

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

6:30 PM  
October 7, 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](http://www.medical-lake.org).

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

**Councilmembers**

Chad Pritchard  
Lance Speirs  
Don Kennedy  
Bob Maxwell  
Ted Olson  
Tony Harbolt

**Administration & Staff**

Terri Cooper, Mayor  
Sonny Weathers, City Administrator (via Zoom)  
Thomas Rohrer, Legal Counsel (via Zoom)  
Koss Ronholt, Finance Director  
Roxanne Wright, Administrative Clerk  
Scott Duncan, Public Works Director (via Zoom)  
Steve Cooper, WWTP Director (via Zoom)

**REGULAR SESSION – 6:30 PM**

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

- A. Mayor Cooper called the meeting to order at 6:30pm, led the Pledge of Allegiance, and conducted roll call. All present in person with one vacant seat.

**2. AGENDA APPROVAL**

- A. Motion to approve agenda made by Councilmember Olson, seconded by Councilmember Harbolt, carried 6-0.

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

- A. Acknowledged emailed comment received from a resident of Medical Lake. All council members were included in the e-mail. *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. Committee Reports/Council Comments
  - i. Councilmember Pritchard – Will attend a Housing Community Development Advisory Committee (HCDAC) meeting on Thursday. PFAS Task Force going well. Results from the samples will be used to help people get filtration systems.
  - ii. Councilmember Speirs – Attended an American Public Transportation Association (APTA) conference in Boston. Held annual awards and heard from new Federal transportation

coordinator, good advocate of transit. Four board members and twelve staff members from STA attended.

- iii. Councilmember Kennedy – Finance Committee met, all in order. Attended Spokane Regional Transportation Council summit at Center Place in Spokane. Well attended. Keynote speaker from Brookings Institute, nationwide travel and infrastructure development discussed. Very informative. SRTC meeting on Thursday. The board will vote on accepting draft of horizon 2050 plan. Will be released next week and available on their website.
- iv. Councilmember Maxwell – no report
- v. Councilmember Olson – no report
- vi. Councilmember Harbolt – expressed appreciation to Code Enforcement Officer Dave Yuhas for following up with him on some concerns he had.

B. Mayor Cooper – Attended Broadlinc meeting, as Chair of the organization. Comcast received the Medical Lake award. There are two more permits submitted, with Ziply already here doing work. By the end of year residents will have plenty of broadband high-speed options.

C. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – at Infrastructure Assistance Coordinating Council (IACC) Conference in Wenatchee, with Public Works Director Scott Duncan and WWTP Director Steve Cooper. All three were present and available on Zoom.

## 6. WORKSHOPS

A. West Plains Aquifer Protection Area

- i. Kyle Twohig, Senior Director of Public Works, Amy Sumner, Water Resources Manager, and Ben Brattebo, Water Programs Administrator for Spokane County gave a presentation (included in agenda) and fielded questions from council. Council would like a little time to ask more questions and get more information before a Resolution is brought forward. Mr. Twohig clarified that the Resolution would be for the City of Medical Lake to be included in the ballot measure. Councilmember Pritchard requested to bring the topic back as another workshop at the next council meeting. Council in agreement.

B. SCRAPS Contract Amendment

- i. Scott Simmons, Spokane County CEO along with Christopher Miller and Nick Hobbs Doyle with SCRAPS provided information on the contract amendment that would go into effect January 1, 2026. Answered questions from council and discussed public outreach, reporting, who to call, etc.

## 7. ACTION ITEMS

A. Consent Agenda

- i. Approve **September 16, 2025**, minutes.
  - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.
- ii. Approve **October 7, 2025**, Claim Warrants numbered **52979** through **53040** in the amount of **\$306,135.74**
  - 1. Motion to approve made by councilmember Kennedy, seconded by Councilmember Maxwell, carried 6-0.
- iii. Suspension of Council policies and procedures regarding Council vacancies
  - 1. Motion to approve made by Councilmember Olson, seconded by Councilmember Speirs, carried 6-0.

8. PUBLIC HEARINGS – none

**9. RESOLUTIONS**

- A. 25-767 Legislative Priorities 2026
  - i. Mayor Cooper reviewed. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 6-0.
- B. 25-773 Hazard Mitigation Plan Adoption
  - i. Mayor Cooper reviewed. Motion to approve made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.
- C. 25-774 Capital Improvement Plan Amendment 2025
  - i. Mr. Ronholt reviewed. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.
- D. 25-775 Shamrock Service Agreement – Stormwater Catch Basins
  - i. Correction - strike section 2 and renumber remaining sections.
    - 1. Motion to approve as amended made by Councilmember Speirs, Councilmember Kennedy asked about Attachment A, Mayor Cooper explained that she requested staff to make the change to notate on the top of the agreement, motion seconded by Councilmember Olson, carried 6-0.
- E. 25-776 Shamrock Service Agreement – SCMP Road Repairs
  - i. Mr. Ronholt reviewed. Correction - Starting at 3<sup>rd</sup> Whereas statement, dates should be changed from 2025 to 2024 and add Attachment A wording to top of agreement.
    - 1. Motion to approve as amended made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.

**10. ORDINANCES**

- A. Second Read Ordinance 1135 2025 Q2 Budget Amendment
  - i. Legal counsel read into the record.
  - ii. Mr. Ronholt reviewed changes from last meeting.
    - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 6-0.

**11. EXECUTIVE SESSION - none**

**12. EMERGENCY ORDINANCES - none**

**13. UPCOMING AGENDA ITEMS - none**

**14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS –**

- A. Lahnne Henderson, resident of Medical Lake – asked for a follow up on the audit discussed at the previous meeting. Mr. Ronholt – all three audits - financial, accountability, and single audit - are close to being concluded, with no major corrections or notes from the auditors yet. The auditors have brought up items related to federal policy requirements, but no determinations on level of reporting have been made yet.
- B. Mayor Cooper addressed the public for the record about an article in the Spokesman Review regarding Medical Lake receiving wildfire recovery funds. She clarified that the City of Medical Lake did not receive any of those funds and that the city used their own General Fund dollars for repairs resulting from fire damage. Some state funds were received, and funds were requested from FEMA, but all are for reimbursement of funds the City spent out of the General Fund. All the recovery funds were given to Spokane County and Medical Lake did not receive any disbursements from them.

- C. John Higgins, resident of Medical Lake – responded to Mayor Cooper’s statement indicating that he was misquoted in the Spokesman Review article.

**15. CONCLUSION**

- A. Motion to conclude at 8:06pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.

  
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Terri Cooper, Mayor

  
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Koss Ronholt, Finance Director/City Clerk

10/27/25  
Date