

**City of Deer Park
City Council Agenda
July 15, 2020
7:00 p.m.**

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

**Councilmembers will not be physically present at this July 15th 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 July 01, 2020 regular council meeting minutes

5. New Business

A. Bid Award 2020 Pavement Preservation ~ Shamrock Paving Inc.

6. Resolutions

A.

7. Ordinances

A.

8. Consent Agenda

A. Approval of Voucher Claim Check Nos. 38662 through 38699 in the amount of \$307,357.06 for the First Half of July 2020.

9. Report of Departments

10. Report of Officers

11. Adjournment

**City of Deer Park
City Council Minutes
July 01, 2020**

**Councilmembers were not physically present at this June 17th 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 Councilmember Caleb Stapp.

3. Approval of Agenda

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

4. Approval of June 17, 2020 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE JUNE 17, 2020 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

5. New Business

- A. Agreement for Professional Services ALP Update and Narrative Report, A.I.P. 3-53-0022-026-2020 ~ J-U-B Engineers, Inc.

Roger Krieger reviewed the Airport Layout Plan with the Mayor and Council directing attention to page 1A-2 ~ Wastewater Spray Field Compatibility Analysis and page 1A-6 Element 4 Public Involvement and Stakeholder Coordination. He went on to review the Spray Field and its origin. He also spoke to Element 4 and the importance of having a committee which includes Councilmembers for the coordination, communication, and collaboration of a successful plan. Councilmembers Cragun and Schut volunteered for and will sit on this committee.

Airport Manager, Darold Schultz reviewed the Airport Layout Plan and the operations ongoing at the Airport.

Councilmember Cragun stated she agrees there is a need for planning, but she would prefer a guarantee that the Spray Field would not be impacted by proposed changes at the airport due to the significant cost to the City sewer system. Other Councilmembers shared this same concern.

Councilmember Schut asked about the spray heads and their proximity to the Runway. Airport Manager, Darold Schultz stated the Runway has a safety area and the spray heads are in that safety area.

Following discussion:

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

APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES FOR THE AIRPORT LAYOUT PLAN FOR AIRPORT IMPROVEMENT PROJECT NO. 3-53-0022-026-022 WITH JUB ENGINEERS, INC AND TO AUTHORIZE THE MAYOR TO SIGN IT UPON APPROVAL OF FAA FUNDING.

MOTION CARRIED 5-0.

- B. Special Use Permit Request 2019-05 ~ Mark and Ginger Williams

Roger Krieger reviewed Special Use Permit 2019-05.

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

APPROVE THE SPECIAL USE PERMIT REQUEST 2019-05 SUBMITTED BY MARK AND GINGER WILLIAMS.

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. 38637 through 38661 including EFT Debits in the amount of \$123,664.15 for the Second Half of June 2020.
- B. Approval of Payroll Check Nos. 13783 through 13815 including PFML & 941 Taxes in the amount of \$115,780.85 for the month of June 2020.
- C. Deer Park Airport Lease Agreement ~ Raymond and Heidi Thomas

9. Report of Officers

Councilmember Babb asked about the Concert Series.

Councilmember Schut asked about an Acquisition Policy to buy only American made products.

Councilmember Stapp spoke to the COVID-19 Pandemic and the Governors orders.

10. Adjournment

There being no further business before the Council, Mayor Verzal adjourned the meeting at 8:07 P.M.

Mayor Tim Verzal

Deby Cragun, City Clerk/Treasurer

Memorandum

To: Mayor and City Council
From: Staff
Date: July 9, 2020
Re: 2020 – Pavement Preservation

On Wednesday, the 8th day of July, bids were opened for road construction work described as the Pavement Preservation projects including, E. J Street, Frontage Road, N. North Road (North of Eighth Street) and Country Club Drive (Sixth to Steptoe), those segments generally rated the lowest in our program.

Advertisement for bids were published in the Spokesman Review, and individual bid packets were mailed to plan centers, Inland Asphalt, POE Asphalt & Shamrock Paving.

This project was bid as a UNIT PRICE contract, and three bids were received based on the projected quantities we provided and are listed following. With this type of contract, quantities may fluctuate based on actual amounts used within the scope of work and may impact the bid prices up or down.

- A. Shamrock Paving Inc - \$349,000.00
- B. Inland Asphalt Company - \$423,800.00
- C. POE Asphalt - \$402,908

The apparent low bidder for the project is Shamrock Paving Inc. with a total bid of \$349,000.00, which is approximately 12% over City Staff estimates that are based on previous years work and overall budget may need to be amended at the end of the year.

We recommend award of the unit price bid for the street work listed above to Shamrock Paving Company in the amount of \$349,000.00.

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 **38662 through 38699 in the amount of \$307,357.06.**

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Claims Checks **38662 through 38699 in the amount of \$307,357.06 this 15th day of July 2020.**

Vouchers 1st Half July

Fiscal: : 2020

Period: 2020 July

Number	Vendor Name	Account Description	Amount
38662	AALL RITE Services	Back Flow Testing	\$165.00
		Back Flow Testing	\$235.00
		Check Total:	\$400.00
38663	Airside Solutions, Inc.	Supplies	\$316.39
38664	American Linen	Central Services Supplies	\$122.93
		R & M All Bldgs	\$56.70
		Check Total:	\$179.63
38665	Avista Utilities	City ~ Crawford/Colville Design	\$3,221.70
38666	Avista Utilities	Avista Lower Lvl City Hall	\$21.76
		Professional Services	\$67.27
		Utilities	\$18,585.08
		Check Total:	\$18,674.11
38667	Centurylink	Communications	\$1,707.53
38668	City of Deer Park	Full Service Fuel Surcharge	\$1,225.00
		Professional Services	\$76.43
		Utilities	\$3,995.33
		Check Total:	\$5,296.76
38669	City Service Valcon, LLC	Fuel	\$2,131.54
		Resale Fuel	\$15,487.03
		Check Total:	\$17,618.57
38670	Code Publishing CO	Ordinance Codification	\$145.94
38671	Darold Schultz	Supplies	\$101.17
38672	Deer Park Ace Hardware	R & M All Bldgs	\$104.10
		R & M Structures	\$217.27
		Repair & Maintenance	\$163.48
		Supplies	\$127.98
		Check Total:	\$612.83
38673	Deer Park Printing LLC	Supplies	\$101.60
38674	Eckhart Farms LLC	Professional Services	\$2,000.00
38675	G S I Auto Glass	R & M All Bldgs	\$189.81
38676	Greater Spokane Incorporated	Professional Services	\$750.00
38677	H.D. Fowler Company	Items Purchased For Resale	\$2,463.97
38678	Inland Feed And Farm	Spraying Supplies	\$64.85
		Vehicle Fuel	\$230.18
		Check Total:	\$295.03
38679	Jub Engineers, Inc.	Airport/cedar RD Engineering	\$51,772.72

38680	Julien, LLC	Professional Services	\$120.00
38681	K & K INSURANCE GROUP, INC.	Community Celebrations	\$2,510.00
38682	Les Schwab Tire Center	Repair & Maintenance	\$277.63
38683	Lock Master Locksmith Services	Professional Services	\$245.56
38684	Napa Auto Parts	R & M Structures	\$23.00
		Supplies	\$425.94
		Tools & Equipment	\$149.40
		Check Total:	\$598.34
38685	Ogden/Murphy/Wallace PLLC	Legal Services Rendered	\$3,721.50
		Professional Services	\$4,172.00
		Check Total:	\$7,893.50
38686	Pape Machinery	1998 Cat Backhoe	\$112,369.95
38687	Postlewait Code LLC	Spokane CO Bldg/plan Checks	\$5,931.02
38688	Prettyman's Septic Service	Professional Services	\$360.67
38689	Roberg, Jarred	Personnel Benefits	\$146.97
38690	Schultz's Aviation, LLC	Full Service Fuel Surcharge	\$1,225.00
38691	Special Asphalt Products	Supplies	\$914.76
38692	Spokane County Treasurer	Spokane CO Jail Services	\$1,173.40
38693	Spokane County Treasurer's Office	Spok CO Law Enforc Contract	\$64,167.00
38694	Spokane House of Hose	Repair & Maintenance	\$650.68
38695	Spokesman-Review	Advertising	\$253.18
38696	Verizon Wireless	Communications	\$247.66
38697	Washington Trust Bank	Central Services Supplies	\$252.33
		Communications	\$157.65
		Professional Services	\$17.32
		Repair & Maintenance	\$439.79
		Supplies	\$708.53
		Travel/training	\$320.00
		Check Total:	\$1,895.62
38698	Waste Management	Professional Services	\$79.75
38699	Western Equipment Dist	Repair & Maintenance	\$448.61
	Grand Total		\$307,357.06
	Total Accounts Payable for Checks #38662 Through #38699		