

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
October 4, 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

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

Administration/Staff

Terri Cooper, Mayor
Scott Duncan, Interim City Administrator
Koss Ronholt, Finance Director/City Clerk
Steve Cooper, WWTP Director
Sean King, City Attorney

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.
 - i. Councilmember Dawn Olmstead submitted a request for absence due to a family commitment. Motion to approve the absence made by councilmember Pritchard, seconded by councilmember Kennedy, motion carried 6-0.

2. AGENDA APPROVAL

- A. Mayor Cooper explained that the letter under Action Items (section Bii) had updated verbiage and requested to replace the version in the agenda packet with the updated version she provided to the council.
 - i. Motion to replace the original letter with the updated version made by councilmember Starr, seconded by councilmember Kulibert, motion carried 6-0.
- B. Motion to approve the agenda as amended made by councilmember Harbolt, seconded by councilmember Pritchard, motion carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Larry Stoker 19317 S Augusta, Spokane Valley – provided comments on the storage facility he owns in Medical Lake and the shipping containers he has brought onsite. Explained that he is working with our City Planner, Elisa Rodriguez, to resolve the issue.
 - i. Mayor Cooper gave further explanation of the process to council.

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

5. REPORTS

A. City Council & Council Committee Reports

- i. Parks & Recreation – Councilmember Starr gave an update on youth sports. Shared that the new Jazzercise class is running smoothly.
- ii. Finance – Councilmember Starr reported that the city used less water this month. Shared that the committee will review the Avista Utilities bill to see the impact of the solar panels. They also reviewed the budget amendments that will be discussed later in this meeting.

B. Council Comments

- i. Councilmember Pritchard – Thanked Mr. Duncan for his Water Well presentation.
- ii. Councilmember Starr – Shared that she is helping with the Re*Imagine Medical Lake Fall Festival that will be held on October 29, 2022. Shared that she is working to get local donations for the cake walk at the festival.
- iii. Councilmember Kulibert – no report
- iv. Councilmember Kennedy – no report
- v. Councilmember Maxwell – no report
- vi. Councilmember Harbolt – Shared appreciation for Deputy Reyes' attendance at the last council meeting. Shared that he would like to see consistent representation from the Sheriff's Department at every council meeting and will reach out to them regarding the matter.

C. Fire District 3

- i. Chief Rohrbach gave an update on the wildfire season. Discussed county-wide burn ban and permits. No dispatch numbers are available currently. Shared information about an integrated service center.

D. Mayor Cooper

- i. Gave an update on the budget retreat last Wednesday 9/28/22. Explained that the city is following the AWC (Association of Washington Cities) and Auditor's office recommendations for the budget structure.
- ii. Provided an update on the EVCO equipment installation in council chambers.

E. City Administrator & City Staff

- i. Steve Cooper, WWTP – Gave an update on the ongoing pressure main leak. Explained that the city is ready and just waiting for approval from the Army Corps of Engineers to begin repairs.
- ii. Scott Duncan, Interim City Administrator – Shared that the Public Works department is hiring maintenance workers and has received three applications in three weeks. Gave an update on winter preparations beginning in Public Works.

6. WORKSHOP DISCUSSION – no items listed

7. GENERAL BUSINESS

A. Consent Agenda

- i. Approve **September 20, 2022, Minutes**

1. Motion to approve minutes made by councilmember Pritchard, seconded by councilmember Starr, motion carried 5-1 with councilmember Kennedy abstaining due to his absence at the last two meetings.
- ii. Approve **October 4, 2022**, Claim Warrants **41738** through **41773** in the amount of **\$201,415.40**.
 1. Finance committee reviewed and recommended approval
 2. Motion to approve made by councilmember Starr, seconded by councilmember Maxwell, motion carried 6-0.
 - a. Councilmember Kulibert pointed out that \$100,000 of the total claim warrant amount was an initial disbursement to Ptera.

B. Action Items

- i. Revised Yoga Instructor contract
 1. Motion to approve revised contract made by councilmember Pritchard, seconded by councilmember Kulibert, motion carried 6-0.
- ii. LP "Project Redwood" – Request for Water Service – Spokane County Tax Parcel No. 14142.9012
 1. Tom Haggerty, Engineer – gave a brief history and explanation of the request.
 2. Motion to approve the request made by councilmember Kennedy, seconded by councilmember Kulibert, motion carried 4-2 with councilmembers Starr and Pritchard opposing.

8. PUBLIC HEARING / APPEALS – No items listed

9. RESOLUTIONS

- A. Resolution 22-548 Garbage Rates
 - i. Motion to approve resolution made by councilmember Kulibert, seconded by councilmember Starr, motion carried 6-0.

10. ORDINANCES

- A. First Read Ordinance 1101 ARPA Budget Amendment
 - i. Mr. Ronholt explained the amendment and Mayor Cooper noted that the total ARPA allocation was \$623,059.
 - ii. City Attorney Sean King read the ordinance.
 - iii. Motion to approve first read made by councilmember Pritchard, seconded by councilmember Maxwell, motion carried 6-0.
- B. First Read Ordinance 1102 Library Budget Amendment
 - i. Mr. Ronholt gave a summary of the ordinance.
 - ii. City Attorney Sean King read the ordinance.
 - iii. Motion to approve first read made by councilmember Kennedy, seconded by councilmember Harbolt, motion carried 6-0.

11. EMERGENCY ORDINANCES – No items listed

12. UPCOMING AGENDA ITEMS

- A. Golf carts on city streets will be a workshop discussion at the October 18, 2022, council meeting.

- B. A resolution for an Intent to Vacate a city street will be on the October 18, 2022, council meeting agenda. City Planner, Elisa Rodriguez, will give a presentation.
- C. Councilmember Kulibert inquired as to when the union contract would be presented to council.
 - i. Mayor Cooper shared that a union representative should reach out soon and possibly have the contract on the next agenda.
- D. Councilmember Harbolt shared safety concerns regarding the temporary STA bus stop at 902 and Graham.
 - i. Mr. Duncan shared that he spoke to STA today regarding the matter. STA plans to install a sign at that location.
 - 1. Mayor Cooper asked Mr. Duncan to arrange a meeting with STA to discuss further.
- E. Letter for Police Services workshop will be on the agenda for October 18, 2022.
- F. Mr. Ronholt shared that public hearings regarding the 2023 Budget will be held on October 25, 2022, and November 1, 2022.

13. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Barb Reis Medical Lake – thanked Mayor Cooper for including Care and Share in this month’s newsletter. Commented that volunteers are needed.
- B. Lahnne Henderson – shared concerns surrounding the new plant as mentioned in the LP “Project Redwood” letter discussed in Action Items (section Bii).
- C. Brian Papiez 320 S Prentis (via Zoom) – commented on options for policing and questioned if they are required to be present at council meetings. Stated that he would like to see representation at council meetings.

14. EXECUTIVE SESSION – None

15. CONCLUSION

- A. Motion to conclude meeting made by councilmember Pritchard, seconded by councilmember Harbolt, motion carried 6-0 and meeting concluded at 7:39 pm.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk