

Moscow City Council



Regular Meeting ~Minutes~

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Laurie M. Hopkins
City Clerk

208.883.7015

**Monday
April 4, 2022**

7:00 PM

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

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

PRESENT: Mayor Art Bettge, Sandra Kelly, Maureen Laflin, Hailey Lewis, Julia Parker, Gina Taruscio, Anne Zabala

STAFF: Bill Belknap, Mia Bautista, Cody Riddle, Brian Nickerson, Jen Pfiffner, Aimee Hennrich, Alisa Anderson, Tyler Palmer, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council member Zabala led the Pledge of Allegiance.

PROCLAMATION

Fair Housing Proclamation

Mayor Bettge read the Fair Housing Proclamation.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 21, 2022 Minutes - Laurie M. Hopkins

B. Amendment to Add Executive Session Information to the Moscow City Council February 7, 2022 Minutes - Laurie M. Hopkins

C. KN 13014; Mountain View Rd - Professional Services Agreement for Construction Engineering and Inspection - Scott Bontrager

The Idaho Transportation Department (ITD), through the Local Highway Technical Assistance Council (LHTAC), funded a federal-aid project for FY2022 to improve a segment of Mountain View Road from Sixth St to Joseph St. The construction contract for the project was awarded by the Idaho Transportation Board last December to Western Construction of Lewiston, Idaho in the amount of \$2,188,016.60. A request for qualifications was issued by ITD for construction engineering and inspection on December 1, 2021, and one qualified engineering firm responded by the December 14th deadline. A five-person panel (two LHTAC engineers and three City Staff) independently rated the statement of qualification and a consensus was reached on the selection of J-U-B Engineers, Inc. The professional services agreement between the City of Moscow and J-U-B Engineers, Inc. was negotiated on Tuesday, March 1, 2022 in the amount of \$247,167.00. This amount equates to 11.3% of the construction contract amount, which both the LHTAC and City Staff deem reasonable for contract administration and construction inspection on a federal-aid project of this complexity. The agreement has been reviewed and approved by the City Attorney. This was reviewed by the Public Works / Finance Committee March 28, 2022 and recommended for approval.

ACTION: Approve the Professional Services Agreement with J-U-B Engineers, Inc.

D. Child Pedestrian Safety Grant Award - Nate Suhr / Alisa Anderson

In 2021, the Local Highway Technical Assistance Council (LHTAC), a State organization, announced a new round of grant funding under the Children Pedestrian Safety (CPS) Program. This program requested shovel ready projects with a maximum award set at \$250,000. City staff identified the area around Moscow Middle School as an excellent candidate for the grant and submitted an application in December 2021. The project includes pedestrian improvements at the intersection of 'D' Street and Mountain View Road and the intersection of 'B' Street and Cleveland Street. On February 23, 2022, the City was notified the request ranked 5th out of 50 applications and was recommended for approval. The attached agreement outlines the conditions of the award. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the execution of the LHTAC/Local Agreement - 2021 Children Pedestrian Safety (CPS) Program Mountain View Corridor, City of Moscow, CPS#5.

E. Transportation Alternatives Program South Main Pedestrian Underpass State/Local Agreement - Nate Suhr / Alisa Anderson

In 2018, the City and the Moscow Urban Renewal Agency (MURA) jointly funded a study to assess the feasibility of the construction of a pedestrian underpass on South Main/U.S. 95 just south of the US Hwy. 95/S.H. 8 intersection. In February of 2020, the City applied for a Transportation Alternatives Program (TAP) grant administered by the Idaho Transportation Department (ITD). On March 18, 2020, ITD announced the City received a notification of award to receive federal funding of \$499,644 for the project. The awarded project will construct a bike/pedestrian underpass in the existing stream banks of Paradise Creek at the US Hwy. 95 crossing. The underpass will allow pedestrians and bicyclists to cross under US Hwy. 95 on a new Paradise Path connection without needing to cross US Hwy. 95, disrupting traffic flow on a busy section of the highway. The underpass will significantly improve pedestrian connectivity and safety and be constructed similar to the recently completed Styner/White underpass on Hwy. 8. The new path extension will be 710 feet long and 10 feet wide connecting to an existing route on Paradise Path leading to the Intermodal Transit Center, University of Idaho campus with adjacent connections to Gritman Medical Center, student housing and downtown Moscow. The project is scheduled to be designed in 2022 and construction during the summer of 2023. This item was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the execution of the State/Local Agreement (Design and Construction) Project No. A022(943) Key 22943 US-Highway 95 Pedestrian Underpass and the corresponding Resolution.

F. Consideration of Janitorial Services Bid Results – David Schott

The City published an invitation to bid for custodial services for certain City buildings on February 19, 2022 and February 26, 2022. In addition to the published invitation to bid, seven (7) custodial services were sent the invitation to bid. Moreover, the invitation to bid was posted on the City website. Bid opening for custodial services took place on March 9, 2022, at which time two (2) bids were received. The Garson Group, LLC was the low bidder for Module #1, Module #2, Module #3, Module #5, and Module #6 in the amount of \$315,600 for the three (3) year proposed agreement from October 1, 2022 through September 30, 2025. EVCAR, Inc. dba Service Master Building Maintenance was the low bidder for Module #4 in the amount of \$30,847.56 for the three (3) year proposed agreement from October 1, 2022 through September 30, 2025. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Accept the low bid from The Garson Group, LLC for Module #1, Module #2, Module #3, Module #5, and Module #6 in the amount of \$315,600 and accept the low bid from EVCAR, Inc. dba Service Master Building Maintenance in the amount of \$30,847.56 for Module #4.

G. Moscow Renaissance Fair Beer and Wine Garden Request – David Schott

Moscow Renaissance Fair is requesting that the City Council approve a Resolution allowing them to have a beer and wine garden provided by a licensed vendor in East City Park for Moscow Renaissance Fair 2022, between the hours of 11:00 a.m. and 7:30 p.m. local time on April 30, 2022, and 11:00 a.m. and 5:00 p.m. local time on May 1, 2022. The event is open to the public. The location of the beer garden is located northeast of the stage at the north end of the asphalt. The Moscow Police Department has reviewed the request and require two (2) security personnel on site during the permitted event as described in the proposed Resolution. No City police officers are required. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the Resolution authorizing the beer and wine garden request for Moscow Renaissance Fair 2022.

H. Earth Day Celebration Beer and Wine Garden Request – David Schott

Inland North Waste is requesting that the City Council approve a Resolution allowing them to have a beer and wine garden provided by a licensed vendor in East City Park for Earth Day 2022, between the hours of 4:00 p.m. and 7:00 p.m. local time on April 22, 2022. The event is open to the public and is the first beer and wine garden request from Inland North Waste. The location of the beer garden is located to the southwest of the stage. The Moscow Police Department has reviewed the request and require two (2) security personnel on site during the permitted event as described in the proposed Resolution. No City police officers are required. This was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

ACTION: Approve the Resolution authorizing the beer and wine garden request for Earth Day 2022.

Zabala moved and Laflin seconded to approve the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

No appointments proposed.

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

Elizabeth Landis (Moscow) went through the climate action plan schedule for public input and didn't feel it provided the appropriate public and citizen input for Council to hear. She requested a public hearing on the topic to allow for more interaction. Bettge said there is a workshop coming up on April 25 and public testimony will be taken. A public hearing is a bit more formal than what is needed.

4. Citizen Commission Report - Fair and Affordable Housing Commission - Aimee Hennrich / Randy Baukol

Hennrich introduced Randy Baukol, chair of the Fair and Affordable Housing Commission. Baukol went through commission duties and members. Last year the Commission had many opportunities for outreach and education. Projects included tenant rights and responsibilities, distributing flyers and handouts on landlord rights, and partnered with ASUI and the U of I Legal Aid Clinic. For 2022, the Commission will continue work on updating the Assessment of Fair Housing and Analysis of Impediments and hold a Fair Housing Training Event. The survey that was sent out was a random sampling, not a specific target of people.

5. Moscow Volunteer Fire Dept Annual Report – Brian Nickerson

Nickerson went through the incidents in 2021 which included rescue and EMS, false alarms, and good intent calls. 2021 was a record year at 2822 incidents. False alarms increased from 169 in 2020 to 256 in 2022. He presented graphs breaking down the number of incidents in 2019, 2020 and 2021. A 7-year call volume history since 2015 grew from 2333 to 2922. Events the department participated throughout the year include career fairs, fire prevention public relations and team escorts. Current projects include completing specifications for new engine 20, placing the order in April; recruitment and retention of community volunteers; the resident program which is a high priority; and collaborating with volunteers for incentive points and participation stipends. There is a new rating system through the ISO and the department will be re-rated in April.

6. American Rescue Plan Act (ARPA) Small Business and Non-Profit COVID-19 Recovery Grant Program (ACTION ITEM) - ARPA Review Committee

Resolution 2021-30, approved by City Council on December 20, 2021, established the ARPA Small Business and Non-Profit COVID-19 Recovery Grant Program. This program identified a maximum grant award of up to \$15,000 for eligible small businesses and \$25,000 for community and social service non-profits, located in the City of Moscow. The Program established a three-member Review Committee to review requests for compliance and make recommendations to City Council. The Committee is recommending denial of two (2) and approval of three (3) small business grant requests, as well as approval of two (2) non-profit grants.

PROPOSED ACTIONS: Staff recommends separate actions as follows:

1. Denial of the College Cabs and Pour Company (ineligible) grant applications; and
2. Individual approval and funding amounts or other actions as stated in the attached Memo for each of the following:
 - a. Deep Roots Farm
 - b. Healing Point
 - c. Café Artista
 - d. Moscow Food Bank
 - e. Latah Recovery Center
3. Or provide staff further direction.

Riddle introduced the item as written above. The applications before the City Council are the first set of applications received, which include 11 small business applications and 13 non-profit applications. Riddle went through the organizations that qualify as a non-profit. The Latah Recovery Center (LRC) is requesting \$200,000 to help establish an Oxford home and the Moscow Food Bank to renovate the current building to serve more people facing food insecurity. Both applications meet the qualifications. The resolution allows for small businesses an amount up to \$15,000 unless otherwise approved by City Council. That clause was not included in the resolution in regards to non-profits. Staff recommends that if the Council wishes to grant the Latah Recovery Center a grant, that \$25,000 be approved and if funding remains, to consider amending the resolution to grant additional funding.

Anderson said five applications for small businesses were received. College Cabs LLC was not recommended for approval as their address is in Pullman. While the business does have a few cabs in Moscow, their main business location is in Pullman. Pour Company opened in 2020 and in sticking with the resolution, would not be eligible for the program. Stefen Yauchzee, owner said he didn't qualify for PPP funding but felt he still needed to apply for this grant program.

Anderson explained the other applications included Deep Root Farms, Healing Point and Café Artista, all of which qualified for the program with more than 25% reduction of net income.

Greg Freistadt, owner of Deep Roots Farm, said he appreciated being able to apply as they didn't get approved for PPP.

Megan Baumgartner said the numbers speak for themselves. She appreciates the opportunity to apply and supplement her lost income. She is grateful that her business is still open.

Bev Bafus appreciated the opportunity to apply. Business is on the rise but Jan and Feb were still bad however, everyone was able to continue employment.

Laflin moved to approve funding amount of \$15,000 each for Deep Roots Farms, Healing Point LLC and Café Artista as each met the criteria of the grant program. Taruscio seconded. Lewis said she will abstain from the small business grant portion of the item. Parker acknowledged all the businesses are providing valuable services in Moscow. It has been a difficult two years and she is glad everyone can support them. Bettge encouraged citizens to patronize the local businesses to support and keep them open. Roll Call Vote: Ayes: Five (5). Nays: None. Abstentions: One (Lewis). Motion carried.

Zabala moved to deny the application of College Cabs based on ineligibility. Laflin seconded. Roll Call Vote: Ayes: Five (5). Nays: None. Abstentions: One (Lewis). Motion carried.

Parker moved to deny the application of Pour Company for the ARPA grant funding. Seconded by Kelly. Roll Call Vote: Ayes: Five (5). Nays: None. Abstentions: Lewis. Motion carried.

Anderson said the Food Bank has been in existence for 40 years on the site of St. Mary's Church. The grant would allow for a remodel and upgrade of electrical and plumbing, providing a larger space for shelf stable items and housewares.

Linda Nichols and Jeff Helbling, said they had planned on renovating the house and expand services. The \$25,000 won't complete the whole project but will be a good start. Zabala said she has dropped off goods and knows how big, not so big, the space is. Kelly asked what changes did the food bank experience and Nickols responded that initially the need increased until food stamps were augmented which stabilized the need. In June, food stamps were reduced to the standard amount which increased the need at the food bank again. With gas prices increasing, the need will increase again.

Taruscio moved to award the Moscow Food Bank the \$25,000. Laflin amended the motion to approve the award of \$25,000 as requested by the applicant and waive requirement of at least one employee and not require tax returns as stated in the program requirements. Taruscio accepted the amendment and Kelly seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Darrell Keim said the Oxford House is a type of safe and sober house and is an evidence based program. Once building, it is a self-funding project and some profits are set aside for future Oxford houses. The Latah County Commissioners have funded the program generously. The only Oxford houses in Idaho are in Lewiston and Keim is not aware of any issues with them. LRC would hire a property management business to handle the house, allowing LRC to serve as a typical landlord with limited profits. Oxford house makes money on state contracts, not rent from the house.

Laflin moved to table the decision on the LRC and move to direct staff to amend the resolution Exhibit A Section 3, Social Services to add the language "unless otherwise approved by Council". Belknap confirmed the direction is for staff to amend the resolution and bring it back to City Council at the next meeting. Laflin agreed. Belknap added that the resolution did not include the exception language as the award was larger than the small business award.

Zabala asked Keim his timeline. Keim said the sooner or better as the home owner has been reviewing housing and the fair market value has gone up \$50,000 in three months.

Council asked for clarification of the motion. Belknap said it was to table the consideration of the grant application for LRC and direct staff to prepare an amended resolution that would give council the authority to grant an award in excess of \$25,000 for Council consideration at the next Council meeting. Parker seconded the motion.

Belknap also explained Council could award the \$25,000 to LRC now and amend the resolution at the next meeting or award LRC \$25,000 now and evaluate how much funding is remaining after 60 days. Nothing is precluding the Council in granting the \$25,000 now. If the resolution is updated, staff will need to notify the 10 additional non-profits that submitted applications that there is a change in the program should they wish to amend their application. The opportunity for the extra funding would have to be open to all possible non-profits. There are 10 non-profit applications pending.

Laflin truly believes there was an error in the resolution. Taruscio cautioned the Council that there is a lot of need in the community and it needs to be fair. It is a lot of work for non-profits to go back through their applications. She agrees with tabling the LRC application and look at all the non-profits equally.

Kelly asked if the resolution is amended to include the change, could Moscow Food Bank apply for more and Belknap said his interpretation would be yes. Anderson said there may only be one or two more non-profits that would be eligible beyond the applications already received. Taruscio would like to see more media for awareness to small businesses. Kelly shared she didn't think it is equitable to get it done as soon as possible so the LRC can purchase a house and Council needs to look at the whole before making a decision. Bill said the modifications to the resolution will be easy but after informing applicants that limits have been expanded, it may take the applicants longer to amend their applications.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Lewis said she abstained from the small business grant motion as when the program came to fruition in 2021, she had concerns how the grant program was written. She was more comfortable with non-profit section and wanted to honor the intent of the program.

7. Reaffirm Fair Housing Resolution No. 2021 - 06 (ACTION ITEM) - Alisa Anderson

As an Idaho Department of Commerce, Idaho Community Development Block Grant (CDBG) Grantee, the City is required to follow practices and obligations to Affirmatively Further Fair Housing in Moscow. As a Grantee receiving CDBG funding, the City must certify they will take actions to Affirmatively Further Fair Housing, including issuing a proclamation declaring April as Fair Housing Month and adoption of a resolution to this effect. This item was reviewed by the Public Works/Finance Committee on March 28, 2022 and recommended for approval.

PROPOSED ACTIONS: Reaffirm the Fair Housing Resolution No. 2021-06; or take other action deemed appropriate.

Anderson said over the past few years the City has been more aggressive in updating the resolution and this year needs no changes. Also required is advertisement of the resolution for further public outreach. This would meet the requirements for the current block grant applications for two park grants and the existing grant application for a fire engine. Taruscio moved to reaffirm the Fair Housing Resolution No. 2021-06. The motion was seconded by Kelly. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Set FY2023 Budget Hearing Date (ACTION ITEM) - Bill Belknap

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30 each year. Staff is requesting that the Council officially set the date for the FY2023 Budget hearing for August 1, 2022 so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office as required.

PROPOSED ACTIONS: Set August 1, 2022 as the public hearing date for the City of Moscow FY2023 budget, or take other action deemed appropriate.

Belknap introduced the item as written above. Having no questions, Zabala moved, Lewis seconded, to set August 1, 2022 as the public hearing date for the City of Moscow FY2023 budget. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Historic Preservation Commission – Kelly said the Commission is still looking at a U of I historic district and getting ready for the Orchid awards, which nominations are still being accepted through the end of June.

Sustainable Environment Commission – Parker reported the Commission had a solid waste management presentation and reviewed earth day award recommendations for the Mayor.

Council members also reported on other meetings and events.

Mayor

Mayor Bettge said he attended the ribbon cutting at Washington State University. He also attended the PowWow at the ICCU. He reminded Council of the City/County/U of I/Moscow School District.

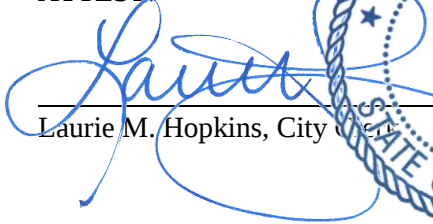
Staff

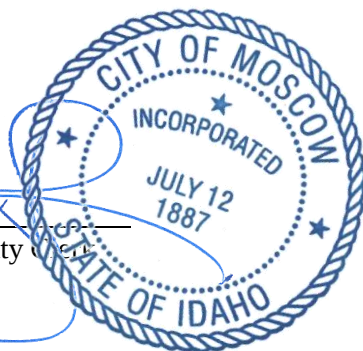
No report provided.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 8:59 p.m.

ATTEST:


Laurie M. Hopkins, City Clerk




Arthur D. Bettge, Mayor