

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

6:30 PM
August 19, 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 can be accessed through the city's website www.medical-lake.org.

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers

Chad Pritchard
Keli Shaffer
Lance Speirs
Don Kennedy
Bob Maxwell

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Koss Ronholt, Finance Director
Scott Duncan, Public Works Director
Glen Horton, Parks & Recreation Director
Dave Yuhas, Code Enforcement Officer
Roxanne Wright, 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 Harbolt was absent, excused last meeting. Councilmember Olson submitted a request for absence due to vacation. Motion to approve made by Councilmember Speirs, seconded by Councilmember Shaffer, carried 5-0. All other council members were present in person.

2. AGENDA APPROVAL

- A. Add item 9C Resolution 25-765 Bid Award – Shamrock for FEMA Paving Project.
 - i. Motion to approve addition made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 5-0.
- B. Motion to approve agenda as amended by Councilmember Shaffer, seconded by Councilmember Kennedy, carried 5-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS –

- A. Mayor Cooper announced that Councilmember Shaffer had resigned from Council as her husband is active-duty military and received new orders out of state. Thanked her for her service to the city. Councilmember Shaffer thanked council, staff, and community.

5. REPORTS

A. Public Safety

- i. Chief Rohrbach FD3 – August has been surprisingly slow given conditions. Temperatures will rise so we are not out of danger. He introduced Tim Flock as a new Fire Commissioner. Mr. Flock spoke a few words of introduction. Reflected on 2-year anniversary of Gray Road fire.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – Successful Geo walk with Steve Cooper, WWTP Director, and 20-30 community members. Gathered garbage and collected samples of the lake. Aerators doing a good job.
- ii. Councilmember Shaffer – Finance Committee reviewed Claim Warrants and Travel Policy that is on the agenda later. No issues.
- iii. Councilmember Speirs – No report.
- iv. Councilmember Kennedy – No report.
- v. Councilmember Maxwell – General Government Committee reported that the two big street projects are 99% complete. Hydroseed will start in October. Street maintenance crews are doing pothole repair in Fox Hollow and painting school crosswalks.

- C. Mayor Cooper – addressed some of the complaints around the scrub seal on the roads. It buys the city 7-10 years to preserve roads and allows opportunity to put together a plan for repaving and how to fund. It is a solid stopgap. Water analysis report is available on the city's website.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – Coming in near future, MOU with SCSO for camera purchase. They will buy what works best with their programs, then the city will reimburse. Automatic license plate readers – bringing forward proposal for where to locate those. No Planning Commission meeting in August. First day of school is August 27th and the final Linger at the Lake is August 28th.
- ii. Dave Yuhas, Code Enforcement Officer – Q2 Code Enforcement Report
 1. Gave presentation. See attached.

6. WORKSHOPS

- A. Draft 2026 Legislative Priorities – Mr. Weathers gave a presentation. See attached. Mayor Cooper spoke regarding priority of UGA swap. Discussed priorities and process with council.
- B. Financial Policies Update - Meals & Travel 14.102
 - i. Mr. Ronholt reviewed the changes implemented from the last meeting. Discussion with council. Council is in favor of bringing a Resolution at the September 2nd meeting.

7. ACTION ITEMS

A. Consent Agenda

- i. Approve **August 5, 2025**, minutes.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Maxwell, carried 5-0.
- ii. Approve **August 19, 2025**, Payroll Claim Warrants numbered **52809** through **52816** and Payroll Payable Warrants numbered **30257** through **30270** in the amount of **\$191,662.07** and Claim Warrants numbered **52817** through **52874** in the amount of **\$351,643.24**.
 1. Motion to approve made by Councilmember Shaffer, seconded by Councilmember Kennedy, carried 5-0.

8. PUBLIC HEARINGS – none

9. RESOLUTIONS

- A. 25-763 Year Two Periodic Update Grant Agreement

- i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 5-0.
- B. 25-764 IXOM Watercare Service Program Agreement
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Shaffer, carried 5-0.
- C. 25-765 Bid Award – Shamrock for FEMA Paving Project
 - i. Mr. Ronholt reviewed.
 - ii. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Pritchard, carried 5-0.

10. ORDINANCES – none

11. EXECUTIVE SESSION - none

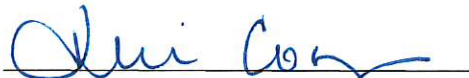
12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS - none

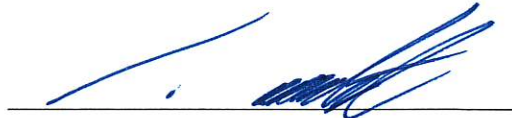
14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – none

15. CONCLUSION

- A. Motion to conclude at 7:40 pm. made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 5-0.



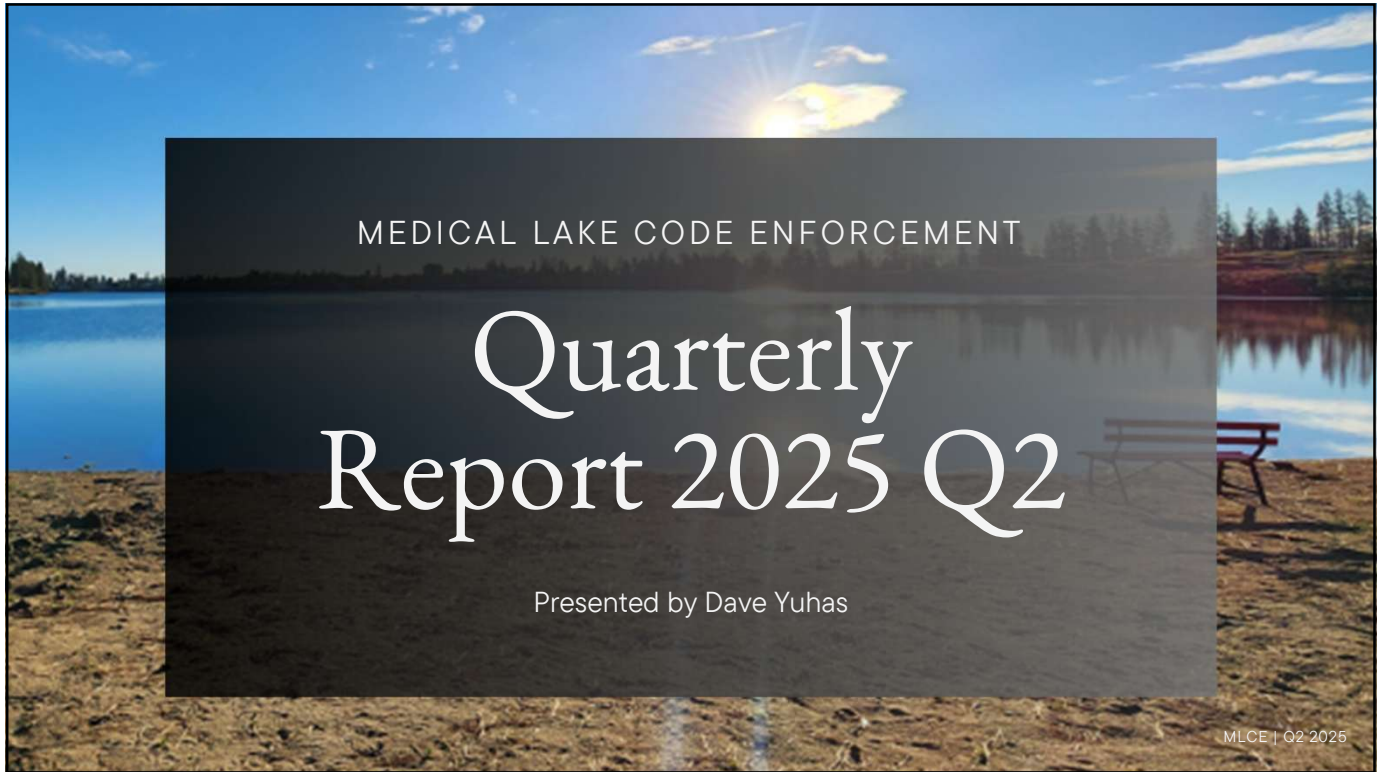
Terri Cooper, Mayor



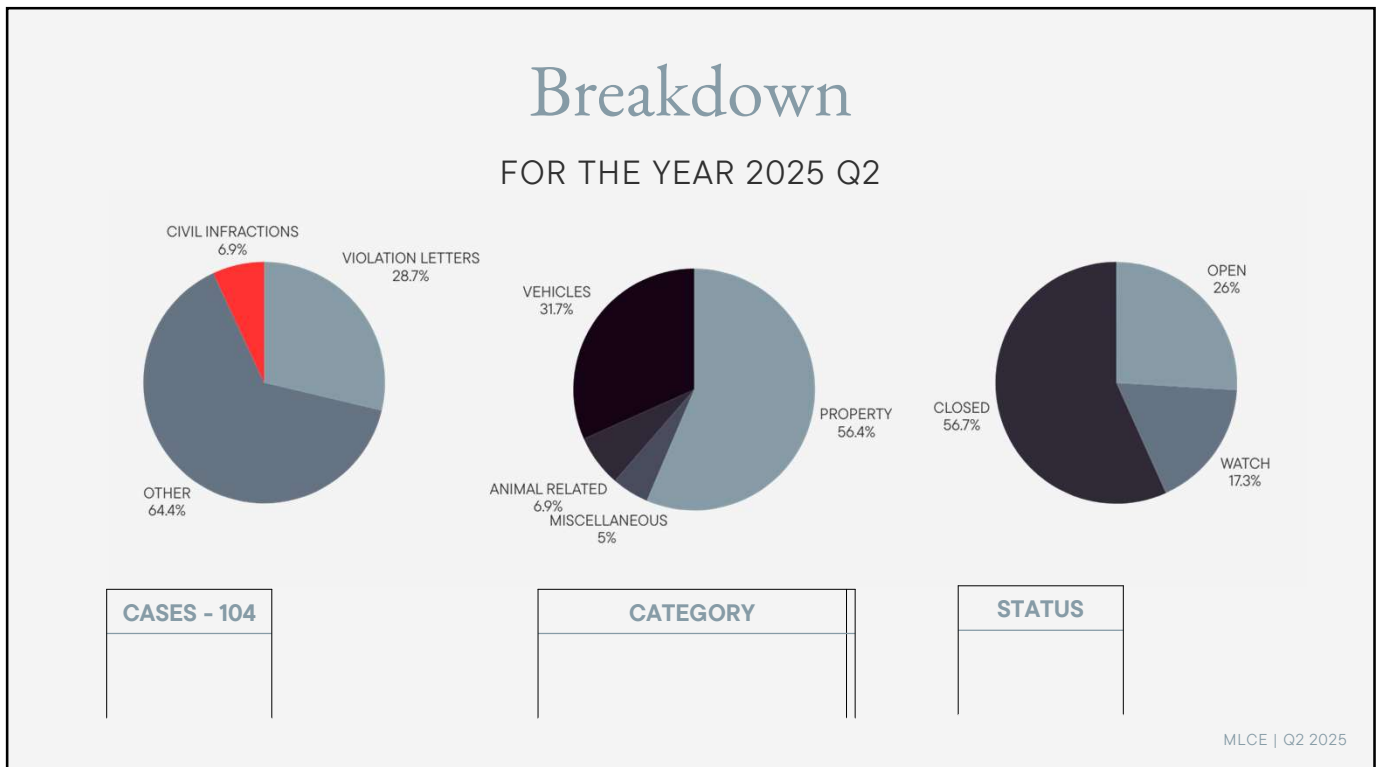
Koss Ronholt, Finance Director/City Clerk

4/2/25

Date



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MOVING FORWARD

01	LEGAL
	Coordinating with the prosecutor's office to resolve as many active cases as possible before transitioning to the new court contract with Airway Heights.
02	VEHICLES
	Ongoing enforcement within city limits, with a focus on future vehicle removals/impounds at owner's expense.
03	ENGAGEMENT
	Exploring new methods of communication with citizens to better relay city needs through the code enforcement process.

MLCE | Q2 2025

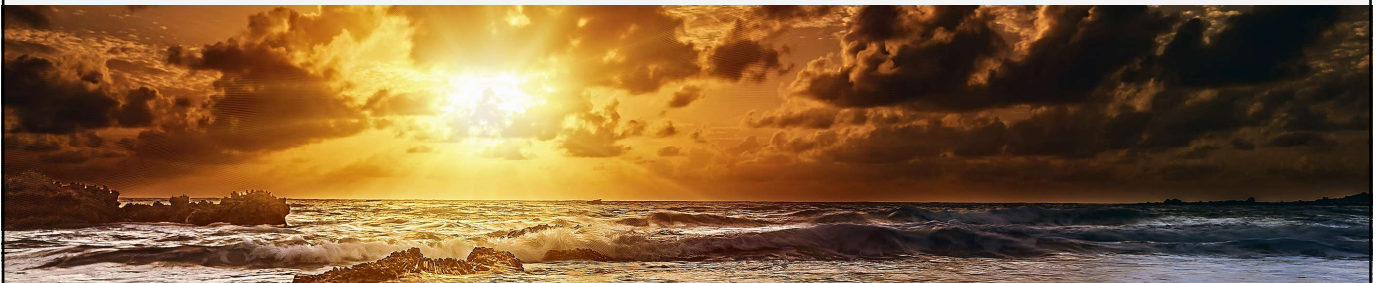
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THANK YOU



For a community to be whole and healthy, it must be based on people's love and concern for each other.

-MILLARD FULLER



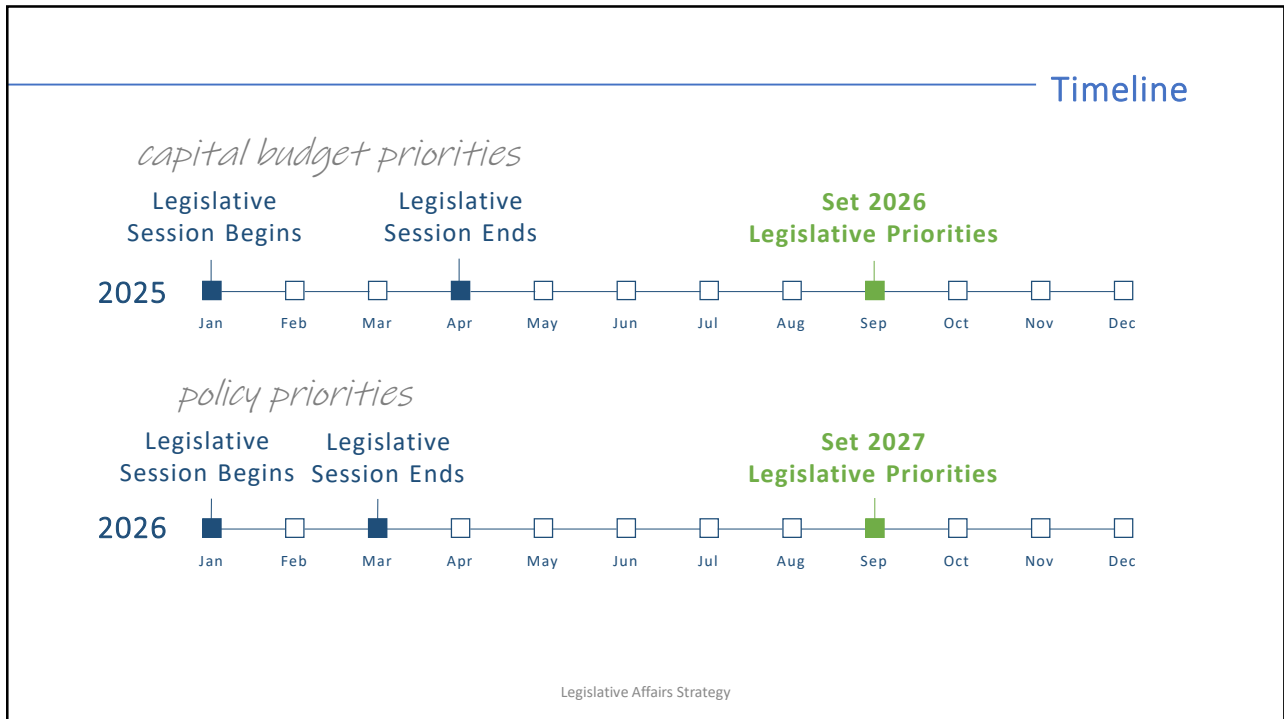
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Legislative Affairs Strategy

Proactively influencing policy and legislative development at all levels and preparing stakeholders to be credible, informed, and articulate spokespersons for the City of Medical Lake.

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CONNECT WITH YOUR LOCAL ELECTED REPRESENTATIVES

Make a big impact by providing your input to local decision and policy makers

City

Medical Lake City Council

Terri Cooper, Mayor

Don Kennedy, City Council Position #1

Ted Olson, City Council Position #2

Bob Maxwell, City Council Position #3

Tony Harbolt, City Council Position #4

Lance Speirs, City Council Position #5

Keli Shaffer, City Council Position #6

Chad Pritchard, City Council Position #7

County

Spokane County Commissioners

Chris Jordan, County Commissioner District #1

Amber Waldref, County Commissioner District #2

Josh Kerns, County Commissioner District #3

Mary Kunej, County Commissioner District #4

Al French, County Commissioner District #5

State

Washington State 6th Legislative District

Senator Jeff Holy

Representative Jenny Graham

Representative Mike Volz

Federal

5th US Congressional District from Washington

Representative Michael Baumgartner

Senator Patty Murray

Senator Maria Cantwell

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