

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

6:30 PM  
April 04, 2023

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**

Don Kennedy  
Heather Starr  
Art Kulibert (via Zoom)  
Bob Maxwell  
Ted Olson  
Tony Harbolt

**Administration/Staff**

Terri Cooper, Mayor  
Sonny Weathers, City Administrator  
Roxanne Wright, Admin. Assistant  
Sean King, City Attorney (via Zoom)  
Scott Duncan, Public Works Director  
Steve Cooper, WWTP Director

**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. Councilmember Kulibert was present via Zoom, councilmembers Starr, Kennedy, Maxwell, Olson, and Harbolt were present in person. Councilmember Pritchard submitted a request for absence which was approved.

**2. AGENDA APPROVAL**

- A. Amendments to Agenda
  - i. Strike the Support for Joint Statement Addressing Homelessness Regionally from 7B. Move to the April 18, 2023, meeting.
- B. Additions to Agenda
  - i. Add item D to section 6 – workshop discussion regarding city employees doing community service during regular working hours.
  - ii. Add EVCO Sound Agreement to item B in section 7.
  - iii. Add item C to section 7 - Refund request for permit issued to Medical Lake Food Bank
  - iv. Motion to approve agenda as amended made by councilmember Olson, seconded by councilmember Maxwell, carried 6-0.

### **3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- A. Judy Mayulianos, Medical Lake resident – asked for an update on senior yoga that she had inquired about at the previous meeting. Mayor Cooper responded that the city is reaching out to the instructor and hopes to have it resolved soon.

### **4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**

- A. Mayor Cooper asked Councilmember Olson if he is willing to serve on the Public Safety Committee. He agreed. Motion to accept the appointment made by councilmember Kennedy, seconded by councilmember Harbolt, carried 6-0.
- B. National Child Abuse Prevention Month Proclamation
  - i. Mayor Cooper shared statistics and information regarding child abuse in the region and read the proclamation.
- C. Mayor Cooper introduced Medical Lake High School's Lilac Queen, Josephine Ortega. Miss Ortega shared the process of being selected. Thanked the city of Medical Lake and Medical Lake High School for their support.

### **5. REPORTS**

- A. Council Comments
  - i. Councilmember Starr – apologized for being absent at the last meeting. Motion to excuse the absence made by councilmember Harbolt, seconded by councilmember Kennedy, carried 5-1 with councilmember Starr abstaining. Shared that the Finance Committee met and discussed the refund request that is on the agenda tonight, the stormwater drain repair, and claims.
  - ii. Councilmember Kennedy – no report
  - iii. Councilmember Maxwell – no report
  - iv. Councilmember Olson – thanked the Mayor and council for the appointment to the Public Safety Committee.
  - v. Councilmember Harbolt – gave a Parks and Recreation Committee update. Youth sports registration is now closed. Flag football and soccer practices start on April 17<sup>th</sup> with the first games scheduled for April 22<sup>nd</sup>. Shared that Ms. Lomas attended the Healthy Worksite Summit and provided the committee with feedback from her time there.
  - vi. Councilmember Kulibert – no report
- B. Mayor – nothing additional
- C. City Administrator & City Staff – no report

### **6. WORKSHOP DISCUSSION**

- A. Broadlinc Spokane County
  - i. Ariane Schmidt from Spokane Regional Broadband Public Development Authority gave a presentation.
  - ii. Sonny Weathers, City Administrator, shared his thoughts on the proposal. Discussion held. The council is favorable to move forward therefore a Resolution will be presented at the next meeting.

**B. ARPA Distribution of Funds**

- i. Mr. Weathers shared information regarding the distribution of remaining ARPA funds. Explained that the city would like to open the application process to include small businesses. Mayor Cooper explained the process for applications and distribution. Councilmember Kulibert offered alternative suggestions for distributing the funds. Mayor Cooper addressed the suggestions. No changes made to the current proposal for distribution of the funds.

**C. Managed IT Services Agreement with Executech**

- i. Mr. Weathers shared the current agreement with Executech. The larger umbrella covering the city's technology support includes IT services for the system we have, cyber security of that system, and upgrading equipment to meet the city's needs. The city is spending on average, \$2300 per month for IT services currently. The proposed new agreement will provide more services for less cost.

- D. Staff community service during work time – Mayor Cooper shared thoughts behind staff doing community service during regular work time. Staff would put it on their timesheet. Discussed that they could wear shirts/vests that would identify them as City staff, possibly with the catch phrase "Here to Serve" or something similar. Discussed other options of promoting volunteerism. Mayor Cooper asked legal counsel to research whether this would violate any use of public funds law.**

**7. ACTION ITEMS**

**A. Consent Agenda**

- i. Approve **March 21, 2023**, minutes.
  1. Motion to approve made by councilmember Kennedy, seconded by councilmember Maxwell, carried 6-0.
- ii. Approve **April 4, 2023**, Claim Warrants **50000** through **50026** in the amount of **\$52,974.71**.
  1. Finance Committee reviewed. Motion to approve made by councilmember Starr, seconded by councilmember Olson, carried 6-0.

**B. Medical Lake Food Bank Association permit refund request.**

- i. Councilmember Starr stated that the Finance Committee reviewed the request and recommends approval of refund, less the costs already incurred by the city which are approximately \$100.00. Motion to approve refund request made by councilmember Kennedy, seconded by councilmember Maxwell, carried 6-0.

**C. EVCO Proposal for New Mixer in Council Chambers**

- i. Motion to approve made by councilmember Maxwell, seconded by councilmember Kennedy, carried 6-0.

**8. RESOLUTIONS**

**A. 23-581 Remaining ARPA Fund Allocation**

- i. Motion to approve made by councilmember Kennedy, seconded by councilmember Harbolt, carried 6-0.

**9. PUBLIC HEARING / APPEALS – No items listed.**

**10. ORDINANCES**

**A. First Read Ordinance 1109 Complete Streets**

- i. Tom Haggerty, City Engineer explained the Complete Streets Ordinance and process. Encourages cities to consider all modes of transportation. Explained that this can include beautification and other improvements that the TIB projects cannot do. Discussion held. Councilmember Kennedy shared his concerns about being required to install sidewalks everywhere once the agreement is signed. Mr. Weathers addressed that the ordinance is written to accommodate the needs of our city. The city will define the standards that fit best for Medical Lake.
- ii. Legal counsel read the ordinance title.
- iii. Motion to approve first read made by councilmember Starr, seconded by councilmember Harbolt, carried 5-1 with councilmember Kennedy voting nay.

**11. EXECUTIVE SESSION** – None scheduled.

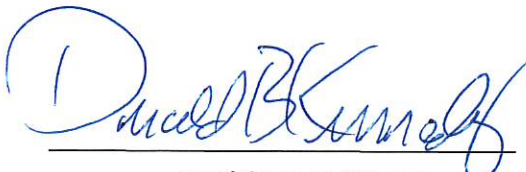
**12. EMERGENCY ORDINANCES** – No items listed.

**13. UPCOMING AGENDA ITEMS** - None

**14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS** - None

**15. CONCLUSION**

- A. Motion to conclude meeting made by councilmember Kennedy, seconded by councilmember Harbolt. Motion carried 6-0 and meeting concluded at 7:53 pm.

  
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~~Terri Cooper, Mayor~~  
Donald Kennedy, Mayor Pro Tem

  
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Koss Ronholt, Finance Director/City Clerk