

1. CALL TO ORDER: The Regular Meeting of the Millwood City Council was called to order by Mayor Dan Mork at 7:00 p.m., November 13, 2012 at the Millwood City Hall. Council members present were: Shaun Culler, Brian Ellingson, Kevin Freeman and Richard Schoen. Glenn Bailey was excused. Also present: Attorney Brian Werst, Treasurer Debbie Matkin, Public Works Supervisor Cleve McCoul and City Clerk/City Planner Tom Richardson.

2. Mr. Culler led the Pledge of Allegiance.

3. INVOCATION. The mayor asked for a moment of silence in honor of our veterans who are serving now and who have served in the past.

The mayor requested that an agenda item be added as item #11b, to discuss a memorandum of understanding with City of Spokane Valley for the City Safety grant.

4. PROCLAMATIONS: None.

5. CONSENT AGENDA: Approval of Minutes of the Regular Meeting held October 9, 2012; October Payroll of \$41,847.35; October Claims of \$376,417.14; Treasurer's Report for October, 2012. Council members received the October Claims Warrant Register, October Payroll Warrant Register, and a list of Claims to be paid November 13, 2012. Mr. Freeman moved to approve the Consent Agenda. Seconded by Mr. Schoen. The motion carried unanimously.

6. PUBLIC COMMENTS: None.

7. PUBLIC HEARINEW: 2013 PRELIMINARY BUDGET: The Mayor opened the hearing on the city's 2013 preliminary budget. Debbie Matkin presented the preliminary budgets for all funds. General Fund revenues are about the same as last year. The General Fund budget includes money for resurfacing the tennis court and replacing the irrigation system on the Dalton Avenue median. In the Water Fund, consumers did not cut back on usage as much as expected, so revenues are maintaining. The budget includes the automated transfer switch at Old Park Well. In the Sewer Fund we are anticipating approximately \$23,000 in additional revenues by charging non-residential users based on wintertime water consumption volume. The sewer rate change would be on the agenda at the December meeting.

The mayor opened the floor for public comments. Mr. Youngman asked for clarification on the proposed non-residential sewer rate.

There being no further public comments, the mayor closed the hearing at 7:15 p.m.

Mr. Richardson said in order to comply with the statutes on city budgets, we will have to schedule the hearing on the final budget for the special meeting planned for November

27. This can be a short hearing, with a continuance to the regular meeting on December 11. Mr. Freeman said we should not make any significant changes in the budget during a special meeting.

8. SETTING 2013 AD VALOREM TAX LEVY – RESOLUTION #2012-13: Mr. Richardson said the levy amount increased slightly since the October hearing due to updated estimates received from the County Assessor. Mr. Schoen moved to approve Resolution #2012-13. Seconded by Mr. Culler. Motion carried unanimously.

9. IDENTIFYING 2013 PROPERTY TAX INCREASE – RESOLUTION #2012-14: Mr. Richardson said the purpose of the resolution is to preserve the city’s “banked” taxing capacity. Mr. Freeman moved to approve Resolution #2012-14. Seconded by Mr. Culler. Motion carried unanimously.

10. CREDIT CARD USE POLICY – RESOLUTION #2012-15: Ms. Matkin said the city is required to have a written policy on credit cards issued to officials and employees. This is partly due to a recommendation in the recent state audit. Mr. Culler moved to approve Resolution #2012-15. Seconded by Mr. Ellingson. Motion carried unanimously.

11. CONTRACT FOR ELECTRICAL ENGINEERING SERVICES – PENNELL CONSULTING: Mr. McCoul said staff interviewed the Pennell firm for the design and construction engineering for the automatic transfer switch project at Old Park well, and recommends that the firm be selected. Mr. Freeman moved to approve the contract. Seconded by Mr. Ellingson. Motion carried unanimously. Mr. Freeman said he would like to go ahead with the selection of the civil engineer for the Buckeye Ave. project. Mr. McCoul said he would ask Paul Allen for his recommendation.

11b. MEMORANDUM OF UNDERSTANDING FOR ARGONNE ROAD SAFETY PROJECT: Mr. Richardson said the joint application with the City of Spokane Valley for City Safety Funds was funded. This will be for new traffic controllers at the three signalized intersections, and bike route signs on Liberty, Marguerite and South Riverway. The MOU covers the cooperation between the two cities. The City of Spokane Valley will administer the grant project. There is no cost to the City.

12. FIRE DEPARTMENT REPORT: Battalion Chief Ken Capaul said the second hearing for the district budget would be on November 26 at 4:00 p.m. Call activity in Millwood has been at normal levels.

13. MAINTENANCE REPORT: Mr. McCoul said the month has been dedicated almost entirely to leaf pick up. They have picked up 48 loads so far. The water tests were good. The park irrigation and other places around the city have been winterized.

14. CLERK/PLANNING REPORT: Mr. Richardson said the Shoreline Master Program update would be on the agenda of a special meeting on November 27 as a staff

briefing, along with a presentation by Susan Meyer, CEO of STA. He said he would be participating in the County's FEMA mitigation planning effort next year.

15. TREASURER REPORT: Ms. Matkin said sending out the leak notices has helped to reduce the number of services on the monthly leak reports by one-third. She said we may need to think about replacing the leaf vacuum considering the amount of repair work the crew had to do on it this fall.

16. LEGAL REPORT: Mr. Werst discussed the status of the marijuana initiative which was approved by the voters last week. He distributed a letter to council concerning the appearance of fairness and the upcoming Shoreline Master Program update. He is working on a clean-up ordinance for the sewer code.

17. CORRESPONDENCE: None.

18. ANNOUNCEMENTS: Mayor Mork reminded everyone that the tree lighting will be on Friday, December 7 at 6:00 p.m.

19. COUNCIL COMMENTS: Mr. Freeman asked about the private irrigation rate. Ms. Matkin said that will be on the December agenda.

20. PUBLIC COMMENTS: June King thanked the city for the use of the council chambers for the West Valley SCOPE Christmas party. Bobbie Beese said she hopes the new traffic controls on Argonne will not back up traffic on side streets like they have in the past.

21. EXECUTIVE SESSION: None.

22. ADJOURNMENT: Mr. Culler moved to adjourn. Seconded by Mr. Freeman. Motion carried unanimously. Mayor Mork adjourned the meeting at 7:58 p.m.

Daniel N. Mork, Mayor

Attest:

Thomas G. Richardson, City Clerk