

Moscow City Council



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

**Monday
December 19, 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

STAFF: Bill Belknap, Mia Bautista, David Schott

PLEDGE OF ALLEGIANCE

Council Member Lewis led the Pledge of Allegiance.

APPOINTMENT

1. Confirmation of Appointment and Oath of Office For Vacant City Council Position

Mayor Bettge introduced the item by reflecting on Idaho Code Title 50 Chapter 7 Section 4 regarding Council vacancies. Anne Zabala resigned from City Council and Mayor Bettge proposed Andrew (Drew) Davis as the replacement. The elected member would fill the position until the next election which is November 2023. Mayor Bettge explained his appointee was selected without ideological or demographic constraints and with the intent to fill the City's mission statement. Andrew has resided in the community for 10 years and has served on the City's Planning and Zoning Commission. He is an architect in Moscow and has worked with the Urban Renewal Agency.

Davis introduced himself to the Council giving a history of his professional positions and studies. In his current position with Knit as senior project specialist, he works on the community stakeholder aspect with planning and zoning projects. Council members asked questions regarding communication with citizens, interest in the position, decision making, and time spent on projects on the westside of Washington. Lewis expressed her frustration with the process of appointing to the position, lack of community input, and lack of collaboration. Parker agreed with Lewis that it could have been done differently. Mayor Bettge responded the process was in accordance with the state law. Taruscio moved to confirm the Mayor's appointment to the empty council seat. Parker seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

The Oath of Office was administered to Drew Davis.

CONSENT AGENDA

2. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council December 5, 2022 Minutes - Laurie M. Hopkins

B. Consideration of Custodial Bids for Certain City Buildings (ACTION ITEM) - David Schott

The City published an invitation to bid for custodial services for certain City buildings on October 29, 2022, and November 5, 2022. Bid opening occurred on November 16, 2022, for Module #1 (Police Station), Module #3 (Hamilton Indoor Recreation Center and Eggan Youth Center), and Module #5 (Water Reclamation and Reuse Facility, Magyar Building, and Water Operations Building) for custodial services beginning January 1, 2023, and continuing through September 30, 2025. The City received one bid for Module #1 and Module #3 from GG Gutter, Inc. dba, Creative

Cleaning Connections, and one bid for Module #5 from Viva Cleaning Company.

ACTION: 1. Reject bids for Module #1 (Police Station) and Module #3 (Hamilton Indoor Recreation Center and Eggan Youth Center) from GG Gutter, Inc. dba, Creative Cleaning Connections. 2. Accept bid for Module #5 (Water Reclamation and Reuse Facility, Magyar Building, and Water Operations Building) for custodial services beginning January 1, 2023 and continuing through September 30, 2025 from Viva Cleaning Company in the amount of \$125,119.08.

C. Approval of Disbursement Report for November 2022 (ACTION ITEM) - Sarah Banks

Staff presented the November 2022 Accounts Payable Report to the Public Works / Finance Committee on December 12th, 2022. The Committee received the report and approved the disbursements as presented.

ACTION: Accept the Disbursements Report for the month of November 2022.

D. Idaho Airport Aid Program - Grant Agreement (ACTION ITEM) - Alisa Anderson

The Pullman-Moscow Regional Airport has applied for a grant from the Idaho Transportation Department - Division of Aeronautics from the Idaho Airport Aid Program for the construction of a new terminal building. The grant request has been awarded for \$7,500 with a required project completion date of June 30, 2027. The attached Resolution authorizes the acceptance of the award in accordance with all Federal, State, and Local regulations and the execution of the Grant Agreement by the Mayor. This item was reviewed by the Public Works/Finance Committee on December 12, 2022, and recommended for approval.

ACTION: Approval to authorize acceptance of the Idaho Airport Aid grant award of \$7,500 from the Idaho Transportation Department - Division of Aeronautics and approve the corresponding Resolution.

Kelly moved, Taruscio seconded to approve the consent agenda. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

3. Mayors Appointments (ACTION ITEM)

None offered.

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

Kathy Dawes (Moscow) attended the League of Women Voters presentation on fair and affordable housing. She was surprised how long it takes to approve the relevant criteria on a land use application. She feels the form is quite inadequate in how it fits the comprehensive plan. Citizen concerns are too late by the time the Planning and Zoning Commission (PZC) meeting occurs. She felt the PZC should have a joint meeting with the Fair and Affordable Housing Commission with developers to brainstorm the city's needs for affordable housing. She encouraged the Council to become actively involved in revising the form before the next round of housing developments are proposed.

5. Consideration of In-House Custodial Services Proposal - David Schott

Based on the bids received November 16, 2022, for custodial services for Module #1 (Police Station) and Module #3 (Hamilton Indoor Recreation Center and Eggan Youth Center), staff has explored and is recommending providing custodial services in-house for the above buildings. Staff will provide an overview of the proposed in-house services for the Council's consideration and direction.

PROPOSED ACTIONS: Approve in-house custodial services for the Police Station, Hamilton Indoor Recreation Center and Eggan Youth Center; or take other action as deemed appropriate.

Staff anticipate the need for approximately 60-70 hours a week to provide custodial services for the three buildings. Staff proposes one full-time Lead Janitor position (Grade 4) and two part-time employees, up to 19 hours per week. The anticipated cost to the City from March 1, 2023 until September 2023 is \$56,210. The forecasted cost in FY2024 is \$130,860, which includes the purchase of a vehicle and would then decrease in FY2025. The cost compared to the bids received is substantial. Staff just heard from the prior bidder and were informed there were miscalculations in their bids. They indicated they could provide custodial services at the Police Station, HIRC, and Eggan Youth Center for significantly less than their November 16, 2022 bid. Staff now recommend a three-month trial period with a month to month service agreement and monthly cost. Belknap explained the Council can then decide whether to rebid the agreement and allow them to rebid or if they are not performing to change to in-house janitorial services. The three month period allows review of their services and ability to perform them. Taruscio moved to approve a three-month trial through a letter of agreement with Creative Cleaning Connections for custodial services for the Police Station, Hamilton Indoor Recreation Center and Eggan Youth Center. Laflin seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Farmers Market Commission - Lewis reported the Commission is already working on handbook updates.

Council members reported on other events.

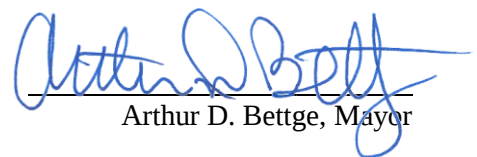
Mayor

The Mayor said the Fire Department had their life saving awards; the light up the night holiday parade and tree lighting; Airport Board meeting reported the Boise flight is at 76% flight and Seattle is at 78% load factors; the concrete is poured for the terminal; Russell students caroled at City Hall; employee holiday party occurred; and the ice rink is open.

The Committee meetings for next Monday have been canceled. The organizational workshop is at 5:00 p.m. on January 3 and Council at 7:00 p.m.

ADJOURN

It was moved, seconded and mutually agreed upon to adjourn at 7:54 p.m.



Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk