

CITY OF MEDICAL LAKE
City Council Regular Meeting & Public Hearing

6:30 PM
June 3, 2025

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

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

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Scott Duncan, Public Works Director
Colton Raczynski, Administrative Clerk

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 Olson, seconded by Councilmember Shaffer, carried 6-0.
 - ii. Councilmember Kennedy submitted an absence request for the June 17th and July 1st meetings due to vacation. Motion to approve made by Councilmember Speirs, seconded by Councilmember Olson, carried 6-0.

2. AGENDA APPROVAL

- A. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Shaffer, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Michael Wagner, resident of Medical Lake – spoke in favor of putting the fireworks measure on the ballot and in favor of a ban. Shared his concerns for pets during fireworks as well as wildfire concerns.
- B. Mayor Cooper acknowledged receipt of a written citizen comment related to the CAO. Will be added to public record and all council has received. *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. Committee Reports/Council Comments

- i. Councilmember Shaffer – Finance Committee – met, reviewed claim warrants. No issues.
- ii. Councilmember Speirs – attended Public Transit Legislative conference in Washington DC. Met with federal transit association to discuss regional issues.
- iii. Councilmember Kennedy – None.
- iv. Councilmember Maxwell – None.
- v. Councilmember Olson – shared that local State Farm insurance agent Clyde Gillespie’s office will sponsor the Founders Day Cornhole Tournament again this year. Flyers will be available at City Hall.
- vi. Councilmember Harbolt – None.

B. Mayor Cooper – shared report on the underground fire at Eastern State Hospital, out as of April. Cleanup continues along with investigation and feasibility study, with full report to be released to the public. Avista press release on PSPS, will be out on our Facebook and website. Attended national wildfire and disaster recovery conference (NVOAD) in Kentucky. Public meeting Thursday is in conjunction with Spokane County regarding recovery.

C. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – Phoenix Protective Services have begun at Waterfront Park. Staff are fitting in and doing a good job. The Lefevre Street Complete Streets project is almost finished. A ribbon cutting will be done on the 21st prior to the Founders Day parade. Spokane County is exploring putting a West Plains Aquifer Protection Area on the ballot and is partnering with Medical Lake, Airway Heights and Cheney for input. This will be a workshop on an upcoming agenda to discuss further. AWC Annual Conference is 6/24-27, he and Mayor Cooper will be presenting regarding disaster recovery. Strategic Planning Retreat scheduled for 6/9 10am – 2pm. Gray Fire Community Meeting scheduled for 6/5, 6 pm at the High School.
- ii. Elisa Rodriguez, City Planner – Comprehensive Plan Update – reviewed state update requirements, shared grants received for the plan update, hopes to come once a month to provide updates to council. Reviewed six phases of the comprehensive plan update and shared about the steering committee. Reviewed surveys that are up for citizens. Open until June 23rd. DSHS is helping by sending surveys to employees, MLSD distributing to parents via their app. Directed council to the city’s website for detailed information on the plan update. Question of the Week started on the city’s Facebook page. So far positive feedback.

6. WORKSHOPS

A. Municipal Court ILA Options

- i. Mr. Weathers discussed the options for municipal court services. Reviewed current agreement with the City of Cheney which expires the end of this year. Exploring options. Mayor – we must give 180 days’ notice for any change. Flat rate is probably not in our best interest because of low volume. Options are to stay with Cheney, seek services with another court and compare costs, or reinstate our own, which is very expensive for such a small caseload. Meeting with all three cities, Medical Lake, Airway Heights, and Cheney is scheduled for next week.

B. 6-Year TIP Update

- i. Mr. Weathers reviewed the required update and what the TIP entails. Deadline for adoption is July 1st. Shared a presentation. See attached.

7. PUBLIC HEARINGS – 6-Year TIP Update

- A. Mayor Cooper reviewed the purpose of and explained the process and procedures for the public hearing.
- B. Mayor Cooper asked if anyone wanted to give public testimony. There was none.
- C. Mayor Cooper called the hearing to order at 7:17 pm.
 - i. No public or council comments.
 - ii. Motion to close the hearing made by Councilmember Kennedy, seconded by Councilmember Maxwell, carried 6-0 and hearing closed at 7:19 pm.

8. ACTION ITEMS

- A. Consent Agenda
 - i. Approve **May 20, 2025**, minutes.
 - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Speirs. Carried 6-0.
 - ii. Approve **June 3, 2025**, Claim Warrants numbered **52546** through **52590** in the amount of **\$217,189.76**.
 - 1. Mayor asked to include bank draft reference number **1868** in the amount of **\$1114.72**. The amount was already included in the total above but the reference number was not. Motion to amend made by Councilmember Speirs, seconded by Councilmember Kennedy, carried 6-0.
 - 2. Motion to approve as amended made by Councilmember Speirs, seconded by Councilmember Kennedy, carried 6-0.
- B. Permit Refund Request
 - i. Motion to approve made by Councilmember Speirs, seconded by Councilmember Shaffer, carried 6-0.

9. EXECUTIVE SESSION – Consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price per RCW 42.30.110(1)(c)

- A. Mayor Cooper stated reason for the Executive Session (see above).
- B. Attendees included Councilmembers, Mayor Cooper, City Administrator Weathers, and legal counsel, Thomas Rohrer.
- C. Session began at 7:24 pm and is scheduled to end at 7:45 pm.
- D. Session ended at 7:44 pm.
- E. Further action is the review and approval of Resolution 25-755 below.

10. RESOLUTIONS

- A. 25-755 Temporary Lease of Medical Lake Depot
 - i. Mayor Cooper asked for discussion. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, Mayor Cooper instructed council that the term for the agreement needs to be set.
 - 1. Councilmember Speirs moved for start of agreement on June 4, 2025, with termination on February 3, 2026, and the option to extend on a month-to-month basis until July 2026. Seconded by Councilmember Harbolt, carried 6-0.
 - 2. Rental amount discussed. Motion to set at \$1500.00 per month made by Councilmember Harbolt, seconded by Councilmember Maxwell, carried 6-0.
- B. 25-754 Fireworks Advisory Vote Ballot Measure
 - i. Motion to approve made by Councilmember Speirs, seconded by Councilmember Shaffer, carried 6-0.

C. 25-756 Senior Yoga Instructor Agreement 2025 with Heather Woller

- i. Motion to approve made by Councilmember Speirs, seconded by Councilmember Shaffer, carried 6-0.

11. ORDINANCES - none

12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS – none

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS -

15. CONCLUSION

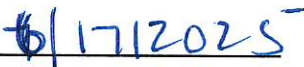
- A. Motion to conclude at 8:02 pm made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 6-0.



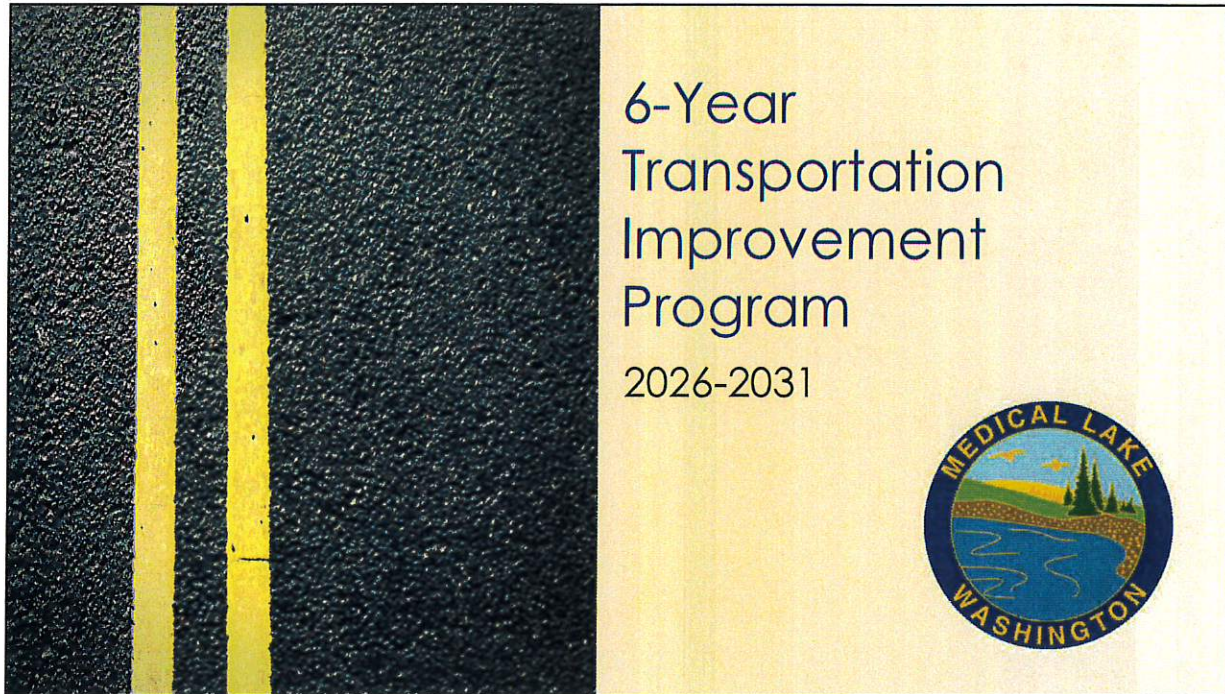
Terri Cooper, Mayor



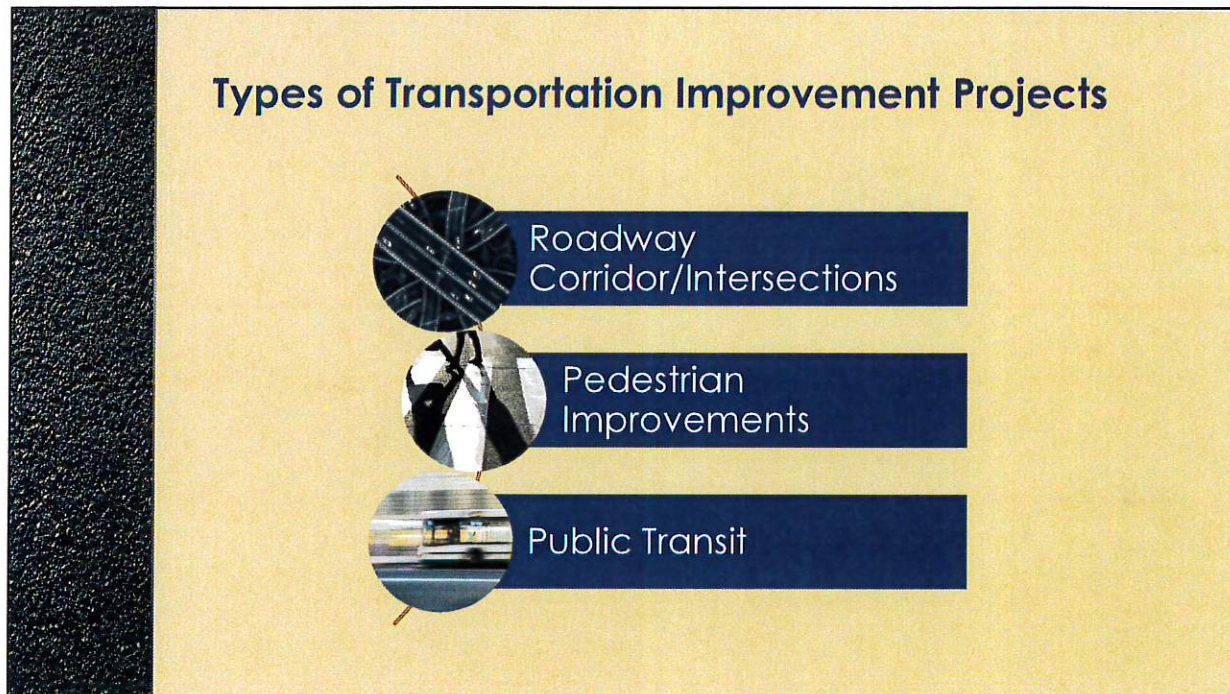
Koss Ronholt, Finance Director/City Clerk



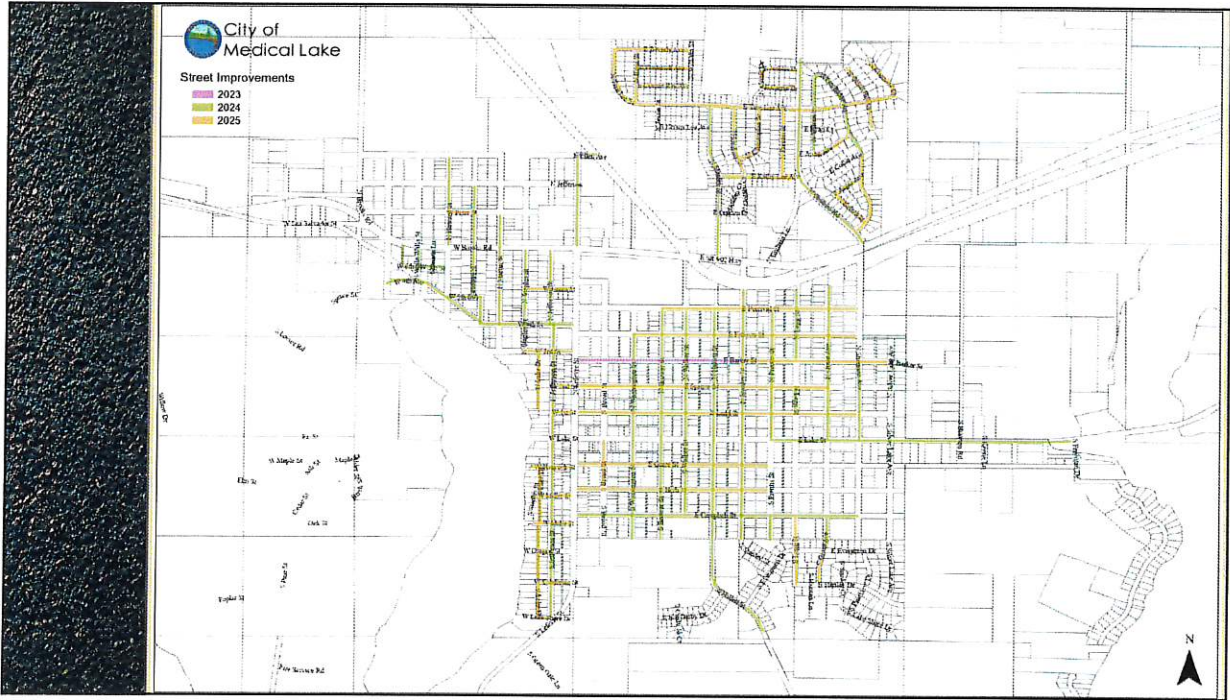
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CITY OF MEDICAL LAKE, WASHINGTON					
DRAFT SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (2026-2031)					
Project Number	Project	Start	End	Project Cost Est.	Potential Funding Sources
Roadway Corridor Improvements:					
2026-01	Lefevre St. Restriping	James St.	Idaho St.	\$690,552.00	TIB
2026-04	Evergreen Overlay	S. Hallett	Legg St.	\$19,344.00	FEMA
2026-05	E. Stanley Dr. Remove and Replace	Legg St.	S. Silverlake Ave.	\$29,120.00	FEMA
2026-06	S. Silver Lake Ave. Remove and Replace	Evergreen	E. Stanley Dr.	\$16,640.00	FEMA
2026-07	E Lakeshore Dr. Overlay	Pineview	East/End	\$12,480.00	FEMA
2026-08	Pineview Overlay	S. Stanley Dr.	Lakeshore Dr.	\$7,696.00	FEMA
2026-09	Fancher Connection	SR 902	W. Fancher Rd.	\$17,016.00	TIB
2026-10	W. Fancher Rd.	Pine St.	WML Boat Launch	\$39,600.00	TIB
Intersection Improvements:					
2026-02	SR 902 and Stanley Intersection Improvements			\$350,000.00	SRTC/TIB/Grant
2026-03	SR 902/Brooks Rd/Lefevre St. Roundabout			\$500,000.00	WSDOT/TIB/Grant
2028-01	Lefevre St. and Lake St. Intersection Improvements			\$500,000.00	WSDOT/TIB/Grant
Other Planned Projects:					
2026-11	ADA Access to Fox Hollow Trail at Tara Lee			\$10,000.00	City/WCIA
2026-12	Fox Hollow Trail Repair and Overlay			\$100,000.00	City/RCO
2027-01	SR 902 Pedestrian Improvements	Lefevre St.	N. Stanley St.	\$1,400,000.00	Complete Streets/TIB
2027-02	Stanley St. Pedestrian Improvements	SR 902	Campbell St.	\$500,000.00	Safe Routes to Schools
2027-03	Campbell St. Pedestrian Improvements	Lefevre St.	Prentis St.	\$200,000.00	Safe Routes to Schools
2028-02	Barker Rd. Pedestrian Improvements	Stanley St.	N. Silver Lake Ave	\$100,000.00	City
2029-01	Brooks Rd. Pedestrian Improvements	San Salvador St.	Lefevre St.	\$250,000.00	Complete Streets/TIB

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