

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
May 9, 2022

3:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:30 p.m.

PRESENT: Sandra Kelly, Hailey Lewis, Maureen Laflin

OTHERS: Mayor Art Bettge

STAFF: Bill Belknap, Mia Bautista, Cory Riddle, Tim Davis, Tyler Palmer, Bob Buvel, Demetre Makratzakis

REGULAR AGENDA

1. Approval of Public Works/Finance Committee April 25, 2022 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

2. Disbursement Report for April 2022 (ACTION ITEM) - Sarah Banks

Staff will present the Accounts Payable Report for the month ending April 2022.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of April 2022.

Banks went over the disbursements with payroll being the largest expenditure. The Whitcom quarterly payment was another major expenditure for the month of April. Lewis asked for clarification regarding a payment to Jeff's Electric for bathrooms and a payment to Correct Equipment for meter replacement. The Committee approved and authorized the use of digital signatures to sign the Disbursements Report for the month of April 2022.

3. Bird Rides License Agreement for Shared Mobility (ACTION ITEM) - Cody Riddle

Staff will present a proposed one-year license agreement between the City and Bird Rides for the operation of shared-use scooters within the City. The agreement will allow deployment of up to 200 devices (scooters) for shared use under the provisions of Title 11, Chapter 2 of Moscow City Code, amended earlier in 2022.

PROPOSED ACTIONS: Recommend approval of the license agreement with Bird Rides, or provide staff further direction.

Riddle introduced the item as written above. The City Code references dismount areas and Friendship Square will be a no parking zone. There is a provision for impounding devices. The University is not part of this agreement but will be in the license agreement. Lewis expressed concern regarding the volume of scooters and perhaps a phased approach would be better since students are leaving for the summer. Kelly does have reservations but is happy with the amendments that have already taken place. She is concerned about speed limits and where they are allowed due to the possibility of running people off the sidewalks. She is not against them but worried the City is not ready due to safety concerns. She likes that the agreement would be for one year and thinks at this point it is a good thing. Laflin felt it was good to start now with no students so it is like breaking the in but wanted clarification on how the company will inform customers on traffic laws since according to the contract, they are responsible for doing so. Belknap said it is educational tutorial when a person sets up their account for renting a scooter. For those that do not have personal devices, Riddle said there will be signage for no-dismount areas and

the speed limits. In response to Lewis's questions, there is no parking in Friendship Square and it will be geofenced so that the scooters cannot go into the area. Bird is required to pick up the scooters every night for recharging and replacement. Belknap said the code and agreements were modeled on the program in Boise.

Kelly hopes this helps staff review and work on how to enforce and educate regarding personal scooters and hovercraft. In reference to Laflin's concern, the police department is aware and there will be a meeting regarding enforcement before deployment.

The Committee recommended approval and that it be placed on the Council regular agenda.

4. Sanitation Rate Study Executive Summary Report (ACTION ITEM) - Tim Davis

The Sanitation Department procured the consulting services of FCS Group to conduct a rate study update on July 12, 2021. Rate studies are conducted by utilities periodically to assure that the costs of services are in alignment with the revenue needs of the utility, and that those costs are allocated in as equitable of manner as possible among the utility customer classes. A critical component to this rate study process was the assembling of a Citizen Rate Committee (CRC). The CRC provided a diverse perspective that represents the Moscow Community in evaluating and advising on the City's Sanitation rate structure. The rate study used the methodology and policies established in the 2012 and 2016 rate studies to inform this update. Much like previous Sanitation rate studies, the collection system and solid waste processing facility (SWPF) were evaluated independent of each other. Much of the Sanitation Department costs are driven by contractual obligations for solid waste and recycling collection with Inland North Waste, SWPF operations with Inland North Waste and long-haul transport and disposal of municipal solid waste with Finley Buttes Landfill, a subsidiary of Waste Connections. The City of Moscow also has individual disposal contracts with Latah County and the cities of Bovill, Deary, Genesee, Juliaetta, Kendrick, Potlatch and Troy, which expire September 30, 2023. This rate study update establishes a disposal cost schedule for future years and will assist with negotiations and renewal of these disposal contracts.

PROPOSED ACTIONS: Recommend approval of the Sanitation Rate Study Update as presented, or provide staff further direction.

Palmer introduced the item as written above. Davis explained the rate study objectives are to achieve equitable rates among the utility customer classes and avoid significant rate changes to provide rate stability over time. Both objectives were achieved. The study evaluation has two different categories: the collection system and the solid waste processing. The collections system was found to need a 2.25% fee increase for 2026-2032. Discussions with the rate committee resulted with a phased approach for the increase. The increase was reduced to 1% for FY2023 through FY2025, then a 1.5% increase from FY2026 through FY2032. Also indicated by the study was the need to increase the waste system. Increases would be 1.5% from FY2024 through FY2031 and 1.75% through FY2032. The sanitation fund is healthy and based on findings, the rate payers will see stability in the sanitation services.

The cost of service analysis, which is the cost of solid waste to customer classes in proportion to demands, found that dumpster rates were over the cost of service, commercial cart rates were over cost of service, and residential rates were under the cost of service. To align customer class rates with actual costs to provide services, rate adjustments would begin FY2023 and phase in through a five-year period. The new programs implemented since the previous rate study include roll cart solid waste collection and single-stream recycling. Now that there is a history on these new programs, staff can see how the contractual obligations related to these services truly reflect the services.

Palmer said it has been a good and accurate process and provided good data. The Sanitation utility is in good shape and pointed out there has been no increase in fees over the last three years. The rate

committee did discuss the multi-family recycling program but is not tied to the rate study. The multi-family recycling program needs some updates as it is technically accessible but not practically accessible. Staff is working on putting together a work group to provide recommendations on the multi-family recycling program so that it is more accessible. The rate study recommended increases to the multi-family recycling program but staff is proposing no increases until the optimistic the program can be reviewed. Accumulation in sanitation capital is on hold because projects have not come to fruition and there needs to be clarity in the needs of the programs.

Lewis requested more detail in the executive summary of the report such as no rate increases for three years and what is driving the need for the collection increase. That will assist citizens that have not had any prior context.

The Committee recommended approval with the suggested change to the executive summary and that it be placed on the Council regular agenda.

5. Well House No. 6 Rebid Award (ACTION ITEM) - Bob Buvel

The City published an advertisement for bids on April 16, 2022 and April 23, 2022 for the Well House No. 6 Rebid project. The project included the reconstruction of Well House No. 6, electrical improvements, and the coordination of the installation of a new generator. The Engineer's Estimate for the project was \$462,000.00 for base bid and \$206,118.00 for Add Alternate No. 1. Bid opening for the project took place on May 3rd, 2022, at which two (2) bids were received. The bids received were in the amount of \$724,512 for the base bid and \$200,000.00 for Add Alternate Number 1 submitted by Razz Construction, Inc. A second bid of \$636,915 for the base bid and \$197,000.00 for Add Alternate Number 1 submitted by TML Construction Inc. The lowest responsive bid was TML Construction Inc. A bid analysis performed by Welch Comer is included in the Committee packet.

PROPOSED ACTIONS: Recommend acceptance of the low bid from TML Construction, Inc., award the contract for both the base bid and bid Alternate Number 1 in the amount of \$833,915.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff further direction.

Buvel introduced the item as written above. Belknap said the overage can be funded by the water fund capital and ARPA funds. The well structure is deteriorating so reconstruction of the well house is necessary. Kelly said she is pleased the city is in a position to be able to complete this project. The Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

Staff Report (if needed)

No report.

ADJOURN

The meeting closed at 3:42 p.m.

