

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

6:30 PM
April 16, 2024

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

Chad Pritchard
Keli Shaffer
Lance Speirs
Don Kennedy
Bob Maxwell
Ted Olson
Tony Harbolt

Administration/Staff

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

REGULAR SESSION – 6:30 PM

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

A. Mayor Cooper called the meeting to order at 6:32 pm, led the Pledge of Allegiance, and conducted roll call. All council members were present in person.

2. AGENDA APPROVAL

A. Motion to approve made by councilmember Kennedy, seconded by councilmember Olson, carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

A. Mayor Cooper acknowledged the receipt of e-mail comments from a Medical Lake resident regarding written comments provided before a council meeting. Each council member received them as well. *The full comments are part of the official record on file at City Hall and can be requested in person or by sending an e-mail to records@medical-lake.org.*

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS - none

5. REPORTS

A. Public Safety

- i. FD3 Deputy Chief Bollar - debris pile still being monitored closely. There is now a fence around the area to keep people out. The goal is to mitigate before fire season begins. Multiple agencies involved. Soil and air quality samples have been taken but results have not been shared yet. They are using as little water as possible to prevent runoff into Medical Lake. Fisherman's breakfast scheduled for April 27th 5am-12pm.

- ii. SCSO Sheriff Kittilstved – They have been briefed on the burning debris pile and are communicating with dispatch and other deputies for awareness. Gearing up for summer, i.e. water rescue.

B. Council Comments

- i. Councilmember Pritchard – Thirty people came out for the Geo Walk on Saturday, April 13th. STEM Night is May 2nd, 5:30 – 7:30 pm and Medical Lake Middle School.
- ii. Councilmember Shaffer – Finance Committee met and reviewed claims and the Q1 update Mr. Ronholt will give later in the meeting.
- iii. Councilmember Speirs – no report.
- iv. Councilmember Kennedy – no report.
- v. Councilmember Maxwell – General Government Committee met and discussed Public Works updates.
- vi. Councilmember Olson – General Government Committee also provided maps to see the street overlays this summer. Safety Committee met and discussed extra duty deputy needs for summer.
- vii. Councilmember Harbolt – no report.

C. Mayor

- i. Shared about the thank you letter to Steve Cooper received by the City of Creston for his recent assistance. FEMA will leave April 27th. Gray Fire Community Meeting scheduled for Wednesday, April 17th, 6:30 pm at the high school auditorium.

D. City Administrator & City Staff

- i. Koss Ronholt, Finance Director
 - 1. Gave a Q1 2024 budget update presentation (see attached).
 - 2. Shared an update on the recent SAO Audit.
- ii. Sonny Weathers, City Administrator
 - 1. Shared that the Recreation and Conservation Funding Board (RCO) voted to make Medical Lake eligible for a grant to help acquire Waterfront Park. Strategic Planning Council Retreat will be held in June. E-mail will be sent to council members to get schedule preferences. Planning Commission meeting on Thursday, April 18th at 5:30 pm. The contract for extra duty deputies is on a year-to-year basis and needs to be renewed for this year.

6. WORKSHOPS – Franchise Agreements

- A. Mr. Weathers – discussion of what franchise agreements are. High speed internet company interest has prompted review of existing agreements. Read a list of those agreements.

7. ACTION ITEMS

A. Consent Agenda

- i. Approve **April 2, 2024**, minutes.
 - 1. Motion to approve made by councilmember Kennedy, seconded by councilmember Maxwell, carried 7-0.
- ii. Approve **April 16, 2024**, Claim Warrants numbered **51194** through **51248** in the amount of **\$264,476.23**, Payroll Claim Warrants **51186** through **51193**, and Payroll Payable Warrants numbered **30102** through **30110** in the amount of **\$158,820.15**.
 - 1. Motion to approve made by councilmember Kennedy, seconded by councilmember Speirs, carried 7-0.

8. RESOLUTIONS

- A. 24-671 SAO Interagency Data Sharing Agreement

- i. Mr. Ronholt reviewed the briefing sheet. Mayor Cooper - page ten of the agreement has a misspelling. Motion to make the correction and replace page ten with the amended version made by councilmember Kennedy, seconded by councilmember Maxwell, carried 7-0.
 - ii. Motion to approve as amended made by councilmember Pritchard, seconded by councilmember Olson, carried 7-0.
- B. 24-672 Bid Award for Hazard Mitigation Plan to Chloeta
 - i. Mr. Weathers reviewed the briefing sheet.
 - ii. Motion to approve made by councilmember Harbolt, seconded by councilmember Shaffer, carried 7-0.
- C. 24-673 Bid Award for Coney Island Dock to Treeline Contracting
 - i. Mr. Holton reviewed.
 - ii. Motion to approve made by councilmember Olson, seconded by councilmember Speirs, carried 7-0.
- D. 24-674 Summer Concert Series Agreement with Hero Events
 - i. Mr. Horton reviewed. Dates conflict with Blue Waters Bluegrass Festival. Discussion held and decision made to approve as is and amend the dates with the vendor.
 - ii. Motion to approve made by councilmember Pritchard, seconded by councilmember Speirs, carried 7-0.

9. PUBLIC HEARING – None

10. ORDINANCES

- A. Second Read Ordinance 1122 Historic Preservation
 - i. Legal counsel read onto the record.
 - ii. Logan Camporeale with Spokane Historic Preservation Office was present to answer any questions.
 - iii. Motion to approve made by councilmember Harbolt, seconded by councilmember Shaffer, carried 7-0.
- B. Second Read Ordinance 1123 Right of Way Permit and Use Requirements Code
 - i. Legal counsel read onto the record.
 - ii. Mr. Weathers addressed the addition of 11.02 definitions.
 - iii. Motion to approve made by councilmember Kennedy, seconded by councilmember Shaffer, carried 7-0.

11. EXECUTIVE SESSION - none

12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS


- A. SCSO Extra Duty Deputy contract.
- B. Public Hearing regarding shipping containers will be held at the next meeting.
- C. Code enforcement quarterly report.
- D. Finance Director self-assessment report.
- E. Councilmember Shaffer requested a report on what the previous grant writer did before her contract ended.

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. none

15. CONCLUSION

- A. Motion to conclude at 7:44 pm made by councilmember Pritchard, seconded by councilmember Speirs, carried 7-0.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk

5/6/24
Date