

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

6:30 PM  
April 5, 2022,

**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

Don Kennedy  
Dawn Olmstead  
Chad Pritchard  
Bob Maxwell  
Art Kulibert  
Heather Starr  
Tony Harbolt

Administration/Staff

Terri Cooper, Mayor  
Katy Allen, Interim-City Admin.  
Kendel Froese, City Attorney  
Missy Eaker, Clerk Cashier  
Scott Duncan, P.W. Director  
Steve Cooper, W.W.T.P Director  
Maria Fell, IT Support

**1. Call to Order, Pledge of Allegiance and Roll Call**

Mayor Cooper called the meeting to order at 6:30 PM and lead the Pledge of Allegiance.

A. Additions to Agenda: None

B. Excused Absence(s): None

**2. Approval of Minutes**

1. March 1, 2022 Council Meeting

- The minutes were amended to correct a misspelled name.

Councilmember Kennedy motioned to approve the minutes. Councilmember Olmstead seconded.

Motion carried (7-0).

2. March 9, 2022 A.R.P.A. Funding - Special Council Meeting

Councilmember Kennedy motioned to approve the minutes. Councilmember Harbolt seconded.

Motion carried (7-0).

3. March 15, 2022 City Council Meeting

Councilmember Kennedy motioned to approve the minutes noting his request for monthly fee comparatives from three bids, for the City of Medical Lake Website. Councilmember Olmstead seconded.

Motion carried (7-0).

#### **4. Interested Citizens: Audience Requests and Comments:**

- Lahnie Henderson, 611 E. Ladd, Medical Lake, WA. - Mrs. Henderson would like the March 15, 2022 minutes to be modified to reflect her request to delete the question about the Avista efforts.

Councilmember Kennedy motioned to approve her request. Councilmember Olmstead seconded.

Motion carried (7-0).

#### **4. Scheduled Items**

##### **A. Mayors Report:**

##### **1. Proclamations, Presentations and Recognitions:**

- Mayor Cooper presented council with a new draft agenda format.

Councilmember Olmstead motioned to approve the new format. Councilmember Kennedy seconded.

Motion carried (7-0).

##### **2. Appointments: None**

##### **3. Meetings and Other information:**

- Mayor Cooper stated that Mr. McMorris called her with information about grant funding through Spokane County. This grant would help to pay for the feasibility study for broadband services in Medical Lake. Mayor Cooper asked for permission from the City Council to pursue the grant. A copy of the grant application will be shared with City Councilmembers.

Councilmember Kulibert motioned accept the grant. Councilmember Starr seconded.

Motion carried (7-0).

- Mayor Cooper and Interim City Administrator Katy Allen would like to have more time to look over the Website/Zipline information and Contract.

Councilmember Kennedy motioned to table the discussion until the next council meeting. Councilmember Harbolt seconded.

Motion carried (7-0).

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

- Interim City Administrator Katy Allen shared an organizational chart with City Council. She explained each department and the responsibilities of each department.
- Administrator Allen shared that the city has offered the Finance Director position to someone. The final announcement will be held at the next council meeting.
- Right now, the city has an agreement with SCJ for planning services. There was discussion about the need of a City Planner position. The proposal is to amend section 1 of Ordinance 1093, the positions of management employees.
- The public defender service contract for Medical Lake would be corrected to include Pro-Tem Mayor, Don Kennedy, as signator, so that there is no conflict of interest with Mayor Terri Cooper.
- Mayor Cooper and Administrator Allen would like to apply for a Solar Grant with Apollo Solar to offset operational costs at the Wastewater Treatment Plant in Medical Lake. This would help pay for the feasibility study into the energy costs paid out, and how much the city would save with solar. They are asking the City Council to approve the application process. There is no cost to the city unless an actual project is made, and then a contract would be created.
- The city is ordering 6 surface pros for the City Councilmembers to be able to look at city documents and check their city emails.
- The Sunshine garbage contract for Medical Lake is expected to expire soon. Administrator Allen is hoping to get it on the agenda for the April 19th council meeting.
- A map of the Northern end of Medical Lake was shared with city councilmembers. Council was asked of them to give some thoughts of what they would like to have there. Right now, citizens park vehicles and walk through the area. It was agreed to include this subject at a future retreat.
- Public Works Director Scott Duncan shared a Water Quality report with city council and present community members. He was still waiting for other reports from Four Lakes and D.S.H.S. He has had calls from concerned

citizens about contamination. A lot of calls have been about PFAS (**per-and poly-fluoroalkyl substances**). He has tested drinking water for these contaminants several times over the last couple of years and there has been no detect. He will post an updated report when he receives the information.

- There was a question from Councilmember Kulibert about water loss in the City of Medical Lake. Mr. Duncan replied that overall loss has come down over the years and that they are at about 6 percent right now.
- Councilmember Pritchard shared some information about groundwater. All council members will receive a copy.

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

- Spring soccer starts April 23<sup>rd</sup>.
- Senior bingo was on March 24<sup>th</sup>, with approximately 30 participants. The next one is scheduled for April 28<sup>th</sup>.
- The committee is hopeful that people stop “tagging” at the parks. It causes a lot of extra work for maintenance.

#### **C. Action Items:**

- Vote to approve Public Defender Contract

Councilmember Starr motioned to approve the contract. Councilmember Olmstead seconded.

Motion carried (7-0).

#### **D. Finance Committee:**

- The committee checked all the payables and spoke about maintenance costs and equipment. They will speak on that more at a future date.

#### **E. Planning Commission:**

- The planning commission did meet last month, with new commissioners. They had a very productive meeting going over ongoing business. The next meeting is scheduled for April 19, 2022.

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

- Resolution #536 Solar Project

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

#### **G. Public Safety Report:**

- District 3 Fire Chief Cody Rohrbach shared there were 67 calls more this year so far compared to this time last year. This is trending 8-16 % growth. The current workload is outpacing the workforce. They will be sending out flyers to the community to explain how an increase in calls affects the department.
- The Fisherman's breakfast will be on April 23<sup>rd</sup> to begin at midnight.

#### **H. Members Report:**

- Councilmember Pritchard was thankful for all the hard work done by the Wastewater Treatment Facility and Maintenance.
- Councilmember Starr was impressed by the Maintenance department and how clean it was and is hoping to be by the Wastewater Treatment facility soon.

#### **I. Consent Agenda:**

1. Approval of Claims

**Claims:** Warrants **41131** through **41169** in the amount of **\$69,632.67**.

#### **Payroll Claims:**

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

**J. Old Business:** None

**K. Executive Session:** None

#### **L. Adjournment:**

Councilmember Kennedy moved to adjourn. Councilmember Olmstead seconded.  
Motion carried (7-0). Meeting adjourned at 7:46 p.m.

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Mayor

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Finance Director