

1. CALL TO ORDER: The Regular Meeting of the Millwood City Council was called to order by Mayor Kevin Freeman at 7:01 pm, November 12, 2014 at the Millwood City Hall. Council members present: Shaun Culler, Dan Sander, and Richard Schoen. Glenn Bailey and Brian Ellingson were excused. Also present: Attorney Brian Werst, Public Works Director Paul Allen, Treasurer Debbie Matkin and City Clerk/Planner Tom Richardson. The mayor announced a quorum was present.

2. PLEDGE OF ALLEGIANCE: Chief Andy Hail led the Flag Salute.

3. CONSENT AGENDA: Minutes of Regular Meeting of October 14 and Special Meeting of October 29, 2014; October Payroll of \$39,978.08 and Claims of \$436,486.60; Treasurer's Report for October 2014. Council received the October Claims and Payroll Registers, and a list of Claims to be paid October 14, 2014. Mr. Sander moved to approve the Consent Agenda. Seconded by Mr. Schoen. Motion carried unanimously.

4. PUBLIC COMMENTS: None.

5. STA PRESENTATION: MOVING FORWARD: Susan Meyer, CEO, and Steve Blaska, Operations Manager, presented the STA Moving Forward plan which includes service and capital improvements over the next 10 years. Ridership continues to grow faster than in other communities in the state. Mr. Blaska said the current route on Argonne, Liberty, Vista and Buckeye is working well, and gives service to the high school while maintaining paratransit service to Bethany Place on Upriver Drive. Ms. Meyer asked the council if STA had gotten the projects and priorities right. She encouraged everyone to take the on-line survey. The plan is based on the voters' approval of an increase of 0.3% in the sales tax which will be on the ballot in the spring. Mr. Schoen, the Small Cities' representative on the STA board, said some of the improvements could be made with .02% increase in the tax, but the entire package necessitates the full 0.3% increase.

6. FIRE DEPARTMENT REPORT: Chief Andy Hail reported that calls in October were about the same for the past six months, about 24 calls. There were no significant events. The district received its annual accreditation renewal. The board approved the 2015 budget which includes adding new positions which will allow them to catch up to rising call volumes. Mr. Schoen asked if the district is taking the lead in the oil train issue; the chief said yes.

7. BUCKEYE WATER LINE AND SIDEWALK PROJECT REPORT: Necia Maiani, Welch Comer Engineers, explained that closing out the DWSRF loan agreement now rather than wait until next year would make the first loan payment due in October, 2015. If the City wants to delay the first loan payment it can wait up to four years to close out the project. Waiting to close out until next year would delay the first payment until 2016. Council indicated its preference to begin the loan payments sooner than later. It was acknowledged that this would cause the need for a rate increase of \$2.25 in 2016. Mr. Culler moved to authorize the mayor to close the loan out. Seconded by Mr. Schoen. Motion carried.

For the sidewalk project, Ms. Maiani presented pay request no. 5 and no. 6, and change order no. 2. Mr. Sander moved to approve pay request #5 of \$10,450.00, pay request #6 (retainage) in the amount of \$10,463.91, and a balancing change order #2 of \$874.90. Seconded by Mr. Culler. Motion carried.

8. PUBLIC HEARING: SEWER RATE STUDY: Mayor Freeman opened the hearing on the sewer rate study. Ms. Maiani presented the system description and financial needs of the sewer

utility, including changes directed by city council at the workshop in October. Council agreed that the rates should be designed with a goal of funding 50% of depreciation. The mayor closed the hearing. Mr. Werst said he would prepare a resolution amending the sewer rates for consideration at the December council meeting.

9. PUBLIC HEARING: PRELIMINARY 2015 BUDGET: Mayor Freeman opened the public hearing on the preliminary 2015 budget. Ms. Matkin reviewed the budget proposal. Mr. Allen explained the capital projects to be funded by the various departments, including those proposed for funding from REET funds. Mayor Freeman updated the council on the changes in the design of the proposed parking on Euclid along the railroad right of way. The mayor asked for public comments. There were none. Mayor Freeman closed the hearing.

10. PROPERTY TAX LEVY – RESOLUTION #14-08: Mr. Richardson presented the resolution setting the tax levy for 2015 in the amount of \$367,000. Mr. Schoen moved to approve Resolution #14-08. Seconded by Mr. Culler. Motion carried unanimously.

11. IDENTIFYING AMOUNT AND PERCENTAGE OF PROPERTY TAX INCREASES – RESOLUTION #14-09: Mr. Richardson explained that a resolution of council was required in order to identify the amount and percentage of property tax increase in next year's tax levy in order to protect the City's unused tax authority. The tax will be \$12,277 more than 2014, an increase of 3.46 percent. Mr. Culler moved to approve Resolution #14-09. Seconded by Mr. Schoen. Motion carried.

12. HAZARD MITIGATION PLAN – RESOLUTION #14-10: Mr. Richardson said he and Paul Allen had been working with Spokane County Emergency Management on a mitigation plan to identify potential actions that would reduce future losses from natural disasters. Mr. Sander moved to approve Resolution 14-10. Seconded by Mr. Culler. Motion carried.

13. POLICY ON DISPOSAL OF SURPLUS PROPERTY – ORDINANCE NO. 467 (first reading): Brian Werst explained the proposed policy for disposal of surplus property. He asked if \$10,000 was the right threshold for requiring council approval. Mr. Sander asked for clarification on the council's responsibility for approving trade-ins. It was suggested to add a phrase to show that the mayor could authorize trade-ins for transactions less than the threshold. Mr. Sander also asked about adding a phrase to subsection .020 to require the mayor to report property disposals to city council. Mr. Werst said he would make these corrections and have the ordinance ready for adoption at the December meeting.

14. CONFIRMATION OF APPOINTMENT: Mayor Freeman requested confirmation of the reappointment of Shaun Culler as Millwood's representative on the Spokane County Housing and Community Development Advisory Committee. Mr. Schoen moved to confirm the appointment. Seconded by Mr. Sander. Motion carried.

15. STAFF REPORT: Debbie Matkin said that the use of the new Xpress Billpay system has increased rapidly. The use of credit cards has helped to reduce shutoffs for non-payment.

Paul Allen reported that water samples came back good. A new service was installed at 9621 E Empire for a new house. The well pumps have been serviced with oil changes and the buildings have been winterized. He has been working with Welch-Comer on the sewer rate structure. The trucks and leaf vac have been serviced. We have been picking up leaves and will continue until November 24th. Two new radar signs have arrived and will be installed after leaf season is over. The school zone beacons have been installed as part of the Buckeye sidewalk project. They need

