

**City of Deer Park
City Council Minutes
May 1, 2024
Meeting Location ~ Deer Park City Hall
316 E. Crawford
7:00 p.m.**

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: Jason Upchurch, Fred Senn, Heather Newsom, Billy Costello, and Diane Pfaeffle
City Staff:	Brad Wainwright, and Clint Drury (Phone)
Airport Manager:	Darold Schultz
Clerk/Treasurer:	Deby Cragun
Audience: Twenty	

2. Invocation

Pastor Matthew Wheeler gave the invocation.

3. Pledge of Allegiance & Welcome

4. Approval of Agenda

Mayor Verzal requested to add as Item E under New Business Memorandum of Understanding Related to Utility Clerk Position in the Non-Supervisory Union as a late Agenda item following the Deer Park Municipal Code Section 2.04.040 process.

IT WAS MOVED BY NEWSOM, SECONDED BY UPCHURCH; TO APPROVE ADDITION OF THE PROPOSED LATE AGENDA ITEM TO THE AGENDA; MOTION CARRIED (5-0)

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

5. Approval of April 17, 2024, regular council meeting minutes.

IT WAS MOVED BY UPCHURCH, SECONDED BY NEWSOM; MOTION CARRIED (5-0) TO APPROVE THE APRIL 17, 2024, REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

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

Comments Were Given

7. New Business

- A. Task Order 2024-03 Marshall Meadows Phase 2 Construction Observation ~ JUB Engineers, Inc.

Dan Pratt reviewed Task Order 2024-03 Marshall Meadows Phase 2 Construction Observation.

IT WAS MOVED BY UPCHURCH SECONDED BY NEWSOM, TO APPROVE TASK ORDER 2024-03 MARSHALL MEADOWS PHASE 2 CONSTRUCTION OBSERVATION WITH JUB ENGINEERS, INC. IN THE AMOUNT OF \$99,365.00

FOLLOWING DISCUSSION,

MOTION CARRIED 5-0.

- B. Task Order 2024-04 Colville Rd Sewer Main Extension & Water System Improvements ~ JUB Engineers, Inc.

Dan Pratt reviewed Task Order 2024-04 Colville Rd Sewer Main Extension & Water System Improvements.

IT WAS MOVED BY UPCHURCH SECONDED BY NEWSOM, TO APPROVE TASK ORDER 2024-04 COLVILLE RD SEWER MAIN EXTENSION & WATER SYSTEM IMPROVEMENTS WITH JUB ENGINEERS, INC. IN THE AMOUNT OF \$58,300.00

FOLLOWING DISCUSSION,

MOTION CARRIED 5-0.

- C. Task Order 2024-05 N. Colville Reconstruction ~ JUB Engineers, Inc.

Dan Pratt reviewed Task Order 2024-05 N. Colville Reconstruction.

IT WAS MOVED BY NEWSOM SECONDED BY UPCHURCH, TO APPROVE TASK ORDER 2024-05 N. COLVILLE RECONSTRUCTION WITH JUB ENGINEERS, INC. IN THE AMOUNT OF \$343,742.00

FOLLOWING DISCUSSION,

MOTION CARRIED 5-0.

- D. Deer Park Splash Pad Survey Results Summary

Dan Pratt reviewed the Deer Park Splash Pad Survey Results.

- E. Memorandum of Understanding Related to Utility Clerk Position in the Non-Supervisory Union

Mayor Verzal explained the Memorandum of Understanding.

IT WAS MOVED BY UPCHURCH SECONDED BY SENN TO APPROVE THE MEMORANDUM OF UNDERSTANDING RELATED TO UTILITY CLERK POSITION IN THE NON-SUPERVISORY UNION

FOLLOWING DISCUSSION,

MOTION CARRIED 5-0.

8. Resolutions

NO RESOLUTIONS

9. Ordinances

NO ORDINANCES

10. Consent Agenda

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

IT WAS MOVED BY UPCHURCH, SECONDED BY NEWSOM; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA as follows:

- A. Approval of Voucher Claim Check Nos. 41966 through 42002 in the amount of \$356,922.37 for the Second Half of April 2024.
- B. Approval of Payroll Check Nos. 15434 through 15465 including PFML, LTC, 941 Taxes and Health Benefits in the amount of \$156,035.84 for the month of April 2024.
- C. Short Plat Requests 2024-1 and Short Plat 2024-2 ~ Habitat for Humanity – Spokane
- D. Deer Park Airport Lease Agreement ~ Bryan Dearden

11. Council Questions, Comments, or Reports

Councilmember Upchurch asked about hiring a couple of Engineers to manage the city's capital projects instead of using JUB Engineers, Inc. Dan Pratt explained the many facets of our capital projects and JUB Engineers has the office staff necessary to see a project from beginning to completion.

Mayor Verzal stated there will be a Comprehensive Plan Open House on Tuesday May 14, 2024, from 4:30 p.m. to 7:00 p.m.

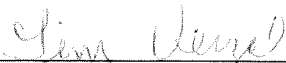
Councilmember Costello attributed a lot of the Survey results were due to his posting on his Facebook page. He feels the city would benefit from a Facebook page.

12. Executive Session

No Executive Session

13. 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