

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
November 1, 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

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

Administration/Staff

Terri Cooper, Mayor
Scott Duncan, Interim City Administrator
Koss Ronholt, Finance Director/City Clerk
Steve Cooper, WWTP Director
Sean King, City Attorney
Elisa Rodriguez, City Planner
Roxanne Wright, Administrative Asst.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

- A. Mayor Cooper called the meeting to order at 6:30 pm, led the pledge of allegiance, and conducted roll call. All members present.

2. AGENDA APPROVAL

- A. Motion to accept agenda made by councilmember Kennedy, seconded by councilmember Maxwell. Motion carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Ted Olson 810 E Collen Ave. – gave general comments on council meetings and public participation.
- B. Barb Reis 515 S Silver Lake – gave opinion on police services, current and future.
- C. Lahnne Henderson 611 E Ladd – gave comments regarding fleet policy resolution. Mayor addressed questions.
- D. Yvonne Bresnahan E Stanley – shared that she is on the Board of Directors for Medical Lake Outreach and shared information about it.
- E. Scott Holbrook 414 W Brooks – commented on Sheriff services vs Police services.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – No items listed

5. REPORTS

- A. City Council & Council Committee Reports
 - i. Fire District 3 Chief Rohrbach – shared update on the city’s calls, Halloween, and the Regional Emergency Communications program. Reported that the significant fire threat is

over and burning is now allowed. Shared that FD3 will conduct an informational event regarding volunteer firefighting on Saturday, November 12th at 8 am in Cheney.

- ii. Park & Recreation – Councilmember Olmstead updated about soccer and flag football seasons and the upcoming winter sports season. Shared that Bingo will be held on November 17th this month due to Thanksgiving.
- iii. Finance Committee – Councilmember Starr shared that the committee reviewed budget information.

B. Council Comments

- i. Councilmember Pritchard – HCDHC reviewed applications to address homelessness.
- ii. Councilmember Starr – Fall Festival had a wonderful turnout. Cakewalk was successful.
- iii. Councilmember Kulibert – Shared a “this week in 1999” article
- iv. Councilmember Kennedy – attending an STA committee meeting later this week.
- v. Councilmember Maxwell – no report
- vi. Councilmember Olmstead – no report
- vii. Councilmember Harbolt – stated for the record that he fully supports the Sheriff and staff but thinks they miss out on the opportunity to support and communicate with us better. Noted that the Fire Chief is here every week and that a representative from the Sheriff’s office should be here every meeting.

C. Mayor Cooper

- i. Thanked Koss Ronholt, Finance Director for his hard work on restructuring the budget.
- ii. Gave reminder to vote

D. City Administrator & City Staff

- i. Elisa Rodriguez, City Planner – gave an update on the UGA change and public hearings.
- ii. Scott Duncan – Public Works getting ready for winter and coming snow.

6. WORKSHOP DISCUSSION

A. Golf carts – Scott Duncan

- i. Gave additional information he received from the state regarding golf carts on city streets.
- ii. Councilmember Starr – shared information on the corresponding RCW and gave her input on what a golf cart ordinance could look like.
- iii. Councilmember Harbolt asked about WCIA insurance concerns. Mr. Duncan has spoken with them and shared their input. Mayor Cooper asked legal counsel to look at golf cart liability for cities.
- iv. Motion to table the golf cart discussion pending legal counsel’s report made by councilmember Kulibert, seconded by councilmember Harbolt, motion carried 6-1, with councilmember Starr voting nay.

B. City Administrator Job Description and Ordinance

- i. Mayor asked council to review the current ordinance 2.06010, requesting that an addition be made to reflect that the position is at will at the pleasure of the mayor. Presented council with a draft employment agreement. Shared that after an additional round of interviews, the team unanimously agreed on one applicant. Mayor Cooper introduced the candidate

that was selected, James Sonny Weathers. The appointment of Mr. Weathers will be on the November 15, 2022, agenda.

- ii. Mr. Weathers introduced himself and answered questions from the council.
- iii. Mayor Cooper disclosed that Mr. Weathers and councilmember Olmstead are brother and sister.

7. GENERAL BUSINESS

A. Consent Agenda

- i. Approve **October 18, 2022**, Regular Meeting minutes and **October 25, 2022**, Special Meeting and Public Hearing minutes
 - 1. Amendments to October 18, 2022, minutes - update the check numbers on vouchers (should be 41826 not 41825). Remove councilmember Starr's name from top as she was not present. Motion to accept minutes with amendments made by councilmember Kennedy, seconded by councilmember Olmstead, and motion carried 7-0.
 - 2. Motion to accept October 25, 2022, minutes as written made by councilmember Kennedy, seconded by councilmember Maxwell, motion carried 7-0.
- ii. Approve **November 1, 2022**, Claim Warrants **41827** through **41851** in the amount of **\$126,507.85**.
 - 1. Finance committee reviewed and recommended approval
 - 2. Motion to approve warrants made by councilmember Starr, seconded by councilmember Kulibert, motion carried 7-0.

B. Action Items - none

8. PUBLIC HEARING / APPEALS

A. Preliminary Budget 2023

- i. Mayor Cooper called the Public Hearing to order at 7:44 pm
- ii. Mayor Cooper, Mr. Ronholt, Mr. Duncan, and Mr. Cooper gave budget presentations and answered questions from council.
- iii. Public Comments
 - 1. Lahnne Henderson 611 E Ladd – gave comments on preliminary budget and property tax increase.
- iv. Public Hearing closed at 9:03 pm.

9. RESOLUTIONS

A. Resolution 22-551 Adopting a Fleet Policy for the City of Medical Lake

- i. Mayor Cooper explained the resolution and reason for it.
- ii. Motion to accept the resolution made by councilmember Pritchard, seconded by councilmember Maxwell, motion carried 7-0.

10. ORDINANCES

A. First Read Ordinance 1103 Property Tax Levy 2023

- i. Legal counsel read ordinance.
- ii. Councilmember Kennedy noted that he is not in favor of automatic increases without community voting.

- iii. Motion to accept first read and move to second read made by councilmember Olmstead, seconded by councilmember Starr, motion carried 6-1 with councilmember Kennedy voting nay.

11. EMERGENCY ORDINANCES – No items listed

12. UPCOMING AGENDA ITEMS

- A. Final budget meeting and public hearing set for December 6, 2022

13. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. None

14. EXECUTIVE SESSION – None

15. CONCLUSION

Motion to conclude meeting made by councilmember Pritchard, seconded by councilmember Kennedy, motion carried 7-0 and meeting concluded at 9:11 pm.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk