



City Council Regular Meeting Minutes

Tuesday, December 10, 2024 at 6:00 PM

9103 E Frederick Ave.

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1. CALL TO ORDER & ROLL CALL

Council member Van Hees presided as Mayor Pro Tem for the meeting and called the meeting to order at 6:08 pm. Mayor Freeman joined the meeting electronically at 6:12 pm.

PRESENT

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

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

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

4. LOCAL AGENCY REPORTS/PRESENTATIONS

5. OTHER PRESENTATIONS

6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

There were no public comments concerning action items submitted prior to the meeting nor were there any comments from those in attendance.

7. EXECUTIVE SESSION (if necessary)

There was no Executive Session.

8. ACTION ITEMS FOR FIRST READING

a. RESOLUTION 202_ -__ CITY EMPLOYEE - VEBA

Ms. Matkin explained that the VEBA Resolution allowed City Employees to contribute to the Voluntary Employee Benefit Association Plan and a yearly resolution was required.

b. **UTILITY RATES RESOLUTION**

Ms. Matkin explained that the Utility Rate Resolution did not include firm numbers yet but hoped to have those by the January meeting.

Mayor Freeman explained that staff was working on the consumption data by year and type and as soon as that was complete Council would get that information. He stated that Council member Sander provided great information using the AWWA rate document for commercial multipliers to assist with fixed cost and meter size calculations.

9. ACTION ITEMS FOR CONSIDERATION

a. **Consent Agenda**

(1) November 2024 City Council Regular Meeting Minutes, (2) November 2024 City Council Special Meeting Minutes, (3) November 2024 Treasurer's Report, (4) November 2024 Payroll & Claims.

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

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 reported that the audit process was almost complete and she was working on the Utility rate calculations.

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

Ms. Cassels reported that there was one open public records request, code enforcement was on hold until after the holidays and website work continued.

c. **Facilities - Kyle Schiewe**

Mr. Schiewe reported that 66 loads of leaves were collected during this leaf season, preparing for winter, ABC Arborist had been trimming and removing City trees that had been identified in the tree inventory as needing attention, Sam Backman enrolled in a tree trimming ISA class and talked to Spokane County regarding nonfunctioning traffic signals.

d. **Utilities - Matt Erdahl**

Mr. Erdahl reported that the water samples were satisfactory, a heat block on Old Park well installed, Butler was now the lead pump and the Water Facilities inventory had been completed and submitted to the Department of Health.

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

Ms. Tainio submitted her report in the packet.

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

Mr. Werst discussed a refresher course on Open Government Training in 2025 and the 2026 Periodic Update process.

g. **Mayor - Mayor Kevin Freeman**

Mayor Freeman further explained the 2026 Periodic Update housing requirements, Hearing Examiner Interlocal Agreement, utilize the City of Spokane's Purchase Agreement.

11. COUNCIL INFORMATION (no action or discussion)

a. **SCSO - Intelligence Report - October 2024**

12. PUBLIC REMARKS

Todd Beese, 8610 E South Riverway, commented on the Winterfest celebration, and the Millwood advocates newsletter.

13. COUNCIL REMARKS

Various Council members thanked staff, extended Christmas wished, congratulated SVFD on training facility, and Council member Beese asked to have Millwood Impact present at the June Council meeting.

14. ANNOUNCEMENTS

15. SET NEXT MEETING - City Council Regular Meeting January 14, 2025 at 6:00 PM.

16. ADJOURNMENT

Motion made by Council Member Beese to adjourn the Regular City Council meeting at 7:05 pm.,
Seconded by Council Member Stravens.

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