

1. **CALL TO ORDER:** The Regular Meeting of the Millwood City Council was called to order by Mayor Kevin Freeman at 7:07 pm, May 10, 2016 at the Millwood City Hall. Council members present: Shaun Culler, Brian Ellingson, Dan Sander, Richard Schoen, and Andy Van Hees. Also present: Brian Werst, City Attorney, Paul Allen, Public Works Director, Debbie Matkin, Treasurer and Tom Richardson, City Clerk/Planner. Mayor Freeman announced a quorum was present.
2. **PLEDGE OF ALLEGIANCE:** Necia Maiani led the Pledge of Allegiance.
3. **CONSENT AGENDA:** Minutes of Regular Meeting of April 12, 2016 and the Special Meeting of April 19, 2016; April Payroll of \$50,258.18 and Claims of \$83,022.29; Treasurer's Report for April, 2016. Council received the April Claims and Payroll Registers, and a list of Claims to be paid May 10, 2016. Mr. Ellingson moved to approve the Consent Agenda as presented. Motion seconded and carried.
4. **PUBLIC COMMENTS:** James Youngman, 10423 E Empire said he had been contacted by the VFW chapter about donating a flag for the new entrance sign. He was told by city staff that a flag pole was not in the current design plan for the sign. He suggested that a flag emblem could be added to the sign itself rather than a flag pole. The mayor said the staff will take that suggestion into consideration.

Richard Gardner, 10114 E Dalton Ave, complained about speeding on Empire. He suggested that the right hand lane on Trent approaching Argonne westbound could be made right-turn only; this would make it less likely that cars would use Fowler and Butler to bypass the Trent/Argonne intersection. The mayor said Trent is in the City of Spokane Valley's jurisdiction and is a state highway. He said he has already been talking with Public Works about traffic calming measures on Empire and in the area north of Trent. He said occasional traffic enforcement is not going to solve the problem; we need to make design changes. Mr. Gardner also said there are derelict houses on Fowler that code enforcement should do something about. The mayor asked staff to provide him with citizen action request forms. Mr. Werst reminded Mr. Gardner that enforcement is typically initiated by citizen complaint rather than by city staff patrolling the neighborhoods.

Anna Zdrahal, 3204 N Sargent, complained about a neighbor's smoky open burning fire along with noise late at night from young people. The mayor said he would put an article about acceptable open burning in the next newsletter. Ms. Zdrahal said last year honey bees were killed in Millwood by someone spraying insecticide, and she said the city should spread the word about the dangers of spraying.

Shirene Young, 8903 E Liberty, said there would be a Fourth of July celebration in City Park from noon to 2:00 p.m.; this is a fund raiser for the high school band. She also announced the Be Fit to Serve fun run at Hutton Settlement on June 18, and the Millwood Daze celebration that would be on August 27.

5. FIRE DEPARTMENT REPORT: None.

6. LED STREETLIGHT CONVERSION AGREEMENT: Mr. Richardson said the proposed agreement with Avista Utilities is necessary to implement the TIB LED lighting grant which council approved at the April meeting. Mr. Schoen moved to approve the LED Street Light Conversion Agreement with Avista. Motion seconded and carried.

7. STATUS REPORT ON STANDPIPE RECOATING PROJECT: Necia Maiani of Welch Comer Engineers reported on the status of the ladder/tie-off repair work contracted with Wilbur Fletcher. The existing vent was in bad condition and could not be repaired. She presented a change order to provide and install a new vent in the amount of \$6,200. Mr. Sander moved to approve change order No. 1 for the new vent in the amount proposed. Motion seconded and carried.

Ms. Maiani also reported that the low bidder for the recoating work, United Coatings, has submitted all the required contract documents and has been give the notice to proceed. A pre-construction conference has been scheduled for Friday this week. The contractor will start in June. She presented two concept drawings for the paint scheme which include the city's name. Mr. Culler moved to use the paint scheme with just the word "Millwood." Motion seconded and carried.

8. PEDESTRIAN/BICYCLE GRANT APPLICATION FOR MILLWOOD TRAIN: Matt Gillis of Welch Comer Engineers presented an application for grant funding for the construction of the Millwood Trail in the amount of \$1,450,000. The grant application stated that the city would provide a match of \$100,000. If awarded the project would likely occur in 2018. The grant application was based on the final trail design which he reviewed for council.

9. TASK ORDER FOR TRAFFIC COUNTS: The mayor said the traffic count project was not ready and would be deferred.

10. STAFF REPORTS: Debbie Matkin said she is planning to have a budget amendment at the July meeting. She is working on the annual report which is due on May 29.

Tom Richardson said he is starting work on the Comprehensive Plan update which must be completed by June 30, 2017.

Paul Allen said he met with Department of Health on the update of the Water System Plan which is due in 2018. He said DOH now has a less extensive process for small systems but he recommended that Millwood do a complete Water System Plan. Councilmember Sander agreed. Mr. Allen attended asset management training in Colville with Ms. Matkin. The engineer has completed the surveying for the Grace Avenue Sidewalk Project and they are currently in the design phase. Backflow preventer testing letters have been sent out. The hard drive on the computer running the telemetry system

has failed and he is working with AES on a new computer. Park work is ongoing; the good weather caused the work schedule to come sooner than normal. The retaining wall in the park is progressing.

11. LEGAL REPORT: Mr. Werst said he has been working with Necia Maiani on the standpipe project contract and with Code Enforcement on several enforcement issues.

12. COUNCIL COMMENTS: Mr. Sander said he attended the Council of Governments meeting last week; it was very worthwhile. He said City Park looks good.

13. ANNOUNCEMENTS: The Mayor said there will be presentations at the June meeting from Spokane Regional Clean Air and from Sheriff Ozzie Knezovich. He asked council members to let the staff know if summer travel plans will cause members to miss council meetings.

14. PUBLIC COMMENTS: None.

15. EXECUTIVE SESSION: None.

16. ADJOURNMENT: Mr. Schoen moved to adjourn. Motion seconded and carried. Mayor Freeman adjourned the meeting at 8:25 p.m.

Approved:

Attest:

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Kevin Freeman, Mayor

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Thomas Richardson, City Clerk