



City Council Regular Meeting Minutes

Tuesday, June 10, 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 6:00 pm. A quorum was present. Council Member Stravens attended the meeting remotely and Council Member Van Hees arrived at 6:13 pm.

PRESENT

Council Member Shawna Beese

Council Member Shaun Culler

Council Member Dan Sander

Council Member Kelly Stravens

Council Member Andy Van Hees was not present for the vote on approval of the agenda.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

Motion made by Council Member Culler, Seconded by Council Member Sander to move agenda item 7 Executive Session to agenda item 15A.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens.

Motion made by Council Member Culler, Seconded by Council Member Beese to approve the agenda as amended.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Stravens.

4. LOCAL AGENCY REPORTS/PRESENTATIONS

Deputy Ball reported that he had been conducting traffic enforcement mainly on Empire and around WVHS and commented that the speed bumps have slowed down motorists. He also had responded to several property crimes, drug possessions and outstanding warrants.

5. OTHER PRESENTATIONS

a. STARClub Presentation - Jeremy Clark - Millwood Impact

Shawna Beese presented the STARClub Leadership Capstone that focused on neighborhood advocacy, leadership development, communicating success, and project management. STARClub projects have included preparing a community dinner and developing a neighborhood garden by the Millwood Impact Building.

6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

There were no public comments concerning action items were received prior to the meeting.

7. EXECUTIVE SESSION (if necessary)

The Executive Session was moved to agenda item 15A.

8. ACTION ITEMS FOR FIRST READING

There were no action items for first reading.

9. ACTION ITEMS FOR CONSIDERATION

a. Consent Agenda

(1) City Council Special Meeting Minutes May 5, 2025, (2) City Council Special Meeting Minutes May 13, 2025, (3) City Council Regular Meeting Minutes May 13, 2025, (4) May 2025 Treasurer's Report, (5) May 2025 Claims, and (6) May 2025 Payroll (7) RESOLUTION 2025-09 Authorized Signers

Motion made by Council Member Sander, Seconded by Council Member Van Hees 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. PUBLIC HEARING - SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN

RESOLUTION 2025-06 Six-Year TIP

Mayor Freeman opened the Public Hearing on Resolution 2025-06 Six-Year Transportation Improvement Plan at 6:19 pm and closed the Public Hearing at 6:24 pm.

LaDonna Dement, 10306 E Empire, commented that she wanted more double speed humps on Empire.

Shirene Young, 8903 E Liberty, asked for clarification on the full depth reclamation on Argonne between Trent & Frederick, and the grind and overlay between Frederick and Liberty and Liberty to South Riverway.

Motion made by Council Member Van Hees, Seconded by Council Member Beese to approve Resolution 2025-06 Six-Year Transportation Improvement Plan as presented.

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

c. RESOLUTION 2025-07 Water & Sewer System Charges (Revision to Resolution 2025-02)

Mayor Freeman explained that Resolution 2025-07 was a revision to sewer charges from Resolution 2025-02.

Motion made by Council Member Culler, Seconded by Council Member Van Hees to approve Resolution 2025-07 Water & Sewer System Charges as presented.

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

10. REPORTS (no action)

a. Treasurer - Debb Matkin

Ms. Matkin was not at the meeting.

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

Ms. Cassels reported that the Agendas, Packets & Minutes for City Council, Planning Commission and Historic Preservation Commission Regular and Special Meetings had been prepared and delivered, one new public records request was received since the last meeting, Coordinated and gathered materials for HPC booth at the Farmers Market on May 28, 2025, City Council Administrative Appeal Hearing (9011 E South Riverway Fence Permit)

scheduled for June 30, 2025 at 6:00pm. met with Larry Garvin regarding code enforcement assistance, continuing to record backflow test reports and received training on payroll and time sheets.

c. Facilities - Kyle Schiewe

Mr. Schiewe reported on the start of the Argonne Congestion Relief Project, overlay project on Empire, the upcoming chip seal project on Empire, received estimates for additional speed humps and looking for direction on what the council would like to do, drywell repairs, wading pool to open on June 23, 2025, 2 returning lifeguards have been hired to work at the pool and the merry-go-round arrived in perfect shape.

d. Utilities - Matt Erdahl

Mr. Erdahl reported that the water samples came back satisfactory, City backflow tests were completed, the Consumer Confidence Report had been completed and posted on the website, completed the Water Use Efficiency Report for 2024 and submitted it to Department of Health, replaced filter at Old Park, replaced leaky valve at New Park and attended a meeting regarding the Comprehensive Improvement Plan.

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 reported on a wastewater utility tax the City of Spokane may impose on Spokane County and information on the Spokane Valley Rathdrum Prairie Aquifer Protection Area.

g. Mayor - Mayor Kevin Freeman

Mayor Freeman reported on the Argonne Congestion Relief Project, meetings with businesses, meetings with IEP, website updates regarding the ARCR project, staff training and the City was contacted by Irvin water district regarding wholesale water.

11. COUNCIL INFORMATION (no action or discussion)

a. Designate Mayor Pro Tem - July - Dec 2026

b. Fact Sheet - Spokane Valley Rathdrum Prairie Aquifer Protection Area (APA)

12. PUBLIC REMARKS

a. L Dement remarks dated 4.29.25 submitted 5.13.25 at 4.21pm

Shirene Young, 8903 E Liberty, commented on the Millwood Mother's Day Tour with over 900 people attending and the Model T Club displayed their old cars in the Church parking lot. The City of Millwood was well represented. Millwood Daze will have a car show, 5k run, pancake breakfast and Pizza wagon from Hutton Settlement.

13. COUNCIL REMARKS

Council Members thanked staff for their work, the Argonne Project team for getting in touch with people about the Argonne Project and everyone who went out to talk to the business owners along Argonne.

14. ANNOUNCEMENTS

Mayor Freeman announced that City Hall would be closed on Friday June 20, 2025. Staff collectively decided to take that day as their yearly floating holiday.

15. SET NEXT MEETINGS:

City Council Regular Meeting - July 8, 2025 at 6:00 pm

Joint City Council Planning Commission Meeting - July 8, 2025 at 5:00 pm

15 a. Executive Session

Mr. Werst announced that the Millwood City Council would convene to executive session pursuant to RCW 42.30.110(1)(i)(III) to discuss potential litigation or legal risk of a proposed action or current practice of the City for 15 minutes unless otherwise extended by further announcement. Mr. Werst stated that the City Council would not be asked to take action upon conclusion of the executive session.

The executive session ended at 7:37 pm. There was one extension and no action was taken.

Motion made by Council Member Van Hees, Seconded by Council Member Beese to adjourn the City Council Regular Meeting at 7:38 pm.

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

16. ADJOURNMENT

Motion made by Council Member Van Hees, Seconded by Council Member Beese to adjourn the City Council Meeting at 7:38 pm.

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