



## City Council Regular Meeting Minutes

Tuesday, October 14, 2025 at 6:00 PM

9103 E Frederick Ave.

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### 1. CALL TO ORDER & ROLL CALL

Mayor Freeman called the Regular City Council Meeting to order at 6:01 pm. A quorum was present.

#### PRESENT

Council Member Shawna Beese  
Council Member Shaun Culler  
Council Member Dan Sander  
Council Member Kelly Stravens  
Council Member Andy Van Hees attended remotely

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF MEETING AGENDA

Motion made by Council Member Sander, Seconded by Council Member Culler to approve the agenda as presented.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens, Council Member Van Hees

### 4. LOCAL AGENCY REPORTS/PRESENTATIONS

#### a. SVFD - Quarterly Report - Chief Frank Soto

A representative from the Spokane Valley Fire Department presented the SVFD Quarterly Report on behalf of Chief Frank Soto, reported the burn ban was lifted on October 17th, 2025.

### 5. OTHER PRESENTATIONS

#### a. Millwood Water System Capital Improvement Plan Update - Ashley Williams & Sandy Faulkner - Welch Comer

Ashley Williams provided an update on the Capital Improvement Plan and discussed different funding options for Council to consider.

Council discussed what needs to be prioritized and requested Ashley finishes the plan with the improvements outlined and continue to look into additional funding options.

#### b. Broadlinc -Spokane Regional Broadband Development Authority - Ariane Schmidt, Executive Director Broadlinc

Ariane Schmidt from Broadlinc gave a presentation on the services and benefits their company can provide to Millwood.

Council agreed to do a first touch on a Broadlinc Interlocal Agreement at the next meeting.

## 6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

There were no comments concerning action items.

## 7. EXECUTIVE SESSION (if necessary)

Mr. Werst announced that the Millwood City Council would convene to executive session pursuant to RCW 42.30.110(1)(i)(iii)(g) for 30 minutes unless otherwise extended by further announcement to discuss with legal counsel legal risk and / or financial risk of proposed action of the city as well as to evaluate the employment of a public employee. The City Council may be asked to take action upon conclusion of the executive session today.

The executive session began at 6:50 pm and ended at 7:26 pm. There were no extensions and no action was taken.

## 8. ACTION ITEMS FOR FIRST READING

### a. Irvin Water District #6 Request to Purchase Wholesale Water

Motion made by Council Member Culler, Seconded by Council Member Stravens to move agenda item G Irvin Water District #6 Request to Purchase Wholesale Water to Action Item A1.

Voting Yea: Council Member Culler, Council Member Sander, Council Member Stravens, Council Member Van Hees

Representatives from Irvin Water District #6 discussed the purpose of the wholesale would be to help serve Irvin's current and growing community. Council agreed to move forward and negotiate with Irvin Water District #6 once they have their agreement submitted to Council.

### b. PUBLIC HEARING - Comprehensive Plan Periodic Update and introduction of the following:

#### i. Ordinance #551 Amending MMC Section 14.04.010

Ms. Tainio reported the 2026 Comprehensive Plan Periodic Update has been completed with the exception of the climate change and resiliency element; the Commission has been coordinating with Spokane County and plan to complete these sections in 2026.

Mayor Freeman opened the Public Hearing on Comprehensive Plan Periodic Update and introduction of Ordinance #551 Amending MMC Section 14.04.010 at 7:51 pm and closed the Public Hearing at 7.52 pm. No comments were made.

### c. PUBLIC HEARING - Identifying 2026 Revenue Sources and introduction of the following:

#### i. Resolution 2025 - 11 Certifying the 2026 Property Tax Levy per RCW 84.55.120

#### ii. Resolution 2025-12 - 2026 Property Tax Levy Certification per RCW 84.52.020

Mayor Freeman presented the City's anticipated 2025 revenue sources and Mr. Armstrong discussed Spokane County levy Calculations.

Mayor Freeman opened the public hearing at 8:06 pm. There were no public comments and the public hearing was closed at 8:07 pm.

### d. ORDINANCE #549 Reduction of Speed Limit on Argonne Road

Mr. Werst discussed that a condition of the Argonne Project Funding from the Transportation Improvement Board was a speed limit set at 25 mph on Argonne.

### e. ORDINANCE #550 Amending City Council Monthly Meetings

Mr. Werst explained that this is an amendment to section 2.04.01 to change the dates of the regular meetings for City Council from the second Tuesday of the month to the second and fourth Tuesday of the month.

Council discussed the rigidity of the second meeting, Mr. Werst and staff expressed concerns over the timing that goes into preparing for the meetings and the second meeting being scheduled the day before the Planning Commission's monthly meeting.

f. ORDINANCE #552 Regulating Public Camping

Mr. Werst explained that the City currently does not have anything in the Code addressing camping or storage on private property on roadways and there is no documentation to address those issues. This ordinance is similar to the one Spokane Valley currently has which will provide law enforcement more consistency.

g. Winterfest Special Event Permit

**9. ACTION ITEMS FOR CONSIDERATION**

a. Consent Agenda

(1) September 2025 City Council Regular Meeting Minutes, (2) September 2025 Treasurer's Report, (3) September 2025 Claims, (4) September 2025 Payroll, and (5) Accepting Department of Commerce PUG Grant, and (6) Change to Banner Bank Authorized Account Signers

Motion made by Council Member Beese, Seconded by Council Member Stravens to approve the consent agenda as presented.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens, Council Member Van Hees

b. Interlocal Agreement between SCRAPS and the City for Animal Protection Services

Motion made by Council Member Sander, Seconded by Council Member Stravens to approve the Interlocal Agreement between SCRAPS and the City for Animal Protection Services.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens, Council Member Van Hees

**10. REPORTS (no action)**

a. Treasurer - Consultant Dave Armstrong - DTA Diversified

Mr. Armstrong requested the Mayor and a member of Council sign off on accounts payable checks.

b. Clerk/Public Records and Code Enforcement – Lisa Cassels

Ms. Cassels reported needing signatures from the Mayor and Council members as well, her and Ms. Roderick have been working on a large public records request, working on code enforcement, sent out door hangers for past due backflow tests, receiving an increased amount of calls related to the Argonne Congestion project as well as the Empire speed humps, Ms. Roderick has continued doing additional trainings.

c. Facilities - Kyle Schiewe

Mr. Schiewe provided an update on the Argonne Congestion Relief project, working on the 2026 Public Works budget, he and Mr. Erdahl dug up a mainline water valve on Butler and Trent to adjust the valve box that sits around the valve, and public works is preparing for leaf season.

d. Utilities - Matt Erdahl

Mr. Erdahl reported the routine water sample results came back satisfactory, performed routine load tests on New Park and Old Park generators and routine maintenance on load testing for the lift station.

- e. Planning - Amanda Tainio - Upward 7 Consulting

Ms. Tainio's planning report was included in the packet.

- f. Legal - Brian Werst - Witherspoon Brajcich McPhee, PLLC

Mr. Werst discussed that at recent meetings there was discussion about addressing the Mayor's expenditure authority and upon further research he believes that with the emergency declaration during the pandemic there was an expenditure authority that was increased but when that emergency was over the City Council extinguished that order, he is going to continue working on the purchasing policies which will have those various expenditure authorities for Council to review and modify prior to approval.

- g. Mayor - Mayor Kevin Freeman

Mayor Freeman reported he will be having meetings with the City of Spokane about the wastewater treatment and will keep the Council apprised.

**11. COUNCIL INFORMATION (no action or discussion)**

**12. PUBLIC REMARKS**

Tina Siefert, 10305 E Empire, suggested changing the park hours from 6 am to 10 pm to dawn to dusk to help with the public camping, was wanting to know if the Butler intertie was going to affect the water pressure and gave a suggestion on adjusting the wording for the Irvin Water District #6 Wholesale Water agreement.

Todd Beese, 8610 E South Riverway, requested Council have an in depth discussion on the pros and cons of Ordinance #549 Reduction of Speed Limit on Argonne Road, requested another gate to be put in by IEP's property, discussed the Farmer's Market is done for the year, a book fair took place, Meet the Candidates event will take place later in the month as well as a Pub Crawl to raise money for the West Valley senior all-nighter.

**13. COUNCIL REMARKS**

Council Member Beese discussed attending the Places Conference with Kris Major and Shirene Young in Gig Harbor, this was in support of the Main Street program.

Council members thanked staff.

**14. ANNOUNCEMENTS**

- 15. SET NEXT MEETING - City Council Special (Regular) Meeting - November 12, 2025 at 6:00 pm.** *(City's regular meeting moved to accommodate Veterans' Day; meeting is required to be held as a "Special" Meeting)*

**16. ADJOURNMENT**

Motion made by Council Member Culler, Seconded by Council Member Van Hees to adjourn the City Council meeting at 9:04 pm.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens, Council Member Van Hees

Approved:

Attest:

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Kevin Freeman, Mayor

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Lisa Cassels, City Clerk