

CITY OF MEDICAL LAKE
City Council Regular Meeting & Public Hearing

6:30 PM
May 19, 2026

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
Lorin Ray-Abbott
Heath Wilbur
Don Kennedy
Ted Olson
Tony Harbolt

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Elisa Rodriguez, Senior Planner
Colton Raczynski, Administrative Clerk

REGULAR SESSION & PUBLIC HEARING – 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.
 - i. Councilmember Speirs was absent; approved at the last meeting. All other members were present in person.

2. AGENDA APPROVAL

- A. Correction – Section 11 Ordinances should reference back to Public Hearings Item 8Ai First Read of Ordinance 1145.
 - i. Motion to approve agenda as amended made by Councilmember Olson, seconded by Councilmember Kennedy, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

- A. Special Presentation – Parks and Recreation Clerk, Ivanna Lomas was awarded Coach of the Year for leading her softball team to win the District 6 Championship for the first time since 1991 and the Northeast A League Championship for the first time since 2001. Ms. Lomas thanked her coworkers and leadership.

5. REPORTS

- A. Public Safety
 - i. Tim Flock FD3 – reported on this year's Fisherman's breakfast. The new model of receiving donations at the door was a big success. Work continues with the Citizens Advisory Committee. Call volume up 9% from this time last year. Received grants for two types of brush trucks which should provide quicker response times. Conducted a community CPR class, two classes with twenty-eight participants receiving CPR certification. Seven firefighters received instructor certificates. Hired four additional firefighters to the 2026

seasonal firefighters group. Will provide faster response to wildfires. Legislation passed funding for a new aviation model which will provide more helicopters for fighting fires. Preparing for a busy wildfire season. Mayor Cooper commented that she is hoping to form a West Plains coalition with other local partners.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – over 160 students attended the recent STEM night at the Middle School. HCDAC meeting, new leadership appointed. Shared that he was appointed to the State Board of Geologists. He will attend the PFAS Task Force meeting on 5/20.
- ii. Councilmember Ray-Abbott – none
- iii. Councilmember Wilbur – General Government Committee – Public Works primarily focused on roadwork. Generators delivered and just waiting to be installed. Light pole on Lefevre that was hit will likely not be repaired until mid-August; waiting on parts. Enjoyed attending Fisherman’s Breakfast. WWTP had a visit from the Department of Ecology, and all went very well.
- iv. Councilmember Kennedy – Finance Committee met and all went well. Attended SRTC meeting, reviewed project submittals. The project list will come out sometime in September. Big discussion surrounding applying for Safe Streets grant which would include AI cameras at high crash intersections. Will hold an open house at the Spokane Library on May 21st to provide updates and have community discussion.
- v. Councilmember Olson – reviewed status of crime statistics for April 2026, looks outstanding.
- vi. Councilmember Harbolt – General Government met and received a presentation from Mr. Weathers. Staff are working on a Strategic Planning retreat for early June. Workshops for council, AWC Conference June 24-26. Public Works Clean Up and Green Up day was a success. 22 tons hauled off. Maintenance crews are repairing potholes and starting street sweeping in preparation for scrub seal.

C. Mayor Cooper –Office of the Insurance Commissioner will be in Medical Lake tomorrow along with representatives from the long-term recovery group. Executive Offsite held at Longhorn BBQ. Went well, discussed strategic plan with department heads in preparation of council retreat. Will be unable to attend PFAS meeting tomorrow due to visit with insurance commissioner. Department of Ecology is highly involved with the PFAS studies. Received an email from a Medical Lake citizen asking her to tell council that they are doing a great job and they love living here.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator
 1. Shared schedule matrix for Strategic Planning Retreat. Requesting to have it back from council members tonight, if possible, to secure date and time for the meeting. Office of the Insurance Commissioner will be here tomorrow, 6-8pm in Council chambers. Commercial Kitchen Update: Erin Bishop will present to council the first meeting in June regarding the commercial kitchen management service agreement. Will also bring a roofing agreement at the same meeting. The city now has a fully executed MOU with DSHS for the transfer of Waterfront Park, allowing the City and DSHS to move forward with the next steps in the full transfer. Discussed upcoming AWC Annual meeting in Spokane, June 24-26, and opportunities available to council if interested. May 28th Planning Commission meeting. City Hall closed May 25th in observance of Memorial Day.

6. WORKSHOP DISCUSSION

A. 2025 Annual Report

- i. Mr. Ronholt reviewed the briefing sheet and fielded questions from council regarding the annual report.

1. Councilmember Kennedy referenced the summary on page 4 and asked what other increases or decreases would be other than revenues and expenditures. Mr. Ronholt – debt proceeds, transfers, capital purchases, and the transfer of other funds.
 2. Councilmember Pritchard asked why Parks & Recreation expenditures were 425k over. Mr. Ronholt – due to transfers in and out of the different funds. The overall increase/decrease is shown; Parks & Rec increased by \$53k. For 2026 and beyond, the programs have been separated to better clarify parks maintenance from recreation.
 3. Councilmember Kennedy – Schedule 1 chart, many repeats with same BARS numbers. Mr. Ronholt – BARS bases it off of activity and what type of revenue. We can add multiple BARS numbers for the same revenue. Set up this way to stay in compliance with auditors.
 4. Mr. Ronholt reported that for the Schedule 6, he located a massive error stemming back from errors made in 2018-2020, which made the city off by \$85k each year. He found the errors and made corrections. This brought the city the closest to balancing it has ever been.
- ii. Action Item – Approve submission of 2025 Annual Report
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.
- B. Clean Up and Green Up Day Report
- i. Mr. Weathers reviewed briefing sheet and updated on the success of the day. 22.64 tons of waste removed, and 10 yards of materials placed in different park playgrounds for improvements. Shared appreciation for Parks and Maintenance staff as well as Sunshine Disposal and SCOPE for their support.

7. ACTION ITEMS

A. Consent Agenda

- i. Approve **May 5, 2026**, minutes.
 1. Councilmember Kennedy noted a correction needed under item 5.A.ii. Should read Senator Murray not McMurray.
 - a. Motion to approve as amended made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 4-0-2 with Councilmembers Pritchard and Olson abstaining due to being absent from that meeting.
- ii. Approve **May 19, 2026**, Payroll Claim Warrants numbered **53712** through **53719** and Payroll Payable Warrants numbered **30351** through **30360** in the amount of **\$183,173.15** and Claim Warrants numbered **53720** through **53762** in the amount of **\$236,324.10**.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 6-0.

8. PUBLIC HEARING

- A. Periodic Update: Ordinance 1145 Concerning Affordable Housing
 - i. Mayor Cooper opened the hearing at 7:26pm
 - ii. Elisa Rodriguez, Senior Planner – reviewed briefing sheet. Planning Commission unanimously recommended approval.
 - iii. Mayor Cooper called for public comment. None.
 - iv. Mayor Cooper closed the public hearing at 7:30pm.
- B. First Read Ordinance 1145 Concerning Affordable Housing
 - i. Legal counsel read into the record.
 - ii. Motion to approve first read made by Councilmember Pritchard, seconded by Councilmember Wilbur, further discussion, motion carried 6-0.

9. EXECUTIVE SESSION – None.

10. RESOLUTIONS

- A. 26-812 Amendment to Contract with EWU for Groundwater Study
 - i. Mr. Ronholt explained the resolution reflects the grant activity between the City and Department of Ecology. The contract with EWU needed to be updated to reflect the amendments from the Department of Ecology. Previous expiration date was June 2025, will now be June 30, 2026. Determined that it would be more beneficial to allocate 25k to the grant itself rather than administration.
 - 1. Motion to approve Resolution 26-812 made by Councilmember Harbolt, seconded by Councilmember Olson, carried 5-0-1 with Councilmember Pritchard abstaining due to his involvement with the grant work.
- B. 26-814 Printer Lease and Service Agreement with Canon
 - i. WWTP and Maintenance new printers and agreements. Will save in cost of toner and supplies and increase quality of products from these departments.
 - 1. Motion to approve Resolution 26-814 made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 6-0.

11. ORDINANCES

- A. See item 8B

12. EMERGENCY ORDINANCES – none

13. UPCOMING AGENDA ITEMS – none

14. INTERESTED CITIZENS - none

15. CONCLUSION


- A. Motion to conclude at 7:37pm made by Councilmember Pritchard, seconded by Councilmember Ray-Abbott, carried 6-0.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk



Date