

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

6:30 PM  
April 19, 2022

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

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

Administration/Staff

Terri Cooper, Mayor  
Katy Allen, Interim-Deputy  
City Administrator  
Kendel Froese, City Attorney  
Scott Duncan, P.W.  
Steve Cooper, W.W.T.P  
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**

A. April 05, 2022, Council Meeting

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

Motion carried (7-0).

**3. Interested Citizens: Audience Requests and Comments: None**

**4. Consent Agenda: None**

**5. Report:**

A. Mayor's Report:

1. Proclamations, Presentations, and Recognitions:

- Mayor Cooper recognized Felicia Mendez and Marilyn Eaker for their hard work at Medical Lake City Hall.
- The City of Medical Lake received their Well City Wellness Award, which gives the city a 3 percent reduction in the cost of healthcare.

2. Appointments:

- Mayor Cooper notified city council that she appointed Koss Ronholt as the new City Finance Director.

3. Meetings and Other information:

a. Sunshine Disposal and Recycling Contract

- The city would like to extend the contract with Sunshine Disposal for a three-year renewal. Sunshine Disposal would like a 3 percent increase due to processing fees for recycling. This was tabled for a future council meeting.

b. IT Update

- Councilmember laptops have been ordered and the cost is around \$6,000.00.
- There was discussion about the city's webpage design analysis compared to different cities.
- Interim-Deputy City Administrator Katy Allen has met with several internet service providers regarding the service and speed available in the Medical Lake area.

c. Fire Pit Ordinance 1055

- Fire District 3 Fire Chief Cody Rohrbach spoke about restrictions during the burn bans and Ordinance 1055 in Medical Lake. He will bring some comparisons of other areas to a future council meeting

d. Wholesale Water Policy Discussion

- Ms. Allen discussed the need for a wholesale water rate policy and will bring back ideas of rate structure options to a future council meeting. This subject is being discussed at the Public Works Committee.

e. DSHS

- The existing land lease is set to expire in October 2022. Mayor Cooper will bring information to a future council retreat.

f. Residency Requirements

- Mayor Cooper would like to discuss the existing Residency Requirements Policy for certain jobs in Medical Lake, at the next council meeting.

g. Juneteenth

- This is a Federal Holiday that commemorates the effective end of slavery in the United States. In the future the City of Medical Lake employees may receive a personal holiday for this day, consistent with the city personnel policy and union contract, we will be providing our employees an extra floating holiday acknowledging the fact that Juneteenth was signed into law by the Washington State.

B. Staff and Committee Reports

- Public Works Director Scott Duncan updated the council on the water quality report. It stated no “detect” for PFA’S.
1. Finance Committee Report
    - Finance Director Koss Ronholt was introduced and noted the committee reviewed the April 19<sup>th</sup> claim vouchers.
  2. Public Works Committee
    - The public works committee had a meeting and discussed the need for a wholesale water policy.
  3. Public Safety Committee
    - The public safety committee had a meeting regarding the Fire Pit Ordinance.
    - Chief Rohrbach talked about the Fisherman’s Breakfast beginning at midnight, April 23, 2022. This is put on by the Volunteer Association. The cost is \$10.00 /adult and \$6.00 /child, cash, or credit card.
    - He shared information about call volume and the upcoming fire season since this area is still dry.
    - New flyers from District 3 should be available by the next council meeting.

**6. Action Items**

**A. Public Hearings: None**

**B. Ordinances**

**1. Ordinance 1096, Salary Ordinance First Read**

- Second read scheduled for May 3, 2022.

Councilmember Kennedy motioned to approve the 1<sup>st</sup> reading, with the amendment that the effective date listed in section two be revised to match the effective date of the ordinance. Councilmember Starr seconded.

Motion carried (7-0).

**C. Resolution**

**1. ARPA Resolution 537**

- The City of Medical Lake would like to accept the funds with the recommendation of modifying the language to be appropriate to the correct

fund described as funds to be deposited in the General Fund to be utilized as general fund expenditures.

Councilmember Kennedy motioned to approve. Councilmember Pritchard seconded.

Motion carried (7-0).

#### **D. Interlocal Agreements**

##### **1. 1<sup>st</sup> Amendment to ILA with the City of Cheney for Court Services**

- The verbiage referencing titles will be corrected to reflect actual title positions.

Councilmember Pritchard motioned to approve. Councilmember Kennedy seconded.

Motion carried (7-0).

### **7. Approval of Claims and Payroll**

**A. Claims:** Warrants **41170** through **41171** and **41196** through **41238** in the amount of **\$167,926.97**

**B. Payroll Claims:** Payroll Warrants **41172** through **41195** and Payroll AP Warrants **20096** through **20112** in the amount of **\$145,234.12**

Councilmember Starr motioned to approve. Councilmember Olmstead seconded.

Motion carried (7-0).

#### **C. Old Business: None**

##### **Public Comment:**

Lahnie Henderson -611 E. Ladd,

- The public would like a quarterly financial report posted.

Barb Reis -515 S. Silverlake Ave,

- She would like the Care and Share added to a shop local business listing. Mayor Cooper suggested for her to call Gerri Johnson.

##### **Members Report:**


- Councilmember Pritchard attended and HCDAC (Housing and Community Development Advisory Committee Meeting).
- Councilmember Kennedy attended Spokane Transit Board Meeting and the Zipline meeting.
- Councilmember Harbolt was appreciative to District 3 for their hard work.

- Councilmember Olmstead was happy to have a great turnout at council meetings.
- Mayor Cooper attended the Spokane Regional Transportation Council Meeting and has attended the STA Board meeting as well. She was hoping for more stops in our area with gas prices on the rise.
- Interim-Administrator Allen mentioned all the welcoming visitors from our community and the many planning questions she had received.

D. **Executive Session:** None

**8. Adjournment:**

Councilmember Pritchard moved to adjourn. Councilmember Maxwell seconded. Motion carried (7-0). Meeting adjourned at 7:51 p.m.

  
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Mayor

  
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Finance Director