

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
May 7, 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
Bob Maxwell
Ted Olson

Administration/Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Glen Horton, Parks & Recreation Director
Koss Ronholt, Finance Director
Roxanne Wright, Administrative Assistant
Scott Duncan, Public Works Director
Dave Yuhas, Code Enforcement Officer
Elisa Rodriguez, City Planner

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.
 - i. Councilmember Harbolt requested an absence for this meeting due to a work emergency. Motion to approve made by councilmember Kennedy, seconded by councilmember Maxwell, carried 6-0.
 - ii. All other members were present in person.

2. AGENDA APPROVAL

- A. Mayor Cooper asked to strike Section 4A-USDA Rural Business Grants presentation as they were unable to attend.
- B. Mayor Cooper shared that in Section 7Aii the Claim Warrant information was amended. Each member received the amended numbers, and they were reviewed by the Finance Committee.
- C. Motion to approve agenda as amended made by councilmember Speirs, seconded by councilmember Shaffer, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Art Kulibert, Medical Lake citizen – Shared his appreciation for the city posting the council meetings to their YouTube page.
- B. Mayor Cooper acknowledged receipt of citizen comments regarding the City's ADA policy. *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

- A. USDA Rural Business Grants – stricken from the agenda.

5. REPORTS

A. Council Comments

- i. Councilmember Shaffer – Finance Committee met and reviewed Claims and Warrants.
- ii. Councilmember Speirs – Attended STA meeting. For the two months of the 50th anniversary of Expo '74 in Spokane, STA is offering free fares for all riders through July 7th. Attended a Trade Expo regarding transit. STA will decide on its 2035 Capital Plan in the next year or so. They are still taking citizen comments through their website or councilmember Speirs.
- iii. Councilmember Kennedy – no report.
- iv. Councilmember Maxwell – no report.
- v. Councilmember Olson – no report.
- vi. Councilmember Pritchard – STEM night was a success. Meeting May 8th at EWU to discuss findings from testing done on water from Medical Lake due to the underground debris fire. The Spokane International Airport has open comment section for PFAS testing.

- B. Mayor Cooper –Spokane County officials held a meeting to discuss post-fire recovery regarding the shoreline of West Silver Lake and unincorporated areas. There were approximately forty in attendance. State Representatives held a Town Hall last week to give legislative updates. Approximately twenty people attended.

C. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – FEMA center at City Hall is closed but work continues. SBA (Small Business Administration) is still operating at City Hall through Saturday, May 11th. Summer concert series dates have been updated. Local economic development town hall meeting scheduled for May 14th at 6 pm. Attended the Fisherman's Breakfast, good turnout.
- ii. Q1 Code Enforcement Report – Dave Yuhas, Code Enforcement Officer, gave a presentation. See attached.
- iii. Finance Annual Self-Assessment Report – Koss Ronholt, Finance Director, gave a presentation. See attached.

6. WORKSHOPS

A. Government Affairs Professional Services

- i. Sonny Weathers, City Administrator, gave a presentation. See attached. Looking for council agreement to put forth a Request for Proposals for a Government Affairs Professional Services agreement. Council in favor with moving forward.
 - 1. Councilmember Kennedy asked if this is in the budget. Mr. Ronholt - Not currently budgeted, but General Fund interest revenues will be much more than budgeted and could be used for it. Mr. Weathers and Mayor Cooper shared the benefits of having someone in this position. Councilmember Kennedy – Is this common? Yes, Airway Heights, Cheney, and Liberty Lake, all have them.

B. Grant Writer Professional Services

- i. Mr. Weathers shared a status update on grants and previous grant writer's work. New grant writer identified and if council agrees, the city will move forward with a service agreement. All council members in agreement.

C. Historic Preservation ILA with Spokane County (Res 24-655)

- i. Mr. Weathers gave background and review. Legal counsel gave update on indemnification provisions that were of initial concerns. Concerns have been alleviated. Language needs to

be added to match other sections. Will move forward with ILA as amended and bring forth with the Resolution at the next meeting.

D. Coney Island Dock Design

- i. Glen Horton, Parks and Recreation Director shared photo of proposed dock design and discussed process. See attached.

7. ACTION ITEMS

A. Consent Agenda

- i. Approve **April 16, 2024**, minutes.
 1. Motion to approve made by councilmember Kennedy, seconded by councilmember Olson, carried 6-0.
- ii. Approve **May 7, 2024**, Claim Warrants numbered **51258** through **51314** in the amount of **\$524,662.33**.
 1. Numbers above are corrected from what was posted in the agenda.
 2. Finance Committee recommended approval. Motion to approve made by councilmember Shaffer, seconded by councilmember Kennedy, carried 6-0.

8. PUBLIC HEARING – LU-2022-04 TA Shipping Containers Text Amendment

- A. Mayor Cooper opened the Public Hearing at 7:40 pm.
- B. Staff presentation – Elisa Rodriguez, City Planner, gave a presentation. See attached. Gave a review of the process thus far.
- C. Applicant representative Brett Lucas shared a presentation. See attached.
- D. Applicant Larry Stoker gave his input regarding the process and his feelings on how the Planning Commission and City Council have handled it thus far.
- E. Public testimony
 - i. Art Kulibert, Medical Lake resident – gave his opinion on storage facilities and using shipping containers in them. Feels schools need the approval to ensure they have secure storage.
 - ii. Brian Pappis, Medical Lake resident – shared his opinions, ok for a storage facility, but not in residential areas.
 - iii. Ms. Rodriguez shared e-mail comments submitted by Diane Nichols, a Medical Lake resident, opposing the amendment. All council members received copies. See attached.
 - iv. Zoom participant, Don, stated in the online chat that was opposed and that the applicant should have done his research first.
 1. The participant did not provide his last name or if he is a Medical Lake resident after being requested verbally and in the chat to do so.
 - v. Council discussion/questions with Ms. Rodriguez, shared some of their opinions.
 - vi. Diane Nichols, Medical Lake resident submitted a question via Zoom chat about the prefab dry storage units that Mr. Stoker is currently building, which are not covered in the Ordinance. Ms. Rodriguez – Mr. Stoker has a building permit, and the units are allowed because they are built of wood. The current Ordinance is specific to metal containers.
 - vii. Mr. Kulibert – commented that viewing them as storage units rather than shipping containers is more palatable.
 - viii. Mayor Cooper closed the Public Hearing at 8:36 pm.
- F. Council Decision
 - i. Motion to approve as presented made by councilmember Kennedy, seconded by councilmember Speirs. Ms. Rodriguez explained that councilmember Kennedy must state why approval fits the criteria explained previously. Councilmember Kennedy stated that the approval fits the criteria because it helps local businesses and the school district. He disagrees with the findings of the Planning Commission and believes that the amendment is consistent with the city's Comprehensive Plan. Seconded by councilmember Speirs.

Discussion held. Councilmember Shaffer would prefer that the amendment requires all containers to have screening regardless of where they are located. Councilmember Maxwell inquired whether he should abstain because his wife has a storage unit at the applicant's facility. Mayor Cooper explained that he can vote if he can be fair and objective. He stated he can. Restated motion on the table; motion to approve as presented with no further amendments made by councilmember Kennedy, seconded by councilmember Speirs. Motion failed with council members Pritchard, Shaffer, Maxwell, and Olson voting nay.

- ii. Councilmember Shaffer motioned to approve with amended language to include requiring screening for all units regardless of location. Stated the amendment aligns with the Comprehensive Plan as it emphasizes the importance of maintaining the beauty of the city. Motion seconded by councilmember Kennedy. Councilmember Speirs voted aye, and councilmembers Pritchard, Maxwell, and Olson voted nay leaving a tie. Mayor Cooper was the tie-breaking vote and voted aye, giving an explanation for her vote. Motion carried.
- iii. Ms. Rodriguez will come back at the next meeting with an amended Ordinance.

9. RESOLUTIONS

- A. 24-676 Chloeta Service Agreement
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by councilmember Olson, seconded by councilmember Speirs, carried 5-1 with councilmember Kennedy voting nay.
- B. 24-677 Treeline Construction Agreement for Services for Coney Island Dock
 - i. Motion to approve made by councilmember Pritchard, seconded by councilmember Olson, carried 6-0.

10. ORDINANCES

- A. First Read 1124 Ziply Franchise Agreement
 - i. Legal counsel read onto the record.
 - ii. Mr. Weathers reviewed.
 - iii. Motion to approve first read made by councilmember Pritchard, seconded by councilmember Maxwell, carried 6-0.
- B. First Read 1125 Comcast Franchise Agreement
 - i. Legal counsel read onto the record.
 - ii. Mr. Weathers reviewed.
 - iii. Motion to approve first read made by councilmember Olson, seconded by councilmember Maxwell, carried 6-0.

11. EXECUTIVE SESSION - none

12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none

15. CONCLUSION

- A. Motion to conclude at 9:01 pm made by councilmember Pritchard, seconded by councilmember Maxwell, carried 6-0.


Terri Cooper, Mayor


Koss Ronholt, Finance Director/City Clerk

5/21/24
Date

Medical lake Code Enforcement

Attachments to 5/7/24 CC Minutes

CITY COUNCIL UPDATE Q1
January - April 2024

Cases

*Moving
forward*



2024

Q1 35 Cases

ID#	Date	RP	Location	Permit	Issue	Case #	Observations	Case #	Action	Resolution	Case #
0001	01/01/24	0001	1017 West St		Trailer parked behind his property				Phone - Call	Complete	0001
0002	01/01/24	0002	1017 West St		Issue to the 7000 has residents with people in long in show					Complete	0002
0003	01/01/24	0003	1017 West St		Issue parked on the lot and when it arrived to someone the lot				Phone taken	Action	0003
0004	01/01/24	0004	1017 West St		1017 building, Police parking and fishing				Reported all around the lot	Action	0004
0005	01/01/24	0005	1017 West St		Truck parked on the street				Refused to enter check	Complete	0005
0006	01/01/24	0006	1017 West St		Issue parked on the street				Refused to enter check	Complete	0006
0007	01/01/24	0007	1017 West St		Issue parked on the street				Refused to enter check	Complete	0007
0008	01/01/24	0008	1017 West St		Issue parked on the street				Refused to enter check	Complete	0008
0009	01/01/24	0009	1017 West St		Issue parked on the street				Refused to enter check	Complete	0009
0010	01/01/24	0010	1017 West St		Issue parked on the street				Refused to enter check	Complete	0010
0011	01/01/24	0011	1017 West St		Issue parked on the street				Refused to enter check	Complete	0011
0012	01/01/24	0012	1017 West St		Issue parked on the street				Refused to enter check	Complete	0012
0013	01/01/24	0013	1017 West St		Issue parked on the street				Refused to enter check	Complete	0013
0014	01/01/24	0014	1017 West St		Issue parked on the street				Refused to enter check	Complete	0014
0015	01/01/24	0015	1017 West St		Issue parked on the street				Refused to enter check	Complete	0015
0016	01/01/24	0016	1017 West St		Issue parked on the street				Refused to enter check	Complete	0016
0017	01/01/24	0017	1017 West St		Issue parked on the street				Refused to enter check	Complete	0017
0018	01/01/24	0018	1017 West St		Issue parked on the street				Refused to enter check	Complete	0018
0019	01/01/24	0019	1017 West St		Issue parked on the street				Refused to enter check	Complete	0019
0020	01/01/24	0020	1017 West St		Issue parked on the street				Refused to enter check	Complete	0020
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0022	01/01/24	0022	1017 West St		Issue parked on the street				Refused to enter check	Complete	0022
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0026	01/01/24	0026	1017 West St		Issue parked on the street				Refused to enter check	Complete	0026
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0034	01/01/24	0034	1017 West St		Issue parked on the street				Refused to enter check	Complete	0034
0035	01/01/24	0035	1017 West St		Issue parked on the street				Refused to enter check	Complete	0035



Update

*Sheriff's Office Level 1 Commission - **Completed***

- *Parking*
- *Abandoned vehicles*
- *Junk vehicles*
- *Civil Infractions*

*Training on how to facilitate the above to
better serve the community.*

*CEO uniform changes are suggested by our
local deputies and CEOSF.*



Additions and changes to Ordinances

- The Code Enforcement Officer position is vaguely defined.
- 18.30.020 Parking restricted- It is unlawful for any person to park a travel trailer, motor home ,camper, .****Utility Trailer and Boat or watercraft trailer.**** on any public street or alley.



Additions and changes to Ordinances

Code for yard vegetation maintenance

****Each and every owner of property situated in the city shall remove or destroy all grass, weeds, shrubs, bushes, trees or vegetation growing or which has grown and died upon property owned or occupied by such owner, and which are a fire hazard or a menace to public health, safety and welfare.****



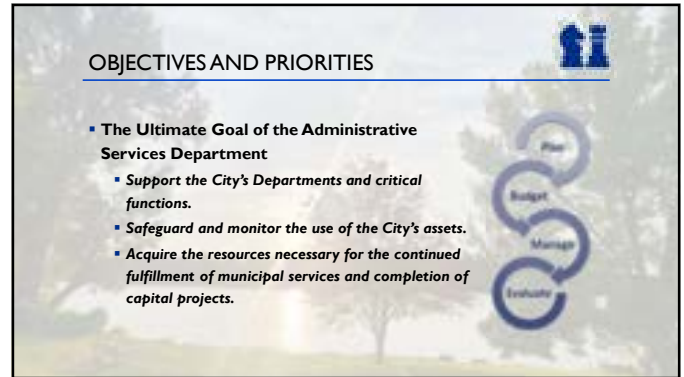
Work in Progress

- Parking Enforcement training
- Community outreach
- SB 296 training / ICC
- Contractor Signs in violation
- New CE vehicle
- Meet with other local CEOs





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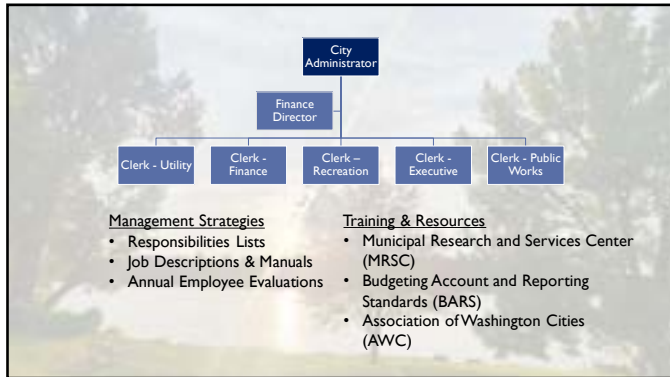
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RESOURCE MANAGEMENT

- Prepare the City's annual financial statements
- Serve as Clerk Treasurer of City's bank accounts and financial resources
- Pursue revenues and resources to fund the City's municipal and proprietary functions
- Manage the retention, provision, and proper destruction of the City's public records
- Human Resource management.
- Prepare and monitor the City's annual budget
- Manage the documentation, retention, and destruction of public records
- Prepare and record the City Council's formal actions as City Clerk
- Information Technology Liaison for coordination of technological efforts and maintenance.

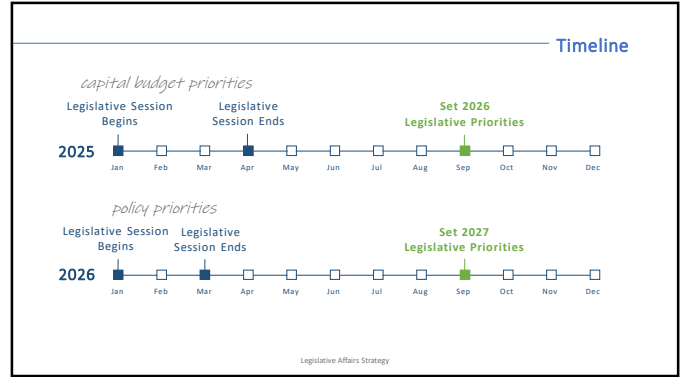
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STAFF REPORT SNAPSHOT	
Short Range: <ul style="list-style-type: none"> • Phone Upgrade Project / Internet • Annual Report • Public Works Departmentalization • Tyler Hosted Solution • Cost Allocation Tracking (Month of April) • Procurement Policy Update 	Long Range: <ul style="list-style-type: none"> • Personnel Policies Update • Cyber Security Policy • Office desks / Furniture • Travel & Meals Policy • Comprehensive Financial Policy • New computers (ARPA)
Issues:	Successes: <ul style="list-style-type: none"> • Improved internet at Maintenance • Q1 Quarterlies • Email to Text Software

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CONNECT WITH YOUR LOCAL ELECTED REPRESENTATIVES
Make a big impact by providing your input to local decision and policy makers

City

Medical Lake City Council
Terri Cooper, Mayor
Don Kennedy, City Council Position #1
Ted Olson, City Council Position #2
Bob Maxwell, City Council Position #3
Tony Harbott, City Council Position #4
Lance Speirs, City Council Position #5
Keli Shaffer, City Council Position #6
Chad Pritchard, City Council Position #7

County

Spokane County Commissioners
Chris Jordan, County Commissioner District #1
Amber Waldref, County Commissioner District #2
Josh Kerns, County Commissioner District #3
Mary Kurey, County Commissioner District #4
Al French, County Commissioner District #5

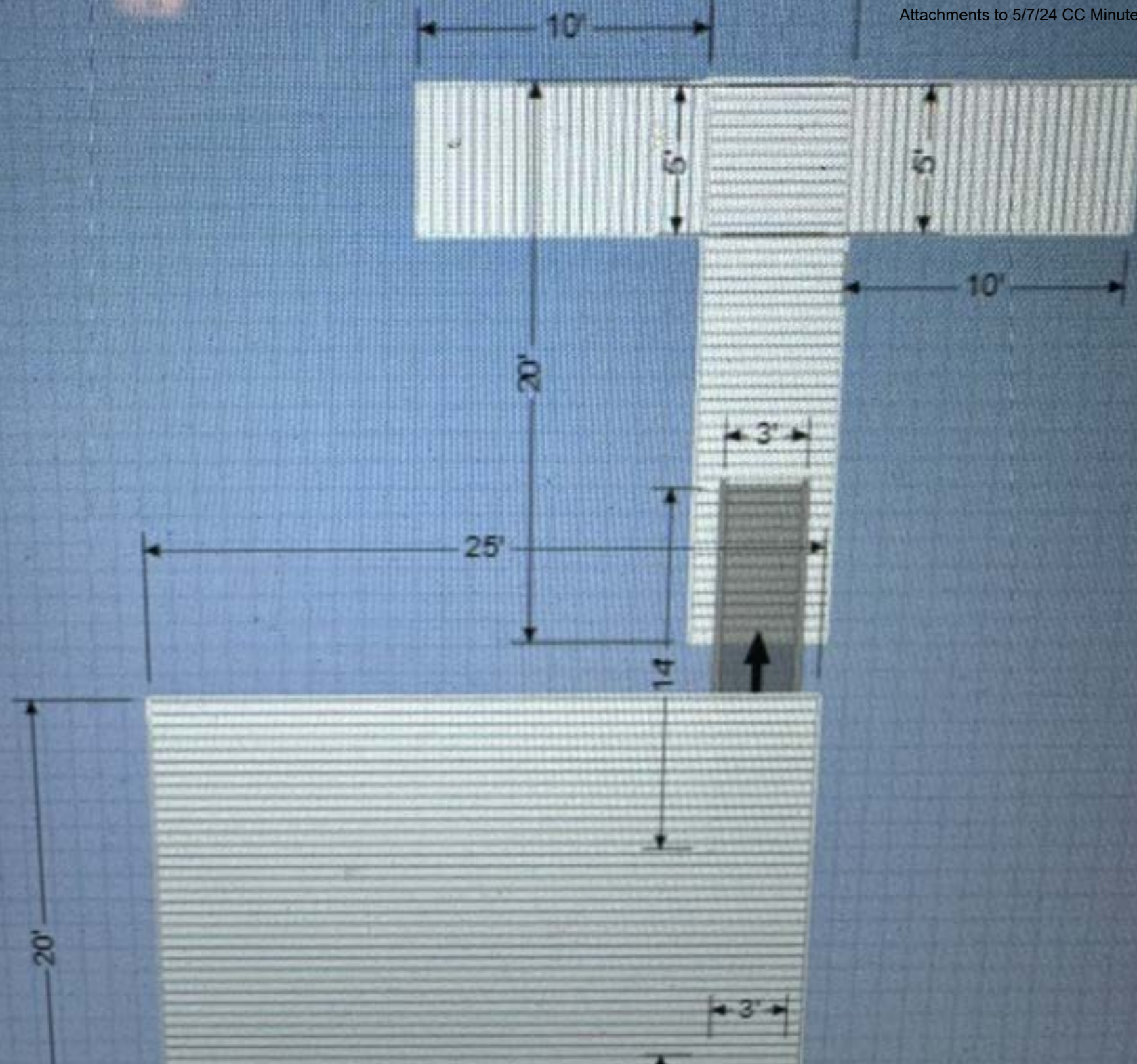
State

Washington State 6th Legislative District
Senator Jeff Holy
Representative Jenny Graham
Representative Mike Volz

Federal

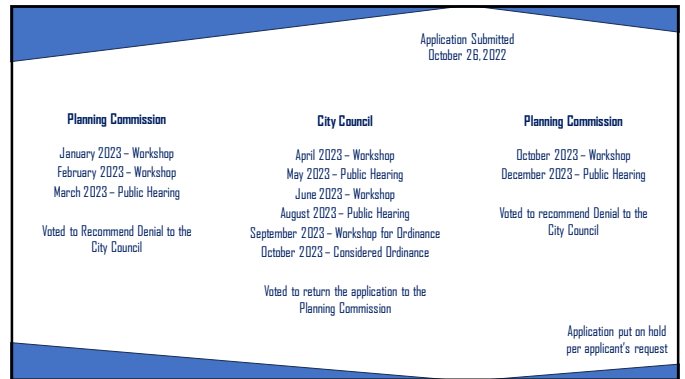
5th US Congressional District from Washington
Representative Cathy McMorris-Rodgers
Senator Patty Murray
Senator Maria Cantwell

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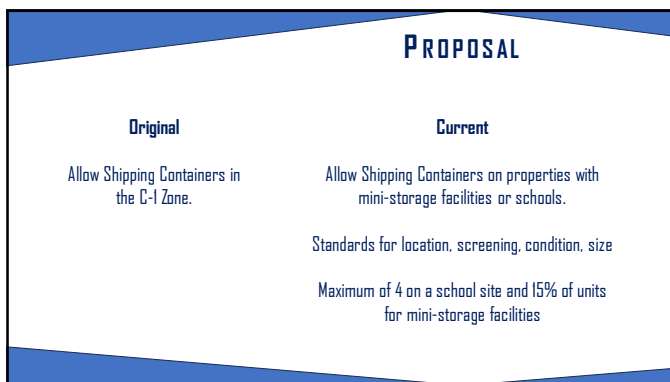




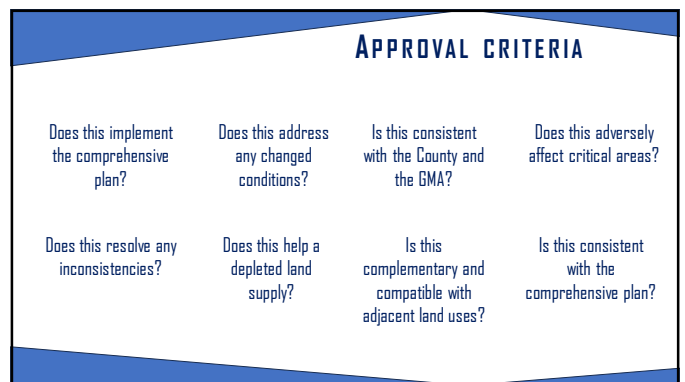
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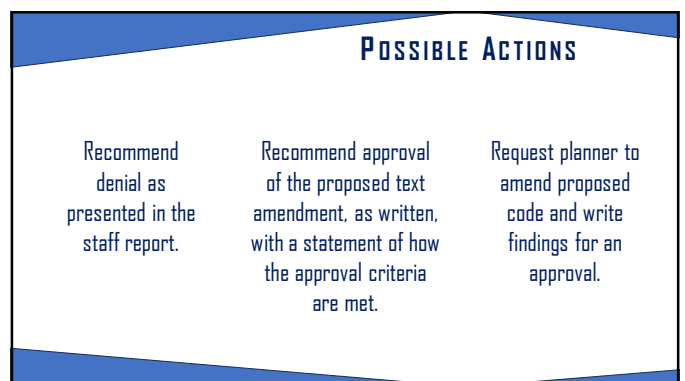
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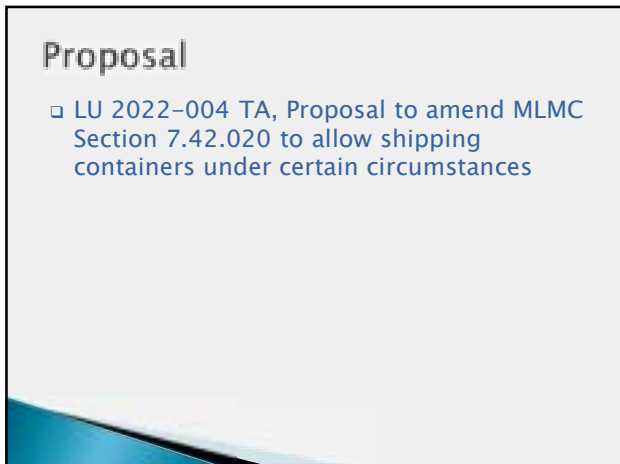
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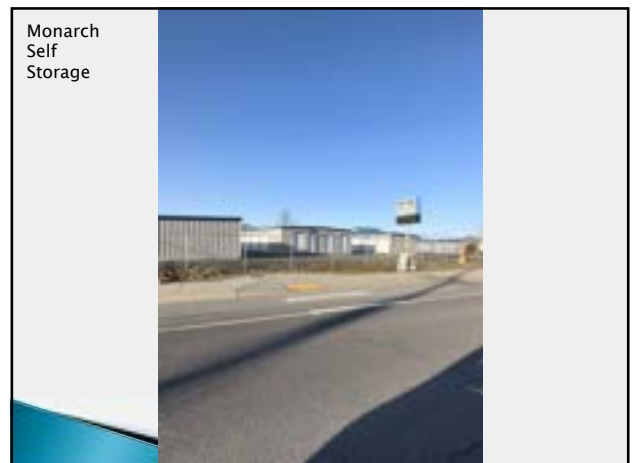
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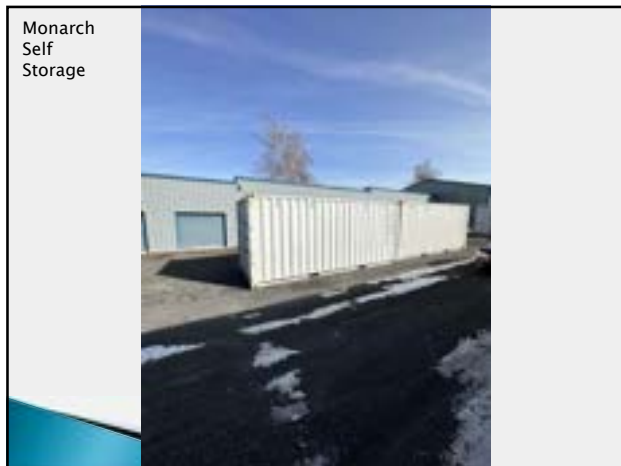
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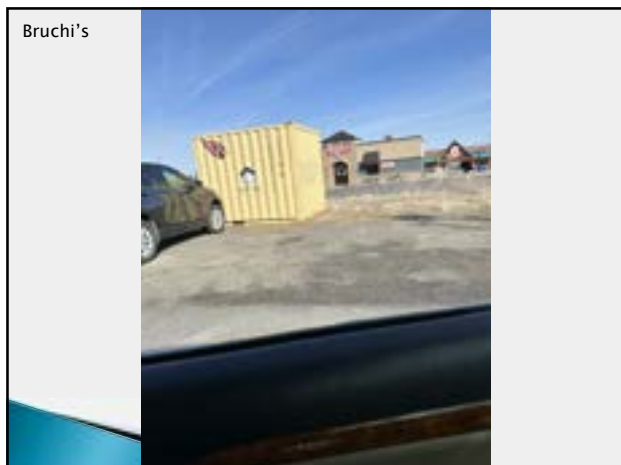
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Conclusion

- The applicant is acceptable to the suggested code language in the staff report

From: [Diane Nichols](#)
To: [Keli Shaffer](#); [Chad Pritchard](#); [Lance Speirs](#); [Don Kennedy](#); [Bob Maxwell](#); [Tony Harbolt](#); [Theodore Olson](#)
Cc: [Roxanne Wright](#); [Mayor Terri Cooper](#); [Sonny Weathers](#); [Elisa Rodriguez](#)
Subject: Shipping Container Ordinance
Date: Tuesday, May 7, 2024 3:39:09 PM

May7, 2024
Council Agenda Item #8 Shipping Containers
Diane Nichols
Medical Lake resident

Dear Council Members,

I am writing regarding the shipping container text amendment.

I agree with the recommendation of the Planning Commission that the idea of shipping containers in Medical Lake is not conducive to the aesthetics outlined in the Comprehensive Plan.

Indeed, in the document on the agenda tonight regarding the Historical Preservation ILA the city uses such phrases as "protecting the historical and cultural character.....managing our image.....enhancing the appearance of our city." How will shipping containers in the C-1 business district support those goals?

In my opinion the city has two business districts. The central business district and the business corridor as you enter Medical Lake on Highway 902. The central business district is already protected but the business corridor is the first impression that guests see of our city. Is this the impression you want to make....shipping containers all along the corridor?

As you can see from my pictures today and those in my email to the City Planner on May 2 with Council Members copied to the email, the Monarch Storage owner has pushed the boundaries once again. All the new containers that he is installing look very similar to shipping containers but apparently are prefab dry storage containers (if it looks like a duck....). If I understand correctly from Ms Rodriguez' response, these containers do not fall under the shipping container ordinance. He is not bound by the 15% limit. My understanding is he can put as many as he wants on his property as long as he complies with building and fire codes.

The Monarch Storage owner appears to have done an end run around the ordinance and set a new precedent for the city business owners. If the city does not change the language to now include not only shipping containers but all metal dry box storage, these will be appearing all over town on business and residential lots.

As you can see from today's pictures the containers are set up in the grass behind Morning Brew. I understand they will be moved to the storage property but it gives you an idea of how these containers will be able to be put up anywhere. And as one of my pictures shows, there is already a shipping container in town that appears to have electrical power run to it. This supports my previous contention that the city Code Enforcement Officer will not be able to keep up with what is done to all these containers...especially if these prefab dry storage containers are not regulated for business or residential areas. Additionally, one picture taken earlier of Medical Lake Storage shows the difficulty of placing these storage containers in the

runoff and wetland areas.

The City Administration and the Council, in my opinion, are now faced with the decision of what they want to do to ensure that there are standards in place for growth and beautification of our city.

I think it begins with saying no to shipping containers and other dry box metal storage containers.

Thank you for your time.

Sincerely,
Diane Nichols