

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
April 20, 2021

Council Chambers
124 S. Lefevre Street

MINUTES

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
Chad Pritchard
Don Kennedy
Art Kulibert
Tony Harbolt
A.J. Burton

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 6, 2021 Council Meeting

Councilmember Rosenbeck moved to approve. Councilmember Kulibert 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:

- Mayor Maike cautioned that Spokane County was not meeting the necessary Covid-19 matrixes to remain in Phase 3 of Governor Inslee’s Safe Start Plan. The next review of Phasing is May 3rd;
- Mayor Maike stated that she is working to get the WSU mobile vaccination van out to Medical Lake sometime in June;
- During her monthly Mayors meeting she learned that other municipalities are still closed to the public. They are similar and consistent to Medical Lake involving Community Events, etc.;
- Spokane Quaranteam, a social media communication group whose aim is to bring customers to local businesses, will be coming to Medical Lake on May 1st.

4. Staff Report

- City Administrator Ross spoke with Rick Clark who is the person in charge of Spokane Quaranteam. Mr. Clark will let Administrator Ross know if they need anything before the group arrives in Medical Lake.

B. Finance Committee Report:

1. Ordinance 1089: Adding Section 2.24.500 State Custodial Fund to the Medical Lake Municipal Code; First Reading

Note: Required by Washington State Auditor's Office

- Administrator Ross explained that the State Custodial Fund is a holding fund for those remittances the City collects on behalf of the State such as certain court fees, the State Building Code Council Fee, excise tax fees, etc. The City then forwards those remittances to the appropriate State agency as required.

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

2. Amend City of Medical Lake Policy Regarding Dishonored Checks, Electronic Fund Transfers, and Drafts

- The proposed amendment changes the criteria for how a payee can be removed from a “cash only” basis with the City;

Councilmember Burton moved to approve. Councilmember Kulibert seconded.
Motion carried (7-0).

- The State Auditor's Office is in the process of finalizing the City's 2018/2019 Audit and should be scheduling the required exit conference soon.

C. Planning Commission Report:

1. Public Hearing on Shoreline Master Plan Update: April 20, 2021

Mayor Maike opened the public hearing for the Shoreline Master Plan Update at 6:46 p.m.

- Planner Rachel Granrath presented the Plan and explained that the update is required by State law. She gave an overview of the Plan and the process to complete the update including the Planning Commission's work.

Mayor Maike closed the public hearing at 6:52 p.m.

- Council discussed various corrections that should be made to the Plan. Ms. Granrath stated she would complete the changes for approval at next meeting.

D. Parks and Recreation Committee Report:

- West Plains Little League is using Waterfront Park Ballfield 2 until early June. Field 1 will be used as soon as the grass has grown, and the backstop is repaired;
- The picnic shelter kit is scheduled to arrive next week and General Industries will begin the installation in the following weeks.

E. Public Works/Recycling Committee Report:

- The Medical Lake Maintenance Department continues to make improvements to Peper Park;
- The Spring Clean Day will be at Waterfront Park on May 15, 2021 from 8 a.m. until noon.

F. Public Safety Committee Report:

- SCFD3 Chief Cody Rohrbach stated that the fire department has had pop up clinics available in different locations for Covid-19 immunizations;
- Chief Rohrbach stated this could be a busy summer for fires due to a relatively dry winter and spring. There have already been some wild land fires caused by dry and windy conditions;
- SCFD3 has been responding to illegal burning and non-conforming recreational burning.

G. Members Report:

- Councilmember Kennedy attended an STA Board meeting. Ridership is down approximately 48% on most fixed routes.
- There was an update on the increased Covid-19 cases. The group that has been most effected are between the ages of 10-39. There are several places open for Covid immunization and appointments are available.

H. Consent Agenda

1. Approval of Claims

Claims: Warrants **36764** and **40049** through **40096** in the amount of **\$151,627.36**

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

Motion carried (7-0).

I. Old Business: None

J. Executive Session: None

K. Adjournment:

Councilmember Rosenbeck moved to adjourn. Councilmember Starr seconded.
Motion carried (7-0). Meeting adjourned at 7:20 p.m.

Mayor

Finance Director