

Public Works / Finance Committee



Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, August 11, 2025

4:00 PM

Council Chambers
206 E. Third St.

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

PRESENT: Drew Davis, Sandra Kelly, Julia Parker

ABSENT: Hailey Lewis

OTHERS: Mayor Art Bettge, Council Member Gina Taruscio

STAFF: Bill Belknap, Mia Bautista, Sarah Banks, Tyler Palmer, Bob Buvel, Laurie M. Hopkins

REGULAR AGENDA

1. Approval of Public Works/Finance Committee July 14, 2025 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

2. Disbursement Report July 2025 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending July 2025.

ACTION: Accept the Disbursements Report for the month of July 2025.

Banks introduced the report by providing the major expenditures including payroll, the quarterly Whitcom payment, and project payments including the emergency radios, alley west of Main Street sewer and the city shop. The radio project is arranged as progress payments, and this payment was for equipment testing in Spokane. The Committee accepted the Disbursement Report.

3. Moscow-Pullman Airport Grant Agreement Approval (ACTION ITEM) - Bill Belknap

The Moscow-Pullman Airport (PUW) has been awarded two Airport Improvement Program grants. One grant will fund the purchase of a new Aircraft Rescue and Fire Fighting vehicle and extraction tools (AIP 72) with a grant award of \$1,096,979, and the second will fund the expansion of the existing airport apron (AIP 73) with a grant award of \$550,316. All required local match funding will be provided by PUW, with no additional funding required from the airport sponsors. Additionally, the Idaho Transportation Department, Division of Aeronautics, has awarded the City a grant for the airport apron project of \$225,000 with no local match required. Staff has prepared two resolutions authorizing the acceptance of these three grant awards for the Council's review and approval.

PROPOSED ACTIONS: Recommend approval of the two resolutions authorizing acceptance of the three grant awards, or provide staff further direction.

Belknap explained the item as written above. The airport manages the grant but because Pullman and Moscow are co-owners, both cities must authorize acceptance. The Committee recommended approval and that it be placed on the Council consent agenda.

4. Development Agreement Amendment for 2216 S. Main St. (Fountain's Business Park) (ACTION ITEM) - Bob Buvel

On December 2, 2024, City Council approved a development agreement with Joel Cohen, the owner of 2216 S. Main also known as the Fountain Business Park. As part of the agreement, the City of Moscow agreed to pay the cost to upsize the existing 6-inch water main located in US95 to a 10-inch main. The water main was oriented in a way that it could be continued east when Nelson Avenue is extended. During preparations for construction, 4G realized they had misread the plans and that the work was going to extend all the way across the highway rather than half. 4G re-negotiated with Mr. Cohen to reflect that cost. During the construction of the 10-inch main in the highway, the contractor discovered several unforeseen conditions that impeded production and required additional time and materials. Unforeseen conditions like a buried retaining wall, unmapped utilities and city-directed design revisions required the contractor to procure and install additional fittings, perform additional delicate excavation and implement traffic control for a longer period of time. The contractor tracked time and equipment for these issues and that document has been included. Mr. Cohen has requested the city's contribution to the project be increased from \$57,000.00 to \$79,737.00 to reflect the true cost to install the 10-inch line. Prior to the original agreement, staff reached out to a third party contractor for a quote to do the work. M.L. Albright's responded with a quote of \$67,880.00 to bore this pipe and \$83,930.00 to trench install this pipe. That bid has been included. The revised cost with Mr. Cohen and 4G is still less than the third party bid to trench this work. The Development Agreement Amendment reflects the revised price to complete the work.

PROPOSED ACTIONS: Recommend approval of the Development Agreement Amendment, or provide staff with further direction.

Buvel introduced the item as written above. Quite a bit of the additional cost is traffic control due to blocking only one lane at a time so it can be a phased project. A retaining wall was discovered under the highway. There were Avista and ITD utilities under the retaining wall that were not shown on the original plans from the developer's engineer.

Belknap explained the process for developer participation which includes staff getting a quote so that it can be compared to the developers contractor.

Kelly asked about the location of the water line. Buvel explained it would normally come off the main at 90 degrees and a bend to meet the point of attachment. That was not feasible in this situation. This project required the line to be bumped out to accommodate additional bends in the line. This location was chosen so that it would work horizontally for fittings and vertically under the retaining wall. Discussion ensued regarding the retaining wall.

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

5. Third Amendment to Solid Waste Franchise Agreement Exhibit G (ACTION ITEM) - Tyler Palmer

Fees associated with the services provided under the Solid Waste Franchise Agreement between the City of Moscow and Latah Sanitation, Inc., dba Inland North Waste, are adjusted each fiscal year to reflect changes in the cost of operations, as reflected by fluctuations in the Consumer Price Index (CPI), as published by the U.S. Bureau of Labor Statistics. The statistics used are for a one-year period and represent the end-of-year adjusted figures for the annual change in the calendar year, as published in January of each year. The figure for 2024 was 2.86%. Staff has prepared an amended Exhibit G to reflect these changes for the Council's review and approval.

PROPOSED ACTIONS: Recommend approval of the Third Amendment to Exhibit "G" of the Solid Waste Franchise Agreement, or provide staff further direction.

Palmer introduced the item as written above. The franchise agreement expires in 2035. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting closed at 4:25 p.m.

Minutes Approved On
September 8, 2025

(Clerk Signature)