

Bridgeport City Council Meeting Minutes – April 19, 2023

CALL TO ORDER

Janet Conklin, Mayor 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; and Judy Brown, Clerk/Treasurer.

PUBLIC COMMENT

M. Spencer, inquired about code enforcement within the City, Mayor and Dezellem relayed information.

PRESENTATION

City RV Park's – Progress Report

Sue Stanley, RV Park Host – Update on current happening; live with Good Sam, learning reservation system, extensive advertising with Good Sam affiliation; Occupancy 98% booked through August; Prediction of a stellar salmon season; Working on getting shoulder season reservations; Good Sam flags and signs up, more coming; Douglas PUD signage will be installed soon; fielded questions.

ACTION ITEMS

Council Meeting Minutes of March 15, 2023

Motion- Approve Council Regular Meeting Minutes of March 15, 2023, as presented.

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

EMS Write-off for March 2023

Motion- Approve the EMS Write-offs for March 2023 of \$177.18 as presented.

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

Gray & Osborne – Supplement (Storm Water) – Table

Gray & Osborne – Supplement (Berryman Park) – Table

DOE – Storm Water Contract – Table

Temporary Office Staff

Motion- Approve hiring temporary office staff to complete implementation of the Cemetery computer program.

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

Temporary RV Volunteer Worker

Motion- Approve hiring of a temporary volunteer worker for the RV Parks with an RV site through July 1st.

Motion/Schuh; Second/Martinez; Discussion; Approved/5:0

Entrance Welcome Signage Contract

Motion- Approve signage contract with Graybeal Signs, Inc. to manufacture and install two Welcome Signs connected to the USDA RD grant project.

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

DISCUSSION

AWC RMSA Member Standards-

Councilmember Schuh presented documentation regarding AWC RMSA Member Standards in Resolution form, discussion ensued, and questions fielded. Next meeting have Resolution drawn and presented to Council.

Cemetery BMC Revision-

Brown presented revisions to the current municipal code regarding the Cemetery and reason, discussion ensued, modifications recommended, and questions fielded.

Vehicles on ROW-

Dezellem presented current options of Right-of-Way use for parking vehicles for extended periods of time, discussion of better ways to control this issue, discussion, and questions fielded.

Event Application Fee-

Mayor presented Event Application Fee created, this fee could offset the cost of law enforcement needed, discussion ensued, and questions fielded. More options will be presented to Council.

STANDING CITY REPORTS

Public Works-

WWTP update on rebuild, occupancy expected next two weeks; Reservoir #2 project construction started backup this week; Well #1 update; Storm Drainage DOE contract update; TIB out to bid early May; Swimming Pool repair low bid contractor has pulled his bid; Global Prosperity property project water main approved by DOH; Rosita View property project moving forward water design submitted to DOH; Public Works new hire P. Anson resigned on April 3rd, resignation effective on April 6th; Public Works new hire B. Espinobarros started April 11th, working out great; Four new water services installed with possibility of three more, two new sewer services installed with possibility of one more; Acting as Code Enforcement Officer working on junk vehicles removed on Foster Creek Avenue 1900 block; Auction items being put on site; Picnic pads finished at Conklin Landing RV; Storm Drain pipe will be installed between Douglas Ave. and Foster Ave. on 16th Street; Installed 600 feet of phone line for WWTP; Chipping Event held April 15th went very well; fielded questions.

Clerk/Treasurer-

Financial Reports for March 2023 and First Quarter 2023 have been distributed; 2022 Annual Report will be submitted this week to SAO; Attended several webinars and attended the WPTA Conference with Deputy Clerk in Chelan, we both felt this was a very informative and useful training; fielded questions.

Mayor-

Utility Clerk, Omar Picazo did a fantastic job while other office staff attended the WPTA conference; asked for opinion to surplus safe that sits outside City Hall, no oppositions was conveyed by council to disposing of safe, staff will research options for disposal; City Hall Access Control (keyless entry) being installed this week; NCW Library will not get to refurbish the library until closer to November.

COUNCIL COMMENTS

Hentges- Swimming Pool update; lifeguard applications and possible staffing.

Schuh- AWC Small City Connectors Meeting in Soap Lake will be attending May 12th.

VOUCHER APPROVAL

| Vouchers Presented | Check #s | Amount |
|---------------------------|-----------------|----------------------|
| 03/16/23 Payroll Vouchers | 13752 – 13762 | \$ 15,203.22 |
| 03/16/23 Payroll EFT | | \$ 8,213.49 |
| 04/03/23 Payroll Vouchers | 13764 – 13785 | \$ 18,237.13 |
| 04/03/23 Payroll EFT | | \$ 16,748.22 |
| 04/17/23 Payroll Vouchers | 13786 – 113806 | \$ 15,558.78 |
| 04/17/23 Payroll EFT | | \$ 7,526.72 |
| March Monthly EFT | | \$ 8,013.80 |
| April Monthly EFT | | \$ 11,465.17 |
| March Voucher | 13763 | \$ 304.42 |
| April Monthly Vouchers | 13807 – 13861 | \$ 115,853.60 |
| | Total | \$ 217,124.55 |

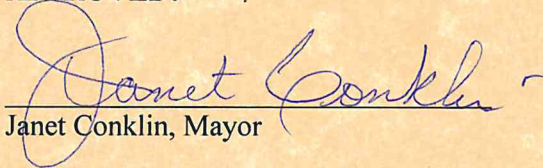
Motion- Approve Claim, Payroll, and EFT Vouchers as presented.

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


ADJOURNMENT

Mayor Conklin adjourned the meeting at 8:57 p.m.

APPROVED:


Janet Conklin, Mayor

ATTESTED:


Judy Brown, CMC
Clerk/Treasurer