

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
June 4, 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
Elisa Rodriguez, City Planner
Scott Duncan, Public Works Director
Steve Cooper, WWTP Director

REGULAR SESSION – 6:30 PM

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

- A. Mayor Cooper called the meeting to order at 6:30 pm, led the Pledge of Allegiance, and conducted roll call. All council members were present in person.
- B. Councilmember Olson submitted an absence request for the June 18th meeting. Motion to approve made by councilmember Speirs, seconded by councilmember Harbolt, carried 6-0 with councilmember Olson abstaining.

2. AGENDA APPROVAL

- A. Section 7.A.v. - add application for fireworks display by Rocketman on July 4, 2024.
- B. Strike Resolution 24-655 Historic Preservation ILA with Spokane County.
- C. Section 9.F. – Change title of Resolution 24-684 and add the document to the agenda packet.
- D. Motion to approve agenda as amended made by councilmember Kennedy, seconded by councilmember Maxwell, carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Gerri Johnson, resident of Medical Lake representing Re*Imagine Medical Lake – thanked council for their hard work and partnership. Expressed her appreciation for staff, employees, council. Introduced Kylie Stein as the new festival director. Shared Founder’s Day events and schedule.
- B. Andrew Mills, resident of Medical Lake and Maintenance Supervisor for the Medical Lake School District – shared benefits of shipping containers for the school district.
- C. Larry Stoker, owner of Monark Storage – commented on the topic of the shipping containers decision.

- D. Mayor Cooper acknowledged the receipt of four written comments by community members. Two regarding shipping containers, one regarding procedural matters, one covering multiple issues. All council members received the comments. *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. Council Comments
- i. Councilmember Pritchard – none
 - ii. Councilmember Shaffer – Finance Committee reviewed Claim Warrants, no issues.
 - iii. Councilmember Speirs - none
 - iv. Councilmember Kennedy - none
 - v. Councilmember Maxwell - none
 - vi. Councilmember Olson - none
 - vii. Councilmember Harbolt – Parks & Recreation Committee met and reviewed current and upcoming events and programs.
- B. Mayor – shared that the city will have a booth at Founder’s Day. Website update, hoping to go live on June 18th. Shared that of the fifty-five homes within city limits that were destroyed by the fire, forty-eight have been permitted with three lots that won’t rebuild.
- C. City Administrator & City Staff
- i. Sonny Weathers, City Administrator - AWC annual business meeting is held at the annual meeting. Mayor Cooper and councilmember Speirs will attend the annual meeting. Mr. Weathers shared that every city could send three representatives to attend the business meeting either in person or virtually. Decided on Friday, June 28th for the council retreat. Mayor added that to date, the city has received 9.5 million in grants.

6. WORKSHOPS

- A. Procurement Policy Update
- i. Koss Ronholt, Finance Director - Reinforced what the policy does and explained the legislative action that is driving the need for an update to the city’s policy. Council is agreeable so Mr. Ronholt bring forward as a Resolution at the next meeting.

7. ACTION ITEMS

- A. Consent Agenda
- i. Approve **May 21, 2024**, minutes.
 1. Section 3.F. strike “resident of Medical Lake”
 2. Section 5.B.iv. – change General Government Committee to Public Safety Committee.
 3. Motion to approve as amended made by councilmember Harbolt, seconded by councilmember Shaffer, carried 7-0.
 - ii. Approve **June 4, 2024**, Claim Warrants numbered **51362** through **51396** in the amount of **\$236,863.80**.
 1. Motion to approve made by councilmember Shaffer, seconded by councilmember Kennedy, carried 7-0.
 - iii. Re*Imagine Medical Lake Founder’s Day Fireworks Display Permit
 1. Motion to approve made by councilmember Kennedy, seconded by councilmember Pritchard, carried 7-0.
 - iv. ADA Case Determination Reconsideration Request

1. Mayor Cooper asked if the council required any further investigation on the matter. No.
 2. Mayor Cooper asked if the council had any desire to change the decision. No.
 3. Motion to affirm the city's original decision made by councilmember Shaffer, seconded by councilmember Kennedy, carried 7-0. Determination stands.
- v. Approval of Fireworks display by Rocketman for Independence Day
1. Proposal provided and under review with FD3.
 2. Motion to approve made by councilmember Pritchard, seconded by councilmember Olson, carried 7-0.

8. PUBLIC HEARING – 6-Year Transportation Improvement Plan

- A. Mayor Cooper opened the Public Hearing at 7:08 pm.
- B. Sonny Weathers gave a presentation. See attached.
- C. Public comment period
 - i. Diane Nichols - Medical Lake resident via Zoom – question about pedestrian trail in Fox Hollow and including handicap access at the NW entrance at Shepard Field.
 - ii. Mr. Weathers will review suggested additions and/or changes and make necessary updates. He will bring back for adoption at next meeting.
 - iii. Mayor Cooper closed the Public Hearing at 7:24 pm.

9. RESOLUTIONS

- A. 24-655 Historic Preservation ILA with Spokane County – stricken
- B. 24-680 Sole Source Purchase Filtration Sand
 - i. Motion to approve made by councilmember Pritchard, seconded by councilmember Shaffer, carried 7-0.
- C. 24-681 Emergency Purchase Lift Station Pump
 - i. Motion to approve made by councilmember Speirs, seconded by councilmember Maxwell, carried 7-0.
- D. 24-682 Records Management Policy 14.105 Update
 - i. Motion to approve made by councilmember Olson, seconded by councilmember Speirs, carried 7-0.
- E. 24-683 WSDOT Agency Haul/Road Detour Agreement
 - i. Motion to approve made by councilmember Speirs, seconded by councilmember Kennedy, carried by 7-0.
- F. 24-684 Suspension of MLMC 5.10 Related to the Sale, Transport, and Use of Fireworks
 - i. Correction to title. Change to Council Support for Fireworks Ban.
 - ii. Mayor read for the record.
 - iii. Councilmember Kennedy motioned to amend to specify in Section 1 only 2024, seconded by councilmember Olson, carried 7-0.
 1. Motion to approve as amended made by councilmember Harbolt, seconded by councilmember Olson, carried 5-2 with councilmembers Shaffer and Speirs voting nay.

10. ORDINANCES

- A. First Read 1115 Shipping Containers Text Amendment
 - i. Elisa Rodriguez, City Planner shared that two commentaries were received on the topic. One from the applicant and one from a citizen of Medical Lake.

- ii. Ms. Rodriguez gave a brief recap of the process thus far. The next step is for council to approve the changes made from the last meeting and move the ordinance to the second read. Discussion held. Ms. Rodriguez reviewed the corrections that were made.
- iii. Councilmember Olson read a written statement sharing his opposition to the text amendment.
- iv. Councilmember Speirs shared that the only reason he voted yes previously was due to his concern for the school district and their need for shipping containers for storage. He would like to see a change in the amendment to only allow them for the school district.
- v. Motion to strike references to mini storage and only include the school district made by councilmember Speirs, seconded by councilmember Harbolt. Motion failed 3-4 with councilmembers Kennedy, Shaffer, Pritchard, and Maxwell voting nay.
- vi. Motion to approve amendment as written made by councilmember Shaffer, seconded by councilmember Pritchard, carried 4-3 with councilmembers Speirs, Olson, and Harbolt voting nay. Ordinance moves to second read.

11. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – None

12. EXECUTIVE SESSION - None

13. EMERGENCY ORDINANCES - None

14. UPCOMING AGENDA ITEMS - None

15. CONCLUSION

- A. Motion to conclude at 7:56 pm made by councilmember Pritchard, seconded by councilmember Speirs, carried 7-0.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk

6/18/24
Date

6-Year Transportation Improvement Program
2025-2030

1

TIB Small City Street Preservation

Medical Lake, WA

- 25.1 Miles of Roadway
- Average PCR: 62/100

Pavement Condition Report

- Red = between 25-50
- Yellow = between 50-70
- Green = between 70-90
- Blue = greater than 90

2

Types of Transportation Improvement Projects

- Roadway Corridor/Intersections
- Pedestrian Improvements
- Public Transit

3

2025 Roadway Corridor/Intersection Improvements

Item ID	Description	Estimate	Fund
2025-01	25th Ave SW and 1st St	\$48,000.00	TIB
2025-02	1st St SW and 2nd St	\$15,000.00	TIB
2025-03	1st St SW and 3rd St	\$15,000.00	TIB
2025-04	1st St SW and 4th St	\$15,000.00	TIB
2025-05	1st St SW and 5th St	\$15,000.00	TIB
2025-06	1st St SW and 6th St	\$15,000.00	TIB
2025-07	1st St SW and 7th St	\$15,000.00	TIB
2025-08	1st St SW and 8th St	\$15,000.00	TIB
2025-09	1st St SW and 9th St	\$15,000.00	TIB
2025-10	1st St SW and 10th St	\$15,000.00	TIB
2025-11	1st St SW and 11th St	\$15,000.00	TIB
2025-12	1st St SW and 12th St	\$15,000.00	TIB
2025-13	1st St SW and 13th St	\$15,000.00	TIB
2025-14	1st St SW and 14th St	\$15,000.00	TIB
2025-15	1st St SW and 15th St	\$15,000.00	TIB
2025-16	1st St SW and 16th St	\$15,000.00	TIB
2025-17	1st St SW and 17th St	\$15,000.00	TIB
2025-18	1st St SW and 18th St	\$15,000.00	TIB
2025-19	1st St SW and 19th St	\$15,000.00	TIB
2025-20	1st St SW and 20th St	\$15,000.00	TIB

4

2025 Roadway Corridor/Intersection Improvements

Item ID	Description	Estimate	Fund
2025-01	1st St SW and 2nd St	\$15,000.00	TIB
2025-02	1st St SW and 3rd St	\$15,000.00	TIB
2025-03	1st St SW and 4th St	\$15,000.00	TIB
2025-04	1st St SW and 5th St	\$15,000.00	TIB
2025-05	1st St SW and 6th St	\$15,000.00	TIB
2025-06	1st St SW and 7th St	\$15,000.00	TIB
2025-07	1st St SW and 8th St	\$15,000.00	TIB
2025-08	1st St SW and 9th St	\$15,000.00	TIB
2025-09	1st St SW and 10th St	\$15,000.00	TIB
2025-10	1st St SW and 11th St	\$15,000.00	TIB
2025-11	1st St SW and 12th St	\$15,000.00	TIB
2025-12	1st St SW and 13th St	\$15,000.00	TIB
2025-13	1st St SW and 14th St	\$15,000.00	TIB
2025-14	1st St SW and 15th St	\$15,000.00	TIB
2025-15	1st St SW and 16th St	\$15,000.00	TIB
2025-16	1st St SW and 17th St	\$15,000.00	TIB
2025-17	1st St SW and 18th St	\$15,000.00	TIB
2025-18	1st St SW and 19th St	\$15,000.00	TIB
2025-19	1st St SW and 20th St	\$15,000.00	TIB

5

2025 Other Planned Projects

Item ID	Description	Estimate	Fund
2025-01	1st St SW and 2nd St	\$15,000.00	TIB

2026 Roadway Corridor/Intersection Improvements

Item ID	Description	Estimate	Fund
2026-01	1st St SW and 2nd St	\$15,000.00	TIB

2026 Other Planned Projects

Item ID	Description	Estimate	Fund
2026-01	1st St SW and 2nd St	\$15,000.00	TIB

6

2027 Other Planned Projects

Item ID	Description	Estimate	Fund
2027-01	1st St SW and 2nd St	\$15,000.00	TIB

2028 Other Planned Projects

Item ID	Description	Estimate	Fund
2028-01	1st St SW and 2nd St	\$15,000.00	TIB

2029 Other Planned Projects

Item ID	Description	Estimate	Fund
2029-01	1st St SW and 2nd St	\$15,000.00	TIB

7