

**City of Deer Park
City Council Agenda
September 16, 2020
7:00 p.m.**

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

**Councilmembers will not be physically present at this August 19th meeting per Proclamation 20-28 by the Governor Amending Proclamation 20-05.
To Access the Meeting by Phone Dial 1-669-224-3412 w/Access Code: 805-100-029#**

1. Call to Order

Roll Call: Mayor Tim Verzal
Councilmember's: Dee Cragun, Mary Babb, Richie Schut,
Caleb Stapp and Ron Scholz
Community Services Director: Roger Krieger
Clerk/Treasurer: Deby Cragun

2. Invocation

3. Approval of Agenda

4. Approval of September 02, 2020 regular council meeting minutes

5. New Business

A. Deer Park Airport Lease Amendment ~ Jim Vanderweg

6. Resolutions

A. Resolution 2020-009 ~ Spruce Street Vacation and Alley

7. Ordinances

A.

8. Consent Agenda

A. Approval of Voucher Claim Check Nos. 38789 through 38827 in the amount of \$369,516.12 for the First Half of September 2020.
B. Declaring Surplus Property from Airport Inventory and Approving Disposal Method.

9. Report of Departments

10. Report of Officers

11. Adjournment

**City of Deer Park
City Council Minutes
September 02, 2020**

Councilmembers were not physically present at this September 2nd meeting per the current version of Governor Proclamation 20-28 Amending Proclamation 20-05.

Access to the Meeting was by Phone.

Mayor Verzal called the meeting to order at 7:00 p.m. and stated this council meeting of the City Council is being conducted via telephone conference call pursuant to Governor Inslee's Proclamations. Before the roll call for attendance Mayor Verzal went over some telephonic procedures for tonight's meeting.

1. Call to Order

Mayor Verzal conducted a roll call to document telephone attendance.

Councilmember Cragun – Present
Councilmember Babb – Present
Councilmember Schut – Present
Councilmember Stapp – Present
Councilmember Scholz – Present
City Attorney Chuck Zimmerman – Present
Street Supervisor Brad Wainwright – Present

Present with Mayor Verzal at City Hall and observing social distancing were City Clerk/Treasurer Deby Cragun and City Community Services Director Roger Krieger.

2. Invocation

The Invocation for tonight's meeting was led by Deacon Joe Nicholas from St. Mary's Presentation Catholic Church.

3. Approval of Agenda

Mayor Verzal requested to add the Approval of Bids for Surplus Vehicles and Equipment as item C under New Business. The Council received a Memorandum from City Street Supervisor Brad Wainwright prior to tonight's meeting.

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE AGENDA AS AMENDED.

4. Approval of August 19, 2020 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE AUGUST 19, 2020 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

5. New Business

A. Bid Award PTO Driven Mower Deer Park Municipal Airport ~ Walter Implement

Mayor Verzal reviewed the Bid Award from Walter Implement for \$25,944.00 for a Schulte FX-318 PTO driven rotary mower.

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

APPROVE THE BID AWARD FOR A PTO DRIVEN MOWER (DEER PARK MUNICIPAL AIRPORT) FROM WALTER IMPLEMENT FOR \$25,944.00 FOR A SCHULTE FX-318.

MOTION CARRIED 5-0.

B. Sixth Street Reservoir Funding ~ Department of Health Drinking Water State Revolving Loan.

Roger Krieger reviewed the Loan Agreement from the Department of Health.

Following discussion:

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

AUTHORIZE THE MAYOR TO SIGN WASHINGTON STATE DEPARTMENT OF HEALTH DRINKING WATER STATE REVOLVING FUND 2019 LOAN NUMBER: DWL24937.

MOTION CARRIED 5-0.

C. Approval of Bids for Surplus Vehicles and Equipment

Brad Wainwright has outlined the suggested action in his September 1, 2020 memorandum to the Mayor and City Council.

Mayor Verzal stated he would entertain a motion to declare the following items surplus and authorize their sale pursuant to the sealed bid procedure as follows: (1) 2010 Chevrolet Tahoe for \$14,094.00; (2) 1998 Caterpillar Backhoe for \$28,500.00.

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

APPROVE THE SALE OF THE SURPLUS ITEMS AS DESCRIBED IN THE WAINWRIGHT MEMO.

MOTION CARRIED 5-0.

6. Resolutions

There were no Resolutions.

7. Ordinances

There were no Ordinances.

8. 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 BABB; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA.

- A. Approval of Voucher Claim Check Nos. 38766 through 38788 including EFT Debits in the amount of \$131,518.88 for the Second Half of August 2020.
- B. Approval of Payroll Check Nos. 13854 through 13886 including PFML & 941 Taxes in the amount of \$112,345.06 for the month of August 2020.

9. Report of Officers

Councilmember Cragun asked about the Crawford/Colville Roundabout Project and why the new sidewalks are only going to Third Street and not all the way to Sixth Street. Roger Krieger stated it is the long-term plan but presents a current economic issue as the City would have to fund the additional distance from Third to Sixth. Councilmember Stapp stated he attended the Economic meeting with the Deer Park Chamber of Commerce. He invited all to attend the upcoming Saturday Market on September 5, 2020 as this will be the last Saturday Market for 2020.

10. Adjournment

There being no further business before the Council, Mayor Verzal adjourned the meeting at 7:38 P.M.

Mayor Tim Verzal

Deby Cragun, City Clerk/Treasurer

Deer Park Airport Lease Amendment

This Lease Amendment applies to the Lease Agreement entered into on May 17, 2007 by and between the City of Deer Park, Washington, as Lessor, hereinafter referred to as "City", and Wayne Kester (deceased)/Jim Vanderweg, hereinafter referred to as "Lessee".

WHEREAS Wayne Kester (deceased) and Jim Vanderweg are 50% owners of the non-commercial hangar located on lot #107 of the Deer Park Municipal Airport as identified on the 2017 lease plan revision #5.

WHEREAS, Wayne Kester's domestic partner Judy McConahy, through probate has sold Wayne Kester's 50% share of said hangar to Jim Vanderweg.

NOW THEREFORE, The City agrees to remove Wayne Kester from the lease leaving Jim Vanderweg as the sole lessee. Jim Vanderweg agrees that all of the provisions of the Lease Agreement are binding on him as the sole Lessee.

Notices All notices required herein shall be deemed to be properly served if hand delivered, or if sent by mail, postage prepaid, to the last address previously furnished by the parties hereto. Lessee is obligated to notify the City of current address and phone numbers. Until hereafter changed by the party in writing. Notices shall be addressed as follows:

City: City of Deer Park
P.O. Box F
Deer Park, WA. 99006
(509) 276-8801

Lessee: Jim Vanderweg
P.O. Box 310
Laclede, ID 83841
(208) 659-4599

This amendment shall be effective upon the date of approval by the City.

Approved by Lessor, the
City of Deer Park, Washington:

Approved by
Lessee:

Timothy Verzal, Mayor



Jim Vanderweg

STATE OF WASHINGTON)
)ss.
County of Spokane)

I certify that I know or have satisfactory evidence that Timothy Verzal is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Mayor of the City of Deer Park to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

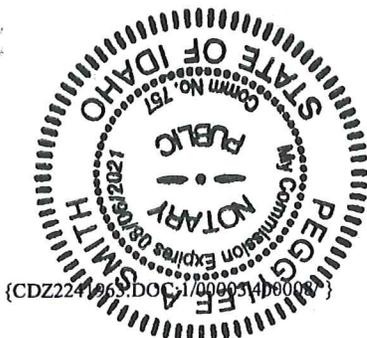
Dated this ____ day of _____, 2020.

(Printed name)
NOTARY PUBLIC, state of Washington
My appointment expires _____

STATE OF Idaho)
)ss.
County of Bonner)

I certify that I know or have satisfactory evidence that Jim Vanderweg is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated this 3rd day of September, 2020.



Regine A. Smith
Regine A. Smith (Printed name)
NOTARY PUBLIC, state of Idaho
My appointment expires 08/06/2021

RESOLUTION NO. 2020-009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON, PROPOSING VACATION OF PORTIONS OF SPRUCE AVENUE, WEST SECOND STREET, AND AN UNNAMED ALLEY RIGHT-OF-WAYS, EXPLAINING THE CIRCUMSTANCES RELATING TO THE PROPOSED RIGHT-OF-WAY VACATIONS, RETAINING AN EASEMENT FOR EXISTING AND FUTURE UTILITY PURPOSES, AND PROVIDING FOR NOTICES AND A PUBLIC HEARING CONCERNING THE RIGHT-OF-WAY VACATIONS.

WHEREAS, the homeowners adjacent to the Spruce Avenue right-of-way and located between West 1st Street and West 3rd Street have quitclaim deeded all present and future interest in the Spruce Avenue right-of-way to the City; and

WHEREAS, that portion of West 2nd Street located between the to be vacated Spruce Avenue and Larch Avenue and the unnamed alley located between the to be vacated Spruce Avenue and former Larch Avenue have never been opened as right-of-ways and are abutted on both sides by City-owned property used as part of the City sewer system; and

WHEREAS, City staff recommend passage of this Resolution as it is in the best interest of the City; and

WHEREAS, the right of way vacations will help facilitate the construction, maintenance, and fencing of the area including the vacated right-of-ways where a proposed aeration sewer lagoon will be located; and

WHEREAS, as part of the right-of-way vacations, the City shall reserve a utilities easement over the vacated right-of-ways for existing and future sewer utility and other utility purposes for so long as the City deems necessary; and

WHEREAS, Chapter 35.79 RCW authorizes the City to proceed with the vacation of right-of-way by City Council Resolution; and

WHEREAS, this Resolution provides for the notices that are necessary to vacate the right-of-ways and provides for a public hearing before the City Council; **NOW THEREFORE**

**THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON HEREBY RESOLVE
AS FOLLOWS:**

Section 1. On October 7, 2020 beginning at 7:00 PM at the Regular Meeting of the City Council, the City Council shall hold a public hearing to consider vacation of the Spruce Avenue, West 2nd Street, and unnamed alley right-of-ways depicted in Exhibit "A" to this Resolution and described as follows:

- a. Spruce Avenue from the south side of the unnamed alley located between West 1st Street and West 2nd Street to the south side of West 3rd Street;
- b. West 2nd Street from the west side of Spruce Avenue to the east side of Larch Avenue ; and
- c. The unnamed alley running parallel to and located between West 1st Street and West 2nd Street from the west side of Spruce Avenue to the east side of former Larch Avenue.

Section 2. The City Clerk-Treasurer is directed to post notice of the public hearing to be held pursuant to Section 1 of this Resolution in three (3) of the most public places in the City and in a conspicuous place on the right-of-ways proposed to be vacated. The form of the notice shall consist of posting a copy this Resolution in those locations together with copies of Exhibit "A" to this Resolution.

Section 3. The City Clerk-Treasurer is hereby directed to mail notices at least 15 days prior to the date of the public hearing set forth in Section 1 of this Resolution to all owners abutting any portion of the Spruce Avenue right-of-way proposed to be vacated as those owners appear in the records of the Spokane County Treasurer. The notice to be provided by mail shall consist of mailing of a copy of this Resolution together with Exhibit "A" to this Resolution.

Section 4. City staff have determined the relative fair market value of the right-of-ways proposed to be vacated as described in Section 1 of this Resolution to be \$83,250 by considering the square footage and assessed value of the adjoining and abutting private properties. The relative fair market value of the vacated right-of-ways shall be transferred by the City out of the City's Sewer Utility Fund to the City's Street Fund following consideration and approval of the relative fair market value amount by the City Council at the public hearing held pursuant to Section 1 of this Resolution.

Section 5. Following the public hearing to be held pursuant to Section 1 of this Resolution, the City Council may consider vacation of the right-of-ways proposed to be vacated and if the Council determines the right-of-ways should be vacated, the City Council may do so by the passage of an Ordinance at the October 7, 2020 City Council Meeting or at a future City Council Meeting.

Section 6. This Resolution shall be effective immediately upon passage by the City Council.

APPROVED by the City Council of
the City of Deer Park, Washington at
an Open Public Meeting the ____
day of _____, 2020.

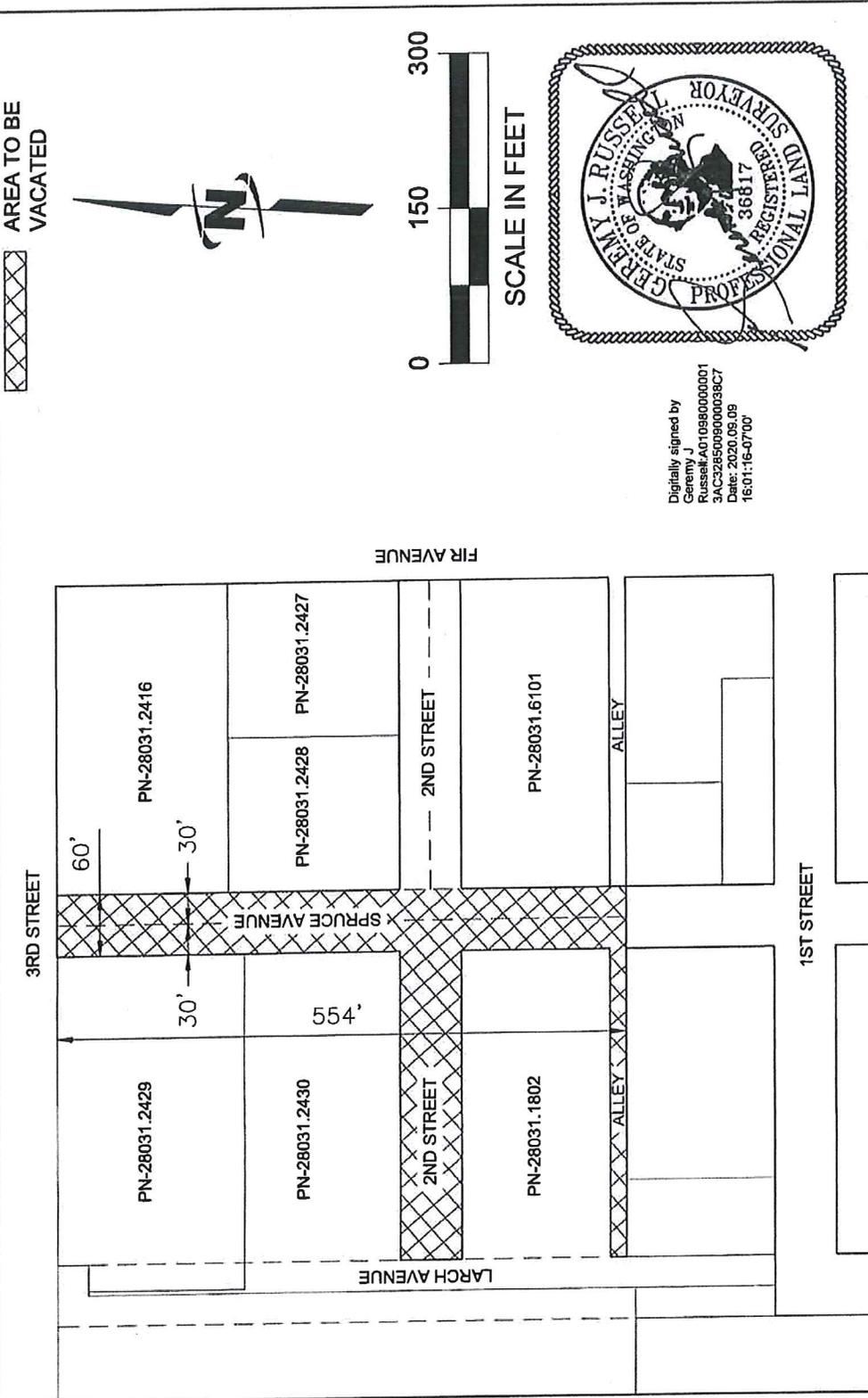
TIMOTHY VERZAL, MAYOR

ATTEST/AUTHENTICATED:

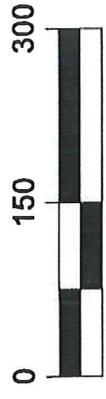
DEBY CRAGUN, CITY CLERK/TREASURER

APPROVED AS TO FORM:

CHARLES D. ZIMMERMAN, CITY ATTORNEY



AREA TO BE VACATED



SCALE IN FEET

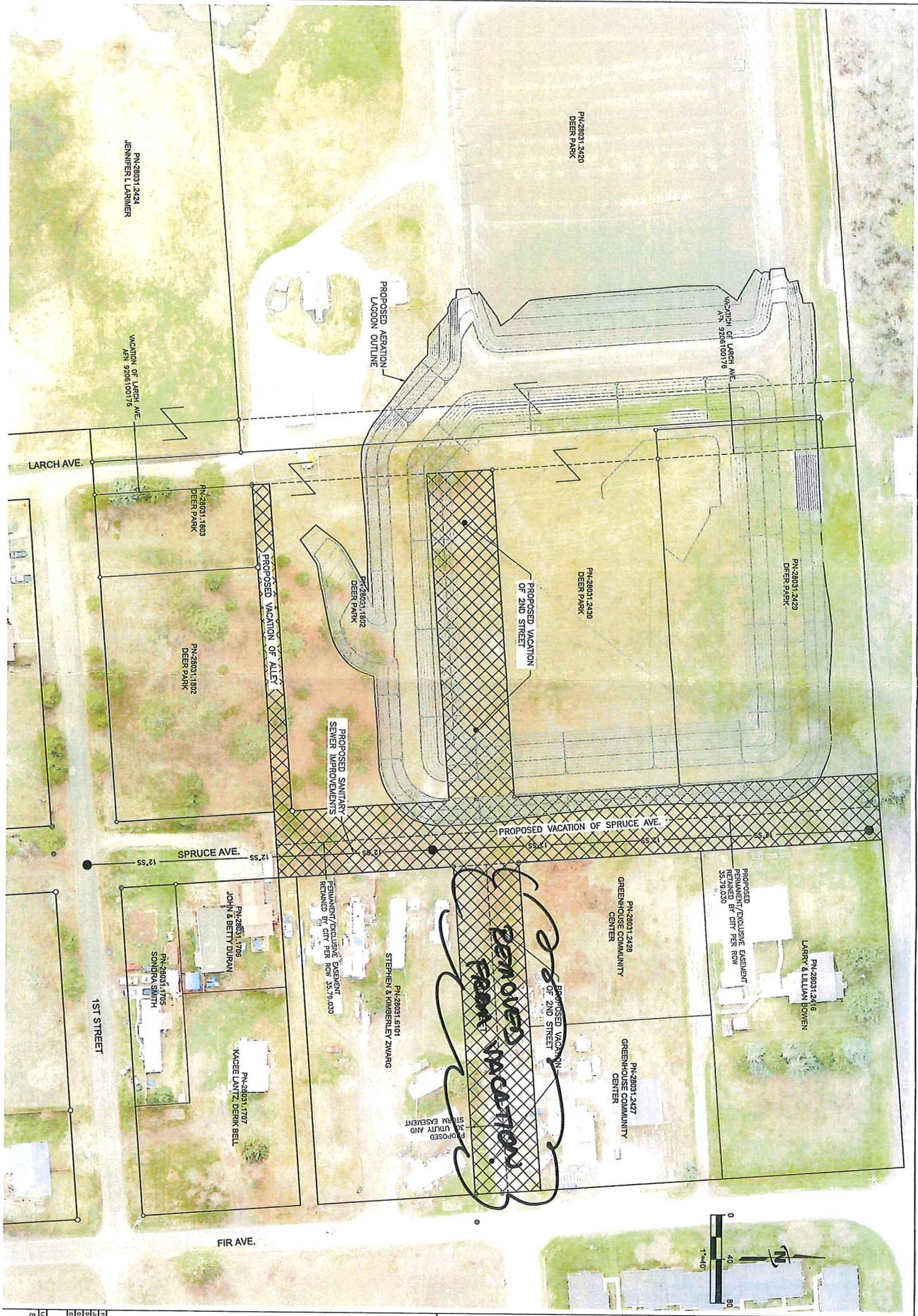


Digitally signed by
Jeremy J
Russell.A010980000001
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Date: 2020.09.09
16:01:16-0700

JUB
J-U-B ENGINEERS, INC.

RIGHT-OF-WAY VACATION
CITY OF DEER PARK, WASHINGTON
PORTIONS OF THE NORTHEAST 1/4 SECTION 3
TOWNSHIP 28 NORTH, RANGE 42 EAST, W.M.
CITY OF DEER PARK, SPOKANE COUNTY, WASHINGTON 1 OF 1

EXHIBIT "A"



DATE	10/10/19
DRAWN BY	TJ
CHECKED BY	TJ
APPROVED BY	
PROJECT	AERATION LAGOON VICINITY OWNERSHIP EXHIBIT
SHEET NUMBER	1

AERATION LAGOON VICINITY OWNERSHIP EXHIBIT

PORTIONS OF THE NE1/4, SECTION 3 TOWNSHIP 28 NORTH, RANGE 42 EAST, W.M. SPOKANE COUNTY, WASHINGTON

REVISIONS			
NO.	DESCRIPTION	BY	DATE

J-U-B ENGINEERS, INC.
 W. 422 Riverside Ave.
 Suite 304
 Spokane, WA 99201
 Phone: 509.458.3727
 Fax: 509.458.3762
 www.jub.com



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 **38789 through 38827 in the amount of \$369,516.12.**

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Claims Checks **38789 through 38827 in the amount of \$369,516.12 this 16th day of September 2020.**

Vouchers 1st Half September 2020

Fiscal: : 2020

Period: 2020 - September

Number	Vendor Name	Account Description	Amount
38789	Action Medical, Inc.	Medical Supplies	\$175.55
38790	American Linen	Mat Change Out and Supplies	\$368.30
38791	Avista Utilities	Avista Lower Lvl City Hall	\$21.80
		Old Fire Station	\$63.95
		Utilities	\$26,506.47
		Check Total:	\$26,592.22
38792	Banner Furnace & Fuel, Inc.	Airport Services	\$256.73
38793	BOR-Pacific Northwest	Annual Wastewater Agreement	\$1,600.00
38794	Centurylink	Communications	\$42.98
38795	Centurylink	Communications	\$1,765.72
38796	City of Deer Park	Full Service Fuel Surcharge	\$1,370.40
		Utilities	\$6,359.45
		Check Total:	\$7,729.85
38797	City Service Valcon, LLC	Fuel	\$3,415.49
		Airport Terminal Maintenance	\$16.00
		Resale Fuel	\$38,316.25
		Check Total:	\$41,747.74
38798	Consolidated Electrical Distributors Inc.	Wastewater Supplies	\$74.50
38799	Deer Park Ace Hardware	R & M All Bldgs	\$36.73
		R & M Structures	\$92.00
		Supplies	\$333.44
		Tools & Equipment	\$24.85
		Check Total:	\$487.02
38800	Deer Park Chamber of Commerce	Deer Park Chamber Visitor Information & Tourism Promotion	\$950.00
38801	Deer Park Paving	Repair & Maintenance	\$1,429.00
38802	Deer Park Printing LLC	Water And Building Supplies	\$376.84
38803	Department of Health	Srf Loan Interest	\$6,009.25
		Srf Loan Principal	\$171,692.94
		Check Total:	\$177,702.19
38804	Economic Development NW	Economic Develp Contract August 2020	\$1,700.00
38805	Fastenal	Supplies	\$54.92
		Tools & Equipment	\$200.35
		Check Total:	\$255.27
38806	Ferguson Waterworks	Supplies	\$35.21

38807	General Fire Extinguisher Svc.	Airport Fire Extinguisher Services	\$369.32
38808	H.D. Fowler Company	Pavement Restoration	\$1,052.77
38809	Inland Feed and Farm Supply	Spraying Supplies	\$129.70
		Airport Vehicle Fuel	\$313.19
		Check Total:	\$442.89
38810	Inland Power And Light	Utilities	\$2,500.83
38811	Irrigation Northwest, LLC	Golf Course Repair and Maintenance	\$824.92
38812	Jub Engineers, Inc.	Plan Reviews	\$4,918.11
		Shamrock Glen Construction Observ.	\$758.19
		Sixth Street Res Design	\$1,121.53
		Spokane CO Bldg/plan Checks	\$863.65
		Subdivision Too Old Boys Availability Study	\$5,689.76
		Check Total:	\$13,351.24
38813	Julien, LLC	Recycle Fees	\$60.00
38814	Kajun Electric	Building Repairs	\$380.93
		Breaker and Lab Servicing	\$5,170.35
		Repair & Maintenance	\$1,892.92
		Check Total:	\$7,444.20
38815	Napa Auto Parts	Supplies	\$600.85
38816	National Barricade	Street Signs	\$1,129.56
38817	Reliance Janitorial	City Hall Janitorial Services	\$535.00
38818	Schultz's Aviation, LLC	Full Service Fuel Surcharge	\$1,370.40
38819	Smarsh	Web Archiving	\$107.96
38820	Spokane County Treasurer	Emerg Preparedness Nims	\$895.71
38821	Spokane County Treasurer	Striping	\$8,375.02
38822	Spokane County Treasurer	Spokane CO Jail Services	\$1,173.40
38823	Spokane County Treasurer's Office	Spok CO Law Enforc Contract	\$64,167.00
38824	Spokesman-Review	Ads And Legals	\$183.53
38825	Verizon Wireless	Cell Phone Communications	\$227.82
38826	Vermeer	Supplies	\$29.98
38827	Washington Trust Bank	Communications	\$158.34
		Professional Services	\$23.40
		Repair & Maintenance	\$14.81
		Supplies	\$1,188.05
		Check Total:	\$1,384.60
	Grand Total		\$369,516.12
	Total Accounts Payable for Checks #38789 Through #38827		

Memo

To: Deby Cragun

From: Darold Schultz

Date: September 4, 2020

RE: Surplus Equipment Designation

Airport Property to be declared surplus:

1. 15 foot Terra King PTO driven rotary mower. Mower comes with various extra parts, very poor condition scrap value only. To be sold in as is where is condition. Estimated value \$500.00. Method of disposal online auction.