

City of Medical Lake
Regular Council Meeting
S. 124 Lefevre Street, 6:30 P.M.
May 15, 2012

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

Council present: A. J. Burton Shirley Maike Howard Jorgenson
 Art Kulibert Laura Parsons

Council Absent: Jeff King and Brenda Redell

Councilmember Maike made a motion, seconded by Jorgenson to excuse Councilmember's King and Redell from this meeting. Council polled; all ayes.

Staff present: Doug Ross Cindy McMullen Pam McBroom Jeff Estes
 John Merrick Ellen Fender 4 Volunteer Firefighters

Others present: Cheney Free Press reporter James Eik and 10 citizens.

ADDITIONS/DELETIONS TO AGENDA:

MINUTES:

Councilmember Maike made a motion, seconded by Jorgenson to approve the Regular Council Meeting Minutes for May 1, 2012. Council polled; all ayes.

INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS:

Tracy Spencer – 12209 S. Greenfield Lane, ML

Ms. Spencer talked to council about ML offering a community clean-up day. She is very impressed with the way Cheney does theirs and urged council to look into offering citizens the opportunity to work together to do a community clean-up again. She spoke with staff in City Hall and was told that the City used to offer a spring clean-up but the cost became prohibitive because some individuals took advantage of the situation. She suggested that perhaps we do it on a smaller scale. Maybe purchase trash bags and make them available to interested individuals to pick up trash along the streets, etc. There was some council discussion and Mayor Higgins said that the proposal would be put before the Public Works Committee for review and recommendation back to council

MAYORS REPORT

PROCLAMATIONS, PRESENTATIONS & RECOGNITION:

Special Fire Department Presentation: Keith Hodgson

Chief Estes introduced Captain John Merrick who gave council background on this presentation. In January of this year the EMS team received a call requesting help at the ML High School for a cardiac arrest. The individual they ended up treating was Keith Hodgson. They were able to restore vital signs to Mr. Hodgson within 5 minutes and after one week in the hospital Hodgson was able to return home. Captain Merrick stated that the EMS crew strives for two types of pins. One is the "Cardiac Arrest Save Pen" which Keith Hodgson will present tonight. The following individuals will receive this pin: John Merrick, Ellen Fender, Ryan Kutch, Shawn Grittner, William Allen and

Corey Stevens. For those unable to attend tonight's meeting, Chief Estes will accept the pins and distribute to the appropriate person. Mr. Keith Hodgson then thanked the EMS crew and presented them with the "Cardiac Arrest Save Pins".

APPOINTMENTS/RESIGNATIONS:

None.

MEETINGS AND OTHER INFORMATION:

None.

STAFF REPORT:

Council Direction for Hiring Finance Director

City Administrator Ross explained that he has received a proposal from each of two executive search firms the City is most familiar with. Both companies were consulted when looking for a new police chief in 2002. At that time Waldron's was the chosen firm. Both proposal's (Waldron and Prothman) are similar in what they will do for the city. There is a significance difference in the cost for their proposed services. Waldron's charges 1/3 of the successful candidates starting salary with a \$30,000 minimum charge to the city. Prothman provided two proposals, one for sourcing and screening which includes recruitment and narrowing the field down to a list of final candidates for \$12,500 and the second proposal is for the full recruitment with a 2 yr guarantee which takes the process through the actual hiring of the successful applicant, the fee is \$16,500. Ross also offered a third option which was included in council packets and that is a recruiting packet that Staff created that could be mailed out to municipalities, colleges, universities and other organizations that may be a source of a potential employee or may have knowledge of a qualified candidate. There was council discussion on the best avenue to take to start this recruitment. It was decided that council preferred Administrator Ross' proposal. Council wants to start with option number three. If that doesn't get any results then council will determine what direction they want to take to proceed. There were suggestions from council on including in the recruiting packet, the fact that the city requires a background check, that the successful candidate needs to live in Medical Lake per ordinance and that verbiage pertaining to state institutions be changed to state facilities. Administrator Ross thanked council for their input and stated that the recruitment information will be sent out this week.

JLUS Update

Administrator Ross reported that one day after the last council meeting, when council did not adopt the JLUS regulations (as proposed) as part of the City's Comprehensive Plan and Land Use Regulations, the Spokane County GMA Steering Committee voted to take away all of the City's UGA. Ross has requested a copy of the tape from the meeting for review. City Attorney McMullen has been working with Ross on this issue. There will be a formal recommendation from the GMA Steering Committee to the County Commissioners on May 23rd. Mayor Higgins has talked with one of the county commissioners about this. Ross will keep council updated on what he finds out.

FINANCE:

Approval to Void Certain Warrants and Checks

In preparation to change from our current ASP Budget and Payroll Software to the new Vision MS Software it is necessary to clean up some old Claims and Payroll Warrants and regular City and Court checks that have never been redeemed by the vendor. The amounts have been listed for council approval. Councilmember Maike made a motion, seconded by Parsons to authorize the Finance Director to void Court and Regular City Checks in the amount of \$2,107.58 and Claims and Payroll Warrants in the amount of \$2,235.76. Council polled; all ayes.

PLANNING REPORT:

None.

PARKS AND RECREATION COMMITTEE REPORT:

Administrator Ross explained that West Plains Little League would like to donate the following list of equipment for Waterfront baseball fields. One new screen drag (6' x 3'); one set of bases (safety bases) and two new rakes. Part of WP Little League rates are used for baseball/softball related projects to develop fields in the area. Councilmember Parsons made a motion, seconded by Jorgenson to approve the donation from West Plains Little League Association. Council polled; all ayes.

PUBLIC WORKS/RECYCLING COMMITTEE REPORT:

Set Public Hearing Date for Six-Year Transportation Improvement Plan; June 19, 2012

Councilmember Jorgenson made a motion, seconded by Maike to set June 19, 2012 at 6:30 p.m. for the Six Year Transportation Improvement Plan Public Hearing. Council polled; all ayes.

PUBLIC SAFETY COMMITTEE REPORT:

None.

MEMBERS REPORTS:

Councilmember Parsons stated that she has a 7 year old that loves playing for WP Little League. Councilmember Kulibert reported that the "Cheney Gardeners" are holding a plant sale to fund their scholarship program. It will be at Mitchell's Grocery Store parking lot, on 5/19 from 9am to 1 pm. He also stated that a high school student that needs 100 hours of community service will be helping with the clean-up of the flower beds around city hall.

Councilmember Jorgenson told council that several high school students have signed up with AmeriCorps so they will be able to receive scholarships. AmeriCorps individuals are required to have 300 hours of community service. He also encouraged council to attend the awards day at the High School.

Councilmember Maike informed council that May is Mental Health Month and there will be an open house on Friday the 18th of May at 10 a.m. There will be 40 different vendors. This is at Eastern State Hospital.

Administrator Ross updated council on the progress of the new Food Bank. The building has been set, sidewalks have been poured and Specialty Asphalt will be here next week to do some paving. Councilmember Parsons asked if something would be done to alleviate the drop off from the sidewalk. Ross stated that it would be backfilled. This will still leave about a 6 inch difference.

CONSENT AGENDA:

Approval of Claims and Payroll

Payroll Warrant number 9809 for \$14,600.00 and Claim Warrant numbers 20770 through 20832 for \$151,672.56 and Department of Corrections Agreement for Community Restitution Work Crew were approved by motion from Councilmember Maike, second from Councilmember Jorgenson. Council polled; all ayes.

OLD BUSINESS:

DISCUSSION OF ADDITIONS TO THE AGENDA:

None.

EXECUTIVE SESSION:

Mayor Higgins called for an Executive Session at 7:02 p.m. Attorney McMullen read the following into the record. *The City Council will now go into Executive Session to consider: With legal*

counsel representing the City a matter relating to an enforcement action or litigation or potential litigation involving the City, its officers or employees when public knowledge regarding the discussion is likely to result in adverse legal or financial consequences to the City. It is anticipated that the executive session will last 10 minutes. After the executive session, the city council will take no action on the issue(s) discussed in executive session.

ADJOURNMENT:

Mayor Higgins called the regular meeting back to order at 7:12 p.m. and adjourned the meeting at 7:13 p.m.

Mayor Higgins

City Clerk / Finance Director