

OPENING OF COUNCIL MEETING

Mayor Yaeger opened the remote and in person council meeting at 7:01pm. The council members present were Michelle Plumb, Dennis Chamberlain, Mike Schrag, Jen Verhey, Jessica Quinn, William Green, and Garrett Blauert. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, Public Works Director Dave Breazeale, and City Police Chief Dave McCormick. City Fire Chief Joel Bell and City Attorney John Kragt were absent. Also, present were Linda Schrag, Amy Galbreath, Derek & Susan Schafer, Brian Bothun, Courtney Green, Rena Brown, and Dale Brown from the Cheney Free Press.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Michelle Plumb stated she had a couple corrections; under B it should be GNSS instead of GISS. She also clarified under I, it should not be WSDOT as it is Federal not State. Mike Schrag made a motion to approve the consent agenda for May 21, 2024, with the comments and changes made by Council Member Michelle Plumb. 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, Mayor Yaeger moved on.

ACTION AGENDA

- A. Eagles Beer Garden Sidewalk Application**-Kassandrah Kinch stated she was there on behalf of the Eagles as the Auxiliary President and the bar manager. They would like permission to shut the sidewalk down in front of the Eagles building Friday at noon until Sunday at 1:00pm, and also part of Washington in front of their building. Chief McCormick stated this has happened many times in the past for functions and the last several years for alumni weekend celebrations. He does not have a problem with that if there are any issues, the Eagles have always taken care of it right away. Kinch stated there is a band on Friday night, but it will be inside and there will be a full staff of security for the whole weekend. Eagle is offering breakfast buffet for \$10.00 a plate on Sunday from 9am-11am. Council Member Mike Schrag made a motion to accept the request from the Eagles for the sidewalk closure from Friday at noon until Sunday at 1:00pm. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- B. Four Square Church Fireworks Stand Permit**-Dale Brown, Secretary for the Four-Square Church, stated the permit is basically the same permit they provide each year. They got a different vendor last year which is much better where they provide a self-contained lockable trailer, so all the inventory is locked in all night long. Council Member Jen Verhey made a motion to approve the fireworks permit for the Four-Square Church at the Ritzville Food Mart June 17, 2024, to July 10, 2024. Council Member Michelle Plumb seconded the motion. Motion passed 7-0.
- C. Solar Plus Project Update**-Postyn with Seinerger joined the council meeting online. He is helping the city with the Solar Plus Storage for Resilient Communities Grant. They have been doing some of the modeling for City Hall, Golf Course Club House, Library, Police Station and Water Pump near the Golf Course. Seinerger has reviewed the utility bills to model what energy usage looks like over the course of the year. Then they are modeling what sort of solar PV generation capacity might be available given the roof sizing of those locations. We did some battery sizing to balance energy usage and PV production. Yesterday, they had a meeting with Michelle Plumb, Dave Breazeale and Mayor Scott Yaeger and some members of the Seinerger team. They

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reviewed those sites for pros, cons and limitations. Our hope from yesterday's meeting was to talk through some of those pros and cons and narrow down the focus for the final design. In conclusion City Hall was the strongest candidate as it could meet a goal of a resiliency backup, the largest generation capacity, the potential to act as a resiliency hub both for operations and for the community and worked well for future Washington State Commerce Grants. There are some equipment sighting limitations, but it is possible. The Golf Course also had a number of strengths, but some limitations that were drawbacks were concerns about the roof's structural integrity and that it can't be tied into future grant funding. The library had some size limitations, both on the roof and the alley way. City Hall is going to move into the final design phase.

- D. Adams County Fiber to the Home (Business) Project-Damage Waiver**-Mayor Yaeger stated he this waive is for the rectangular piece out by the rodeo well and up to the red bathrooms and the Amphitheatre area. The design is not complete for Ritzville yet but one of the things we talked about today is this is a hold harmless for any property damage. Public Works Director Dave Breazeale stated there is a main waterline that goes through there. Council Member Dennis Chamberlain made a motion for the mayor to evaluate the Adams County Fiber-to-the-Home Broadband Project damage waiver form and sign as appropriate. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- E. 1st Ave Project TIB Bid Authorization Agreement**-Mayor Yaeger stated before we can submit plans and specifications to TIB the agreement must be signed. It includes the most recent updated engineer's estimate for these projects. On page 2 is the estimate construction engineering cost, and the contract amount has reduced since the project started. When the contract amount reduces, TIB only allows you 30% for preliminary engineering and construction engineering. The new funding is \$41,734, but if we get really good bids, then that's going to be bigger. Council Member Michelle Plumb made a motion to approve the mayor to sign the bid authorization form for the Small City Arterial Program for TIB for 1st Ave improvements with the change to Ritzville's participated funding now in the amount of \$41,734 to come from the streets fund. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- F. 6th Ave Sidewalk TIB Bid Authorization Agreement**-Mayor Yaeger stated there was rescope completed on the 6th Ave sidewalk project which will reduce the construction cost. The city signed an agreement with Ardura for the design engineering for \$63,000, and we are close to that amount now. Preliminary design engineering is usually 17% of that 30% that they allow, and construction engineering is usually 13%. You can see on Ardura's construction schedule they are planning on construction July 1st through august 12th. Council Member Michelle Plumb made a motion to approve the mayor to sign the bid authorization form for Active Transportation Program (ATP) through TIB for 6th Ave Sidewalks with the change in anticipated funding for Ritzville in the amount of \$32,273 to come out of streets. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- G. Secretary of State Digital Imaging Grant Acceptance**-Mayor Yaeger stated the city has been granted \$13,212 for the digital imaging project. Clerk-Treasurer Julie Flyckt stated, a few years back, before Covid, the Secretary of State granted the city funding to help with organizing the vault. The city then applied for the digital imaging grant during Covid times, but it got delayed. This grant will help with public records requests and locate documents when businesses or the public contacts city hall. The grant amount \$13,212 will provide digital imaging services through the state archives located in Cheney. Council Member Michelle Plumb made a motion to accept the Secretary of State Local Records Grant in the amount of \$13,212. Council Member Jessica Quinn seconded the motion. Motion passed 7-0.

- H. **Weber Road Speed sign**- Mayor Yaeger stated at the last meeting the council discussed the speed sign on Weber Road, and decided to table it until this meeting, The quote is \$3,700 plus tax. It was discussed about having the city paying half and the county paying half. It would then be approximately \$2,000 a piece, and they would bill the entities separately. After the last council meeting, the city received a donation from Derek and Susan Schafer for \$1,000 towards the speed limit sign. Council Member Dennis Chamberlain made a motion to move forward with the purchase of the Weber Road Speed Sign. Council Member Jen Verhey seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. **RRFB Complete Streets Grant**-Council Member Michelle Plumb stated the public works committee met with Ardurra where they put together a wonderful technical memo for the committee to review and gave us their suggested order of what we tackle. It was decided to not apply for the 26th of April deadline as the next deadline is June. There are three projects that would be a solid application if we want to move forward. There is the 5% match which we are trying to keep to \$15,000. The locations are Division at the park, 9th Ave. bulb outs at night, and an optional bulb out at 10th to get traffic to slow down. One of the other ones was a school crossing on 7th and the other one was on Division by Zips where the walking path crosses.
- B. **Ward 2 Council Member Garrett Blauert Resignation**-Mayor Yaeger read Garrett Blauert's resignation letter aloud. At the last meeting Council Member Jessica Quinn mentioned she would like to have a letter of interest for the position. Mayor Yaeger provided a draft City Council statement of interest to fill a vacancy in Council Ward #2 for council to review.

CORRESPONDENCE

MAYOR UPDATES: Mayor Yaeger stated the city has only received one application through WASPC, and the applicant does not meet the qualifications. Mayor Yaeger is working on an interim police chief job description.

DEPARTMENT UPDATES

- A. **Public Works**-Public Works Director Dave Breazeale stated they are just working on getting the cemetery done, street sweeping and getting all the beautification done and ready for Memorial Day weekend. He got a call from Verizon today about their lease. They want to rewrite their lease because they want to do a bunch of upgrades. Breazeale told them they needed to close the antenna band so those birds will stop nesting on the water tank and making it rust. The pothole on 10th has gotten really bad, and not sure if its from rain or if they drained the pool. Tomorrow, the crew will cut that out and gravel it in for alumni weekend until POW Contracting Inc. can come in and fix their patch. Nick has been gone for the last 6 days so they have had one less crew member. Breazeale requested that the council does not try and direct his public works crew as that's why he is here. He stated don't reach out to them on their personal phones, come talk to Breazeale and he will deal with it.

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- B. Police-** Chief Dave McCormick stated Officer Dew is going to be out for another two to three weeks as the doctor won't even see him to consider releasing him. The Chief is receiving weekly reports from the academy and emails from Officer Beck-Gmeiner that he is doing very well, and has real high scores on his tests. There are two cars that need to go up for repair. As soon as one of the public works guys can take one up we can get at least one going.
- C. Clerk/Treasurer-** Clerk Treasurer Julie Flyckt stated the main deadline focus has been the annual financial report that goes to the state auditors, which is due by next Wednesday. At the last meeting the traffic up by Maverick was mentioned. She talked with the General Contractor, and they were going to put up trucks in the roadway signs.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 8:20pm.



Michelle Asmussen, Deputy Clerk-Treasurer II