



**CITY COUNCIL MEETING  
TUESDAY, JANUARY 4, 2022  
HELD REMOTELY**

**6:00 P.M. WORKSHOP**

Mayor Kaminskas called the committee workshop to order at 6:01 p.m. Prior to discussion, Mayor Kaminskas reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.15, was being held remotely.

City officials who physically attended the workshop: Mayor Kaminskas, Mayor Pro Tem Kennedy, Councilmember Baird, Councilmember Cargill and Todd Henderson, IT Technician.

City officials who remotely attended the workshop via Zoom: Councilmembers Folyer, Dunne, and Kurtz, Jennifer Camp, Acting City Administrator, Kyle Dixon, Finance Director, Lisa Key, Director of Planning & Engineering, David Williams, City Engineer, Director, Damon Simmons, Police Chief, Trevor Ragan, acting Director of Operations & Maintenance, Heidi Workman, HR Manager and Kelsey Wright, City Clerk.

Q&A Session with City Administrator Candidate: Mayor Kaminskas invited councilmembers to ask Brad Myers questions. Questions were asked and answered throughout the workshop.

Executive Session: Per RCW 42.30.110(1)(g), the Mayor called for a 15 minute executive session beginning at 5:30 p.m.

**REGULAR CITY COUNCIL MEETING SESSION**

Prior to invocation, Mayor Kaminskas reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.15, was being held remotely. Invocation then took place.

**INVOCATION:** Given by Councilmember Baird.

**PLEDGE OF ALLEGIANCE:** Led by Mayor Kaminskas, City Council, and City Staff.

**CALL TO ORDER:** Mayor Kaminskas called the meeting to order at 7:01 p.m.

**ROLL CALL:**

City officials who physically attended the meeting: Mayor Kaminskas, Mayor Pro Tem Kennedy, Councilmember Baird, Councilmember Cargill and Todd Henderson, IT Technician.

City officials who remotely attended the meeting via Zoom: Councilmembers Folyer, Dunne, and Kurtz, Jennifer Camp, Acting City Administrator, Kyle Dixon, Finance Director, Lisa Key, Director of Planning & Engineering, David Williams, City Engineer, Director, Damon Simmons, Police Chief, Trevor Ragan, acting Director of Operations & Maintenance, Heidi Workman, HR Manager and Kelsey Wright, City Clerk.

**AGENDA APPROVAL:** Mayor Pro Tem Kennedy moved to remove action item 10Bv and 10Bvi, seconded by Councilmember Dunne. The motion carried unanimously. Councilmember Cargill moved to add a workshop discussion on January 18<sup>th</sup>, seconded by Councilmember Baird, which carried unanimously. Councilmember Dunne moved to remove item 9D, seconded by Councilmember Cargill, which carried unanimously. Mayor Pro Tem Kennedy moved to approve with the agenda as amended, seconded by Councilmember Cargill, which carried unanimously.

**CITIZEN COMMENTS:** No comments at this time.

**ANNOUNCEMENTS / PROCLAMATIONS / PRESENTATIONS:**

The Honorable Judge Richard M. Leland, Spokane County District Court Judge officiated the oaths of office for Councilmembers Cargill and Baird as well as Mayor Kaminskas.

Proclamation for Community Risk Reduction Week: Fire Commissioner Brian Asmus provided a brief introduction to the proclamation. Councilmember Folyer moved to approve the proclamation for Community Risk Reduction Week, seconded by Councilmember Cargill. The motion passed unanimously. Kelsey Wright, City Clerk then read the full proclamation into the record, dedicating the week of January 17 – 23, 2022 as Community Risk Reduction Week in the City of Liberty Lake.

**REPORTS & INQUIRIES:**

City Council: Councilmember Dunne acknowledged the opportunity for the local governments meeting on January 14<sup>th</sup>, 2022.

Mayor: Mayor Kaminskas highlighted a meeting regarding a possible implementation of a K-9 program. She reported that she will be attending the Washington Policy Solution Summit, participating in SVFD Chief candidate interviews, and participating in the GSI virtual Olympia fly in.

City Administrator: Jen Camp, acting City Administrator, set the table for staff to provide updates. Lisa Key, Director of Planning & Engineering provided an update on recruitment for Planning Commission and on the postponed Meadowood Tech Campus Comp Plan Amendment. Jen Camp, acting City Administrator introduced two agenda items, Fuel Cloud Fuel Management Software and the hydrostatic transmission for a Kubota RTV 900X. David Williams, City Engineer, provided an update on the closure of the slip lane on Liberty Lake Road and extending the turn lane for eastbound I-90 entrance. Questions asked and answered throughout. Jen Camp provided an update on the Snow Angel program and an update on events and reminders.

**WORKSHOP DISCUSSIONS:**

Vacant Council Seat Discussion: Mayor Kaminskas provided an update on applications received and reviewed the process for interviews. Council discussed scheduling a special meeting to hold interviews and length of time necessary for each interview.

Councilmember Cargill moved to schedule a special meeting on January 11, 2022 for interviews, executive session and selection, beginning at 6:00 p.m. The motion was seconded by councilmember Baird, which carried unanimously.

Representation on Advisory Boards: Mayor Kaminskas provided a summary of Boards and Commissions the City participates in and which boards council will need to select representatives. Mayor Pro Tem Kennedy then provided additional information on boards he has participated in.

Trailhead: Lisa Key, Director of Planning & Engineering presented on the status of the Trailhead project and summary of next steps and council's involvement throughout the process. Questions asked and answered.

## **GENERAL BUSINESS**

### **Consent Agenda**

Mayor Pro Tem Kennedy moved to approve the consent agenda items: 10Ai, was to approve the December 21, 2021 City Council meeting minutes; 10Aii, was to approve the December 29, 2021 vouchers in the amount of \$654,641.94 and January 4, 2022 vouchers in the amount of \$584,968.81. Councilmember Kurtz seconded the motion, which carried unanimously.

### **Action Items**

Mayor Pro Tem Kennedy moved to confirm Mayor Kaminskas' appointment of Teresa Tapao-Hunt to the Library Board of Trustees. Seconded by Councilmember Cargill. Following brief discussion, the mayor called for the vote. The motion carried unanimously with a final tally of 5-0 with Folyer abstaining due to technical issues.

Mayor Pro Tem Kennedy moved to authorize the purchase of NextRequest subscription for public records management software in the amount of \$7,840.80. Seconded by Councilmember Cargill. After brief discussion, the mayor called for the vote. The motion carried unanimously with a final tally of 6-0.

Mayor Pro Tem Kennedy moved to approve the purchase of the Fuel Cloud Fuel Management Software in the amount of \$19,585.28. Seconded by Councilmember Baird. After brief discussion, the mayor called for the vote, which carried unanimously with a final tally of 6-0.

Mayor Pro Tem Kennedy moved to approve the purchase of the Hydrostatic Transmission for a Kubota RTV 900X in the amount of \$6,377.06. Seconded by Councilmember Cargill. After brief discussion, the mayor called for the vote, which carried unanimously with a final tally of 6-0.

**COUNCIL COMMENTS:** Councilmember Kurtz requested an update on the status of the community engagement commission. Mayor Kaminskas provided an update. Mayor Pro Tem Kennedy requested an update on the HVAC work. Trevor Ragan, acting Director of Operations and Maintenance provided an update. Councilmember Dunne thanked maintenance staff for their work on snow removal and introduced an individual interested in the Youth Commission. Mayor Kaminskas acknowledged Meadowood Tech Facility for clearing their sidewalks during the snow event.

**PUBLIC HEARINGS / APPEALS:** No items at this time.

**RESOLUTIONS:** No items at this time.

**ORDINANCES:** No items at this time.

**INTRODUCTION OF UPCOMING AGENDA ITEMS:** Kelsey Wright, City Clerk, reviewed upcoming agenda items and workshop discussions for the January 18<sup>th</sup> meeting. Mayor and council provided guidance on upcoming workshops.

**CITIZEN COMMENTS:** No comments at this time.

**EXECUTIVE SESSION:** No executive session at this time.

**ADJOURNMENT:** With there being no further business, the meeting adjourned at 9:18 p.m.

These minutes were approved January 18th, 2022.

Cris Kaminskas

Cris Kaminskas, Mayor  
City of Liberty Lake

Kelsey Wright

*Notes and Transcription by Kelsey Wright. This Council meeting was also audio taped. Anyone desiring to listen to the recording may contact the City Clerk.*