



**CITY COUNCIL MEETING AGENDA
TUESDAY, AUGUST 16, 2022
HELD REMOTELY & IN PERSON AT CITY HALL
124 S. LEFEVRE ST.**

- Sign up to provide Public Comment at the meeting via calling in
- Submit Written Public Comment Before 4 pm on (August 16, 2022) - *SEE NOTE*
- Join the Zoom Meeting –
<https://us06web.zoom.us/j/88376388098?pwd=VUZ1T2daOWpza3h2bHpja1ZWbkJQZz09>

Meeting ID: 883 7638 8098

Passcode: 480760

One tap mobile

+12532158782,,88376388098#,,,,*480760# US (Tacoma)

+16694449171,,88376388098#,,,,*480760# US

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 444 9171 US

+1 720 707 2699 US (Denver)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

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WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the council meeting, please email your comments to SDuncan@Medical-Lake.org by 4:00 p.m. the day of the council meeting and include all the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Medical Lake resident
4. The Agenda Item(s) which you are speaking about

*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.

Questions or Need Assistance? Please contact City Hall at 509-565-5000

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
 - A. Absence(s):
2. **AGENDA APPROVAL**
3. **INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
4. **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**
5. **REPORTS**
 - a. Council Committee Reports
 - b. Council Comments
 - c. Mayor
 - d. City Administrator & City Staff
6. **WORKSHOP DISCUSSION**
7. **GENERAL BUSINESS**
 - A. Consent Agenda
 - i. Approve the August 2, 2022, Minutes
 - ii. Approve **August 16, 2022**, Claim Warrants **41578** through **41630** in the amount of **\$122,538.66** and Payroll Warrants **41569** through **41577** and Payroll Accounts Payable Warrants **20145** through **20153** in the amount of **\$148,625.80**.
 - B. Action Items
 - i. SRTC Block Grant Acceptance
8. **PUBLIC HEARING / APPEALS – No items listed**
9. **RESOLUTIONS – No items listed**
10. **ORDINANCES – No items listed**
11. **EMERGENCY ORDINANCES – No items listed**
12. **UPCOMING AGENDA ITEMS**
13. **INTERESTED CITIZENS**
14. **EXECUTIVE SESSION – No items listed**
15. **CONCLUSION**

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
August 2, 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

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

Administration/Staff

Scott Duncan, Interim City Administrator
Koss Ronholt, Finance Director
Roxanne Wright, Admin. Asst.
Steve Cooper, WWTP Director
Sean King, City Attorney
Sean Boutz, City Attorney (via Zoom)

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

- A. Mayor Pro Tem Don Kennedy called the meeting to order at 6:30 pm, led the pledge of allegiance, and conducted roll call. All members present. Mayor Cooper tested positive for Covid, and Councilmember Don Kennedy is serving as mayor pro tem for the purposes of this council meeting.

2. AGENDA APPROVAL

- A. Removing the Golf Cart on City Streets Workshop. Will need to go to Public Safety Committee first.
 - i. Motion to approve agenda as amended made by Councilmember Pritchard, seconded by Councilmember Harbolt, motion carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – None at this time

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

5. REPORTS

- A. City Council & Council Committee Reports
 - i. Parks & Rec – Councilmember Olmstead reported that fall youth sports sign-ups have begun. Online registration is available again.
 - ii. Finance – Councilmember Starr shared that Claim Warrants were reviewed and provided a committee update noting that the 2nd quarter budget review is coming up soon.
 - iii. Public Safety - Fire District 3 Battalion Chief Alex Turner – Gave call volume overview with 275 total calls in July, and 102 calls out of Medical Lake Station. The 4th of July was uneventful. The district is prepared for fire season as conditions warrant.

B. Council Comments

- i. Councilmember Pritchard – Shared that as part of understanding the stormwater issue, there will be a walk around Medical Lake on Thursday, August 18th, 5-7 pm. They will meet at Waterfront Park, walk around the lake, take water samples, pick up trash, etc. Shared information about some possible upcoming grant proposals.
- ii. HS – City worker union negotiations are upcoming. Reiterated request to see the current contract.
- iii. Councilmember Kulibert – no report
- iv. Councilmember Maxwell – no report
- v. Councilmember Olmstead – no report
- vi. Councilmember Harbolt – no report

C. Mayor – no report

D. City Administrator & City Staff

- i. Scott Duncan, Interim City Administrator
 1. Announced that Utility Billing Clerk, Felicia Mendez's last day is August 5th
 2. Shared that he met with Avista Utilities today regarding upgrades to the grid in this area. New reset option on power lines.
 3. Gave an update on city water levels noting that wells are in good shape.
 4. Working on the homeless situation in the park. Checking the area daily. Noted that the best option after hours is for the community to call Crime Check (509) 456-2233 if they notice tents in the park.
 5. Fishing signs are up at Waterfront Park. Interpretive signs around the lake will be up as soon as possible – the goal is to have them up by the bluegrass festival beginning Aug. 12th.

6. WORKSHOP DISCUSSION – No items listed

7. GENERAL BUSINESS

A. Consent Agenda

- i. Approve the July 19, 2022, Minutes
 1. Correction needed to reflect that Councilmember Harbolt was present as his name was missing from the list of Councilmembers present.
 - a. Motion to approve minutes as amended made by Councilmember Harbolt, seconded by Councilmember Pritchard, motion carried 7-0.
- ii. Approve **August 2, 2022**, Claim Warrants **41527** through **41568** in the amount of **\$173,059.15**.
 1. Finance committee recommends approval
 - a. Motion to approve made by Councilmember Starr, seconded by Councilmember Olmstead, motion carried 7-0.

B. Action Items

i. Sunshine Disposal Contract

1. Steve Wulf with Sunshine Disposal– Explained amendment and increase.

a. Motion to approve contract made by Councilmember Starr, seconded by Councilmember Kulibert, motion carried 7-0.

8. PUBLIC HEARING / APPEALS – No items listed

9. RESOLUTIONS – No items listed

10. ORDINANCES – No items listed

11. EMERGENCY ORDINANCES – No items listed

12. UPCOMING AGENDA ITEMS

A. Golfcart/ORV discussion after presenting to Public Safety Committee

13. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – none at this time

14. CONCLUSION

A. Motion to conclude meeting made by Councilmember Pritchard, seconded by Councilmember Maxwell, motion carried 7-0 and meeting concluded at 6:58 pm.

Terri Cooper, Mayor

Koss Ronholt, Finance Director/City Clerk

July 20, 2022

The Honorable Terri Cooper
City of Medical Lake
PO Box 369
Medical Lake WA 99022

Project: Lake St ADA Upgrades

Award Amount: \$511,000

Program: Surface Transportation Block Grant (STBG) Set-Aside Rural

Dear Mayor Cooper;

Congratulations! On 7/14/2022 the Spokane Regional Transportation Council (SRTC) Board of Directors approved Resolution 22-09, which included funding for the **City of Medical Lake's Lake St ADA Upgrades** project as part of the SRTC 2024-2026 Call for Projects in the amount of **\$511,000**. Toll Credits are being used in place of local cash match for this project.

This project funding will be included in a 2023-2026 SRTC Transportation Improvement Program (TIP) amendment for Board consideration. Please submit your project records into Secure Access Washington (SAW) by July 30, 2022. Once the TIP Amendment is approved, it will be included in the State Transportation Improvement Program (STIP.) After the funding is programmed into the STIP, you may seek obligation of the federal funds through WSDOT Local Programs consistent with the funding policies outlined in the most current SRTC TIP Guidebook.

Attached is an Acceptance of Funding Agreement outlining conditions of the award which must be signed by an official having authority to do so. Please sign and return the agreement no later than July 30, 2022. Again, congratulations and we look forward to working with the City of Medical Lake. If you have any questions, please do not hesitate to contact me at 509.435.3823 or lbollenback@srtc.org.

Sincerely,



Lois Bollenback, Executive Director

Enclosure: 1

cc: Interim City Administrator Katy Allen, Scott Duncan

SRTC MEMBER AGENCIES


- City of Airway Heights • City of Cheney • City of Deer Park • City of Medical Lake • City of Millwood • City of Spokane
- City of Spokane Valley • Kalispel Tribe of Indians • Spokane County • Spokane Transit Authority • Spokane Tribe of Indians
- Town of Fairfield • Town of Latah • Town of Rockford • Town of Spangle • Town of Waverly
- Washington State Dept of Transportation ○ Washington State Transportation Commission

Agency	City of Medical Lake
Address	PO Box 369, Medical Lake WA 99022
Project	Lake St ADA Upgrades
Award Amount	\$511,000
Program	STBG Set-Aside Rural
Elected Official	Mayor Terri Cooper
SRTC Board Member	Mayor Terri Cooper
Staff Member	n/a

Conditions of Award:

- All programming is subject to the SRTC TIP Guidebook. The TIP Guidebook is updated yearly.
- Eligible activities and conditions are subject to all federal and state laws and regulations, and SRTC Board guidance.
- The project must be delivered in its entirety per the description in the original application unless scope or other changes are approved in writing by SRTC.
- If a partial award, the applicant is responsible for securing all additional funds on the project in addition to local match. If the award is a full award, the applicant is responsible for securing all required match.
- Availability of local funds, if needed must be demonstrated for the year the project is programmed.
- If a project receives a partial funding award, and is unable to secure additional, non-local funds for the project prior to delivery, programming may be delayed upon request with approval of the SRTC Board, and agencies can re-submit under a subsequent call for projects; additional funding is not guaranteed.
- Any change of use of SRTC funds for phases (PE, ROW, CN), or geographical segments of a project must be approved in writing and in advance of changes so administrative modifications or amendments can be made. This applies to changes necessitated by reasons such as, but not limited to, the securing of additional fund sources, costs savings or increases, or design modifications.

Agreed to and Approved:



Mayor Terri Cooper

Lois Bollenback, Executive Director
Spokane Regional Transportation Council

7/26/2022

Date

Date

SRTC MEMBER AGENCIES

- City of Airway Heights • City of Cheney • City of Deer Park • City of Medical Lake • City of Millwood • City of Spokane
- City of Spokane Valley • Kalispel Tribe of Indians • Spokane County • Spokane Transit Authority • Spokane Tribe of Indians
- Town of Fairfield • Town of Latah • Town of Rockford • Town of Spangle • Town of Waverly
- Washington State Dept of Transportation ○ Washington State Transportation Commission