

1. CALL TO ORDER: The Special Meeting of the Millwood City Council was called to order by Mayor Dan Mork at 5:30 p.m., November 5, 2013 at the Millwood City Hall. Council members present were: Shaun Culler, Kevin Freeman and Richard Schoen. Councilmember Glenn Bailey was excused. Councilmember Brian Ellingson was absent. Also present: Attorney Brian Werst, Public Works Superintendent Paul Allen and City Clerk/Planner Tom Richardson. The mayor confirmed that a quorum was present.
2. FLAG SALUTE: Mayor Mork led the Pledge of Allegiance.
3. WELCH COMER TASK ORDER FOR WSP REVISIONS: Necia Maiani, Welch Comer Engineers, explained the task order requested for the update of the work plan in the Water System Plan, and including the engineering work for the Buckeye Water Main Replacement Project. She explained that the lump sum approach is often used when the scope of the project is well defined and they have a good idea of the work required. Mr. Freeman asked about quality control. Ms. Maiani said there are contract terms for inspections during construction, but not for quality control testing. Mr. Schoen moved to approve the task order as presented. Motion seconded by Mr. Culler. Motion carried unanimously with three ayes, no nays.
4. MCKINSTRY AGREEMENT FOR INVESTMENT GRADE ENERGY AUDIT: Jayson Schmidt and Casey McGourin of McKinstry Inc presented the Investment Grade Energy Audit Proposal. Mr. Schmidt said that if the council authorizes the IGA then he would prepare a contract for the mayor's signature. Mr. Freeman asked for a rough estimate of the projected cost and what the city's match would have to be. Mr. McGourin said that the cost estimate would not be developed until the IGA was completed, but he was fairly certain that the cost would not exceed \$500,000. The amount of match is still undetermined, but the more match the city offers, the better the likelihood of being funded. Mr. Freeman moved to authorize the mayor to sign the IGA agreement. Motion seconded by Mr. Schoen. Motion carried unanimously with three ayes and no nays.
5. CHANGE ORDER NO. 4 – OLD PARK WELL AUTOMATIC TRANSFER SWITCH PROJECT: Mr. Allen said that during the course of the ATS project it was discovered that the ground wire was undersized and needed to be brought up to code. Mr. Culler moved to approve the change order in the amount of \$795.80 plus tax. Motion seconded by Mr. Freeman. Motion carried unanimously with three ayes and no nays.
6. RESOLUTION SETTING THE 2014 PROPERTY TAX LEVY – RES. #2013-09: Mr. Freeman moved to approve Resolution #2013-09 setting the tax levy for 2014 at \$355,000. Motion seconded by Mr. Schoen. Motion carried unanimously with three ayes and no nays.
7. RESOLUTION DECLARING THE TAX LEVY INCREASE -- RES. #2013-10: Mr. Schoen moved to approve Resolution #2013-10 declaring the tax levy increase for 2014.

Motion seconded by Mr. Culler. Motion carried unanimously with three ayes and no nays.

8. DESIGNATION OF SRTC SMALL CITIES REPRESENTATIVE: Mr. Schoen said Mayor Micki Harnois of Rockford is stepping down as the small cities' representative on the Spokane Regional Transportation Council next year. He said he would like to be nominated to serve as the small cities representative. Mr. Culler moved to nominate Richard Schoen as the small cities' representative to the SRTC. Motion seconded by Mr. Freeman. Motion carried unanimously with three ayes and no nays.

9. STAFF REPORTS: Paul Allen said leaf pickup is going well. A water sample was negative and had to be retested.

10. LEGAL REPORT: None.

11. CORRESPONDENCE: None.

12. ANNOUNCEMENTS: None.

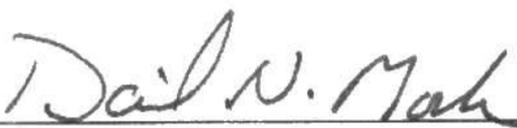
13. COUNCIL COMMENTS: None.

14. PUBLIC COMMENTS: Shirene Young, 8903 E. Liberty, thanked the Public Works Department for helping with the Pumpkin Patch garden. Their work to make room for the city's leaf disposal helped the garden a lot. Also, she said the Pumpkin Patch has received an award from Second Harvest for the largest food donation of the year. She also announced that the Christmas Tree Lighting would be on December 6.

Richard Gardner, 10114 E. Dalton, asked if the city could do anything about the long waits at traffic lights to cross Argonne Rd. Mr. Allen said the recent equipment upgrades may have changed the time settings, and said he would talk to the county traffic signal department about this.

15. EXECUTIVE SESSION: None.

16. ADJOURNMENT: Mr. Culler moved to adjourn. The motion was seconded by Mr. Freeman. The motion carried unanimously. Mayor Mork adjourned the meeting at 6:35 p.m.

  
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Daniel Mork, Mayor

Attest:

  
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Thomas G. Richardson, City Clerk