

# Bridgeport City Council Special Meeting Minutes – March 23, 2022

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## CALL TO ORDER

Mayor Conklin called Meeting to Order and led the Flag Salute at 7:00 p.m.

## COUNCIL

**Present-** Matthew Schuh, Mike Bjornstad, Jackie Hentges, Zeke Martinez, and Sergio Orozco.

## STAFF

**Present-** Janet Conklin, Mayor; Stuart Dezellem, Public Works Superintendent; Judy Brown, Clerk/Treasurer; and Kurt Danison, Highland Associates, Contract Planner.

## PUBLIC HEARING

### **Amendment to Title 17 and Zoning Map**

- Opened: 7:01 p.m.  
Danison presented amendments of Title 17 and the Zoning Map, fielded questions from Council.  
Public Comments: None
- Closed: 7:03 p.m.

## PUBLIC COMMENT

Meredith Spencer – Observed a young man picking up garbage at Berryman Park, requested new garbage can.

## PRESENTATIONS

### **Chelan Valley Hope, Maura Brown**

Presented outreach program; grant received allows them the ability to come to the community to meet the community needs, fielded questions.

### **Bridgeport Chamber of Commerce, Carlos Henriquez, President**

Presented plans for this years Bridgeport Daze, fielded questions.

## ACTION ITEMS

### **Council Regular Meeting Minutes of February 16, 2022**

**Motion-** Approve Council Regular Meeting Minutes of February 16, 2022, as presented.

**Motion/Schuh; Second/Martinez; Discussion/None; Approved/5:0**

### **Council Special Meeting Minutes of March 11, 2022**

**Motion-** Approve Council Special Meeting Minutes of March 11, 2022, as presented.

**Motion/Martinez; Second/Bjornstad; Discussion/None; Approved/5:0**

### **EMS Write-offs for February 2022**

**Motion-** Approve the EMS Write-offs for February 2022 of \$501.41 as presented.

**Motion/Orozco; Second/Martinez; Discussion/None; Approved/5:0**

**Resolution 22-05, Set Public Hearing – Street/Alley Vacation**

Dezellem and Danison fielded council questions.

**Motion-** Approve Resolution 22-05, setting a date and time for a public hearing to take testimony on the vacation application VAC22-01 as presented.

**Motion/Schuh; Second/Orozco; Discussion/None; Approved/5:0**

**Resolution 22-06, Sole Source Kamstrup Meters**

Dezellem explained purpose of resolution.

**Motion-** Approve Resolution 22-06, waiving the state competitive bidding requirement for the purchase of additional Kamstrup Water meters to complete the Water Meter Replacement Project as presented.

**Motion/Schuh; Second/Orozco; Discussion/None; Approved/5:0**

- **Motion-** Wave the two-reading process for Ordinance 22-720, Amendment to Title 17 and Zoning Map

**Motion/Schuh; Second/Martinez; Discussion/None; Approved/5:0**

**Ordinance 22-720, Amendment to Title 17 and Zoning Map**

**Motion-** Approve Ordinance 22-720, Amending Title 17 and the Zoning Map as presented.

**Motion/Martinez; Second/Hentges; Discussion/None; Approved/5:0**

- **Motion-** Wave the two-reading process for Ordinance 22-721, Amendment to Land Use Designation Map – Comp. Plan.

**Motion/Schuh; Second/Orozco; Discussion/None; Approved/5:0**

**Ordinance 22-721, Amendment to Land Use Designation Map – Comp. Plan**

**Motion-** Approve Ordinance 22-721, an Amendment to the Land Use Designation Map – Comprehensive Plan as presented.

**Motion/Orozco; Second/Bjornstad; Discussion/None; Approved/5:0**

**Douglas County Franchise ROW Agreement**

Dezellem explained purpose of this document for the 2<sup>nd</sup> Water Reservoir project, fielded questions.

**Motion-** Approve the Douglas County Franchise ROW Agreement as presented.

**Motion/Schuh; Second/Martinez; Discussion/None; Approved/5:0**

**Security Cameras – Administration Building**

Staff presented bids from Keyhole Security, Wenatchee, for video surveillance cameras installed in the entire city administrative building, fielded questions.

**Motion-** Accept bid from Keyhole Security, Option #2: 17 Commercial High Performance Cameras in the amount of \$25,222.84 using ARPA funds as presented.

**Motion/Schuh; Second/Orozco; Discussion/None; Approved/4:1-Martinez**

**Gray & Osborne – Agreement Berryman Park Design**

Danison presented purpose of agreement having Gray & Osborne develop a design for upgrading Berryman Park, this design plan would allow the city to apply for grant funding for the project.

**Motion-** Approve Supplemental agreement #1 to Professional Services Agreement – General Services 2022 Park Planning Support with Gray & Osborne, Inc.

**Motion/Schuh; Second/Bjornstad; Discussion/None; Approved/5:0**

**WWTP Project – Change Order Authorization**

Dezellem presented the need to have authorization for change orders regarding the WWTP Lab replacement project, discussion ensued.

**Motion-** Authorize Stuart Dezellem, Public Works Superintendent, authority to approve WWTP Lab replacement project change orders up to the amount of \$20,000.

**Motion/Schuh; Second/Hentges; Discussion/None; Approved/5:0**

**Deputy Clerk, Samantha O'Brien, Checking Account Access**

Mayor presented intention for addition of deputy clerk

**Motion-** Authorize Samantha O'Brien, Deputy Clerk, signing privileges for the city checking account.

**Motion/Orozco; Second/Hentges; Discussion/None; Approved/5:0**

**DISCUSSION**

**Coliform Monitoring Plan-** Dezellem tabled to next meeting

**Fireworks Prohibition-** Mayor presented reasons for a prohibition on fireworks, discussion ensued.

**Addition of BMC 2.04.020, Confirmation of Hiring and Appointments-** Discussion ensued. Open for further discussion.

**STANDING CITY REPORTS**

**Public Works-** Demonstrated GIS Map project been working on last two years, sewer and water connection are plotted, further work will be done; WWTP Laboratory Replacement project is underway; 2<sup>nd</sup> Water Reservoir project went to bid, bids due 2:00 p.m. April 7<sup>th</sup>; Sidewalks cleaned an Street Sweeping for spring is now completed; Park Hosts will arrive March 24<sup>th</sup>; 340 Jefferson sewer issues are being addressed.

**Clerk/Treasurer**

Financial report for February; New Deputy Clerk is learning quickly; attended two State Auditor webinars this month, attendance reports distributed via email.

**Mayor**

Ryan Beebout, Sabey Data Centers & Microsoft will host a free food distribution April 8<sup>th</sup>; Recycle needs volunteer help or will need to close; Volunteer Fire Department will be presenting next meeting; Council members need to have council training through MRSC; Hooked on Kids Fishing Derby needs someone to organize this year; Code Enforcement Officer is knowledgeable and doing a great job.

**COUNCIL COMMENTS**

**Hentges-** Meeting with potential Lifeguards tomorrow (3/24/22) at Bridgeport School; Raccoon population appears to be increasing, questioned how to control, discussion ensued.

**VOUCHER APPROVAL**

**Motion-** Approve Claim, Payroll, and EFT Vouchers as presented.

<b>Vouchers Presented</b>	<b>Check #s</b>	<b>Amount</b>
03/01/22 Payroll Vouchers	12645 – 12660	\$ 12,105.20
03/01/22 Payroll EFT		\$ 9,550.02
03/16/22 Payroll Vouchers	12663 – 12672 Voided	\$ 0.00
03/16/22 Payroll Vouchers	12673 – 12682	\$ 13,035.96
03/16/22 Payroll EFT		\$ 6,788.48
February EFT		\$ 8,356.68
March EFT		\$ 8,023.62
March Claim Vouchers	12661, 12662, 12683 – 12723	\$ 111,251.90
	<b>Total</b>	<b>\$ 169,111.86</b>

**Motion/Schuh; Second/Orozco; Discussion/None; Approved/5:0**


**ADJOURNMENT**

Mayor Conklin adjourned meeting at 8:44 p.m.

**APPROVED:**

  
Janet Conklin, Mayor

**ATTESTED:**

  
Judy Brown, CMC  
Clerk/Treasurer