

**City of Medical Lake**  
**Regular Council Meeting**  
S. 124 Lefevre Street, 6:30 P.M.  
April 17, 2012

Mayor Pro-Tem Maike called the regular meeting to order at 6:30 p.m.

**Council present:**     A. J. Burton                     Shirley Maike                     Howard Jorgenson  
                              Jeff King                             Art Kulibert                     Brenda Redell  
                              Laura Parsons

**Council Absent:**     None.

**Staff present:**       Doug Ross                     Cindy McMullen               Pam McBroom               Jessica  
                              Roberts                         Judge Kayne

**Others present:**     Cheney Free Press reporter James Eik, Sheriff Knezovich and 9 citizens.

**ADDITIONS/DELETIONS TO AGENDA:**

None.

**MINUTES:**

Councilmember King made a motion, seconded by Redell to approve the Regular Council Meeting Minutes for April 3, 2012. Council polled; all ayes.

**INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS:**

Tammy Roberson – 424 W. Brooks, M.L.

Ms. Roberson addressed JLUS concerns. She related that she and many area residents feel that the JLUS document was compiled without enough input from the actual residents that will be affected by the new requirements. It will cause property value impacts that will hinder home owners ability to sell their property. She asked if council and representatives could work with FAFB and JLUS representatives to get MIA zones moved out farther so they are not in M.L. She respectfully requested that the council does not approve the JLUS Ordinance as it is written.

Edward J. Ramsey – P.O. Box 1194, M.L.

Mr. Ramsey reported to council that he is going to build an 8' x 10' building out of garbage in Fox Hollow, Fox Ridge or Silver Lake. It will be for Children of the Sun. If the Mayor or Council do not support his proposal than he gave notice that he will try to get them impeached. He made other statements before he was escorted from the council chambers by Sheriff Knezovich.

**MAYORS REPORT**

**PROCLAMATIONS, PRESENTATIONS & RECOGNITION:**

None.

**APPOINTMENTS/RESIGNATIONS:**

None.

**MEETINGS AND OTHER INFORMATION:**

None.

## **STAFF REPORT:**

Municipal Court Judge Richard B. Kayne

Judge Kayne gave council an annual report of court activities. He reviewed graphs that were given to council. There was a breakdown of ticket types as well as a 5 year comparison of court filing. He related that filings have dropped since last year but the Sheriff Deputies have been busier with juvenile and felony cases this past year and those types of cases are not handled within our municipal court. After his presentation, council thanked him for the presentation and for coming.

Presentation by Tom Mattern, Spokane Dept. of Emergency Management

Sheriff, Ozzie Knezovich, Director of Emergency Management spoke briefly with council before Mr. Mattern gave his presentation. The following areas were covered in the presentation:

Program - Collaboration – Created because of RCW 38.52.070(1)

Last update was in 2005, enhancements were needed

Every city in the county is part of this collaboration which is an asset to the community

The Emergency Management System

Protects communities by integrating activities necessary to build, sustain and improve the capability to mitigate against, prepare for, respond to and recover from threats such as natural disasters, acts of terrorism or other man-made disasters.

The Department

This is the managerial function charged with coordination and facilitating the system/framework within the communities to reduce vulnerability to such hazards.

The Emergency Management System Changes

Creation of the Emergency Management Policy Board and the Emergency Management Operations Group.

The Emergency Management Operations Group

This group identifies system goals and objectives

Establishes recommendation and priorities to be taken to the policy board

Membership includes: 2 Emergency Mngt, 2 Law Enforcement, 2 Fire Services, 1 Public Health, 1 Public Works, 1 Private Sector individual.

Emergency Management Policy Board

Made up of elected officials who provide guidance, prioritize system approval and budget review.

Funding/Budget Process

The Dept. of Emergency Management prepares the operating budget and presents it to the Policy Board for review and approval, then submitted to the BOCC for final adoption. Participating cities are then billed quarterly for their cost of the program.

Agreement to Participate

Each participating city needs to understand the roles and responsibilities and agree to participate in the program.

At the end of the presentation, council was asked for their support. There was council discussion and all questions from council were answered by Mr. Mattern and Sheriff Knezovich.

### Amended Spokane Interlocal Agreement for Emergency Management, Spokane County

At the conclusion of the discussions on Emergency Management, Councilmember Jorgenson made a motion, seconded by Redell to approved the Amended Spokane Interlocal Agreement for Emergency Management, Spokane County and authorize Mayor Higgins signature. Council polled; all ayes.

Sheriff Knezovich presented council with a report of the January thru March 2012 Crimes by Cities. He went over Medical Lakes numbers for different types of crimes. Within the traffic stats it was noted that they are averaging 400 to 500 and if the trend is correct we should notice a drop in crimes. Knezovich also reported that Scope volunteers are being trained to work the front desk in the PD. ML is becoming a HUB for the West Plains. There were questions from council. Councilmember Jorgenson asked about the speed of patrol cars responding to calls that are leaving the city. He has a concern that it is too fast when still in residential areas. Knezovich will look into the particular call referenced. Councilmember Parsons complimented the deputies that have been in her area. They have been professional and very nice. Councilmember Kulibert asked about reverse 911 and Knezovich stated that it has been in effect since 2009. Administrator Ross thanked the weights and measures deputies for their presence in town. The load restrictions are still on in M.L. except on Hwy. 902. Councilmember King questioned the amount of time the assigned deputies are spending in town. Some discussion. Sheriff Knezovich was thanked for his presence.

#### JLUS Update

Administrator Ross gave a brief report and informed council again that the JLUS topic will be on the May 1<sup>st</sup> agenda. Council will have a detailed staff report and recommendations from the Planning Commission at that time.

#### **FINANCE:**

##### Finance Director Job Description

Administrator Ross reported that the Finance Director position has been working under a number of job descriptions, and the newly proposed job description is an effort to have a comprehensive Finance Director only job description. Tammy Roberson – 424 W. Brooks, M.L. approached the podium and asked why a Masters Degree was not being required for this position. Administrator Ross responded that several cities job descriptions as well as examples from WCIA and Municipal Research were reviewed and this particular job description best addresses what is needed for Medical Lake. Councilmember Parsons asked what the pay for this position is. City Attorney McMullen responded that the pay is set by separate ordinance and is not what council is being asked to approve tonight which is just a job description for the Finance Director position. Parsons stated that she thought the wage started around \$50,000 annually and she did not think anyone without a masters degree should be in such a position since there are so many individuals with degrees that should have this type of job. She stated that she felt it would present more professionalism to the office since no one on staff currently has a master's degree. There was discussion. Administrator Ross told council that if they wanted to include that requirement it was their choice. Councilmember Jorgenson made a motion to approve the Finance Director job description as presented; the motion was seconded by Councilmember King. Councilmember Redell stated that she felt the city would be narrowing the field of applicants by adding the masters degree requirement and she would rather have someone with 10 years of municipal finance experience over someone with no experience and a masters degree. It was noted that someone with a masters degree could apply for this position. Question was called, council polled; all ayes.

#### 2012 – 1<sup>st</sup> Quarter Financial Report

This is an informational report and it was noted that all funds are within the 25% range on expenditures. Current Expense revenues are down some, but that is expected until the city receives its first half property taxes.

#### **PLANNING REPORT:**

None.

#### **PARKS AND RECREATION COMMITTEE REPORT:**

None.

**PUBLIC WORKS/RECYCLING COMMITTEE REPORT:**

Councilmember Jorgenson asked Administrator Ross to give an update on the Food Bank. Ross reported that the city has been working with the Food Bank on their permitting process to make sure everything would be in compliance with city ordinances. The Food Bank wants to be completed and open by Founder's Day weekend.

**PUBLIC SAFETY COMMITTEE REPORT:**

None.

**MEMBERS REPORTS:**

Councilmember Kulibert reported that he had caught his limit clamming. .

**CONSENT AGENDA:**

Approval of Claims and Payroll

Payroll Warrant numbers 9789 for \$14,600.00 and Claim Warrant numbers 20643 through 20711 for \$157,140.69 were approved by motion from Councilmember King, second from Councilmember Jorgenson. Council polled; all ayes.

**OLD BUSINESS:**

**DISCUSSION OF ADDITIONS TO THE AGENDA:**

None.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

Mayor Pro-Tem Maike adjourned the meeting at 7:26 pm.

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Mayor Pro-Tempore Maike

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City Clerk / Finance Director