

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
February 20, 2024

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

Chad Pritchard
Keli Shaffer
Lance Speirs
Don Kennedy (Mayor Pro Tem)
Ted Olson
Tony Harbolt

Administration/Staff

Sonny Weathers, City Administrator
Scott Duncan, Public Works Director
Steve Cooper, WWTP Director
Glen Horton, Parks & Recreation Director
Roxanne Wright, Administrative Assistant

REGULAR SESSION – 6:30 PM

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

- A. Mayor Pro Tem Kennedy called the meeting to order at 6:30 pm, led the Pledge of Allegiance, and conducted roll call.
 - i. Councilmember Maxwell requested an absence due to a family emergency. Motion to approve made by councilmember Harbolt, seconded by councilmember Shaffer, carried 5-0. Councilmember Pritchard will be late but will be in attendance. All other council members were present in person.
 - 1. Councilmember Pritchard joined the meeting at 7:00 pm.

2. AGENDA APPROVAL

- A. Add Section 8B Resolution 24-660 City Hall Kitchen Architect Bid Award. Motion to approve made by councilmember Olson, seconded by councilmember Shaffer, carried 5-0.
- B. Motion to approve agenda as amended made by councilmember Speirs, seconded by councilmember Olson, carried 5-0.
- C. At this point in the meeting, attendees on Zoom indicated that there was no sound. The meeting was paused while the situation was addressed. The meeting was restarted and a quick summary was given for the record.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Tammy Roberson, Medical Lake resident- spoke about Martin St. property/wetland. See attached.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – none

5. REPORTS

A. Public Safety

- i. FD3 Chief Rohrbach – The Annual fisherman’s breakfast is April 27, 2024. The Volunteer Member Association is currently planning the event. More information will be forthcoming. Four new entry level firefighters were hired and will be split between the Medical Lake and Four Lakes stations. There will be a Wildfire Symposium held in Spokane on April 25, 2024. Invited city representative(s) to attend.

B. Council Comments

- i. Councilmember Shaffer – Finance Committee reviewed claims.
- ii. Councilmember Speirs – none.
- iii. Councilmember Kennedy – General Government Committee - STA will upgrade four bus stops in Medical Lake, Jefferson Street water main replacement will start soon, Lefevre Street restriping project is going out for bid, WWTP continues upgrade of systems.
- iv. Councilmember Olson – none
- v. Councilmember Harbolt - none

C. Mayor – not present

D. City Administrator & City Staff

- i. City Administrator, Sonny Weathers – Legislative update - \$182,000 budget proviso for wildfire recovery costs from the Gray Fire and \$300,000 for engineering and surveying related to the water and sewer infrastructure expansion to the west shore of Silver Lake. HB 1952 died for lack of funding, but work will continue to establish a state-wide Long-term Recovery Group. HB 1899 was altered and tied to the Climate Commitment Act with funding to help pay for energy efficiency in the rebuilding effort. Attended a Commute Trip Reduction (CTR) banquet. 2.1 million trips reduced in a year’s time. City Employee Transportation Coordinator, Missy Eaker led efforts and received the Platinum award on behalf of the City. Gray Fire Recovery Community Meeting is Wednesday, February 21st at the MLHS auditorium, 6:30 pm. Planning Commission meeting is Thursday February 22nd at 5:30 pm. Met with DSHS on Waterfront Park/Trail. Progress happening, trail will open on March 1, 2024, and the park opening will follow in mid-March.

6. WORKSHOPS

A. Healing Waters Strategic Plan – Vision, Mission, and Values

- i. Sonny Weathers shared a presentation. See attached. Moving forward, city staff and administration will work on aligning efforts and policies. Objectives will be brought forward at a future meeting. The goal is a ten-year strategic plan.

B. Historic Preservation Ordinance 1122

- i. Mr. Weathers explained that an ordinance is needed, we have the county’s language and need to pare it down to fit our needs. Timeline - draft the ordinance, clear it through legal, and bring it forth for a first read at the next meeting. Then workshop the ILA at the end of March and bring forth a resolution at the first April meeting.

C. Administration Self-Assessment Annual Report

- i. Mr. Weathers shared the first annual report on Administration. See attached. Explained that the goal is to give council an annual self-assessment report from each department head. One department will present every other month.

D. SCRAPS Agreement Review

- i. Mr. Weathers shared a presentation explaining the current contract. See attached.

E. Barr-Tech Biosolids Agreement Extension (24-661)

- i. Mr. Weathers shared that the city has been contracted with Barr-Tech since 2010 and it is time to extend the agreement. Will bring forward as a resolution at the next meeting.

- F. Coney Island Dock RFP
 - i. Glen Horton, Parks and Recreation Director shared information on the RFP for the Coney Island dock. Explained that it is part of the city's Capital Improvement Plan and allotted \$100,000 for the purchase. Quotes received were between \$40,000 and \$50,000. The extra money in the budget can be used to include restoration of the shoreline into the RFP. There is a state requirement for the dock to be made with light penetrating material. Council discussed and is in agreement to move forward with the RFP as suggested.
- G. Cascade Vendor Agreement (24-656)
 - i. Steve Cooper, WWTP Director shared that this is a contract for polymer for the biosolids production. Explained that this polymer is becoming difficult to find since the mixture is unique to the Medical Lake plant. This contract will allow the vendor to keep this polymer in stock. Council in agreement to move forward.
- H. Budget Amendment for Bus (24-662)
 - i. Mr. Horton explained that the amendment will likely be presented in the first or second quarter. The bus purchase was meant to be taken out of the 2023 Parks and Recreation budget. Anything left at the end of the year goes back into the General Fund and an amendment is needed to pull the money out and put it back into the Parks and Recreation fund.

7. ACTION ITEMS

- A. Consent Agenda
 - i. Approve **February 6, 2024**, minutes.
 - 1. Motion to approve made by councilmember Olson, seconded by councilmember Shaffer, carried 6-0.
 - ii. Approve **February 20, 2024**, Claim Warrants numbered **51007** through **51053** in the amount of **\$223,074.11**, Payroll Claim Warrants numbered **50999** through **51006**, and Payroll Payable Warrants **30082** through **30090** in the amount of **\$156,610.42**.
 - 1. Motion to approve made by councilmember Speirs, seconded by councilmember Shaffer, carried 6-0.

8. RESOLUTIONS

- A. 24-654 Cintas Cooperative Acceptance Agreement
 - i. Mr. Weathers gave a review.
 - ii. Motion to approve made by councilmember Harbolt, seconded by councilmember Olson, carried 6-0.
- B. 24-660 City Hall Kitchen Architect Bid Award
 - i. Mr. Horton reviewed.
 - ii. Motion to approve made by councilmember Pritchard, seconded by councilmember Shaffer, carried 6-0.

9. PUBLIC HEARING – none

10. ORDINANCES - none

11. EXECUTIVE SESSION - none

12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS - none

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Tammy Roberson – gave opinion on Mr. Weathers’ Healing Waters Strategic Plan presentation. Requested that wetlands be added. Continued comments on Martin Street wetland.

15. CONCLUSION

- A. Motion to conclude made by councilmember Pritchard, seconded by councilmember Shaffer, carried 6-0 and meeting concluded at 8:16 pm.



Terri Cooper, Mayor
3/5/24



Koss Ronholt, Finance Director/City Clerk