

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, December 9, 2024

4:00 PM

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

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

PRESENT: Bryce Blankenship, Sandra Kelly, Hailey Lewis

OTHERS: Mayor Art Bettge, Council Member Drew Davis, Council Member Julia Parker

STAFF: Bill Belknap, Cody Riddle, Mia Bautista, Laurie M. Hopkins, Sarah Banks, Evan Timar, Scott Bontrager

REGULAR AGENDA

**1. Approval of Public Works/Finance Committee September 9, 2024 Minutes (ACTION ITEM)
- Laurie M. Hopkins**

The minutes were approved as presented.

2. Disbursement Report November 2024 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending November 2024.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of November 2024.

Decker introduced the item and described the major expenses including payroll, radio system project, annual workers compensation, DEQ loan, and A Street reconstruction project. Belknap said since 2014 when the Water Comprehensive Plan was developed, there were production deficiencies and couldn't take the highest producing well off-line and meet demands. Some booster stations were not sized adequately to provide fire flow. DEQ administers the revolving loan fund. Department of Environmental Quality administers a revolving loan fund which is a low interest loan program for water and sewer utility improvements. This is an opportunity for entities to incur debt for one time large expenses without having to increase rates. The Committee approved the disbursements and authorized the use of digital signatures to sign the Disbursements Report for the month of November 2024.

3. City Limits Ordinance (ACTION ITEM) - Scott Bontrager

Idaho Code Section 63-215 states that taxing districts that alter their boundaries must prepare and file the legal description and map of the new district boundary within 30 days of the amendment or no later than the tenth day of January of the year following the alteration. The City recently amended the City boundary through the annexations of Pine View subdivision (Juscen) property on May 6, 2024, Wildrose Court Addition subdivision property on May 6, 2024, and South Moscow Business Park (SOMO) property on October 7, 2024. Staff has prepared a new City Limits ordinance which includes the updated legal description and boundary map for the Council's approval and transmission to the State Tax Commission and Latah County Recorder and Assessor offices. This matter has been scheduled for consideration by the Council at the upcoming December 16, 2024 meeting.

PROPOSED ACTIONS: Recommend approval of the Ordinance, or provide staff further direction.

Bontrager introduced the item as written above and provided a map of new boundary. Having no questions, the Committee recommended approval of the Ordinance and that it be placed on the Council regular agenda.

4. Task Order No. 1 City of Moscow Palouse Mall Lift Station Rehabilitation Project (ACTION ITEM)- Evan Timar

The Palouse Mall Lift Station was originally constructed in 1976 and pumps on average 68 million gallons of wastewater per year into the Water Reclamation Facility. Task Order No.1, pursuant to the Master Agreement for Professional Services between City of Moscow and Ardurra Group, consists of design phase services for the rehabilitation of the Palouse Mall Lift Station. The station requires updates and improvements due to its age and increased operational volumes. Proposed enhancements include the rehabilitation of the existing wet well, the installation of a new valve vault, the replacement of the wet well cover and hatch, the replacement of the dry-well pumps with submersible pumps, the installation of new guide rails, new electrical and control systems, the addition of a flow meter, and the replacement of the existing force main that runs across State Highway 8 to the Headworks building. The Palouse Mall Lift Station is relied upon to maintain a seamless and consistent operation by moving a large area of Moscow's wastewater to the Reclamation Facility.

PROPOSED ACTIONS: Recommend acceptance of the Agreement in the amount of \$215,114.00, or provide staff with further direction.

Timar introduced the item as written above. The station is towards the southwest corner of their lot, near the old Sangria. It pumps nearly 400 feet across the highway, hydraulic grade of approximately 32 feet. It serves an area of about 300 acres. The station is approximately 800 square foot and consists of a wet well and a dry well. The station pumps sewage up approximately 36ft in elevation and a distance of 354ft. The station was originally constructed in 1976 and has had electrical upgrades in 1997 and wet well modification in 2009 for more capacity. Most lift stations are transitioning to pumps at the bottom of the well which allows pulling the pump up on a guide rail system to be able to service them from above. Similar lift stations around town are Eddington, Orchard, South and Logos.

Bontrager explained the base design covers only those items that must be replaced and everything else is broke out by alternatives. The alternatives will be determined at 30% design. The overall budget for design is \$315,000 but could be as low as \$138,000 depending on what is needed. The Palouse Mall station has backup power for any outages as it is connected to the reclamation facility. If the system fails, there is a fair amount of buffer time. There is emergency bypass pumping and if those fail the City has pumping trucks. Flows from future developments on Warbonnet will go to this station and is planned in the Comprehensive Plan to assure capacity demands. Some of the potential modifications of rehab the existing well is to ensure the appropriate pumps are in place. This agreement is only design services and is typical of the 10-15% of the estimated construction cost. When ready for construction, it will most likely be summer of 2026 or 2027. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting closed at 4:22 p.m.

Minutes Approved On
January 13, 2025

(Clerk Signature)