

1. **CALL TO ORDER:** The Regular Meeting of the Millwood City Council was called to order by Councilmember Shaun Culler at 7:04 pm, March 8, 2016 at the Millwood City Hall. Council members present: Shaun Culler, Dan Sander, Richard Schoen, and Andy Van Hees. Mayor Kevin Freeman and Councilmember Brian Ellingson were excused. Also present: Brian Werst, City Attorney, Paul Allen, Public Works Director, and Debbie Matkin, Treasurer.

In the absence of Mayor Freeman and Mayor Pro Tem Ellingson, Mr. Schoen moved to appoint Mr. Culler as Mayor Pro Tem for the meeting. Second by Mr. Sander. Motion carried. Mayor Pro Tem Culler announced a quorum was present.

2. **PLEDGE OF ALLEGIANCE:** Tom Richardson led the Pledge of Allegiance.

3. **CONSENT AGENDA:** Mr. Van Hees moved to amend the consent agenda to include the January financial report. Second by Mr. Sander. Motion carried. Ms. Matkin distributed an additional check claims register, which added an additional \$23,000 of claims which were received today. Mr. Sander moved to approve the Consent Agenda as amended which included the minutes of the Regular Meeting of February 9, 2016; February Payroll of \$49,114.51 and Claims of \$104,022.23 to be paid March 8, 2016; the Treasurer's Reports for January, 2016 and February, 2016; and an engagement letter with Lawrence Martin, Halvorson Northwest, for legal services related to water rights. Seconded by Mr. Van Hees. Motion carried.

4. **PUBLIC COMMENTS:** None.

5. **FIRE DEPARTMENT REPORT:** Chief Andy Hail introduced the new Fire Marshal Greg Rogers. Chief Hail said that Rogers would be very involved with the Community Risk Reduction program.

6. **ENTRANCE SIGN:** Mr. Allen presented the proposed concept design of the entrance sign for the Argonne/Trent intersection which was submitted by Ms. Emma Porter and the Millwood Community Association. Mr. Sander moved to approve the conceptual design and authorize staff to proceed with the review and approval of the final design. Second by Mr. Van Hees. Motion carried.

7. **MILLWOOD TRAIL:** Matt Gillis of Welch Comer Engineers and Dell Hatch of Bernardo Willis presented their report on the conceptual design for the Millwood Trail. Mr. Van Hees moved to accept the conceptual design and direct staff to move forward. Second by Mr. Schoen. Motion carried.

8. **GRACE AVENUE SIDEWALK PROJECT:** Matt Gillis presented the task order for Welch Comer for the Grace Avenue Sidewalk Project. Mr. Sander moved to approve the task order as presented. Second by Mr. Van Hees. Motion carried.

9. **STA MOVING FORWARD:** The STA Moving Forward matter was deferred.

10. **PUBLIC HEARING ON 6 YEAR TRANSPORTATION IMPROVEMENT PROGRAM:** Paul Allen presented the 6 Year Transportation Improvement Program for

the period 2017-2022. He requested that the Argonne/Liberty intersection turn lane project be revised, breaking out the design phase and placing it in 2017 at the amount of \$160,000 (SRTC funding), and reducing the amount in 2021 by that amount leaving \$1,200,000 for construction. Mr. Culler opened the public hearing at 8:29. Mr. Culler asked for public comments; there were none. Mr. Culler closed the hearing at 8:30. Mr. Schoen moved to approve Resolution 16-05 as amended. Second by Van Hees. Motion carried.

11. PAVEMENT CUT POLICY: Mr. Werst introduced the proposed policy governing pavement cuts, and noted the difference in the appeal procedure between the city's ordinance and the pavement cut policy. Mr. Allen explained the proposed policy, which is the same one used by the other jurisdictions in the county. Mr. Van Hees moved to approve Resolution 16-06. Second by Mr. Sander. Motion carried.

12. WINDSTORM DISASTER PUBLIC ASSISTANCE GRANT AGREEMENT: Mr. Sander moved to approve the grant agreement with Washington State Military Department for the Public Assistance Grant Agreement for damages incurred during the November 17 windstorm, subject to FEMA reconciliation of reimbursable costs. Second by Mr. Van Hees. Motion carried.

13. STAFF REPORTS: Ms. Matkin said she attended BIAS conference last month. She explained the problem with preparing last month's financial report which involved reconciling the Xpress Billpay and the BIAS systems.

Paul Allen distributed his printed staff report. He is getting quotes for replacing the rooftop air conditioning equipment with a heat and cool heat pump system, which would allow us to remove the boiler. He is also getting prices for replacing the glass in the atrium. He ordered a mini-excavator from Caterpillar using the new National Joint Powers Alliance purchasing agreement. He is also working with Cat on the city hall generator. He presented the Welch Comer Project Status Report on the Standpipe Recoating project and explained the need for the standpipe ladder inspection and report. The bid opening was rescheduled until May to allow addenda to the bid document. Mr. Sander moved to authorize the expenditure not to exceed \$5,000 for such ladder inspection including lift rental. Second by Mr. Van Hees. Motion carried.

13. LEGAL REPORT: None.

14. COUNCIL COMMENTS: Mr. Sander said he appreciated the extra efforts of Paul Allen and his crew this year. There is a lot of work being done.

15. ANNOUNCEMENTS: Mr. Sander pointed out the flyer on the AWC training opportunities.

16. PUBLIC COMMENTS: Emma Porter arrived to present the Entrance Sign Design and money raising campaign. Mr. Allen explained that the council had approved the sign earlier in the meeting. Vikkie Naccarato reminded council that March is Millwood

history month at the Argonne Library. Debbie Matkin added that the city has purchased some display panels for the room at the end of the hallway for the historic group's photo display.

17. EXECUTIVE SESSION: None.

18. ADJOURNMENT: Mr. Van Hees moved to adjourn. Seconded by Mr. Schoen. Motion carried. Mayor Pro Tem Culler adjourned the meeting at 9:25 p.m.

Approved:

Attest:

Kevin Freeman, Mayor

Thomas Richardson, City Clerk