

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

6:30 PM  
July 2, 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**

Tony Harbolt  
Keli Shaffer  
Lance Speirs  
Don Kennedy  
Bob Maxwell  
Ted Olson

**Administration/Staff**

Terri Cooper, Mayor  
Sonny Weathers, City Administrator  
Steve Cooper, WWTP Director  
Koss Ronholt, Finance Director  
Roxanne Wright, Administrative Assistant  
Scott Duncan, Public Works 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.
  - i. Councilmember Pritchard submitted a request for absence. Motion to approve made by councilmember Speirs, seconded by councilmember Shaffer, carried 6-0. All other council members were present.

**2. AGENDA APPROVAL**

- A. Strike 6A Ordinance 1126 Franchise Terms and Conditions.
- B. Add the hard copy documents for 9E Resolution 24-693 and 9F Resolution 24-694 that were not ready at the time the agenda packets were distributed.
- C. Motion to approve agenda as amended made by councilmember Kennedy, seconded by councilmember Olson, carried 6-0.

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

- A. Dana Dvorak resident of Medical Lake and HOA president for Fox Ridge. Informing council that they are aware of the vegetation issues and will take care of it.
- B. Mayor Cooper acknowledged written comment received from a resident regarding transparency in city government. *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](mailto:records@medical-lake.org).*

#### 4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS - None

#### 5. REPORTS

##### A. Council Comments

- i. Councilmember Shaffer – Finance Committee met and reviewed claim warrants. No issues.
- ii. Councilmember Speirs – none
- iii. Councilmember Kennedy – none
- iv. Councilmember Maxwell – none
- v. Councilmember Olson – none
- vi. Councilmember Harbolt – Gave report on the Parks and Recreation Committee meeting.

B. Mayor – spoke on public comments regarding the fireworks ban and still allowing the sale of them. She wrote a statement that was posted on the city's Facebook page and website.

##### C. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – shared summary of AWC annual conference. Attended Washington Transportation Commission and gave a presentation sharing about the work being done in Medical Lake. On August 18<sup>th</sup> Re\*Imagine Medical Lake will have an event at Waterfront Park, 3-6pm, for those impacted by the Gray Fire. Next council retreat will be budget retreat sometime in September or October. Polls will go out for scheduling. Spoke on street projects. Next Gray Fire Community meeting Wednesday, July 17<sup>th</sup>, 6:30 pm. Meetings will now be held in Council Chambers.
- ii. Koss Ronholt, Finance Director – update on Commerce Grant adopted at the last meeting. \$182,000 for fire recovery was approved. The city will recover over 50% of what we have spent on fire recovery.

#### 6. WORKSHOPS

A. Ordinance 1126 Franchise Terms and Conditions – stricken

B. Electric Vehicle (EV) Charger at the Medical Lake Library

- i. Amber Williams with the Spokane County Library District gave a presentation and explained that since the Medical Lake Library is city property, council sign off is needed. Q & A and discussion. Council in agreement to move forward. Mr. Weathers will bring forward a Resolution at the next meeting.

C. Vegetation Code Update

- i. Dave Yuhas, Code Enforcement Officer gave a presentation. See attached. Mayor Cooper shared that any code update needs to go through legal, asked questions and gave her thoughts. Council in favor of moving forward with the update.

#### 7. ACTION ITEMS

A. Consent Agenda

- i. Approve **June 18, 2024**, minutes.
  1. Motion to approve made by councilmember Kennedy, seconded by councilmember Speirs, carried 6-0.
- ii. Approve **July 2, 2024**, Claim Warrants numbered **51453** through **51488** in the amount of **\$100,936.36**.
  1. Motion to approve made by councilmember Shaffer, seconded by councilmember Kennedy, carried 6-0.

#### 8. PUBLIC HEARING - None

#### 9. RESOLUTIONS

- A. 24-686 Procurement Policy 14.110 Amendment
  - i. Mr. Ronholt reviewed the amendment for council.
  - ii. Motion to approve made by councilmember Kennedy, seconded by councilmember Olson, carried 6-0.
- B. 24-688 DSHS Land Lease Amendment #5
  - i. Mayor Cooper reviewed the amendment for council.
  - ii. Motion to approve made by councilmember Kennedy, seconded by councilmember Shaffer, carried 6-0.
- C. 24-690 Records Assistant Job Description
  - i. Motion to approve made by councilmember Olson, seconded by councilmember Harbolt, carried 6-0.
- D. 24-692 Avista Community Resource Center at City Hall Facility Use Agreement
  - i. Michele McCollum. With Avista gave a presentation. See attached. Council discussed.
  - ii. Motion to approve made by councilmember Speirs, seconded by councilmember Kennedy, carried 6-0.
- E. 24-693 Updated Cost Estimate – Scrub and Chip Seal
  - i. Scott Duncan, Public Works Director reviewed and explained the cost increase. Will come forward as a budget amendment.
  - ii. Motion to approve made by councilmember Kennedy, seconded by councilmember Speirs, carried 6-0.
- F. 24-694 Updated Cost Estimate – Street Maintenance
  - i. Motion to approve made by councilmember Speirs, seconded by councilmember Shaffer, carried 6-0.

**10. ORDINANCES - None**

**11. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- A. Lahnne Henderson, resident of Medical Lake – asked about code enforcement on fire mitigation in the alleys and businesses with wood pallets. Mayor - code update will address those issues.
- B. Diane Nichols, resident of Medical Lake – fire mitigation question regarding the debris/slash piles on state land. Contacted DSHS but hasn't received an answer. Mayor – spoke with Spokane Clean Air. The state asked for a permit to burn the piles, but Clean Air would like it chipped. Discussed plans to mitigate tall grasses on the trail. Mr. Duncan shared that Department of Correction crews have been out and will continue work. They are contracted with the state since it is state land. Ms. Nichols also inquired if there will be money set aside to fix roads damaged by the heavy truck traffic due to the Gray Fire. Yes, working with FEMA for road mitigation money.

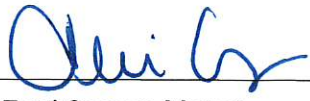
**12. EXECUTIVE SESSION - None**

**13. EMERGENCY ORDINANCES - None**

**14. UPCOMING AGENDA ITEMS**

**15. CONCLUSION**

- A. Motion to conclude at 7:44 pm made by councilmember Speirs, seconded by councilmember Shaffer, carried 6-0.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk

7/17/24

Date

## Fire Mitigation and Yard Maintenance Workshop 07/02/2024



### Purpose and Scope:

Discuss the need for new code



Main goal - Mitigate fire hazards and enhance public health, safety, and welfare by mandating the removal of overgrown potentially hazardous vegetation and debris.

This new code provides a more effective mechanism to address overgrown yard vegetation. When left to dry, this vegetation becomes a potential source of fuel, significantly increasing the risk of fire.



### Research & Background

The new code would allow the city to enforce yard maintenance standards, while supporting the fire district powers.

Examples:

- Spokane Municipal Code - Section 16.04.010 Fire Hazard from Vegetation and Debris
- Spokane Valley Municipal Code - 7.05.040 Nuisances prohibited
- RCW 35.21.210 - requires the owner of any property to remove or destroy all grass, weeds, shrubs, trees or vegetation growing or which has grown and died, and to remove dead or dying shrubs, trees or vegetation which are a fire hazard or a nuisance to public health, safety or welfare.



### Chapter 9.10.025 - Fire Hazard from Vegetation and Debris

Owners and occupants of property within the city must remove or destroy all grass, weeds, shrubs, bushes, trees, and vegetation growing or which has grown and died and all debris which are a fire hazard or a nuisance to the public health, safety, or welfare.

In considering whether such condition is to be declared a nuisance, the fire official, code enforcement officer, or other authorized officer considers whether the

### Chapter 9.10.025 - Fire Hazard from Vegetation and Debris - continued

1. situation is present during the dry season, May 1st through November 30th;
  2. lack of rain for ten continuous days has negatively affected soil moisture content;
  3. average air temperature has been above seventy degrees Fahrenheit for ten continuous days;
  4. length of the grass or other vegetative material, whether standing or matted, is ten inches or more; and
  5. vegetation is within ten feet of a combustible fence or other structure.
6. Any stack or accumulation of newspapers, dead vegetation (excluding properly maintained compost piles), cardboard, or any other paper, cloth, or wood products left in a manner that poses a substantial risk of combustion or the spread of fire, as determined by the fire official, code enforcement officer, or other authorized officer.



### Public Safety Power Shutoffs (PSPS)

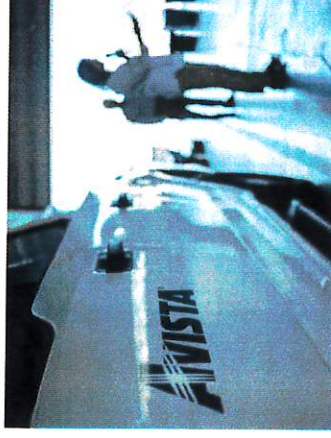
- PSPS is preemptively turning off power to select locations prior to extreme weather impacts
- Avista is prepared to use PSPS in 2024 - as a tool of last resort
- We've developed criteria and customer support strategies necessary to implement PSPS
- Collaboration with public safety partners, municipalities, tribes and key stakeholders is essential



AVISTA

### Community Resource Centers (CRC)

- Charging for cell phones and medical devices
- Water, ice, and snacks
- Public Safety Power Shutoff (PSPS) information



AVISTA