

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

6:30 PM  
June 15, 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: None

B. Excused Absence(s): None

**2. Approval of Minutes**

1. May 18, 2021 Council Meeting

Councilmember Rosenbeck moved to approve. Councilmember Kennedy 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:**

- Councilmember Harbolt was confirmed to be the City's representative on the Spokane Regional Transportation Council (SRTC) Board.
- During the SRHD Covid-19 meeting Mayor Maike learned that Spokane County is on target to open completely on June 30th. Vaccines are easily available at different places in Spokane. The vaccination Clinic held at the Medical Lake Library was a success;
- Mayor Maike will attend the Regional Mayors meeting on 7/14/2021 and the Growth Management Steering Committee of Elected Officials meeting on 7/16/2021.

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

**a.) Acceptance of Coronavirus Local Fiscal Recovery Funds from the Federal American Rescue Plan Act (ARPA) in the amount of \$1,386,249**

- The City of Medical Lake would receive a yearly payment for two years;
- There are no required City matching funds.

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

**b.) J&M LLC Fireworks Retail Sales Permit Application-111W. Brooks (Funeral Home Site)**

- Fireworks are allowed in the City of Medical Lake on private property. The Fire Chief may cancel fireworks as stated in Municipal Code 5.10.060 based on extreme fire danger.

Councilmember Kennedy motioned to approve. Councilmember Starr seconded. Motion carried (7-0).

**c.) Tom & Celia Griffey Fireworks Retail Sales Permit Application-215 E. SR902 (Lakes Harvest Foods)**

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

- The City of Medical Lake has and will follow Jay Inslee's Safe Start Guidelines for Public Events.

#### **B. Finance Committee Report: None**

### **C. Planning Commission Report:**

- The Shoreline Master Plan (SMP) process is coming to an end;
- The final submittal for the grant is due at the end of July. The Mayor and staff thanked planning consultant Rachel Granrath for all of her work on guiding the SMP process.

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

- The City of Medical Lake hired a second seasonal parks employee for the summer months;
- The Waterfront Park picnic shelter construction is complete. Electrical work should begin shortly;
- The new concrete slab and backstop at Waterfront Park Ball Field #1 in should be poured by the end of the month.

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

#### **1. Final City Equivalent Residential Unit (ERU) Determination**

- The City will submit an amendment to the Washington State Department of Health to add 187 ERUs in the City of Medical Lake Water Plan. The additional ERUs are a result of the City completing construction on the City of Spokane water intertie.

Councilmember Kennedy motioned to approve. Councilmember Kulibert seconded. Motion carried (6-1).

#### **2. Set Six Year Transportation Improvement Plan Public Hearing for July 20, 2021 at 6:30 p.m.**

- This Transportation Improvement Plan is a yearly state requirement.

Councilmember Burton motioned to approve. Councilmember Rosenbeck seconded. Motion carried (7-0).

- The tonnage from the Medical Lake Clean-up Day was 21.28 tons at a cost of approximately \$1,600.00;
- The advertisement for the full-time Code Enforcement Officer will be put into the Cheney Free Press and Spokesman review by month's end.

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

1. Spokane County Sheriff's Office Extra Duty Service Contract

- The contract is for an additional deputy to patrol the parks located along Medical Lake on Saturdays and Sundays from June 19, 2021 through September 6, 2021. The deputy's work shift would be noon until 8 p.m. The anticipated cost will be \$16,000.

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

- District 3 Fire Chief Cody Rohrbach said that wildland fire season has begun and is about four to six weeks earlier than normal;
- Chief Rohrbach will keep in contact with Administrator Ross about the weather closer to the 4th of July and the decision on fireworks;
- District 3 will place a levy lid lift on the upcoming ballot to restore the District's \$1.50 levy amount that was originally approved by voters.

**G. Members Report:**

- Councilmember Rosenbeck attended an H.C.D.A.C. meeting and expressed her condolences to the family of a Spokane County Community Development employee who recently died on Mt. Hood.
- The Medical Lake Cemetery has reached out to the City of Medical Lake for assistance with mowing. Mayor Maike explained that it is not City owned or inside City limits; therefore City taxpayer money cannot be used. Administrator Ross will reach out to the Boy Scouts to see if this is something they could help with.
- The new population of Medical Lake is 5,055 people.

**H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **40197** through **40259** in the amount of **\$200,610.95**.

**Payroll Claims:** Payroll Warrants **20007** through **20013** and Payroll Accounts Payable Warrants **40188** through **40196** in the amount of **\$135,025.97**

Councilmember Rosenbeck moved to approve the consent agenda. Councilmember Burton 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 7:38 p.m.

---

Mayor

---

Finance Director