

**OPENING OF COUNCIL MEETING**

Mayor Yaeger opened the remote/in person council meeting at 7:00pm. The council members present were Eric Ottmar, Jen Verhey, Jessica Quinn, Brooke Scheel, Ky Beck-Gmeiner, Dennis Chamberlain, and Mike Schrag. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen (remote), Public Works Director Dave Breazeale, and Chief of Police Mike Suniga. City Fire Chief Joel Bell, City Attorney John Kragt, and Community Development Director Tom Reese were excused. Also present were Linda Schrag, Brian Bothun, Rick from the Cheney Free Press, Dale Brown and Rod Larse.

**ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Mike Schrag moved to accept the consent agenda for June 2nd, 2026, with payables in the amount of \$58,060.07 and Payroll in the amount of \$101,706.25. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

**PUBLIC REQUESTS AND COMMENTS**

Mayor Yaeger asked if there was anyone from the public who would like to comment. With no comments, he moved on.

**ACTION AGENDA**

- A. Four Square Church Fireworks Stand Permit** - Dale Brown appeared before the council on behalf of the Four-Square Church to request approval of a fireworks stand permit for the upcoming Fourth of July season. Brown explained that the fireworks stand would again serve as a community fundraising effort, with members of the Ritzville High School Band assisting with operations and receiving the proceeds. Council members discussed the request and expressed support for the continued partnership between the church and local youth organizations. Council Member Brooke Scheel made a motion to approve the Four-Square Church's fireworks retail sales permit application. Council Member Jen Verhey seconded the motion. Motion passed 7-0.
- B. Operation of Wheeled All-Terrain Vehicles-Ordinance No. 2208** - Council reviewed Ordinance No. 2208 regarding the operation of wheeled all-terrain vehicles (WATVs) within the city limits. Discussion included ensuring the ordinance aligns with state law requirements while providing clear guidance for vehicle operators. Council members discussed safety considerations, roadway use, and enforcement provisions. Council Member Brooke Scheel made a motion to approve Ordinance No. 2208, an ordinance allowing the operation of wheeled all-terrain vehicles, as described in chapter 46.09 RCW, on city-maintained streets and roads with posted speed limits of 35 miles per hour or less. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- C. Police Radios Surplus-Resolution No. 2026-03** - Chief Suniga stated the radios are so old, they are no longer supported by Motorola. He presented Resolution No. 2026-03, declaring several police radios as surplus property and authorizing their transfer to the East Adams Rural Hospital Ambulance Association as they have shown interest in them. The radios are no longer needed by the Police Department but remain functional and useful for emergency response operations. Council members discussed the benefit of transferring the equipment to another local emergency service organization rather than disposing of the items. Council Member Brooke Scheel made a motion to pass Resolution No 2026-03, a resolution of the City Council of the City of Ritzville, declaring certain property as surplus and allowing the intergovernmental transfer to East Adams Ambulance Association. Council Member Jen Verhey seconded the motion. Motion passed 7-0.

- D. Procurement Policies and Procedures- Resolution No. 2026-04-**Mayor Yaeger stated the policies were discussed at the last council meeting as well as the council workshop last Friday. The changes from the workshop have been made. Council Member Brooke Scheel questioned if all the attachments have been referenced in the document and Clerk-Treasurer said use they are referenced in the document. Council reviewed the proposed updates to the City's Procurement Policies and Procedures. The revisions were recommended as part of the City's ongoing efforts to maintain compliance with state requirements and address recommendations made during the audit process. Discussion included ensuring purchasing practices remains transparent, competitive, and consistent with current regulations. Council Member Dennis Chamberlain made a motion to pass Resolution No. 2026-04, a resolution of the City Council of the City of Ritzville updating the City Procurement Policies and Procedures. Council Member Jen Verhey seconded the motion. Motion passed 7-0.

**DISCUSSION AGENDA-**There were no discussion items.

**CORRESPONDENCE:**

- A. 2024 State Auditor's Financial Audited Report**

**REPORTS**

- A. Mayor Updates –** No report.
- B. Council Committee Updates**
- **License, Rules, and Permits –** No report.
  - **Finance and Employee Benefits –** Everything was already discussed on the agenda.
  - **Health and Wellness –** No report.
  - **Public Safety –**No report.
  - **Public Works –** Committee met last Friday to discuss the TIF proposals and the two roundabouts.
  - **Parks and Recreation –** Council Member Brooke Scheel stated she spoke with one of the county park & rec board members about looking at other opportunities
  - **Personnel Committee –** No Report.
- C. City Attorney –** John Kragt was excused.
- D. Public Works –** Director Dave Breazeale reported the tree planting efforts have been delayed due to emergency irrigation repairs at the golf course. Watering efforts continue and planting will resume once repairs are complete. He also reported on the Walking Path signage project. Some signs were received with design errors and corrective stickers are being produced. Once received, staff will coordinate final placement locations with the council. New security cameras have been installed at the city park, replacing an outdated system originally installed approximately twenty years ago. Breazeale stated a final on-site meeting is scheduled with Varela regarding the sewer lines and staff are awaiting final documentation related to the project. He also advised that a job advertisement will be placed in the newspaper to fill an upcoming vacancy in the Public Works Department.
- E. Police –** Police Chief Mike Suniga reported the department continues to make progress on investigations utilizing newly implemented software tools. He noted ongoing cooperation with Adams County on shared investigations and advised that the new park camera system will continue to be monitored and evaluated. Several police vehicles are currently undergoing maintenance.
- F. Fire –** Chief Joel Bell was excused.
- G. Clerk-Treasurer –** Clerk-Treasurer Julie Flyckt reported the 2025 State Financial Annual Report has been submitted. Following review by the City's finance consultant, the report will be forwarded to the council. Flyckt also reported the preparations are underway for the City's

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annual audit, which is anticipated to occur in the fall. During the Finance Committee, the committee reviewed current financial policies and discussed potential changes for the upcoming budget. The committee also discussed increasing investments. Flyckt advised the council she would be on vacation beginning Thursday and continuing through the following week.

- H. **Community Development** –Director Tom Reese was excused as he was attending the EWU presentation on the Ritzville data in Spokane.

**9. EXECUTIVE SESSION** - At approximately 7:25 p.m., the council recessed into Executive Session for an estimated 15 minutes to discuss negotiations pursuant to RCW 42.30.110. The Executive Session concluded after approximately two minutes, and the regular meeting reconvened at 7:26pm. No action was taken.

**ADJOURNMENT**

With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 7:27 p.m.

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Michelle Asmussen, Deputy Clerk-Treasurer

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Julie Flyckt, Clerk-Treasurer