

1. CALL TO ORDER: The Regular Meeting of the Millwood City Council was called to order by Mayor Kevin Freeman at 7:00 p.m., Tuesday, March 11, 2014 at the Millwood City Hall. Council members present were: Shaun Culler, Brian Ellingson, Dan Sander and Richard Schoen. Glenn Bailey was excused. Also present: Attorney Brian Werst, Treasurer Debbie Matkin, Public Works Director Paul Allen and City Clerk/City Planner Tom Richardson. The mayor announced that a quorum was present.

2. PLEDGE OF ALLEGIANCE: Matt Gillis led the Flag Salute.

3. CONSENT AGENDA: Approval of Minutes of the Special Meeting held February 25, 2014; February Payroll of \$30,529.78; February Claims of \$65,671.55; Treasurer's Report for February, 2014. Council members received the February Claims Register and February Payroll Register, and a list of Claims to be paid March 11, 2014. Mr. Ellingson moved to approve the Consent Agenda as presented. Motion seconded by Mr. Culler. The motion carried unanimously.

4. PUBLIC COMMENTS: June King, 3009 N. Stout Rd, said she is continuing to receive complaints about businesses' employees from Argonne Rd who are parking too close to the stop sign at the corner of Stout and Grace. The mayor said he would discuss this at the staff level and report back to council.

Shirene Young, Inland Empire Paper, said the Millwood Better For Business group has scheduled this year's Millwood Daze celebration for Saturday, August 23. The group may move the outdoor movie to Friday night to expand the schedule.

5. PRESENTATION: CITY ENTRANCE SIGN – BETTER FOR BUSINESS: Shirene Young presented the idea of a welcome sign on the northeast corner of Argonne and Trent. The group has been getting ideas for the sign for several years, and is now working with a local artist, Melissa Cole. She said the community would be asked to contribute articles that would be included in the sign design. She asked council for input on the preliminary design and asked council to decide on the city's level of involvement. She said last year's Millwood Daze generated \$1,800 that will be donated to the city which could be used for the sign. Mr. Richardson said a special sign permit would be required; staff would prepare the application and process it through the planning commission and city council.

Mr. Schoen made a motion to direct staff to prepare a memorandum of understanding for the entrance sign to memorialize the city's desire to work with the Better for Business group to identify the goals, process, costs and responsibilities of the several parties. Motion seconded by Mr. Ellingson. Motion carried unanimously.

6. PRESENTATION: STREET GRANT OPPORTUNITIES – MATT GILLIS, WELCH COMER ENGINEERS. Mr. Richardson said he had attended a DOT grants webinar with Matt Gillis, the city's engineer, concerning grant opportunities coming up

this spring. Matt Gillis explained three grant opportunities, and presented a potential project for each of the three grants. Sidewalks on the south side of Grace from Argonne to Sargent would be eligible for the Transportation Improvement Board's sidewalk program; applications are due in August. Adding a bike path on the south side of Empire Ave. from Argonne to Butler would be eligible for DOT's Pedestrian and Bicycle Program. Construction of left-turn lanes and street lighting on Argonne would be eligible for the federal Surface Transportation Program, with applications due April 30. Council indicated approval for the Grace Ave sidewalk projects, but thought that the other two projects needed more detail and discussion before approval.

Mr. Culler moved to direct staff to submit the application for TIB funding for the Grace Avenue sidewalk project. Motion seconded by Mr. Sander. Motion carried.

Mr. Culler moved to direct the staff to study the Argonne left-turn lane project to determine its cost and feasibility, and report back to the mayor. Motion seconded by Mr. Ellingson. Motion carried.

There was no action taken on the Empire Ave. bike/pedestrian path project.

Mr. Gillis also reported on the status of the Buckeye Water Line and Sidewalk Project. Mr. Allen said he has been working with STA and the school district on the location of a bus layover location on Buckeye near the Millwood School. He said STA has agreed to pay for any additional costs due to the bus layover location, and said the change in the bid documents will push back the Call for Bids a couple of weeks.

Mr. Culler moved to approve revisions to the Buckeye Water Line and Sidewalk Project to incorporate the bus layover changes, subject to STA paying for the additional costs. Motion seconded by Mr. Schoen. Motion carried unanimously.

7. INTERLOCAL AGREEMENT WITH SPOKANE COUNTY FOR SOLID WASTE TRANSFER & DISPOSAL – DISCUSSION: Mr. Werst reviewed the history of the Spokane Regional Solid Waste System and reported on the draft interlocal agreement which the County sent to the City in February. He said the smaller cities in the county are considering a separate RFP for disposal and ancillary services, and may have a draft RFP at the next meeting. The mayor said the County is concerned about the cost of the system if the City of Spokane Valley does not use the County's stations. He said Millwood should be looking at what Spokane Valley is doing.

8. CPA #14-04 AMENDING DEVELOPMENT REGULATIONS – ORDINANCE NO. 458: Mr. Richardson presented the ordinance which was reviewed during a closed-record hearing at the previous meeting, which would allow certain amendments of the city's development regulations to be considered at any time during the year, unless the amendments are subject to the Growth Management Act.

Mr. Culler moved to approve Ordinance No. 458 as presented. Motion seconded by Mr. Schoen. There were four aye votes, no nays, no abstentions. Motion carried unanimously.

9. FIRE DEPARTMENT REPORT: Chief Andy Hail said February was a very quiet month for Millwood, well below average. He said there will be a table top simulated derailment exercise in the proximity of Millwood on May 19th. He offered a presentation to council on oil transport by rail preparedness. He also announced a fund raiser by Spokane Valley Firefighter Benevolent Association auction event on March 28.

10 STAFF REPORT: Paul Allen gave the public works report. Water: Water samples came back good in February and our first one in March. The ATS at the Old Park well and booster station is substantially completed. There was a problem with the generator trying to start in extreme cold weather but have since added an oil pan heater. The New Park well site lost power due to a blown fuse in a disconnect panel. B&E Electric was able to move some wires around and reuse the existing panel and replace the fuse. Sewer: Cleaning of sewer lines has been scheduled for later this month as part of our annual maintenance. Street: All of the city streets have been plowed twice in the last few weeks. Several potholes that have formed after the melt off and rain were repaired. The streets are scheduled to be swept later this month. We have created a sign inventory and have been replacing "Stop" signs bringing them up to code. During March we will continue to replace the street name signs and have them all replaced by the end of the year. Buildings and Grounds: Several buildings and pump houses were tagged with graffiti we also replaced several signs that were struck with graffiti. The incidents were reported to Crime Check. There seems to be a wide spread graffiti problem in the area. Training: Paul and Matt attended the SRC4 conference which covers cross connection issues at the end of February and went to workshops regarding water issues put on by AWWA in March. Matt Erdahl passed his WDM 1 test and is now certified as a Water Distribution Manager 1. Kyle Schiewe started as the new Maintenance Worker 1 in March and will be assisting Matt and Paul in the field as well as performing the grounds keeping duties. An Automatic Electronic Defibrillator (AED) has been purchased and installed in the city hall kitchen. The Emergency Response Plan (ERP) has been updated with new contact information.

Debbie Matkin said she has been working on the use of credit cards for the point-of-sale. Banner Bank needs to have council authorization for her to proceed. She said it is difficult to project how much the fees will be because we do not have a history to base it on. Mr. Werst distributed a resolution which would authorize the treasurer to establish the credit card system with the bank. Mr. Sander moved to approve Resolution 14-02 which authorizes the treasurer to proceed with establishment of the credit card system without implementing the system. Motion seconded by Mr. Ellingson. Ms. Matkin was asked to report back at the next meeting with more cost information. Motion carried.

Ms. Matkin said she is obtaining prices for leasing a replacement of the photocopier which was purchased in 2007.

Tom Richardson said council members who incur costs for approved travel may submit travel reimbursement requests. He can provide forms to whoever needs them.

11. LEGAL REPORT: Mr. Werst said he has been working on the regional solid waste issue. The City received an extensive Land Use Liability Survey from our insurance pool, WCIA; he has been working with Tom and Ray on this. He has been working with Zayo Group on the renewal of their fiber optic franchise and will have it ready for council prior to its expiration in May. He is reviewing the ESCO contract submitted by McKinstry last week. He reported on the status of recreational marijuana business licensing.

12. CORRESPONDENCE: Kevin Freeman referred to the letter from Community Colleges of Spokane concerning its planning efforts for the next decade.

13. ANNOUNCEMENTS: None.

14. COUNCIL COMMENTS: None.

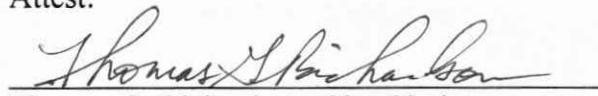
15. PUBLIC COMMENTS: Shirene Young, IEP, suggested that street lighting be added to the Grace Avenue sidewalk project; this would help to address safety concerns expressed by businesses and their employees in that area.

16. EXECUTIVE SESSION: None.

17. ADJOURNMENT: Mr. Schoen moved to adjourn, seconded by Mr. Ellingson. Motion carried unanimously. Mayor Freeman adjourned the meeting at 9:09 p.m.


Kevin Freeman, Mayor

Attest:


Thomas G. Richardson, City Clerk