

Public Works / Finance Committee



Regular Meeting ~Minutes~

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City Clerk

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**Monday
November 28, 2022**

4:00 PM

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

The meeting was called to order at 3:00 p.m.

PRESENT: Maureen Laflin, Hailey Lewis, Gina Taruscio

OTHERS: Mayor Art Bettge, Council President Sandra Kelly

STAFF: Bill Belknap, Sarah Banks, Cody Riddle, Bob Buvel, Tim Davis, Tyler Palmer, Laurie M. Hopkins

REGULAR AGENDA

1. Approval of Public Works/Finance Committee October 10, 2022 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

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

Presentation of the Accounts Payable Report for the month ending October, 2022.

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

Banks described the disbursements for October highlighting the major expenses including payroll, Inland North Waste, South 95 water/sewer extension, ICRMP premium, Whitcom user fees, and 6th Street bridge. The Committee approved and authorized the use of digital signatures to sign the Disbursements Report for the month of October, 2022.

3. Amendment to Memorandum of Agreement Between BBC, LLC and the City of Moscow (ACTION ITEM) - Cody Riddle

Rich Beebe, representing BBC LLC has requested a modification to an existing Memorandum of Agreement between his organization and the City of Moscow. The only change proposed is to extend the deadline for completion of public improvements by six months, or to July 1, 2023.

PROPOSED ACTIONS: Review draft Amendment to Memorandum of Agreement and recommend approval, or provide staff further direction.

Riddle introduced the item as written above reiterating it is a six month deadline extension to July 2023. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Finley Buttes Fuel Relief (ACTION ITEM) - Tim Davis

The City of Moscow has received a request from Finley-Buttes Limited Partnership for fuel relief due to unanticipated and significant increases in diesel fuel costs. The City of Moscow and Finley-Buttes Limited Partnership entered into an agreement for Transportation and Disposal of Moscow's municipal solid waste in November of 2019. The agreement allows for such amendments at the City's discretion. Upon review of this request, staff determined that the request for fuel relief is reasonable and has developed a fuel model that provides a fair and predictable method of accounting for fuel cost volatility that provides both reimbursement of excessive fuel expenses to Finley-Buttes and provides a credit to

the City of Moscow when there is a reduction to fuel prices.

PROPOSE ACTIONS: Recommend approval of the fuel adjustment amendment to the Agreement for Solid Waste Transportation and Disposal with Finley-Buttes Limited Partnership; or provide staff further direction.

Davis introduced the item as written above and provided details regarding the calculation of the base fuel index. Finley Buttes receives 80% of the CPI for cost escalation. If the monthly average fluctuates 15% above the base fuel index, the City would pay Finley Butte the difference. Likewise, if it fluctuates 15% below, they would credit the City back. If it remains in the middle, it remains the same which provides predictability. The cost of the base fuel price comes from the U.S. Energy Information Administration's West Coast Index that excludes California. This would be an amendment to the contract that runs through 2025 with renewal options. Staff also recommends applying this retroactively to January. This amendment will coincide with the renewal. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Almon Asbury Alley Paving Project Bid Award (ACTION ITEM) - Bob Buvel

This project consists of the paving of the alley between Almon Street and Asbury Street from Sixth Street north to the existing pavement at Third Street. The project also includes the replacement of approximately 1200 linear feet of existing sanitary sewer main and installation of storm water collection and conveyance. Bids were opened on Thursday, November 15, 2022. Three bids were received, ranging from \$656,011.00 to \$692,706.75. Motley - Motley, Inc was found to be the lowest responsive bid with a bid total of \$656,011.00. The full bid tabulation is attached to the Committee packet.

PROPOSED ACTIONS: Recommend acceptance of the low bid from Motley - Motley, Inc., award the contract for the bid amount of \$656,011.00, 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. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

6. Updated Personnel Policies Adoption (ACTION ITEM) - Bill Belknap

Over the last year, the City has been working to update and modernize the City's Personnel Policies to reflect current employment laws and regulations and benefit programs. The Council has reviewed and approved all of the substantive changes to the policies on a section-by-section basis. Staff has compiled the changes into a single document for the Council's review and approval by Resolution.

PROPOSED ACTIONS: Recommend approval of the proposed Personnel Policies and the associated Resolution, or provide staff further direction.

Belknap introduced the item as written above updated to include current law, current pronouns, council has already seen most of the changes, including Juneteenth holiday and parental leave. Lewis would like parental leave to increase to 6 weeks. would like it on the regular agenda to discuss parental leave. and to show the effort staff has done and with no recommendation.

ADJOURN

The meeting closed at 4:24 p.m.

