

City of Medical Lake
Regular Council Meeting
S. 124 Lefevre Street, 6:30 PM
April 21, 2009

Mayor Higgins called the meeting to order at 6:30 p.m.

Council present: Shirley Maike A. J. Burton John Paikuli
 Brenda Redell Art Kulibert Jeff King
 Howard Jorgenson

Council Absent: None.

Staff present: Doug Ross Cindy McMullen Pam McBroom
 Bryan Musser Jacob Keith Nathan Bohanek
 Jennifer Willoughby Ellen Fender

Others present: Cheney Free Press Reporter Cara Lorella, Spokesman Review Reporter Lisa
 Leinberger, W. Duane Wakan, U.S. Census Bureau Specialist and 5 visitors.

ADDITIONS TO AGENDA:

None.

MINUTES:

April 7, 2009 Regular Meeting

Motion by Councilmember Maike; second by Redell to approve the minutes of the April 7, 2009 Regular Council Meeting. Council polled; all ayes.

INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS:

None.

MAYORS REPORT

PROCLAMATIONS, PRESENTATIONS & RECOGNITION:

None.

APPOINTMENTS:

None.

MEETINGS AND OTHER INFORMATION:

Mayor Higgins talked with council about the summer council meeting schedule. During June, July, August and September there will be one council meeting per month on the third Tuesday. Regular scheduling will resume in October.

STAFF REPORT:

2010 Census Information; W. Duane Wakan, Partnership Specialist, U.S. Census Bureau
City Administrator Ross introduced Mr. Wakan who gave council an outline of the upcoming time

line and process that will take place to complete the 2010 census. There was discussion. Wakan asked for council help and participation with this very important census. Council was asked to possibly form a Complete Count Committee and discussed ways to inform citizens of the need to return questionnaires and the importance of their cooperation in this census. The city can put a link on their website as well as getting messages on utility bills for customers. Council will also approve a proclamation declaring their support of being a 2010 Census Partner.

Ordinance 997: Correcting a Scrivener's Error in Ordinance 996; Vacating a portion of the Brower Street ROW; First Reading

Councilmember Jorgenson made a motion, seconded by Maike to approve the first reading of Ordinance 997: Correction of a Scrivener's Error in Ordinance 996; Vacating a portion of the Brower Street ROW. City Administrator Ross explained that there was an error in the language describing which portion of Brower Street was to be vacated. The original request was to vacate the easterly 5' of the ROW, but Ordinance 996 stated the entire ROW was to be vacated. This ordinance will correct that error. Council polled; all ayes. Attorney McMullen read by title only.

PARKS AND RECREATION COMMITTEE REPORT:

Councilmember Redell had no report. Administrator Ross did update council on the Pioneer Park Gazebo. The city received this gazebo last year but it was not installed. A location is being decided upon to install that gazebo.

FINANCE:

Finance Director McBroom reported that the State Auditor is completing the 2007/2008 Audit. This will be the last week he will be on site. At this time there are no glaring issues that have come to light. Once Mr. Kittredge is finished, his supervisor will do a review and if there are no problems at that stage, an exit conference will be set. Council will be informed when that has been done.

2009 – 1st Quarter Financial Report; Information Only

Finance Director McBroom asked if there were any questions, it was noted that all funds are within the 25% spending range for this 1st quarter. There were no questions.

PLANNING REPORT:

None.

PUBLIC WORKS:

TIB Fuel Tax Grant Distribution Agreement for Prentis Street Project Accepting the \$494,912 Grant

Administrator Ross explained that the signing of this agreement authorized the Transportation Improvement Board (TIB) to authorize the grant funds for the project. The agreement also governs how the funds are to be used. The city will have a matching amount of \$156,288 dollars that will come from the Capital Improvement Fund #301 – this is where the Real Estate Excise Tax money is receipted and tracked. This money has restrictions on what it can be used for and it has been determined that the city has appropriate documentation listing Prentis Street as a project in their capital facilities plan which is part of the Comp Plan so it is a legal use of the money for matching funds to the grant. After discussion, Councilmember Jorgenson made a motion, seconded by King to approve the TIB Fuel Tax Grant Distribution Agreement for Prentis Street Project accepting the \$494,912 grant and authorizing Mayor Higgins to sign it. Council polled; all ayes.

PUBLIC SAFETY COMMITTEE REPORT:

Declaring Police Department 2001 Ford Crown Victoria Surplus and Set Method of Disposal

The Medical Lake Police Dept. is requesting approval to surplus patrol vehicle #108, the 2001 Ford Crown Victoria and set the method of disposal as sealed bids. This vehicle has over 100,000 miles on it and is experiencing ongoing mechanical problems. Administrator Ross asked that a minimum bid amount of \$3,000 also be set. Councilmember Maike then made a motion, seconded by King to surplus the Police Departments 2001 Ford Crown Victoria and set the method of disposal as sealed bid with the minimum price of \$3,000. Council polled; all ayes.

MEMBER REPORTS:

Councilmember Jorgenson invited everyone to the Booster Club Pasta Feed on May 2nd from 6pm to 9pm at the Middle School. The feed will be sponsored by Tomato Street.

CONSENT AGENDA:

Approval of Claims and Payroll

Claim Warrants 16525 through 16583 in the amount of \$55,775.46; Payroll Warrants 8819 through 8821 in the amount of \$20,500.00 and Park & Recreation Karate Instructor Contract with Bruce McDavis were approved by motion from Councilmember Maike, second by Redell. Council all voted aye.

OLD BUSINESS:

None.

DISCUSSION OF ADDITIONS TO THE AGENDA:

None.

EXECUTIVE SESSION:

Mayor Higgins called an executive session at 7:02 pm to last approximately 20 minutes to discuss the following: *Negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause the likelihood of increased costs and the qualifications of an applicant for public employment or to review the performance of a public employee.* City Attorney McMullen stated that after the executive session the city council will reconvene the regular session. There will be no action taken on the issues discussed in executive session.

ADJOURNMENT:

Mayor Higgins adjourned the meeting at 7:20 p.m.

Mayor Higgins

City Clerk / Finance Director