

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

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Monday
February 27, 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

STAFF: Bill Belknap, Cody Riddle, James Fry, Eric Warner, Bob Buvel, Mia Bautista, Taylor Riedner

REGULAR AGENDA

1. Approval of Public Works/Finance Committee February 13, 2023 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

2. Phillips Farm Park Request for Funding (ACTION ITEM) - Cody Riddle

In April 2000, Latah County began leasing the Virgil Phillips Farm from the City of Moscow to develop recreational programs, improve facilities, and maintain the park. Since then, with the help of the City of Moscow and many other partners, Latah County has successfully managed the park and made significant improvements. In August 2022, Latah County was awarded a grant from the Idaho Department of Parks and Recreation's (IDPR) Recreational Trails Program (RTP) to complete various improvement projects. The total cost of these projects is \$65,390 with matching contributions as follows: Latah County 7,680, Friends of Phillips Farm \$1,400, and City of Moscow \$5,000.

Because the RTP is federal pass-through funding, IDPR has recently learned from the Federal Highways Administration (FHWA) that a cultural resources survey is required before any project activities can begin. The estimated cost is \$6,500. The survey will also serve as a foundational document for all future improvements at the park.

Latah County is requesting that the City of Moscow considers contributing an additional \$3,250, half the cost of the cultural resources survey.

PROPOSED ACTIONS: Recommend approval of the requested contribution of an additional \$3,250, or provide staff with further direction.

Riddle introduced the item as written above. The funding is not currently detailed in the FY2023 budget but could be distributed from the Parks Capital budget. The intent of the study is to learn more about the wildlife habitat, cultural resources, endangered species, suggestions for future developments, and more. Committee recommended staff to review options if the grant does not cover the entire project and splitting the difference with the other parties. The Committee recommended approval and that it be placed on the Council consent agenda.

3. Library Concrete Pedestrian Entrance Restoration Project - Bid Results & Contract Award (ACTION ITEM) - Bob Buvel

The Library Concrete Pedestrian Entrance Restoration project includes the installation of concrete sidewalk, stairs, and handrails in front of the Moscow Public Library along the Jefferson Street

entrance. The City solicited for quotes from local contractors on January 25, 2023, and the Engineer's Estimate for construction is \$19,425.00. One quote was received back from Germer Construction on February 17th for \$20,932.00. A bid tabulation is included in the Committee packet.

PROPOSED ACTIONS: Recommend acceptance of the bid from Germer Construction, Inc., award the contract in the amount of \$20,932.00, 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 by sharing the background of the request made by the public library and shared an image of the proposed project. Main concerns of the current condition include mud tracks into the library due to crossing the landscaping from the streets and ice safety in the winter. The location of this entrance does not allow for ADA access due to the steeper slope and street access. The entrance on 1st Street does provide ADA access however. Due to the low cost of the project, it did not need to go out for full formal bids and instead could be solicited to contractors. The initial solicit of the project was put out during the summer of 2022 and no contractors expressed interest at that time. The budget for this project will be covered by the Buildings General Fund.

Discussion ensued regarding maintenance of the walkway and staircase. Staff will review maintenance details of snow and ice removal and ensure appropriate chemicals are used to reduce the amount of deteriorating over time. The City owns the building and property that the library sits on and the Library District operates it. The Library District does their own fund raising for improvements while the City is responsible for repairs. Historically, the library district has contributed their own funds for maintaining and improving the landscaping.

Committee recommended staff to coordinate a meeting between the City, County, and Library District to form a long-term improvement plan for the building and the maintenance it will require. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Moscow Police Department - OHS Highway Safety Grant FFY 2024 (ACTION ITEM) - James Fry / Eric Warner

The Moscow Police Department (MPD) is requesting to participate in the national grant program called Selective Traffic Enforcement Program (STEP) sponsored by the Idaho Transportation Department (ITD), Office of Highway Safety (OHS) for a third year. The program addresses specific behaviors related to traffic safety priority areas and safety deficiencies within local law enforcement jurisdictions and is focused on combatting traffic crashes resulting in fatal and serious injuries. The MPD is requesting to submit a grant funding request due on February 28, 2023 for \$129,000 with an in-kind match of \$32,250.

PROPOSED ACTIONS: Recommend approval for the Moscow Police Department to apply for the Idaho Transportation Department, OHS Highway Safety STEP Grant FFY 2024 for \$129,000, or provide staff further direction.

Warner introduced the item and reflected on previous years applications and proposed use of funds. The City has participated in this grant program for the last two years and each year applied for \$100,000. The increased request this year is due to the recent salary survey and increased wages. The MPD will also be requesting funds to replace some equipment such as breathalyzers. Currently there are 3 breathalyzer units which have been in service for 7 years and a typical life cycle is 3 years. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting adjourned at 4:20 p.m.

