

Public Works / Finance Committee



Regular Meeting ~Minutes~

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City Clerk

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Monday
February 13, 2023

4:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:00 p.m.

PRESENT: Julia Parker, Sandra Kelly, Drew Davis

OTHERS: Mayor Art Bettge, Jenny Kostroff (1912 Center)

STAFF: Cody Riddle, Tyler Palmer, Renee Tack, Bob Buvel, Nate Suhr, David Schott, Mia Bautista

REGULAR AGENDA

1. Approval of Public Works/Finance Committee January 23, 2023 Minutes (ACTION ITEM) - Taylor Riedner

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

2. Inland Cellular Wireless Lease Agreement Amendment (ACTION ITEM) - Bill Belknap

Inland Cellular currently holds a wireless communications facility lease with the City for cellular communications equipment on the City's Residence Street water tower. The current agreement includes lease fee escalation every 5 years based on the Consumer Price Index (CPI). The City began with the CPI-based escalators in 2002 with the initial wireless communications facility leases on the City's water reservoirs, but due to the complexity of the calculation and the potential for errors, more recent leases approved by the City have included a more simplistic 3% annual escalation provision. Inland Cellular has requested to amend the existing agreement to replace the current CPI escalator with the City's current standard 3% annual escalation. Staff has prepared an agreement amendment to make that change to the agreement. The new 3% annual escalator would remain in place until the agreement expires in 2028.

PROPOSED ACTIONS: Recommend approval of the proposed wireless communications agreement amendment; or take other action as deemed appropriate.

Riddle introduced the item as written above. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

3. Disbursement Report January 2023 (ACTION ITEM) - Sarah Banks

Presentation of the Accounts Payable Report for the month ending January, 2023.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of January 2023.

Tack introduced the item by highlighting major expenditures including 6th St Bridge construction payments, Paradise Creek Flood Mitigation Study payment, Well House Replacement payment, Milton Arthur playground equipment purchase, January through March Whitcom user fees, Booster Station phase 2 payment, 3rd and Lilly catch basin replacement, and a 2nd quarter Smart Transit pledge. The Committee recommended approval, authorized the use of digital signatures, placed it on the Council consent agenda.

4. Good Samaritan Pathway Reconstruction - Bid Results & Contract Award (ACTION ITEM) - Bob Buvel

The Good Samaritan Pathway Reconstruction project includes the reconstruction of the public pathway through the Good Samaritan Property from F Street to Eisenhower Street. The bid consists of the full replacement of portions of the pathway destroyed by tree roots and the 2019 floods as well as an overlay of the rest of the pathway. The City solicited semi-formal bids on January 20, 2023, and the Engineer's Estimate for construction is \$124,320.00.

Bids were opened on January 27, 2023, at which one (1) bid was received. The single responsive bid received was submitted by Motley-Motley Inc. with a bid of \$106,428.00.

PROPOSED ACTIONS: Recommend acceptance of the bid from Motley Motley Inc., award the contract in the amount of \$106,428.00, 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 and reflected on previous work done on the pathway. 2021 had minimal contractor interest in the project, and it did not get carried forward into 2022 or 2023. Although the funds were not in the budget for FY2023, excess funds are available from the budgeted Moser Park improvements, which are no longer moving forward. The project will consist of complete resurfacing, reconstruction of the destroyed portions, approximately 700 feet, and adding an inch and a half of overlay on the whole path. There will be little to no interference with surrounding vegetation, the nearby creek, or erosion work that was previously done. The tree roots that have caused problems in the past will be built up with gravel to avoid digging up roots and help with the long-term aspect. This 1,500-foot pathway is private property; however, the City has an easement that permits maintenance. The company has been given 30 days to complete once the project has been started. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Lincoln South of Public Sewer Project - Bid Results & Contract Award (ACTION ITEM) - Nate Suhr

The Lincoln South of Public Project extends from the intersection of North Lincoln Street and East Vandal Drive, continues north to Public Avenue and then traverses west on Public Avenue beyond Moore Street and terminates East of East F Street. This project includes the removal of an eight inch concrete sanitary sewer pipe on North Lincoln Street and East Public Avenue for the purposes of replacing sanitary sewer pipe experiencing root intrusion and also to reroute the sewer pipe onto the public right of way. The base bid consists of the removal and replacement of sanitary sewer service pipe, the removal and installation of sanitary sewer manholes, reconnection of existing sanitary sewer services, the paving of all removed asphalt roadway, placement of asphalt tailings on similar roadway, and the operation of a temporary bypass pump to allow connection of the new sanitary system to the existing without disruption of sewer service.

The City published an advertisement for bids on January 14, 2023. The Engineer's Estimate for construction was \$411,405.00.

Bids were opened on January 31, 2023, at which five (5) bids were received. The bids ranged from \$352,426.00 to \$461,990.00. Of those bids, the lowest responsive bid received was submitted by Big Sky Corporation of Hayden, ID with a bid of \$352,426.00. A bid analysis is included in the packet.

PROPOSED ACTIONS: Recommend acceptance of the bid from Big Sky Corporation, award the contract in the amount of \$352,426.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff with further direction.

Suhr introduced the item as written above and provided background of the project including the CIP requirements. The City has worked with Big Sky Corporation before and they are currently working on the Lilly St reconstruction project. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

6. Palouse Groundwater Basin Water Alternatives Supply Contract Extension (ACTION ITEM) - Tyler Palmer

The City of Moscow is administering a contract with Alta Science and Engineering Inc. on behalf of the Palouse Basin Aquifer Committee (PBAC). The contract is for continued work toward the selection and implementation of an alternate water supply project. At their meeting on July 28, 2022, PBAC approved an extension of the contract to facilitate Alta's support of the project as it enters a public involvement phase. The work is billed on a time and materials basis not to exceed \$50,000. The City invoiced PBAC for the entire amount, and will reimburse any funds not expended. The contract is set to expire on March 1, 2023. There are remaining tasks and funding that will require an extension of the contract period to May 31, 2023.

PROPOSED ACTIONS: Approve the contract extension with Alta Science and Engineering Inc., or provide staff further direction.

Palmer introduced the item by reflecting on the two previous PBAC contract extensions the City has approved. There are no additional funds necessary to complete the project, just additional time to finish the tasks that were identified. Based on these remaining tasks, it appears the suggested time would fulfill the project. Part of this project includes improved education outreach and communication to the community. The Committee recommended approval and that it be placed on the Council consent agenda.

7. 1912 Center Northeast Room, Second Floor Naming Proposal (ACTION ITEM) - David Schott

Heart of the Arts, Inc. (HAI) is proposing to permanently name the newly remodeled 1912 Center game room the "Chin Lew Green Dragon Game Room" in honor of the Chin and Lew families (please see attached proposal). The game room is the room on the northeast corner of the second floor of the 1912 Center. Funds in the amount of \$80,000 were donated by Claire Chin and Merry Lew to complete the renovation of the game room that is now home to the old back bar that was in the family's downtown restaurant since 1947. This donation was made to name the room in honor of the families who have shared their culinary culture with Moscow since 1931.

The Parks and Recreation Commission reviewed the proposal and recommended City Council approval during their January 26, 2023 meeting.

PROPOSED ACTIONS: Recommend approval to name the northeast room of the second floor of the 1912 Center the "Chin Lew Green Dragon Game Room," or provide staff with further direction.

Jenny Kostroff introduced the item as written above and explained it is primarily used on week days for seniors. A permanent plaque, QR code, and booklet will be available in the room for individuals to learn more about the display and families. There will be a formal announcement and press release from the 1912 Center regarding the naming. Needing no further discussion, the Committee recommended approval and that it be placed on the Council regular agenda.

8. 1912 Center Southwest Room, Second Floor Naming Proposal (ACTION ITEM) - David Schott

Heart of the Arts, Inc. (HAI) is proposing to permanently name the newly remodeled 1912 Center historic classroom the "Barr Family Historic Classroom" in honor of the Barr family (please see attached proposal). The historic classroom is the room on the southwest corner of the second floor of the 1912 Center. Funds in the amount of \$80,000 were donated by Steve Barr to complete the renovation of the Historic Classroom. This donation was made in order to name the room in honor of his parents, longtime Moscow residents William and Audrey Barr.

The Parks and Recreation Commission reviewed the proposal and recommended City Council approval during their January 26, 2023 meeting.

PROPOSED ACTIONS: Recommend approval to name the southwest room of the second floor of the 1912 Center the "Barr Family Historic Classroom," or provide staff with further direction.

Kostroff introduced the item as written above. There have been 8 student groups in the past fall that have utilized the classroom. The room can also be rented by the public when it is not used by the classes.

Revenue from renting the room will go back to the historic classroom for the student classes. Needing no further discussion, the Committee recommended approval and that it be placed on the Council regular agenda.

ADJOURN

The meeting adjourned at 4:30pm.

