

**City of Deer Park
City Council Minutes
April 20, 2022
Meeting Location ~ Deer Park City Hall
316 E. Crawford**

To Access the Meeting by Phone Dial 1-669-224-3412 w/Access Code: 805-100-029#

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

1. ROLL CALL

Mayor Verzal called roll and the following were:

Present:	Councilmember's: Dee Cragun, Jason Upchurch, Heather Newsom, Caleb Stapp
Community Services Director:	Roger Krieger
City Staff:	Brad Wainwright and Jake Barlass (Phone)
City Attorney:	Chuck Zimmerman (Phone)
Assistant City Attorney:	Kait Schilling (Phone)
Clerk/Treasurer:	Deby Cragun
Audience:	13

2. Invocation

Jeremy Waunch gave the invocation.

3. Pledge of Allegiance & Welcome

4. Approval of Agenda

Mayor Verzal asked to add the discussion of the process to use to fill the open Council seat vacated by former Councilmember Ron Scholz.

IT WAS MOVED BY STAPP SECONDED BY CRAGUN TO ADD DISCUSSION AND POSSIBLE APPROVAL OF A PROCEDURE TO FOLLOW TO FILL THE OPEN COUNCIL POSITION TO THE AGENDA FOR THE MEETING TONIGHT.

MOTION CARRIED 4-0

Mayor Verzal stated We will add that item to the Agenda as Item 7D under New Business.

5. Approval of March 16, 2022, regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH; MOTION CARRIED (4-0) TO APPROVE THE MARCH 16, 2022, REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

6. Public Hearing

A. Six Year Transportation Improvement Program (Resolution 2022-006)

Mayor Verzal reviewed the Public Hearing procedures and opened the hearing at 7:02 p.m.

Roger Krieger reviewed the Six Year Transportation Improvement Program.

There were no comments.

The Public Hearing was closed at 7:03 p.m.

7. New Business

- A. Change Order Number 5 ~ Northwest Grading, Inc.

IT WAS MOVED BY CRAGUN, SECONDED BY STAPP, TO APPROVE CHANGE ORDER NUMBER 5 WITH NORTHWEST GRADING, INC.

Roger Krieger reviewed Change Order Number 5.

Following discussion,

MOTION CARRIED 4-0.

- B. Deer Park Pedestrian Ramp Replacement Recommendation of Award and Confirmation of Award ~ Inland Infrastructure of Spokane WA with a Total Bid of \$174,922.50

IT WAS MOVED BY CRAGUN, SECONDED BY NEWSOM, TO APPROVE DEER PARK PEDESTRIAN RAMP REPLACEMENT RECOMMENDATION OF AWARD AND CONFIRMATION OF AWARD WITH INLAND INFRASTRUCTURE OF SPOKANE WA WITH A TOTAL BID OF \$174,922.50

Roger Krieger reviewed the Pedestrian Ramp Replacement Recommendation and Confirmation of Award.

Following discussion,

MOTION CARRIED 4-0.

- C. Task Order 2022-07 Pedestrian Ramp Replacement Project Rebid and Construction Management Services. ~ JUB Engineers, Inc.

IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH, TO APPROVE TASK ORDER 2022-07 PEDESTRIAN RAMP REPLACEMENT PROJECT REBID AND CONSTRUCTION MANAGEMENT SERVICES WITH JUB ENGINEERS, INC.

Roger Krieger reviewed Task Order 2022-07.

Following discussion,

MOTION CARRIED 4-0.

D. Process and Procedure for Filling Council Position Vacancy

Mayor Verza! discussed options for the Council to consider and a time frame to receive applications and interview applicants.

IT WAS MOVED BY UPCHURCH, SECONDED BY NEWSOM, TO FOLLOW THE MAYOR'S SUGGESTED TIMELINE AND PROCESS AND ACCEPT APPLICATIONS UNTIL 5:00 P.M. MAY 11, 2022, THEN AT THE MAY 18, 2022 COUNCIL MEETING CONDUCT INTERVIEWS IF THERE ARE FEWER THAN EIGHT TOTAL APPLICANTS AND PLAN TO MAKE A DECISION ON FILLING THE COUNCIL POSITION VACANCY FOLLOWING THE INTERVIEWS.

Following discussion,

MOTION CARRIED 4-0.

8. Resolutions

A. Resolution 2022-006 ~ Six Year Transportation Improvement Program

Mayor Verza! read the heading to Resolution 2022-006.

IT WAS MOVED BY CRAGUN, SECONDED BY NEWSOM, TO APPROVE RESOLUTION 2022-006 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Following discussion,

MOTION CARRIED 4-0.

B. Resolution 2022-007 ~ Repealing Resolution 2020-006; Repealing the City Declaration of COVID-19 Emergency

Mayor Verza! read the heading to Resolution 2022-007.

IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH TO APPROVE RESOLUTION 2022-007 REPEALING RESOLUTION 2020-006; REPEALING THE CITY DECLARATION OF COVID-19 EMERGENCY

Following discussion,

MOTION CARRIED 4-0.

9. Ordinances

There were no Ordinances.

10. 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 UPCHURCH; MOTION CARRIED (4-0) TO APPROVE THE CONSENT AGENDA as follows:

- A. Approval of Voucher Claim Check Nos. 40148 through 40196 in the amount of \$336,148.59 for the Second Half of March 2022.
- B. Approval of Voucher Claim Check Nos. 40197 through 40221 including EFT Debits in the amount of \$261,331.33 for the First Half of April 2022.
- C. Approval of Payroll Check Nos. 14545 through 14582 including PFML, 941 Taxes and Health Benefits in the amount of \$138,740.26 for the month of March 2022.
- D. Outside Water Service Agreement ~ Jordan Lemay
- E. Notice of Acceptance of Work ~ Cedar Road North Extension ~ NW Grading Inc.
- F. 4th of July Display Agreement ~ Rocketman Pyros, LLC

11. Report of Departments

Darold Schultz stated he spoke with a representative from the EDA and it looks like the City will be able to do an amendment to the city's current agreement with the EDA for the Airport sewer line project.

Brad Wainwright stated Spring Cleaning is ongoing. The city crew has done a few repairs on the Skate Park. It is now open and ready for skating.

Roger Krieger stated he has finalized the EDA Amendment to add the Airport Sewer Project to the Cedar Road Project. The Spray Farm is being fired up to start irrigation next week.

Jake Barlass stated there has been a slew of permits coming in as the weather is warming up.

12. Council Questions, Comments, or Reports


Councilmember Stapp updated the Council and Mayor on the City Hall Building Task Force. He stated an RFP for Professional Services has been sent to the City Attorney for review.

13. Interested Citizens: Oral Communications, Requests, and Comments from Audience on Unrelated Agenda Items.

Comments were given.

14. Adjournment

There being no further business before the Council, Mayor Verzal adjourned the meeting at 8:00 P.M.



Mayor Tim Verzal



Deby Cragun, City Clerk/Treasurer