

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
August 14, 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: Councilmember Maureen Laflin

STAFF: Bill Belknap, Sarah Banks, Tyler Palmer, Cody Riddle, Aimee Hennrich, David Schott, Tim Davis, Steve Schulte, Alisa Anderson, Scott Bontrager, Mia Bautista, Taylor Riedner

REGULAR AGENDA

1. Approval of Public Works/Finance Committee July 10, 2023 Minutes (ACTION ITEM) - Taylor Riedner

The Minutes were approved as presented.

2. Disbursement Report July 2023 (ACTION ITEM) - Sarah Banks

Presentation of the Accounts Payable Report for the month ending July 2023.

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

Banks introduced the item by highlighting major expenditures including the the first payment for the Pullman Highway Transmission Water Main, payment six of Well House #6, payment two for the Lilly Street improvement project, and payment twelve for the Sixth Street Bridge construction project. Some minor projects and final items still remain for the sixth street bridge to be completed. The Committee approved the report, authorized the use of digital signatures, and placed it on the Council consent agenda.

3. PUBLIC MEETING: Proposed Lot Division of a 10-Acre Parcel Located Directly North of the Current Terminus of Warbonnet Drive. (ACTION ITEM) – Aimee Hennrich

The applicant, Warbonnet LLC, is requesting a lot division to create four lots of approximately 3.24 acres, 1.70 acres, 1.70 acres, and 1.39 acres in size from an existing 10-acre parcel located directly north of the current terminus of Warbonnet Drive. The proposal includes parkland dedication of 20,060 square feet as well as the right of way dedication required to extend Warbonnet Drive to the northern property boundary. The subject property is located in the Multiple Family Residential (R-4) Zoning District. Within the R-4 Zoning District lots are required to be a minimum of 5,000 square feet in size and have a minimum lot width of 50 feet. All proposed lots meet the minimum lot area and width requirements of the R-4 Zone. In addition, lot division proposals within the R-4 Zone require 9% of the net developable land to be dedicated to parkland. On June 29, 2023, the Parks and Recreation Commission reviewed and recommended approval of the parkland dedication proposed as a part of this application. Property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Recommend approval of the lot division request with no conditions; or recommend approval of the lot division request with conditions; or recommend denial of the lot division; or provide staff with further direction.

Hennrich introduced the item as written above and reflect on the subject property. The 9% parkland dedication would equate to 0.76 acres of the subject property. However, due to the high grading of the area, the applicant is asking for a 0.47 acres of parkland dedication and offered to provide the access path and grading. Schott shared that the applicant initially submitted the 9% dedication, however staff requested to reduce the area for ease of maintenance. Other locations were considered for the park location; however the final proposal was determined best fit. Council member Davis mentioned that he had visited the park location and believed it was a good location that provided excellent views. With no recommendation, the Committee placed it on the Council regular agenda.

4. City of Elk River Solid Waste Disposal Agreement (ACTION ITEM) - Tim Davis

The City of Elk River approached the City of Moscow in 2022 regarding disposal of their waste through the Moscow Solid Waste Facility. The City of Elk River waste is collected then deposited at a centrally located compactor. The compactor is hauled on a roll-off truck, dumped and then returned. The City of Elk River produces approximately 150 tons of waste annually. Clearwater County has a disposal agreement with Asotin County. Due to Elk River's location and proximity to the Moscow Solid Waste Facility, Clearwater County's failing roll-off truck, and Elk River's dissatisfaction with the services that they were receiving, the Moscow City Council elected to execute a disposal agreement with the City of Elk River in August of 2022 that expires September 30, 2023. The City of Elk River wishes to have the City of Moscow continue to provide these processing and disposal services. If the Moscow City Council agrees to execute this new disposal agreement, the term of the agreement will be in sequence with other disposal agreements recently executed with Latah County and other cities.

PROPOSED ACTIONS: Approve the Disposal Contract between the City of Elk River and the City of Moscow, Idaho as presented; or provide staff further direction.

Davis introduced the item as written above and reflected on the previously approved agreement by Council. This agreement is similar to the agreement with other surrounding cities, however it does vary slightly. This agreement covers MSW and non-MSW disposal only. Elk River does not participate in all City of Moscow programs such as the recycling center access, and household hazardous waste. Staff does not believe that the citizens of Moscow are subsidizing any of the Elk River fees. Elk River produces approximately 150 tons of solid waste annually and has very little impact on the facility. The Mayor of Elk River is supportive of the agreement and does not have any issues with continuing the agreement. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Strategic Initiatives Grant Program (ACTION ITEM) - Alisa Anderson / Scott Bontrager

The Strategic Initiatives Grant Program is funded with one-time State of Idaho General Funds recommended by the Governor and approved by the Legislature intended to facilitate local transportation projects. All projects are required to be on public highways and streets and will be selected based on a competitive application from criteria developed by the Idaho Transportation Department. The City of Moscow falls under Category 2 which is rural or small urban areas with a population less than 50,000. Projects in this category are limited to \$2 million and do not require matching funds. City staff are proposing to apply for funding to install approximately 25,000 square yards of Asphalt Chip Seal and 100,000 square yards of Asphalt Slurry Seal in addition to three surface restoration (grind and inlay) projects. The restoration projects have been identified in the City's Roadway Condition Assessment Program and included in the Street Department's Capital Improvement Plan as a priority in upcoming budget years 2025-2028. These projects are located on Taylor Avenue, White Avenue, and "D" Street.

PROPOSED ACTIONS: Recommend approval to apply for the Strategic Initiatives Grant Program in an amount not to exceed \$2,000,000, or provide staff further direction.

Anderson introduced the item by reflecting on a similar project and funding that was approved in 2017 that was successful and reviewed the requirements to participate in the program. Bontrager reviewed the

plans for the funding including asphalt slurry seal which would cost approximately \$200,000, the asphalt rubber chip seal which would cost approximately \$300,000, and the D Street and Inlay project and pedestrian ramps which is part of the capital plan funding would approximately cost \$700,000. Results of the grant application should be known by the end of October with the ability to put the proposed projects forward next year. Information of ongoing projects are frequently updated on the city website. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting adjourned at 4:23 p.m.

