

**CITY OF MEDICAL LAKE**  
**City Council Regular Meeting**

6:30 PM  
May 19, 2020

**MINUTES**

Council Chambers  
124 S. Lefevre Street

**NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is on file and available from City Hall.**

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

Councilmembers

Elizabeth Rosenbeck  
Heather Starr  
A.J. Burton  
Jessica Roberts  
Art Kulibert  
Tony Harbolt  
Don Kennedy

Administration/Staff

Shirley Maike, Mayor  
Doug Ross, City Administrator  
Karen Langford, Finance Director  
Kendel Froese, City Attorney

**1. Call to Order, Pledge of Allegiance and Roll Call**

Mayor Maike called the meeting to order at 6:30 PM.

A. Additions to Agenda: None

B. Excused Absence(s): None

**2. Approval of Minutes**

1. April 21, 2020 Council Meeting

Councilmember Kennedy moved to approve. Councilmember Rosenbeck seconded.  
Motion carried (7-0).

**3. Interested Citizens: Audience Requests and Comments:** None

**4. Scheduled Items**

**A. Mayors Report:**

**1. Proclamations, Presentations and Recognitions:** None

**2. Appointments:** None

**3. Meetings and Other information:**

- City Administrator Doug Ross has been attending Spokane Regional Dept. of Emergency meetings on the COVID-19 pandemic;
- Mayor Maike will begin attending the Recovery Committee Meetings every Wednesday;
- Spokane has requested a variance to move into Phase 2 of Governor Inslee's Safe Start Plan. They are hopeful for it to be approved by Memorial Day weekend.
- Councilmember Kulibert motioned to approve the City Council summer schedule. Councilmember Harbolt seconded.  
Motion carried (6-1).

#### **4. Staff Report:**

- The City of Medical Lake is set to receive \$151,000.00 in funding from the CARES Act as part of the COVID-19 recovery plan. There are restrictions on what the money can be used for;
- City Administrator Ross has reached out to several businesses in Medical Lake to see what their greatest non-financial needs may be. Personal protection equipment (PPE) was the unanimous response;
- City Hall may open back up July 15, 2020.

##### a.) Application for Retail Fireworks Stand Permit-J&M LLC

- The Council spoke about the fireworks stand and other applications that may come in with timelines involved;
- Chief Rohrbach from District 3 spoke and said the District is supportive of the fireworks in Medical Lake with the right to cancel due to fire danger, weather, etc.

Councilmember Rosenbeck moved to approve. Councilmember Harbolt seconded.  
Motion carried (7-0).

#### **B. Finance Committee Report:**

- There has been no drop in City sales tax revenue at this time although it is anticipated to drop at some point during the recovery.

#### **C. Planning Commission Report:** None

#### **D. Parks and Recreation Committee Report:**

- City playground equipment remains closed due to Dr. Lutz's order.

**E. Public Works/Recycling Committee Report:**

- New projects are moving forward and those already started are progressing.

**F. Public Safety Committee Report:**

Spokane County Fire District 3 (SCFD3) Chief Rohrbach gave the following updates:

- Construction on SCFD3's living quarters is progressing;
- All staff has been hired for open positions within SCFD3 and training will be completed soon;
- They have increased staffing with volunteer firefighters as well;
- SCFD3 anticipates occupying the new living quarters by October of this year;
- Call response has been 100%.

**G. Members Report:**

- Councilmember Rosenbeck gave an update on the Community Services, Housing and Community Development committee that she is a member of;
- The Council discussed the Employment Security Department unemployment fraud that has been occurring;
- Councilmember Roberts thanked the community for her son's birthday parade.

**H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **35782** through **35816** in the amount of **\$310,248.97**.

**Payroll Claims:** None

Councilmember Rosenbeck moved to approve. Councilmember Roberts seconded.  
Motion carried (7-0).

**I. Old Business:** None

**J. Executive Session:** None

**K. Adjournment:**

Councilmember Rosenbeck moved to adjourn. Councilmember Burton seconded.  
Motion carried (7-0). Meeting adjourned at 7:18 p.m.

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Mayor

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Finance Director