

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, June 10, 2014 at the Millwood City Hall. Council members present were: Glenn Bailey, Shaun Culler, Brian Ellingson, Dan Sander, and Richard Schoen. Also present: Attorney Brian Werst, Public Works Director Paul Allen and City Clerk/City Planner Tom Richardson. The mayor announced that a quorum was present.

2. **PLEDGE OF ALLEGIANCE:** Jeff Styborski of Troop 420 led the Flag Salute.

3. **CONSENT AGENDA:** Regular Meeting May 13, 2014; Special Meeting May 20, 2014; Special Meeting June 3, 2014; May Payroll of \$38,291.26; May Claims of \$55290.29; Treasurer's Report for May, 2014. Small Contracts with Inland Asphalt for Bridgeport Resurfacing Project of \$12,650.00 and Spokane Tribe for Buckeye Water Line Cultural Resources Services Contract of \$6,194.39. Council members received the May Claims Register and May Payroll Register, and a list of Claims to be paid June 10, 2014. Mr. Bailey moved to approve the Consent Agenda as presented. Seconded by Mr. Schoen. Motion carried unanimously.

4. **PUBLIC COMMENTS:** June King, West Valley SCOPE, thanked the council for the City's support of the SCOPE Parade and Carnival last weekend.

Jim Burke, 9019 E Euclid, asked about the status of the parking along Euclid. The mayor said he has submitted an application to Union Pacific for a parking lease with a our engineer's conceptual design of improvements. He said the railroad has asked for some changes and these have been made. He is hoping to complete this negotiation as soon as possible.

Greg Mott, 3301 N. Argonne, said the Spokane Falls Community Band will present a free public concert in the park on Monday, July 7 at 7:00 p.m.

5. **MAYOR PRO TEM:** The mayor designated Richard Schoen as Mayor Pro Tem for a six-month term beginning July 1. Mr. Culler moved to approve the designation of Richard Schoen as Mayor Pro Tem for the period from July 1 to December 31. Seconded by Mr. Sander. Motion carried unanimously.

6. **SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM:** Mr. Allen explained the projects in the six-year Transportation Improvement Program which was presented at a public hearing at the May 13 meeting. Mr. Sander moved to approve Resolution 14-04. Seconded by Mr. Schoen. Motion carried unanimously.

7. **COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT:** Mr. Richardson presented the proposed interlocal agreement with Spokane County for the City's participation in the county CDBG consortium for CDBG, HOME, and other programs. Mr. Schoen moved to approve the proposed agreement so that the

City could continue to participate in the consortium. Motion seconded by Mr. Sander. Motion carried unanimously.

8. JANITORIAL CONTRACT WITH VANGUARD SERVICES: Mr. Richardson said the city solicited quotations for janitorial services, to go back to contracting for this service to replace our part-time employee. He said the city would save \$1,500 per year by contracting. He said the agreement offered by Vanguard Cleaning Services lacked several important provisions, so staff drafted an amendment to include insurance, liability and other provisions. He said this amendment has not yet been approved by Vanguard. Mr. Culler to approve the contract with Vanguard contingent on Vanguard's approval of the amendments. Seconded by Mr. Bailey. Motion carried unanimously.

9. CYBERSECURITY POLICIES: Mr. Richardson presented several changes for the Employee Manual pertaining to internet and network security. He said these are needed to comply with our insurance pool's cybersecurity audit last year. Our annual audit with WCIA is coming up on June 26. Mr. Culler moved to approve the proposed cybersecurity policies. Seconded by Mr. Ellingson. Motion carried unanimously.

10. PLANNING COMMISSION APPOINTMENT: Mayor Freeman said he has appointed Michael Ankney, 3009 N. Willow, to the Planning Commission to complete the term of Josey Booth which expires on January 1, 2018. Mr. Schoen moved to confirm the mayor's appointment of Michael Ankney to the Planning Commission. Motion seconded by Mr. Ellingson. Motion carried unanimously.

11. FIRE DEPARTMENT REPORT. None.

12. STAFF REPORT Mr. Allen reported that Water samples came back good. The Buckeye water project has been awarded to Buddy's Backhoe Construction and is scheduled to start this week. We are working with the WV school district during construction to minimize the impact on the schools and ensure the project is completed before school resumes in the fall. Intermountain Electric finally finished all the items on the punch list. Department of Health performed a sanitary survey on June 4th. There were no significant findings but a list of recommendations will be noted in their report. Overall, the system is in pretty good shape. All sewer lift stations are working properly.

We received the scarifier purchased with the mitigation grant from WCIA and the reimbursement request has been submitted to WCIA. We had Inland Asphalt patch several streets and some edges that were breaking off on the shoulders. We obtained three written quotes for the Bridgeport Resurfacing Project; the lowest bid was from Inland Asphalt, which council approved in the consent agenda.

The park is open. We painted the restroom building interior and will paint the exterior after the SCOPE Days. We have also been working to repair the pool so we can recoat

the pool before it opens on June 16th. Idaho Fence dba Washington Fence installed the security fence around Old Park well and the booster station.

Mr. Allen participated in a table top disaster exercise with Spokane Valley Fire Department on May 19th. Matt Erdahl and Kyle Schiewe attended a two-day class on Cross Connections to prepare for a certification.

Tom Richardson said the state Office of Financial Management has issued its preliminary population estimate for 2014 which shows a reduction in Millwood's population of five persons for a total of 1,785. This was probably due to the loss of one structure by demolition.

13. LEGAL REPORT: Mr. Werst apologized for not having the historic preservation ordinance ready as directed at the last council meeting, but his time was taken up by the solid waste issue.

He reported on the status of the proposals by Spokane County and by Sunshine Disposal for transfer and disposal along with ancillary services and the CSWMP. He mentioned the letter from Spokane County requesting that the City not taken action on either proposal until after June 17th. He has also been talking to Waste Management about a way to terminate their g-certificate and approve a franchise while still avoiding potential damages. He asked the council to authorize the mayor to execute a consulting contract with Epicenter Services Inc. in an amount not to exceed \$5,000 for consulting services related to the solid waste disposal and Waste Management's franchise. Mr. Culler moved to authorize the mayor to negotiate a contract with Epicenter Services for solid waste consulting services. Seconded by Mr. Bailey. Motion carried unanimously.

He reported on his review of contracts for the BIAS on-line payment system. He also talked about the renewal of the Comcast cable television franchise. Comcast is in the process of merging with another provider, and has requested the City to consent to the transfer of the franchise to the new merged entity.

He also updated the council on the status of the two applications for recreational marijuana retail businesses that apply to Millwood. The mayor has requested a hearing by the Liquor Control Board on the two applications, stating that Millwood should not have two retail outlets located so close together.

14. COUNCIL COMMENTS: Mr. Sander asked if a special meeting would be needed for council approval of the solid waste consultant agreement. Mr. Werst suggested the council could amend its previous motion to allow the mayor to execute a contract with Epicenter Services with a not-to-exceed amount. Mr. Culler moved to amend the previous motion to authorize the mayor to execute the contract with Epicenter Services for an amount not to exceed \$5,000. Seconded by Mr. Bailey. Motion carried unanimously.

Mr. Sander complemented the Public Works Department for its work on the parkway on Dalton Ave.

15. ANNOUNCEMENTS: The mayor said Sheriff Knezovich will be at the next council meeting. Mr. Richardson said there would be a car show in the park this Saturday. Mr. Allen said the farmers market was allowed to close Marguerite between Euclid and Dalton on Wednesday afternoons to free up more business parking. The mayor said the feedback on last week's closure was very positive; he thinks it was safer and the vendors liked it better. Mr. Schoen moved to waive the right of way permit requirements for the farmers market street closure for the month of June while Paul Allen insures that all code requirements are fulfilled for a permanent right of way permit. Seconded by Mr. Bailey. Motion carried unanimously.

16. PUBLIC COMMENTS: John Ammann, 2719 N Laura Rd, asked about widening the south side of Buckeye during the water line project. Mr. Allen said that is not in this project but it is in our six-year Transportation Improvement Program.

Laura Ferguson, 3013 N Marguerite, said she has been a victim of burglaries, has been talking to neighbors, is passing out flyers, and gave council descriptions of vehicles that have been observed. She asked what could be done about the frequent burglaries. The mayor said it is important to continue to call Crime Check. He has been working with the sheriff's office on this issue. June King recommended BlockWatch.

17. EXECUTIVE SESSION: None.

18. ADJOURNMENT Mr. Ellingson moved to adjourn. Seconded by Mr. Schoen. Motion carried unanimously. The meeting was adjourned at 8:10 p.m.

Kevin Freeman, Mayor

Attest:

Thomas G. Richardson, City Clerk