

**City of Deer Park
City Council Agenda
April 20, 2016
7:00 p.m.**

This preliminary agenda is subject to change in order to conduct business in a timely manner.

- 1. Call to Order**
Roll Call: Mayor Robert Whisman
Councilmember's: Dee Cragun, Mary Babb, Tim Verzal,
Don Stevens and Joe Polowski
Clerk/Treasurer: Deby Cragun
- 2. Invocation**
- 3. Pledge of Allegiance & Welcome**
- 4. Approval of Agenda**
- 5. Approval of April 6, 2016 regular council meeting minutes**
- 6. New Business**
A. Eagle Scout Presentation ~ Trae H. Taylor
- 7. Resolutions**
- 8. Ordinances**
- 9. Consent Agenda**
A. Approval of Voucher Claim Check Nos. 34782 through 34819 including EFT Debits in the amount of \$163,368.18 for the first half of April 2016.
- 10. Interested Citizens: Oral Communications, Requests, Comments from Audience**
- 11. Report of Departments**
- 12. Report of Officers**
- 13. Executive Session**
- 14. Adjournment**

**City of Deer Park
City Council Minutes
April 06, 2016**

Mayor Whisman called the meeting to order at 7:00 p.m.

ROLL CALL

Mayor Whisman called roll and the following were:

Present:	Councilmember's: Dee Cragun, Mary Babb, Tim Verzal, and Joe Polowski
Absent:	Don Stevens, Excused Absent (Cragun/Verzal)
Staff:	Brian Ramsden
Airport Manager:	Darold Schultz, Schultz's Aviation, L.L.C.
City Attorney:	Charles D. Zimmerman, Ogden, Murphy, Wallace, P.L.L.C
Economic Developer	Joe Tortorelli
Clerk/Treasurer:	Deby Cragun
Audience:	6

2. Invocation

Pastor Duane Anderson from Zion Lutheran Church gave the invocation.

3. Pledge of Allegiance & Welcome

4. Approval of Agenda

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL; MOTION CARRIED (4-0) TO APPROVE THE AGENDA AS PRESENTED.

5. Approval of March 16, 2016 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY POLOWSKI; MOTION CARRIED (4-0) TO APPROVE THE MARCH 16, 2016 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

6. New Business

A. Deer Park Municipal Airport Advisory Board BY-LAWS

Darold Schultz reviewed the Deer Park Municipal Airport Advisory Board BY-LAWS.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY BABB, TO:

APPROVE THE DEER PARK MUNICIPAL AIRPORT ADVISORY BOARD BY-LAWS.

MOTION CARRIED 4-0.

B. Agreement for Professional Services A.I.P. 3-53-0022-022 ~ J-U-B Engineers, Inc.

Darold Schultz reviewed the Agreement for Professional Services A.I.P. 3-53-0022-022 with J-U-B Engineers, Inc.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL, TO:

APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES A.I.P. 3-53-0022-022 with J-U-B ENGINEERS, INC.

MOTION CARRIED 4-0.

- C. Task Order 2016-02 Amendment No. 1 Deer Park Meadows Construction – Phase 1 ~ J-U-B Engineers, Inc.

Brian Ramsden reviewed Task Order 2016-02 Amendment No. 1 Deer Park Meadows Construction – Phase 1.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL, TO:

APPROVE TASK ORDER 2016-02 AMENDMENT NO. 1 DEER PARK MEADOWS CONSTRUCTION – PHASE 1 WITH J-U-B ENGINEERS, INC. NOT TO EXCEED A BUDGET OF \$27,786.81.

MOTION CARRIED 4-0.

7. Resolutions

- A. Resolution 2016-002 ~ Naming US 395 for Congressman Thomas S. Foley

Mayor Whisman read the heading to Resolution 2016-002.

Joe Tortorelli reviewed naming US 395 for Congressman Thomas S. Foley.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY BABB, TO:

APPROVE RESOLUTION 2016-002 ~ NAMING US 395 FOR CONGRESSMAN THOMAS S. FOLEY.

MOTION CARRIED 4-0.

- B. Resolution 2016-003 ~ WSDOT Ad Guaranteeing Grant Match Money Availability

Mayor Whisman read the heading to Resolution 2016-003.

Darold Schultz reviewed WSDOT Ad Guaranteeing Grant Match Money Availability.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY POLOWSKI, TO:

APPROVE RESOLUTION 2016-003 ~ WSDOT AD GUARANTEEING GRANT MATCH MONEY AVAILABILITY.

MOTION CARRIED 4-0.

8. Ordinances First Reading

- A. Ordinance 2016-960 ~ Adding New Section 2.64.025 Creating Alternate to Airport Board

Mayor Whisman read the heading to Ordinance 2016-960 and requested to Waive the Three Reading Process.

City Attorney, Charles D. Zimmerman reviewed Ordinance 2016-960.

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL, TO WAIVE THE THREE READING PROCESS.

MOTION CARRIED 4-0.

IT WAS MOVED BY CRAGUN, SECONDED BY POLOWSKI, TO:

APPROVE ORDINANCE 2016-960 ~ ADDING NEW SECTION 2.64.025 CREATING ALTERNATE TO AIRPORT BOARD

MOTION CARRIED 4-0.

9. Consent Agenda

Items listed below were distributed to Council Members in advance for study and were enacted with one motion.

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL; MOTION CARRIED (4-0) TO APPROVE THE CONSENT AGENDA.

- A. Approval of Voucher Claim Check Nos. 34743 through 34781 including EFT Debits in the amount of \$105,568.71 for the last half of March 2016.
- B. Approval of Payroll Check Nos. 12130 through 12158 including 941 Taxes in the amount of \$88,613.38 for the month of March 2016.
- C. Deer Park Municipal Airport Use Agreement ~ Spokane County Sheriff
- D. Deer Park Municipal Airport Use Agreement ~ Inland Northwest Region/ PCA

10. Interested Citizens: Oral Communications, Requests, Comments from Audience

Ryan Moore thanked Roger Krieger and Mayor Whisman for speaking at the last Chamber Meeting. He stated representatives from Avista have been scheduled to speak at the next Chamber Meeting.

Darold Schultz stated DNR will be moving some improvements into the Airport and the improvements should bring about 10 jobs.

Joe Tortorelli stated he has been working with GSI on an ad for the City of Deer Park's Light Industrial area for their Advantage Spokane Magazine.

11. Report of Officers

Council member Verzal stated Clean Green will be this weekend April 8th and 9th.

Homeless Services Available in Spokane County ~ Mayor Whisman

Mayor Whisman stated a concerned citizen had been in City Hall this past week to discuss what could be done for a couple of homeless individuals that showed up here in Deer Park. Mayor Whisman stated he had consulted the City Attorney regarding options available for homeless people in Spokane County. The Attorney's office was able to formally identify sixteen different programs within Spokane County. While most of these services are provided within the City limits of the City of Spokane, we understand the services are available to all people in Spokane County, including those homeless persons located in the City of Deer Park. Mayor Whisman stated this list would be available in City Hall should the need arise.

12. Executive Session

- A. Acquisition of Real Estate (RCW 42.30.110)
- B. Potential Litigation

City Attorney, Charles Zimmerman requested to add Potential Litigation to tonight's meeting.

Mayor Whisman moved the council into executive session at 7:39 p.m. for 10 minutes to discuss acquisition of real estate and potential litigation. Mayor Whisman stated there may be action taken after the Executive Session on item A. The Mayor asked for an additional 5 minutes. The council returned to regular session at 7:54 p.m.

IT WAS MOVED BY CRAGUN, SECONDED BY VERZAL; TO AUTHORIZE THE MAYOR TO EXECUTE THE KINCAID PURCHASE AND SALE AGREEMENT FOR THE COLVILLE – CRAWFORD INTERSECTION IMPROVEMENTS PROJECT PROPERTY ACQUISITION AS PRESENTED.

MOTION CARRIED 4-0.

13. Adjournment

There being no further business before the Council, Mayor Whisman adjourned the meeting at 7:57 P.M.

Mayor Robert Whisman

Deby Cragun, City Clerk/Treasurer

CITY OF DEER PARK
CLAIMS CERTIFICATION AND APPROVAL

Auditing Officer's Certification

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the Claim is a just, due and unpaid obligation against the *City of Deer Park*, and that I am authorized to authenticate and certify said Claims Checks numbered **34782 through 34819 including EFT Debits in the amount of \$163,368.18.**

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Claims Checks numbered **34782 through 34819 including EFT Debits in the amount of \$163,368.18 this 20th day of April 2016.**

Vouchers 1st Half April 2016

Number	Vendor Name	Account Description	Amount
34782	395 Express Freight, LLC	Shipping Charges	\$9.25
34783	American Linen	Mat Changes	\$58.02
		Fresheners	\$182.85
		Check Total:	\$240.87
34784	Avista Utilities	Avista Lower Lvl City Hall	\$19.08
		Utilities	\$18,112.99
		Check Total:	\$18,132.07
34785	Centurylink	Phone & Fax Charges	\$1,620.98
34786	Champ Construction	Golf Course Restaurant Counter Rebuild	\$4,821.08
34787	City of Deer Park	Water Bills	\$966.28
34788	City of Deer Park	Fuel Surcharge	\$339.10
34789	City Service Valcon, LLC	City Equip Fuel	\$1,332.20
		Terminal Maint Fee	\$16.00
		Airport Resale Fuel	\$17,299.54
		Check Total:	\$18,647.74
34790	Corwin Ford Tri-Cities	2016 Pickup	\$26,683.02
34791	Country Homes Power Equip	Airport Chain Saw Tune-Up	\$107.59
34792	Deer Park Ace Hardware	Hardware Purchases	\$269.84
		Tools & Equipment	\$18.37
		Check Total:	\$288.21
34793	Deer Park Chamber of Commerce	Deer Park Chamber Assistance	\$700.00
34794	Deer Park Golf Club	Restaurant Maint	\$4,477.76
34795	Dept of Licensing	2016 Pickup licensing	\$47.25
34796	Economic Development NW	Economic Develop Contract	\$1,020.00
34797	Evergreen Truss	Supplies	\$64.86
34798	Ferguson Waterworks	Radio Read Meters	\$3,969.43
34799	Inland Empire Utility	1st Qtr Locate Charges	\$37.00
34800	Inland Power And Light	Utilities	\$1,361.80
34801	Napa Auto Parts	Supplies	\$33.12
34802	Off. of The St. Treasurer	Building Code Fee Remittance 1st Qtr	\$153.00
34803	Office Depot	City Hall Office Supplies	\$36.77
34804	Pat's Plumbing & Irrigation Supply	Supplies	\$15.73
34805	Prettyman's Septic Service	Airport Restroom Rental	\$225.00
34806	Schultz's Aviation, LLC	Fuel Surcharge	\$339.10
34807	Sherwin-Williams	Paint & Supplies	\$130.78
34808	Spokane County Auditor	ROW Filing Fee	\$85.00

34809	Spokane County District Court	Judicial Svcs	\$1,833.66
34810	Spokane County Treasurer	Spokane CO Jail Services	\$38,199.90
34811	Spokane County Treasurer	1 Qtr Liquor Taxes	\$254.25
34812	Tribune	Ads And Legals	\$55.40
34813	US Bank Equipment Finance Inc	Ricoh Copy Machine Interest	\$3.14
		Ricoh Copy Machine Principle	\$189.86
		Check Total:	\$193.00
34814	US BANK ST. PAUL	LTGO Bond Interest	\$20,950.00
34815	Verizon Wireless	City Cell Phone Charges	\$611.18
34816	Vision Municipal Solutions LLC	Computer Maintenance	\$1,426.92
34817	Washington Trust Bank	City Credit Card Charges	\$146.54
		Supplies	\$569.21
		Travel/training	\$795.00
		Check Total:	\$1,510.75
34818	Waste Management	Park Clean-Up Dumster	\$133.83
34819	Western Equipment Dist	Golf Course Irrig Timer & Field Svc	\$5,994.15
COMBINED EXCISE 03/2016	State of Washington	Excise Tax Remittance	\$4,378.75
		Fuel Sales Tax	\$1,658.20
		Check Total:	\$6,036.95
EFT Debit 1st QTR 2016 Leasehold Pmt.	State of Washington	Leasehold Tax	\$999.08
		Leasehold Tax Spray Fields	\$616.32
		Check Total:	\$1,615.40
	Grand Total		\$163,368.18

Total Accounts Payable for Checks #34782 Through #34819 EFT Debit 1st QTR 2016 Leasehold Pmt.