

**CITY COUNCIL MEETING  
TUESDAY, AUGUST 18, 2020  
HELD REMOTELY  
22710 E. COUNTRY VISTA DRIVE**

**COMMITTEE WORKSHOP DISCUSSION**

Mayor Brickner called the committee workshop to order at 6:00 p.m. and reviewed the logistics for the workshop.

City officials who physically attended the meeting were:

Mayor Brickner, Katy Allen, City Administrator, RJ Stevenson, Finance Director, Brian Asmus, Chief of Police, Ann Swenson, City Clerk, and Todd Henderson, Information Technology.

City officials who remotely attended the meeting via Zoom were:

Mayor Pro Tem Kennedy, Council Members, Severs, Folyer, Dunne, Kaminkas, and Kurtz.

After roll call, Mayor Brickner turned the floor over to Melanie Rose and Latisha Hill from Avista, who facilitated this evening's conversation regarding the city council's priorities based on survey results recently acquired by them. They shared a PowerPoint presentation which outlined their intentions, the work they've completed to date, survey results of the top three pressing issues facing the city, emerging themes, insights, questions to ponder, and recommendations. At the conclusion of the workshop, it was determined that the next step would be that Melanie and Latisha will contact the councilmembers again individually to find out their comfort level on getting an outside source to conduct further workshops on role clarity and common processes in decision making. The facilitators will subsequently provide that feedback to Mayor Brickner and the city administrator for them to convey to the full council in follow up.

**REGULAR CITY COUNCIL MEETING SESSION**

Prior to the invocation, Mayor Brickner reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.8, dated July 31, 2020, was being held remotely. Invocation then took place.

**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 7:00 p.m.

## **ROLL CALL**

City officials who physically attended the meeting were:

Mayor Brickner, Katy Allen, City Administrator, RJ Stevenson, Finance Director, Brian Asmus, Chief of Police, Darin Morgan, Police Sergeant, Ann Swenson, City Clerk, and Todd Henderson, Information Technology. Activities and Events Coordinator, Anita Eylar briefly attended the meeting.

City officials who remotely attended the meeting via Zoom were:

Mayor Pro Tem Kennedy, Council Members Kaminskis, Severs, Folyer, Dunne, and Kurtz.

The City Attorney, Operations and Maintenance Director, Director of Planning & Engineering, City Engineer, and Liberty Lake Municipal Library Director also attended the meeting via Zoom.

Mayor Pro Tem Kennedy moved to excuse Council Member Langford as he had a family matter to attend to. Council Member Kaminskis seconded the motion, which carried unanimously.

**AGENDA APPROVAL:** Mayor Pro Tem Kennedy moved to amend the agenda to add a special presentation prior to citizen comments. Council Member Kaminskis seconded the motion, which carried unanimously.

## **SPECIAL PRESENTATION**

Mayor Brickner then announced a surprise special presentation to honor Police Chief Brian Asmus, who is retiring after 19 years of service. A video was played, showing staff and members of the community who offered their well wishes to him. Mayor Brickner then opened the floor to council members to acknowledge and recognize Chief Asmus' years of service. At the conclusion of councilmember comments, Mayor Brickner opened the floor to receive citizen comments. A citizen comment from Dick Canfield was read into the record by the city administrator. Mayor Brickner then presented Chief Asmus with an eagle statute award and offered some words of gratitude and well wishes.

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

Councilman Dunne reported the trail by the county park near the Saltese Uplands has recently been extended onto the flats. He said it is a beautiful wandering trail, 1.5-2 miles in length, and offers a great social distancing opportunity.

Mayor Pro Tem Kennedy reported on his attendance at the Spokane Valley Chamber of Commerce's meeting regarding the general and upcoming elections. He then

recommended bringing back two topics at the next council meeting. One was to discuss if and how the council is moving forward with city hall. The other is to look at the acreage reports for the 22 acres on the hill and the 6.5 acres at Town Square.

Council Member Kaminskis reported a citizen had reached out to her regarding a decent sized crack on the paved path near Liberty Creek Elementary. City staff will investigate that area.

Mayor Brickner reported on the attendance at the recent farmers market, noting there was a lot of engagement from citizens. He announced that the administration is looking at providing services to city staff for times of stress, making sure they have everything they need to do their jobs effectively, and being cognizant of them as individuals and the environment we are in. He spoke about his conversation with Central Valley School District's superintendent about making resources available to aid the youth in the community during these difficult and challenging times as well.

### **CITY ADMINISTRATOR REPORT**

The city administrator reported on the Liberty Lake Road construction currently taking place. She gave an update on the public works yard break in and then turned the floor over to the Liberty Lake Municipal Library Director, who gave a library update. The city administrator resumed the floor and gave updates on COVID, employee recruitments, and Harvard and Henry Roads. She then turned the floor over to the finance director, who gave a financial update. She resumed the floor and spoke about the Department of Ecology's (DOE) recent notification on the plastic bag ban. DOE will be having public hearings on this issue. She concluded her report with updates about events, reservations, and programs.

### **WORKSHOP DISCUSSION – Police Department lighting and HVAC**

Chief Asmus provided potential clarification regarding the solar panel battery backup system and the police and library building. A consultant was brought in for review and inspection of the three pieces that comprise the system. Only one bad power inverter was discovered but has been fixed. He reported that it is uncertain if all three components are working together for a battery backup for the PD and the only way to verify that would be to conduct a test by shutting down the power at the building and switching over to the battery backup. An electrician is strongly recommended to conduct this test.

He then went on to address the HVAC and lighting. Cost estimates for the rooftop repair units had been requested by the council. The city engineer recently sent out information to the council regarding this; however, staff is still awaiting additional information.

## **Liberty Lake Sewer and Water District:**

The city administrator provided an update on behalf of Liberty Lake Sewer and Water District's Commissioner Genoway, who was having technical difficulties for this meeting. She said the hydrants in Liberty Lake are being locked to ensure integrity of the system. In order to use a hydrant, a permit is necessary. The District has two major construction projects that are underway and near completion. There were also some questions he had about the CARES funding. Utilities did not receive CARES Act dollars, so the city administrator will work with finance director and follow up on the commissioner's questions.

## **ACTION ITEMS**

### **Consent Agenda**

Mayor Pro Tem Kennedy moved to approve action item 10Ai, approving the August 4, 2020 city council meeting minutes. Council Member Kaminskis seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Aii, approving the August 18, 2020 vouchers in the amount of \$556,249.03. Council Member Severs seconded the motion, which carried unanimously.

A/P check numbers were 30313 through 30351, totaling \$115,151.54. EFTs totaled \$25,837.55. Payroll check numbers were 30300 through 30306 totaling \$12,704.46. EFTs totaled \$402,555.48.

### **General Business**

Mayor Pro Tem Kennedy moved to approve adding one 2021 Ford SUV Police Interceptor, in the amount of \$55,633.34, to the previously approved 2020 order that was awarded to Gus Johnson Ford. Council Member Folyer seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize the purchase of a network firewall from Datec Incorporated for the police department and city hall in the amount of \$16,598 plus shipping and sales tax. Council Member Kaminskis seconded the motion. After further discussion, Council Member Kaminskis moved to delay this item for two weeks in order for staff to get a couple more quotes. Staff then asked to have authority to move forward with the purchase after receiving more quotes to expedite the project, rather than bringing it back in two weeks.

Council Member Kaminskis amended her motion and moved to give staff the approval to move forward in spending up to and including the maximum listed in the agenda bill to purchase the firewall and software after going out to get additional competitive bids. Councilman Kurtz seconded the motion. Motion carried unanimously.

Mayor called for the vote on the original motion. Motion failed unanimously.

Mayor Pro Tem Kennedy moved to authorize the Mayor to approve Supplemental Agreement No. 1 in the amount of \$16,531 for KPFF, Inc. for additional agency coordination related to the Harvard Road Bridge project. Council Member Kaminskas seconded the motion, which carried unanimously.

## **RESOLUTIONS**

The City Clerk read, by title only, Resolution No. 20-278, adopting the qualifications for the Chief of Police.

Council Member Dunne moved to adopt Resolution No. 20-278, seconded by Council Member Severs. Motion carried unanimously.

## **FIRST READ ORDINANCE**

The City Clerk read, by title only, Ordinance No. 10A, repealing Ordinance No. 10 establishing rules and regulations for obtaining travel authorization, advance of travel funds, and reimbursement of expenses.

## **SECOND READ ORDINANCES**

The City Clerk read, by title only, Ordinance No. 268, amending the City of Liberty Lake Development Code to allow “automobile, manufactured home, recreational vehicle, trailer & boat sales & rentals” and “boat, recreational vehicle & trailer – construction, repair, parts sales, & maintenance” as limited uses in the C-1 Zone.

Council Member Kaminskas moved to adopt Ordinance No. 268, seconded by Council Member Dunne. Mayor Brickner invited citizen comments. No comments were received. He then called for the vote. Motion carried unanimously.

The City Clerk read, by title only, Ordinance No.67-C, amending Ordinance No. 67-B, passed October 2, 2018, amending business licensing regulations for the City of Liberty Lake.

Mayor Pro Tem Kennedy moved to adopt Ordinance No. 67-C, seconded by Council Member Folyer. Mayor Brickner invited citizen comments. No comments were received. He then called for the vote. Motion carried unanimously.

## **INTRODUCTION OF UPCOMING AGENDA ITEMS**

The city administrator then reviewed the upcoming agenda items for the September 1<sup>st</sup> City Council meeting.

**ADJOURNMENT**

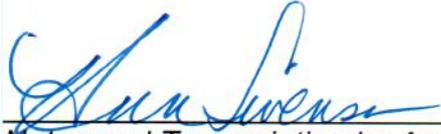
There being no further business, the meeting adjourned at 9:06 p.m.

These minutes were approved September 1, 2020.



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Shane Brickner, Mayor  
City of Liberty Lake



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*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*