

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

6:30 PM  
November 16, 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. November 02, 2021 Council Meeting**

Councilmember Kennedy motioned to approve the minutes with changes.  
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:**

- Mayor Maike updated Council on her attendance of the recent Spokane Regional Transportation Council meeting.

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

- The City is advertising to fill the soon to be vacant Administrative Assistant position. The vacancy is being created due to current Administrative Assistant Cherry Costello's pending retirement.

a.) Award of Public Defense Grant Funds in the amount of \$4,000

- City Administrator Ross explained the grant is a two-year award to help pay for public defense costs incurred through the court.

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

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

##### 1. Public Hearing: 2022 Final Budget

- Mayor Maike opened the Public Hearing for the 2022 Final Budget at 6:36 p.m.
- Administrator Ross explained the Sick Leave Buy Back Fund expenditure has been increased due to a pending retirement and possible staff changes.
- Administrator Ross also explained that the ending cash balance is inflated due to the City receiving the first American Rescue Plan Act disbursement.
- Mayor Maike closed the Public Hearing for the 2022 Final Budget at 6:38 p.m.

##### 2. Ordinance 1092; Setting the Budget for 2022: First Reading

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

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

- The next planning commission meeting is November 18, 2021.

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

- Administrator Ross stated that gym space is becoming increasingly difficult to secure for the City's youth sports partners which may affect youth basketball this year.

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

- With the recent cold weather, the maintenance department has been putting deicer on the streets. They are also ready to plow snow should it fall.
- Vactor trucks have been used more this year for sewer cleaning due to an increase of sanitary wipes and other non-flushables in the sewer system.
- The yard waste trailer is closed.

**F. Public Safety Report:** None

**G. Members Report:**

- Councilmember Kennedy attended a Spokane Transit Authority Meeting where they discussed the upcoming budget. Councilmember Kennedy has another STA meeting later this month.
- Councilmember Rosenbeck won't have another H.C.D.A.C. meeting this year and is hopeful another councilmember will fill her vacant position.

**H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **40686** through **40733** in the amount of **\$130,586.91**.

Councilmember Kennedy moved to approve claims. Councilmember Rosenbeck seconded.

Motion carried (7-0).

**I. Old Business:** None

**J. Executive Session:** None

**K. Adjournment:**

Councilmember Harbolt moved to adjourn. Councilmember Rosenbeck seconded.

Motion carried (7-0). Meeting adjourned at 6:47 p.m.

---

Mayor

---

Finance Director