

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

6:30 PM  
July 20, 2021

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

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:

- Request to reject all bids on the Grace St./Hallett St. Sidewalk Project.

Councilmember Rosenbeck motioned to add to the agenda. Councilmember Burton seconded.

Motion carried (7-0).

B. Excused Absence(s): None

**2. Approval of Minutes**

1. June 15, 2021 Council Meeting

- The minutes for June 15, 2021 will be approved at the August 17th Council Meeting.

**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 will be purchasing equipment to have remote meetings with in-person option to comply with the new Governor Regulations.
- Mayor Maike attended the Regional Meeting of the Mayors. The discussion centered around the American Rescue Plan Act of 2021 (“ARPA”) and the possibility of using it towards regional projects.
- Mayor Maike will be attending the Spokane County redistricting meetings to be held in August and September. Redistricting is necessary due to the addition of two County Commissioner seats, bringing the total to five.

**4. Staff Report**

a.) Interlocal Agreement for Provision of Water Between the City of Medical Lake and Four Lakes Water District #10

- Administrator Ross explained that the agreement is to provide 50 gallons per minute to the Four Lake Water District (FLWD) and that the City will charge FLWD the same amount as the City pays to purchase water from the City of Spokane. He also explained that if the City of Spokane intertie ceases to exist the City is no longer responsible to provide water to FLWD;

Councilmember Kulibert motioned to approve. Councilmember Rosenbeck seconded.

Motion carried (7-0).

b.) Discussion on Expenditures of ARPA Funds

- Administrator Ross went over items eligible and not eligible for ARPA funding;
- A few ideas included broadband, water/sewer infrastructure improvements, business grants and replacing City's lost revenue of approximately \$56,000-\$60,000 due to non-payment of utility bills;
- City Council will continue discussion at next meeting;

**B. Finance Committee Report:**

- Finance Director Karen Langford gave a budget report, noting that the General Fund Revenues were keeping pace with Expenditures;
- The 2018-2019 Auditors Report is available online for Council Members and the public to view.

**C. Planning Commission Report:**

- Planning Consultant Rachel Granrath gave an update of items the Planning Commission has been working on;
- Ms. Granrath stated the City has not received final confirmation from the Dept. of Ecology on the approval of the Master Shoreline Plan.

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

- The Medical Lake Tennis-A-Thon and the Community Yard Sale will be taking place towards the end of the month;
- The City of Medical Lake has a new online portal to sign up for all recreation activities. This is run through our existing software.
- Repairs to Waterfront Park Ball Field #1 should be completed soon;
- Administrator Ross is completing the final edits on the Lake Trail signage project.

**E. Public Works/Recycling Committee Report:****1. Public Hearing: Six Year Transportation Improvement Program 2022-2027**

- The public hearing was opened at 7:09 p.m.
- Administrator Ross gave a staff report on the intent of the Six Year TIP;
- The public hearing closed at 7:13 p.m.

**2. Resolution 533: Approving Six Year Transportation Program 2022-2027**

Councilmember Kulibert motioned to approve. Councilmember Pritchard seconded Motion carried (7-0).

**3. Award of Construction Contract for Lake St. Overlay Project**

- Shamrock Paving Company was the low bidder at \$212,212.00.

Councilmember Harbolt motioned to approve. Councilmember Kulibert seconded.  
Motion carried (7-0).

4. Reject Bids for Sidewalk Project

- The bids came in higher than the City Engineer's estimate. The City of Medical Lake will re-open the bidding process in the Spring.

Councilmember Rosenbeck motioned to reject bids. Councilmember Kulibert seconded  
Motion carried (7-0)

**F. Public Safety Report**

- There was a brief discussion on the Spokane County Fire District 3 levy lid lift that will be on the August ballot;

**G. Members Report:**

- Councilmember Harbolt has an orientation meeting with the Spokane Regional Transportation Council August 4 and a regular meeting August 12.
- The doors to Medical Lake City Hall are open.
- Water usage has gone up due to the hot weather. There was a reminder that no one should be watering in the middle of the day.
- As soon as the Recreation portal is available, the community will be notified and a link will be available on the City website.

**H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **40260** through **40265** and **40275** through **40350** in the amount of **\$318,858.84**.

**Payroll Claims:** Payroll Warrants **20014** through **20021** and Payroll Accounts Payable Warrants **40266** through **40274** in the amount of **\$139,365.67**.

Councilmember Burton moved to approve the consent agenda. Councilmember Rosenbeck seconded.  
Motion carried (7-0).

**I. Old Business:** None

**J. Executive Session:** None

**K. Adjournment:**

Councilmember Burton moved to adjourn. Councilmember Rosenbeck seconded.  
Motion carried (7-0). Meeting adjourned at 7:37 p.m.

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Mayor

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Finance Director