



City Council Regular Meeting Minutes

Tuesday, January 14, 2025 at 6:00 AM

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 6:05 pm.

PRESENT

Council Member Shawna Beese
Council Member Shaun Culler
Council Member Dan Sander
Council Member Andy Van Hees

ABSENT

Council Member Kelly Stravens

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

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

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

4. LOCAL AGENCY REPORTS/PRESENTATIONS

a. SVFD - Quarterly Report - Chief Frank Soto

Chief Frank Soto presented the SVFD Quarterly Report and Caroline Kusher read the CRR Proclamation declaring January 20, 2025 - January 26, 2025 City of Millwood Community Risk Reduction Week.

5. OTHER PRESENTATIONS

Mayor Freeman introduced Trevor Ball, Millwood's newly assigned Sheriff's Deputy.

6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

- a. There was one public comment received from Doug Sadler prior to the meeting and it was included in the packet. There were no additional comments received after the packet was delivered.

7. EXECUTIVE SESSION (if necessary)

There was no Executive Session.

8. ACTION ITEMS FOR FIRST READING

- a. Welch Comer - Water System Capital Improvement Plan Task Order

Mayor Freeman explained that the Water System Capital Improvement Plan task order would allow the City to apply for funding and was a 2025 budgeted item.

9. ACTION ITEMS FOR CONSIDERATION

a. Consent Agenda

(1) December 2024 City Council Regular Meeting Minutes, (2) December 2024 Joint City Council - Planning Commission Special Meeting Minutes, (3) December 2024 Treasurer's Report, (4) December 2024 Claims, and Payroll, (5) CRR Week Proclamation 2025, (6) Hearing Examiner Interlocal Agreement, (7) City of Spokane Purchase & Procurement Agreement.

Motion made by Council Member Culler, Seconded by Council Member Sander.

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

b. 2025 STA Ex-Officio Board Member Appointment

Council member Sander stated that he would like to remain as the City of Millwood's Ex-Officio STA Board Member and Council member Van Hees agreed to be the City's alternate. Mayor Freeman asked for motions for Council member Sander's appointment and Council member Van Hees' appointment.

Motion made by Council Member Beese to appoint Council member Sander as the City of Millwood's Ex-Officio STA Board Member, Seconded by Council Member Culler.

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

Motion made by Council Member Beese to appoint Council member Van Hees as the City of Millwood's Ex-Officio STA Board Member Alternate, Seconded by Council member Sander.

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

c. RESOLUTION 2025-01 CITY EMPLOYEE VEBA

Motion made by Council Member Sander to approve Resolution 2025-01 City Employee Veba Program, Seconded by Council Member Van Hees.

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

d. RESOLUTION 2025-02 WATER AND SEWER RATE RESOLUTION

Mayor Freeman thanked Council member Sander for his research and assistance using the AWWA meter multipliers for the water rate analysis and thanked Council member Beese for identifying potential burden shifting and the need for additional consumption data. Mayor Freeman presented an analysis of the current proposed water and sewer rates. His presentation included several scenarios that looked at the number of units, operating costs, consumption costs, base rates, meter sizes, increased electrical costs, leakage and capital improvement rates.

Motion made by Council Member Culler to table Resolution 2025-02 Water and Sewer Rates until the next meeting, Seconded by Council Member Beese.

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

e. **ORDINANCE #545 WHOLESALE WATER SERVICE**

Mayor Freeman explained that Ordinance #545 simply gave authority to the City of Millwood that they may (open to the idea of) wholesale water to other water purveyors from our system. He stated that if the Council would like to have the option to explore wholesale water service to other water purveyors, then the first step would be to have Ordinance #545 in place but if the Council did not want to explore that option, then there was no need for Ordinance #545.

Motion made by Council Member Culler to table Ordinance #545 Wholesale Water Service until the next meeting, Seconded by Council Member Van Hees.

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

Mayor Freeman asked for a brief recess at 7:37 pm. The City Council meeting reconvened at 7:40 pm.

10. REPORTS (no action)

a. **Treasurer - Debb Matkin**

Ms. Matkin was absent. Mayor Freeman reported that Ms. Matkin had been finishing up the audit and working on a Policy and Procedures Manual.

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

Ms. Cassels reported that there were no current public records requests but several code enforcement cases.

c. **Facilities - Kyle Schiewe**

Mr. Schiewe reported that ABC Consulting Arborists had completed the public space tree trimming grant project and was working on the paperwork for reimbursement, added amber strobe lights to the leaf vacuum and air compressor, plows are ready for snow removal, replaced some broken street signs, replaced several candlestick road cones on Argonne, and updated the Council on the Empire traffic calming project. The Council asked Mr. Schiewe to bring a cost estimate for traffic calming on Empire to the next meeting for Council review.

d. **Utilities - Matt Erdahl**

Mr. Erdahl reported that the water samples were satisfactory, inspected the abandoned waterline at 8919 & 8921 E Euclid prior to the demolition of the building, working with the County to determine size of grease trap required for the commercial kitchen at Whistle Punk, annual maintenance was completed at New Park well, Matt and Bryce renewed their water certifications.

e. **Planning - Amanda Tainio - Upward 7 Consulting**

Ms. Tainio's December 2024 planning report was included in the packet.

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

Mr. Werst reported that he and Mayor Freeman had discussed the need to update the City's procurement processes; currently set by Resolution.

g. **Mayor - Mayor Kevin Freeman**

Mayor Freeman reported that he would not be seeking reelection after this term and he was going to be out of the country most of February; Council member Culler was on the schedule as Mayor Pro Tem. Mayor Freeman also reported that he would be asking a representative

from the Spokane County Assessor's Office to attend the February meeting to discuss IEP's taxable valuation decrease, working to schedule a meeting with Springbrook regarding ways to retrieve data and the Argonne Congestion Relief Project was going out to bid within the next two weeks.

11. COUNCIL INFORMATION (no action or discussion)

- a. 2024-2026 MAYOR PRO TEM SCHEDULE
- b. SCSO - Intelligence Report - November 2024

12. PUBLIC REMARKS

Shirene Young, 8903 E Liberty, thanked everyone for their support for the Millwood Community Association events; the Christmas Tree lighting event was a huge success.

13. COUNCIL REMARKS

Council members thanked staff for their work and Council member Beese asked the Council to have Jeremy Clark from Millwood Impact present information on community gardening at the March Council meeting.

14. ANNOUNCEMENTS

15. SET NEXT MEETING - City Council Regular Meeting - February 11, 2025 at 6:00 pm.

16. ADJOURNMENT

Motion made by Council Member Van Hees to adjourn the Regular City Council meeting at 8:19 pm., Seconded by Council Member Culler.

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

Approved:

Attest:

Kevin Freeman, Mayor

Lisa Cassels, City Clerk