

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

6:30 PM  
November 17, 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  
Don Kennedy  
Art Kulibert

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):

Councilmember Roberts and Councilmember Harbolt

Councilmember Kennedy moved to excuse Councilmembers. Councilmember Kulibert seconded.

Motion carried (5-0).

**2. Approval of Minutes**

1. November 3, 2020 Council Meeting

Councilmember Kennedy moved to approve. Councilmember Rosenbeck seconded.  
Motion carried (5-0).

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

**4. Scheduled Items**

**A. Mayors Report:**

- City Administrator Doug Ross is attending weekly virtual Covid-19 presented by the Spokane Regional Health District.

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

**2. Appointments:** None

**3. Meetings and Other information:** None

**4. Staff Report**

- CARES funds were distributed to those businesses whose grant applications were approved by the City. Sixteen grant applications were approved with each applicant receiving \$7,500 for a total distribution of \$120,000. Administrator Ross thanked staff member Marilyn Eaker for her hard work on this project.
- On November 15th the City sent Utility Grant Relief Applications to 127 customer's homes who had delinquent utility accounts. To qualify, applicants must have been adversely affected by the COVID-19 restrictions put in place by Governor Inslee. The deadline for submitting applications is 11/23/2020.
- Mayor Maike and Administrator Ross asked Council to divide the remaining CARES allocation between Medical Lake Outreach (60%) and the Medical Lake Food Bank Association (40%).

Councilmember Burton moved to approve remaining CARES allocation request.  
Councilmember Starr seconded.  
Motion carried (5-0).

- Administrator Ross explained how snow is removed from City streets and thanked the Maintenance Department for their hard work and timeliness during the recent snow fall.

**B. Finance Committee Report:**

1. Proposed Amendments to 2020 Budget

- Administrator Ross explained that the City self-insures its unemployment claims and that the Unemployment Fund was in need of a \$10,000 transfer in from the General Fund.

Councilmember Kennedy moved to approve. Councilmember Starr seconded.  
Motion carried (5-0).

- Administrator Ross also requested that the City also transfer \$300,000 from the Water/Sewer Utility Improvement Fund into the Water/Sewer Fund to help pay for a portion of the Spokane Intertie Water Project.

Councilmember Starr moved to approve. Councilmember Kennedy seconded.

Motion carried (5-0).

## 2. Public Hearing for 2021 Final Budget

Mayor Maike opened the public hearing 6:50 p.m.

- There were no public comments submitted;
- Administrator Ross gave a staff report on the 2021 final budget;
- He stated the approved budget amendments will be reflected in the second reading;

Mayor Maike closed the public hearing at 6:51 p.m.

## 3. Ordinance 1085; Setting the Budget for 2021; First Reading

Councilmember Kennedy moved to approve. Councilmember Starr seconded.  
Motion carried (5-0).

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

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

- A sample of what the new trail signs will look are available for councilmembers for review.

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

- The City is waiting for a valve to be installed to complete the City of Spokane Intertie Project. The City should be able to utilize the water next spring if needed.

### **F. Public Safety Committee Report:**

- There has been an increase in County wide Covid-19 cases.
- SCFD 3 should open the Medical Lake Station sometime in December of this year.
- Council spoke about a couple of winter events including the Fire Department with Santa and Re\*Imagine Medical Lake's Drive Thru Winterfest. If these events take place, they need to follow current WA State COVID-19 restrictions.

### **G. Members Report:**

- Councilmember Rosenbeck attended a H.C.D.A.C. meeting. The committee allocated more CARES funding to three separate entities.

### **H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **36232** and **36315** through **36372** in the amount of **\$526,748.61**.

**Payroll Claims:** Payroll Accounts Payable Warrant **36314** in the amount of **\$669.47**.

Councilmember Burton moved to approve the consent agenda. Councilmember Kennedy seconded.

Motion carried (5-0).

**I. Old Business:** None

**J. Executive Session:** None

**K. Adjournment:**

Councilmember Starr moved to adjourn. Councilmember Kennedy seconded.  
Motion carried (6-0). Meeting adjourned at 7:05 p.m.

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Mayor

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Finance Director