



**CITY COUNCIL MEETING  
TUESDAY, MARCH 17, 2020  
CITY HALL  
22710 E. COUNTRY VISTA DRIVE  
7:00 P.M.**

**INVOCATION** – Given by Mayor Brickner

**PLEDGE OF ALLEGIANCE** – Led by Mayor Brickner, City Council, and City Staff

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

**ROLL CALL**

Mayor Brickner	Katy Allen, City Administrator
Council Member Dunne	Ann Swenson, City Clerk
Council Member Folyer	RJ Stevenson, Finance Director
Council Member Kaminskis	Darin Morgan, Police Sergeant
Mayor Pro Tem Kennedy	Lisa Key, Director of Planning & Engineering
Council Member Kurtz	Jennifer Camp, Operations & Maintenance Director
Council Member Langford (absent)	
Council Member Severs	

Mayor Pro Tem Kennedy moved to excuse Council Member Langford because he is out of town on family business. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to amend the agenda to remove the Smart Meter Deployment Presentation and the Open Public Meetings Training Act Presentation and to add a special presentation by Spokane Regional Health County Health Officer, Dr. Lutz, and to add Resolution No. 20-268. Council Member Dunne seconded the motion, which carried unanimously.

**CITIZEN COMMENTS**

The City Clerk read two comments into the record.

The first was from Liberty Lake River District resident Tom Sahlberg. Mr. Sahlberg expressed his heartfelt thanks to the city for the open lines of communication and rapid factual responses to the issues involving the current COVID-19 global pandemic. He also spoke in support of the Winter Glow Spectacular and asked the council to approve the funding for the event.

The second was from Mark Saba, Malvern Road, Liberty Lake, who spoke in support of the Winter Glow Spectacular event. He too encouraged the council to consider approving the funding for the event.

## **SPECIAL PRESENTATION – COVID-19**

Mayor Brickner then introduced Spokane Regional Health County Health Officer, Dr. Lutz, who gave a PowerPoint presentation regarding the current Coronavirus pandemic.

At the conclusion of Dr. Lutz's presentation, Mayor Brickner acknowledged that he is working together with Dr. Lutz and other regional community leaders to keep updated information available to the citizens. He announced that under his authority he placed the City of Liberty Lake under a state of emergency. This allows the city to be identified for funding that may be needed as the pandemic continues.

## **REPORTS**

The Liberty Lake Municipal Library Director announced the Liberty Lake Municipal Library Board is conducting a work plan based on their recently updated strategic plan. She reported the fundraising efforts of the Friends of the Library have been lucrative and the Friends wish to donate to \$16,000 to the library. The library is recommending the donation money be used to update to the children's room.

Next, the Director of Planning & Engineering gave an update on the Planning Commission's continued work on revisions to the landscape ordinance. The commission also discussed potential docket items for the annual cycle. Additionally, they had a workshop on an ordinance to allow recreational vehicle sales and service in the C-1 zone as a limited use.

## **MAYOR AND CITY COUNCIL REPORTS & INQUIRIES**

Councilman Severs asked what the city can do to support small businesses. The Operations and Maintenance Director responded that the City has posted several helpful links, including the Department of Finance and Employment Security Department that address "what if" scenarios.

Mayor Pro Tem Kennedy acknowledged that it was St. Patrick's Day. He said everyone should feel good on St. Patrick's Day and shared that things are good in this country. He said no matter what comes to us, we come together and make sure we get through it. He assured the citizens that the City of Liberty Lake is in good financial shape. He recognized that past and current leadership have been very conscientious about the city's finances, which has put the city in a good financial position today.

Mayor Brickner reported on his attendance at meetings regarding the current pandemic to ensure receipt of necessary information. He thanked the community of volunteers participating in Connecting Liberty Lake. He also encouraged citizens to participate in

getting the census form filled out, spoke about current citywide efforts to reduce the spread of the Coronavirus, and reported that staff is monitoring financials regarding sales tax revenues.

## **CITY ADMINISTRATOR REPORT**

The City Administrator provided a status update on the contract with Staples Golf regarding Trailhead. She announced the news that the city's transportation project for Henry and Harvard Road received funding from the legislature. The project has been given the green light to be removed from the pause list and will be moving forward for construction. She spoke about the city council's retreat and asked for council's feedback on the agenda. She announced the next report out for donations will be April 7<sup>th</sup>. She mentioned that Avista provided Smart Meter portfolios for the council's review. Liberty Lake is in zone six and the new meters will be installed between May and July. She announced Waste Management (WM) will not change their garbage collection service. WM has made a major investment in new computer installation, which may delay responsiveness for residential service questions during the onboarding of the new computers. She followed up from the 3/3/20 City Council meeting regarding the A/V equipment for City Council meetings. She then turned the floor over to the directors, who gave updates on the Winter Glow Spectacular, library operations, and the financial dashboard, respectively. Mr. Richard Reilly from Winter Glow thanked the city for its support. He also spoke about the event and the sponsorships available. The City Administrator concluded her report with upcoming dates to remember.

Mayor reported on his and the city administrator's meeting with all staff members to keep them educated regarding the current pandemic.

## **ACTION ITEMS**

### **Consent Agenda**

Mayor Pro Tem Kennedy moved to approve agenda item 11Ai, the approval of the March 3, 2020 special city council meeting minutes and approval of the March 3, 2020 regular city council meeting minutes. Council Member Kaminkas seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve agenda item 11Aii, the approval of the March 17, 2020 vouchers in the amount of \$562,705.20. Council Member Kaminkas seconded the motion, which carried unanimously.

Payroll check number sequences were 29704 through 29709, totaling \$8,157.58; EFTs totaled \$346,862.79. A/P check number sequences were 29710 through 29787, totaling \$182,812.26; EFTs totaled \$24,872.57.

## **ACTION ITEMS**

### **General Business**

Mayor Pro Tem Kennedy moved to authorize payment of the invoice for the Winter Glow Spectacular in the amount of \$10,000. Council Member Kaminskas seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize the Mayor to sign the addendum with Palenque's Restaurant for an extension of the current lease agreement. Council Member Kaminskas seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize the Mayor to sign the Granicus contract and purchase all the components of the AV project. Council Member Kaminskas seconded the motion, which carried unanimously.

## **RESOLUTIONS**

The City Clerk read, by title only, Resolution No. 20-267, declaring support of the Bigelow-Sullivan Corridor Freight Mobility and Safety Project. Mayor Pro Tem Kennedy moved to adopt Resolution No. 20-267. Council Member Dunne seconded the motion, which carried unanimously.

The City Clerk read, by title only, Resolution No. 20-268, declaring an emergency relating to the existing COVID-19 conditions. Mayor Pro Tem Kennedy moved to adopt Resolution No. 20-268. Council Member Kaminskas seconded the motion, which carried unanimously.

## **INTRODUCTION OF UPCOMING AGENDA ITEMS**

The City Administrator reviewed the upcoming agenda items for the April 7<sup>th</sup> City Council meeting.

## **EXECUTIVE SESSION**

At 8:44 p.m. Mayor Brickner called adjournment into Executive Session as per RCW 42.30.110(b) for 15 minutes to discuss real estate. At 8:58 p.m., the City Administrator announced a 15-minute extension. The Executive Session adjourned at 9:12 p.m.

## **ADJOURNMENT**

Mayor Brickner called the regular meeting back to order at 9:12 p.m. There being no further business, the meeting immediately adjourned at 9:12 p.m.

These minutes were approved April 7, 2020.



Shane Brickner, Mayor  
City of Liberty Lake



Notes and Transcription by Ann Swenson, City Clerk. This Council meeting was also audio taped. Anyone desiring to listen to the recording may contact the City Clerk.