, president of MAMBA, replied there will be signage regarding motorized bikes and etiquette.

The proposed bike trails are not on the walking trails. Maintenance will include cutting back the grass next to the trail with a trail steward program. If for some reason MAMBA was not able to continue, Latah County would continue the trails.

Taruscio moved to approve Latah County to construct a mountain bike path as per their submitted plan, in Virgil Phillips Farm Park. Kelly seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

7. 2021 Moscow Farmers Market Handbook (ACTION ITEM) - Amanda Argona

In 2018, the Moscow Farmers Market implemented the first iteration of the Moscow Farmers Market Vendor Handbook. The Handbook is an expanded policy document meant to provide clarity and serve as a resource for current and future Market Vendors. At the end of each season, the policies that make up the Handbook are considered in depth by staff and the Farmers Market Commission. The Commission reviewed the updated document on January 5, 2021, and moved unanimously to forward the Handbook on to the Council with a recommendation for approval and adoption for the 2021 Market Season. This was reviewed by the Public Works/Finance Committee on February 22, 2021, and recommended for approval.

PROPOSED ACTIONS: Approve the resolution adopting the Moscow Farmers Market 2021 Handbook, or take such other action deemed appropriate.

Argona introduced the item and described the market operating policies and the vendor operating policies. Moving the speaker space was not discussed during the review.

Bettge moved and Laflin seconded to approve the resolution adopting the Moscow Farmers Market 2021 Handbook. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Haddock Building Remodel Project Bid Award (ACTION ITEM) - Bill Belknap

The City recently purchased the Haddock Building, located at 504 S. Washington Street, to address the overcrowding currently present in the Mann Building. Prior to the purchase of the Mann Building the City had intended to remodel the existing Police Station for that purpose but it was determined that acquisition and remodel of the Haddock Building would be a more cost-effective option. The project is an interior remodel which includes the demolition and reconfiguration of interior walls, construction of a new permits service counter, new floor coverings, new LED lighting and ceiling system, demolition and reconstruction of a non-compliant interior staircase, replacement of an outdated electrical panel and other electrical system reconfiguration, and interior painting. The project was advertised for bid on January 2 and 16 with a bid opening on February 11. Three bids were received. K&G Construction from Lewiston, Idaho was the lowest bidder with a base bid of \$311,000 and bid Alternate #1 (replacement of the non-compliant interior staircase) of \$48,000 for a total bid amount of \$359,000. After further review, Staff is not recommending acceptance of Alternate #1 and instead will work with the contractor to explore a more cost effective handrail alteration to the existing staircase. In addition to the interior remodel, the building also needs a new roof as well as the replacement of the HVAC units which are over 30 years old and reaching their end of life. The City has received bids for the roof replacement at \$29,192 and the HVAC unit replacement at \$21,875. With the addition of those additional items, the total construction cost is \$362,067. The City programed \$475,700 for the project

within the City's Capital Improvement Plan and the City's FY2021 Capital Projects budget. This was reviewed by the Public Works/Finance Committee on February 22, 2021 and recommended for approval.

PROPOSED ACTIONS: Accept the low bid from K&G Construction, Inc., award the contract for the bid amount of \$311,000, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount; or take such other action deemed appropriate.

Belknap introduced the item as written above and added the roof and HVAC unit would take place later this summer as weather improves. It is anticipated that the handrail alteration will be part of the 10% contingency.

Kenton Bird (Moscow) asked how many city employees are envisioned to be in the Haddock building and is there additional capacity for other employees. He also asked what the plans were for the current police station and Paul Mann Building.

Belknap replied the plan is to have 21 employees moving to the Haddock Building and the Information Systems (IS) staff to the Paul Mann Building. There will be minor alternations to the Paul Mann Building due to cracking in the walls, stabilization work and design for roof repair. An appraisal is underway for the police department building to determine real market value to assist the City Council in how to move forward. The remodel will begin in March and has a 90-day construction timeframe.

Bettge moved to accept the low bid from K&G Construction, Inc., award the contract for the bid amount of \$311,000, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Farmers Market Commission – Bettge reported the Commission discussed the air miles required for vendor participation.

Moscow Volunteer Fire Department – Bettge said the Department discussed the annual fundraising and the potential need of another station and/or training area.

Moscow Urban Renewal Agency - Bettge said the Agency moved forward with finalizing the 6th and Jackson Street mixed use development.

Clearwater Economic Development Association - Kelly reported the Association is looking for a new executive direction as Christine is retiring.

Moscow Pathways Commission – Kelly said the Commission discussed naming opportunities and protocols for areas on the pathway.

1912 Center Development – Kelly said they are discussing the naming of a couple rooms.

Palouse Basin Aquatic Center – Taruscio said the group is working on the alternative project; outreach; benefits of an intern; modeling flows and a budget plan.

Historic Preservation Commission – Zabala said the Commission discussed how the Orchid awards will take place this year and interpretative signs in front of the library and Friendship Square.

Planning & Zoning Commission – Laflin said their items were covered on other reports.

Moscow Arts Commission – Sullivan said the Commission discussed vinyl wrap selections and subcommittees are working on Artwalk and other programs.

Parks & Recreation Commission – Sullivan reported the Commission voted on selection to replace the main play structure at the HLAC; change in location for the pickleball courts; discussed the upcoming pool season and harvest park plantings.

Mayor

Mayor Lambert said he attended the Airport Board meeting and there are two flights a day and hoping to add a third flight in May; the terminal funding is at approximately 75%. He attends an AIC legislative briefing every Friday where this last Friday discussed 36 different bills, including bills regarding taxes, broadband and public art.

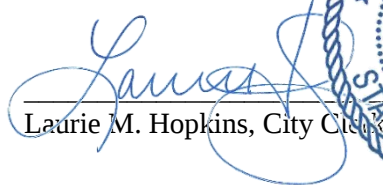
Staff

Belknap reminded everyone about the monthly City/County/School District/University of Idaho meeting at 7:00 a.m. Wednesday by Zoom.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 8:17

ATTEST:


Laurie M. Hopkins, City Clerk




Bill Lambert, Mayor