

**OPENING OF COUNCIL MEETING**

Mayor Linda Kadlec opened the remote and in person council meeting at 7:00pm. Council members present were Michelle Plumb, Marsha Smith, Mike Schrag, Dennis Chamberlain, Dede Boyer, Debbie Chapman, and Scott Yaeger. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief David McCormick, Public Works Director Dave Breazeale, and City Attorney John Kragt. City Fire Chief Joel Bell was excused. Also present were Barry Boyer, Chauna Carlson, Andrew Carlson, Steve Meye, Charles Jingling, Derek Schaefer, Jeff Kissler, and Dale Brown from the Cheney Free Press.

**ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Linda Kadlec asked if there were any corrections or additions to the consent agenda. Council Member Mike Schrag made a motion to approve the consent agenda for March 21<sup>st</sup>, 2023, in the amount of \$73,276.80 as presented. Council Member Dede Boyer seconded the motion. The motion passed 7-0.

**Mayor's Thoughts:** Mayor Kadlec stated she has requested to be on the agenda this evening before public comments to let the public know the city is listening to their concerns. The Mayor, the City Clerk, and staff have set up utility bill workshops with timeframes for appointments. As customers receive their utility bills for the month, the information about the workshops is enclosed. The mayor's advice is to take advantage of this opportunity to better understand and to go through utility bills to find any mistakes. The workshop days will start April 20<sup>th</sup>, after the actual water reads are complete and the April bills have been created. Any further comments to the council will be limited to 3 minutes and will be conducted in an orderly manner. When the Mayor states time is up, it is, and no rude comments. Governing bodies do have the authority to maintain order up to and including removal of an individual. This information comes from MRSC, an entity that provides cities with legal information.

**PUBLIC REQUESTS AND COMMENTS-** Mayor Kadlec asked if there was anyone who would like to make a comment. Hearing none she moved on.

**ACTION AGENDA**

- A. Public Works Lawnmower Purchase: John Deere Diesel Commercial ZTrak-** Public Works Director Dave Breazeale stated as per the ER&R plan, an updated lawnmower for the cemetery is planned for this year. This time the city has opted for a rear deck discharge with a little smaller front deck just to be able to get between the headstones. The crew is wasting a lot of time with the bigger mowers as they have to do weed eating. It comes with a mulch kit, which will be a time saver for the city. The ER&R plan budget for the lawnmower is up to \$25,000. This lawnmower is \$18,000, so it is a great deal. Council Member Mike Schrag made a motion to purchase the John Deere lawnmower for \$18,945.38 as stated by Dave Breazeale. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- B. Ritzville Downtown Improvements (EV Charging Stations and Movie Theatre Curtain) Department of Commerce grant Agreement-** Clerk-Treasurer Julie Flyckt stated the agreement is for a state appropriation request for the EV charging station in the downtown and to replace the movie theatre curtain at the movie theatre. This is the request the RDDA brought in front of council last year from the application they

submitted. Once the senate approves the general application there is a large list of documents that need to be submitted. It has taken the city awhile to submit all of the information, but it is now complete except for one last item. The city has to show they own the property and the city attorney's office is working on the required documentation. The grant total is \$102,900. Dave Breazeale has been working with Varela on the EV charging station, and as John Rankin reported last meeting, the RDDA is in the process of purchasing the movie theatre curtain. The agreement has been sent to City Attorney John Kragt for review. John Kragt stated there is just one thing on the property ownership he is trying to clear up, but he is anticipating having it over to Flyckt by tomorrow. He also stated the agreement is a standard document and does not see any issues with the agreement. Council Member Scott Yaeger stated on attachment A, it says the project is anticipated to be completed by June of 2023. Flyckt stated yes unless the funding is reappropriated by the senate for two more years. Public Works Director Dave Breazeale stated they finally had a meeting with Avista and the EV charging stations are something they do all the time and they are just going to get in there and do it. Council Member Scott Yaeger made a motion to approve the approval of the Washington State Department of Commerce Agreement and the City of Ritzville for the local 2022 Community Project Program for the EV charging station and the movie theatre curtain project with the hopes of changing Attachment A if possible. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

#### **DISCUSSION AGENDA**

There were no discussion items.

#### **CORRESPONDENCE**

The Planning Historic Commission February 2023 Minutes and utility bill were in the council packets for their information.

#### **MAYOR UPDATES:**

- **Spring Clean Up Week-** Mayor Kadlec stated the spring cleanup week will be held April 22<sup>nd</sup>- April 29<sup>th</sup> to include dump days in that timeframe. The appliance pick up day will be on Wednesday, April 26<sup>th</sup>.

#### **DEPARTMENT UPDATES**

- A. City Attorney-** City Attorney John Kragt stated he didn't have much just working on a few different things.
- B. Public Works-** Public Works Director Dave Breazeale stated he spoke with the well drillers, and they did the 24-hour pump test on well #8 between yesterday and today. At 685' they were pumping 1,800 gallons per minute, and they had 4' of draw down over those 24 hours. It should be a very viable and productive well for the city in the future when it is up and going. The public works committee and Breazeale met and picked the top two engineering firms to interview for the stormwater, streets, and sidewalks engineering services. The top two are Varela & Associates and TO Engineering. The interview will be April 7<sup>th</sup> with Varela at 8:30am and TO Engineering at 9:30am. There were eight engineering firms that responded. The golf course kitchen has been re-sub floored and the flooring was going down today so it should be done and going by April

1<sup>st</sup> for Jackie with Porky's to be open. The public works committee briefly discussed the water distribution project, and it should be going out for bids shortly.

- C. Police Department-**Chief Dave McCormick stated he and Sergeant Cameron are planning on going over to pick up the new police car sometime this week. It is a long time coming as it was originally bought on the 22<sup>nd</sup> of July 2022. All of the junk vehicles that are out at the car corral have been processed and Michelle Keefer was going to get letters out in the mail today. Public Works Dave Breazeale has been approached by a gentleman that wants scrap cars so he said he would take them all. As soon as the paperwork time frame is completed, Breazeale will notify them, and they will come and pick up the cars. Anybody else that has a junk vehicle on their property, that they control, a hulk slip can be filled out and signed and they can send it off and then they can get in contact with the same person that is going to come and get the rest of the junk cars. The police officers are tagging vehicles on the street that don't meet criteria for being properly licensed and appear that they are inoperable. The process is about halfway done so as to not overload the timeframe of having to tow vehicles since there are only two registered tow truck companies in this area and one of them is without an employee.
- D. Clerk/Treasurer-** Clerk-Treasurer Julie Flyckt stated she was able to track down the fairgrounds red restroom project that Senator Schoessler discussed with Mayor Kadlec and Public Works Director Dave Breazeale. The city never received any notification and Flyckt contacted the Department of Commerce representative about the grant. All communication went to Fritz Coon, the President of the fair board because they submitted the original application under the city's name. The city owns the property and Flyckt anticipates it is going to be a similar situation that the city went through with RDDA request, where Commerce required the city to be the lead on the project. The solar grant was submitted today for a feasibility study to place solar on public buildings. The requested grant amount is \$88,500. The awards will be announced in July 2023. For the Wayfinding Gateway Project, there was one response to the solicitation for designing the weber entrance sign. It is a company that is out of Spokane but they do a lot of work in Moses Lake. The wayfinding committee has a meeting scheduled on Thursday to interview the company. In the meantime, the city will have to get approval from the Innovia foundation to fund the project. After the last Planning Commission meeting, there is now a solid draft housing action plan. There will be a Public Hearing in front of the planning commission on April 12<sup>th</sup> and then the plan will come to council April 19<sup>th</sup> for review. The plan is grant funded and it will need to be approved by June 2023.

**ADJOURNMENT-**With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 7:31pm.



Michelle Asmussen, Deputy Clerk-Treasurer II