

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
November 4, 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
Lance Speirs
Don Kennedy
Bob Maxwell
Ted Olson
Tony Harbolt

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel (via Zoom)
Koss Ronholt, Finance Director
Roxanne Wright, Administrative Clerk
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. All council members were present in person.

2. AGENDA APPROVAL

- A. Add Resolution 25-782 to section 10E.
 - i. Motion to approve as amended made by Councilmember Kennedy, seconded by Councilmember Pritchard, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Acknowledged comments from a Medical Lake resident. *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.*
- B. Mayor Cooper stated that she will need to leave the meeting by 7:45pm and ProTem Kennedy will take over at that point.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – None.

5. REPORTS

- A. Committee Reports/Council Comments
 - i. Councilmember Pritchard – about 100 people attended the PFAS presentation at MLHS. Happy to present at council or for residents if desired.

- ii. Councilmember Speirs – no report.
 - iii. Councilmember Kennedy – no report.
 - iv. Councilmember Maxwell – no report.
 - v. Councilmember Olson – no report.
 - vi. Councilmember Harbolt – no report.
- B. Mayor Cooper – Spokane County Emergency Management has a budget shortfall. Asking for help from cities. Will be brought to council in the budget. AWC is providing training for Elected Officials on December 6th. Great time to brush up on regulations. Preliminary budget provided to each councilmember.
- C. City Administrator & City Staff
- i. Sonny Weathers, City Administrator – no report.

6. WORKSHOPS

- A. City Council Vacancy Interviews
- i. Mayor Cooper welcomed everyone and announced the three candidates: Patrick Flaherty, JoeDavid Veliz, and Lorin Ray-Abbott. Reviewed interview process. Each candidate will have a total of 16 minutes to provide opening statement and answer the same questions from council, one question per council member. Candidates will be sequestered, with Scott Duncan escorting. Drew straws to determine order as seen below.
 - ii. Patrick Flaherty
 - iii. Lorin Ray-Abbott
 - iv. JoeDavid Veliz

7. EXECUTIVE SESSION

- A. Discuss Qualifications of Candidates for City Council Vacancy (*RCW 42.30.110 (h) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public*)
- B. Mayor Cooper reviewed process and stated the session will begin at 7:12pm and end at 7:27pm.
- C. Returned at 7:27pm and resumed meeting.
- D. Action Item
- i. Appointment of Candidate to Vacant Council Position #6
 - ii. Councilmember Speirs made a motion to nominate Lorin Ray-Abbott for the position, seconded by Councilmember Maxwell, discussion, carried 6-0.
 - iii. Mr. Weathers thanked all the candidates and reminded them that there are openings to serve on the Planning Commission and Parks and Recreation Advisory Board.
 - iv. AWC training on December 6th. Ms. Ray-Abbott will be sworn in at the November 18th council meeting.

8. PUBLIC HEARING – None

9. ACTION ITEMS

- A. Consent Agenda
- i. Approve **October 15, 2025, Budget Retreat and October 21, 2025**, minutes.
 - 1. October 15th corrected minutes were given to each councilmember.
 - a. Another correction needed to change time at the top from 6:30pm to 10am. Motion to approve as amended made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.
 - 2. Motion to approve October 21st minutes made by Councilmember Olson, seconded by Councilmember Harbolt, carried 5-0-1 with Councilmember Kennedy abstained since he was not in attendance at that meeting.

- ii. Approve **November 4, 2025**, Claim Warrants numbered **53090** through **53115** in the amount of **\$505,542.26**.
 - 1. Date correction needed on certification, November 18th should be November 4th. Motion to approve as amended made by Councilmember Kennedy, seconded by Councilmember Maxwell, carried 6-0.

10. RESOLUTIONS

- A. 25-778 Security Camera and Light Pole Installation
 - i. Mr. Weathers reviewed that the clarification provided on the updated proposal removed the installation of cameras.
 - ii. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.
 - B. 25-779 Grant Writing Service Agreement with Bridging Hope Consulting
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.
 - C. 25-780 Administrative Fees 2026
 - i. Mr. Ronholt reviewed the adjustment to kitchen rates to include Section 2 Title 5 No. 2 Commercial Kitchen rates. Mayor explained membership possibilities.
 - ii. Motion to approve made by Councilmember Speirs, seconded by Councilmember Olson, carried 6-0.
 - D. 25-781 Utility Rates 2026
 - i. Mr. Ronholt reviewed proposed changes which were previously discussed.
 - ii. Motion to approve made by Councilmember Olson, seconded by Councilmember Pritchard, carried 6-0.
 - E. 25-782 Service Agreement with Debbie Lull for Wreath Making Classes
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Speirs, seconded by Councilmember Kennedy, carried 6-0.
- At this point, Mayor Cooper excused herself. Mayor ProTem Kennedy took over at 7:46pm.

11. ORDINANCES

- A. First Read 1136 Property Tax Levy 2026
 - i. Legal counsel read onto the record.
 - ii. Motion to approve first read made by Councilmember Olson, seconded by Councilmember Speirs, carried 6-0.

12. EMERGENCY ORDINANCES - none

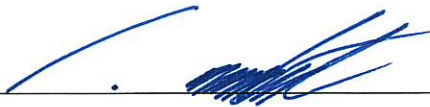
13. UPCOMING AGENDA ITEMS - none

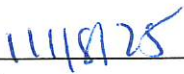
14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – none

15. CONCLUSION

- A. Motion to conclude at 7:48pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.


Terri Cooper, Mayor


Koss Ronholt, Finance Director/City Clerk


Date