

OPENING OF COUNCIL MEETING

Mayor Pro-Tem Scott Yaeger opened the Remote/In Person Council meeting at 7:00pm. Council members present, in person were Scott Yaeger, Mark Weigand, Debbie Chapman, Michelle Plumb, Dede Boyer, Mike Schrag and Dennis Chamberlain. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Public Works Director Dave Breazeale, Deputy Clerk Treasurer II Michelle Asmussen, and City Police Chief David McCormick. City Fire Chief Joel Bell and City Attorney John Kragt were excused.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Pro-Tem Scott Yaeger asked if there were any changes to the consent agenda. Council Member Mike Schrag made a motion to accept the consent agenda. Council Member Mark Weigand seconded the motion. Motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Pro-Tem Scott Yaeger asked if there was anyone that had any comments. Council Member Mark Weigand asked if we were allowing the public into the meetings now? Clerk-Treasurer Julie Flyckt stated as we discussed at the last meeting, we can lower all the restrictions if everyone is vaccinated in the room, so we are still at our 25% capacity because we don't have enough space for the 50% capacity. Hearing no further questions or comments mayor Pro-Tem Scott Yaeger moved on.

ACTION AGENDA

- A. Statewide Transportation Improvement Plan (STIP) Public Hearing, Resolution 2021-09-** Mayor Pro-Tem Scott Yaeger opened the public hearing for the Six Year Statewide Transportation Improvement Plan at 7:03pm. The purpose of the hearing was for the city council to hear and consider any comments about the STIP for 2022-2027. Everyone present was given an opportunity to be heard. Scott asked if there were any written comments, or any additional information received by 5:00pm today. Clerk-Treasurer Julie Flyckt stated there were no comments or additional information received before 5:00pm. Scott then asked if there was anyone on the phone that had any questions or comments. Hearing none, he then asked the council if they had any questions. Council Member Michelle Plumb asked if they got an updated sheet because Jefferson is listed instead of Adams on #4. Hearing no other questions or comments, the public hearing for the STIP was closed at 7:06pm. Council Member Mark Weigand made a motion to approve Resolution 2021-09 a resolution accepting the Six Year Transportation Improvement Program for 2022 to 2027 with the correction to priority #4 changing the name from Jefferson to Adams Street. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- B. 2020-2021 Standpipe Reservoir Recoating Project, Resolution No. 2021-05-** Scott stated if you read the memo from Varela, the majority is explained in the email between Industrial Coatings and Ben Varela. A completion notice was filed to the department of revenue and Employment Security, and they approved it. Even though there are some issues for them to complete, it is not a reason to not complete the project. Scott stated he felt more confident approving the completion as the email states they have a plan on how they are going to address the issues. We do not want to take that tank offline until fall and they will come back at that time to fix the problems. Council Member Michelle Plumb made a motion to approve Resolution No. 2021-05 to approve the 2020-2021

Standpipe Reservoir Recoating Project as Complete. Council Member Dede Boyer seconded it. Motion passed 7-0.

- C. Galbreath Way/Weber Road TIB Updated Cost Estimate-** Scott stated the TIB updated cost estimate was presented at the last council meeting and the numbers have not changed. Council held off approving it at the last meeting because we did not have any clarity on the contractor's references, which have now been provided. The mayor needs to sign the estimate and then it goes to TIB for their approval before the official award letter goes out. Council Member Michelle Plumb made a motion to approve the mayor to sign the Weber Rd/ Galbreath Way TIB updated cost estimate in the amount of \$726,287. Council Member Debbie Chapman seconded the motion. Motion passed 7-0.
- D. Galbreath Way/ Weber Road Bid Award-** Scott stated there were three bidders for the Galbreath Way/Weber Road project. The bidders were Precision Paving Plus, LLC, Rolling Rock Excavating, Inc. and DW Excavating, Inc. The lowest bidder was Precision Paving, Plus. Original attempts at completing contractor reference checks did not yield satisfactory results as Varela did not receive responses from the references originally provided by Precision Paving Plus, LLC. After the City delayed award of the contract Precision Paving Plus, LLC provided additional reference that were responsive. The contacts Varela made were all positive rating their overall performance a 10/10. Council Member Debbie Chapman made a motion to award the Galbreath Way/Weber Rd project in the amount of \$602,220.60 to the contractor Precision Paving Plus, LLC contingent upon TIB's approval of award. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- E. Pete's Lift Station Project: Plateau Archaeological Monitoring Scope of Work-** Scott state the Pete's Lift Station project requires monitoring per CRS. The scope of work is not to exceed \$7,500. The scope of work includes field work monitoring for five days. Council Member Dede Boyer made a motion to approve the mayor to sign the Archaeological Monitoring for the Pete's Lift Station and Sewer Improvement Project. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- F. Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions-** Clerk-Treasurer Julie Flyckt stated the request to have the mayor to sign the award document. The fact sheet provided to council was initial information for them to review. At the finance committee meeting today, the committee discussed possible uses for the award funding which will be presented to council in the future. One of the items the committee is currently looking at is sewer, water, and broadband infrastructure. The award amount is based on the city's size of \$461,711. The city will receive the first payment in 2021 for \$230,855 and in 2022 the same amount will be distributed to the city. Council Member Dennis Chamberlain made a motion to approve the mayor to sign the US Department of Treasury/OFM Coronavirus Local Fiscal Recovery Fund Award Terms & Conditions. Council Member Dede Boyer seconded the motion. Motion passed 7-0.
- G. Ritzville Foursquare Church Fireworks Permit-** Clerk-Treasurer Julie Flyckt stated the Four-Square Church has submitted a fireworks stand permit. The application includes their fireworks retail sales facility license and insurance information, which is required per city code. Council Member Dede Boyer made a motion to approve the Ritzville Four-Square Church fireworks permit. Council Member Dennis Chamberlain seconded the motion. Council Member Mark Weigand was opposed. Motion passed 6-1.

MAYOR UPDATES

- A. **Council Thank You:** Scott informed council there was a thank you to council from the mayor in their packets.

DEPARTMENT UPDATES

- A. **Public Works-** Scott stepped in to give an update on some of the projects until Public Works Director Dave Breazeale joined the meeting after a fire call. Scott stated Corridor Construction finished phase 1 of the Main Ave ADA ramp seal coat. They completed the pavement repair for the ADA ramps and their sub-contractor Shamrock will be back to fill in all the holes in the closed off section. Then they will just need to paint to match the paint on the sidewalk. In phase 2, the county will come in and chip seal with ½" chip seal. Then the county will advertise for a contractor to do the slurry portion that goes on the top of that to smooth everything out, so it looks more like asphalt than a chip seal. Public Works Director Dave Breazeale stated they cut into Columbia for Pete's Lift Station project and got hooked up into the Columbia manhole and about 30 feet has been completed so far. They will keep pushing towards Division and then will head south to the alley. They are projecting mid-July for the gravity sewer and then head up to Broadway and do the Broadway line. Then they will come back down to the lift station. Dave ordered a new streetlight for the four way stop at Division and 1st Ave because the lights keep burning out. The city sewer line has been hooked up to Mike Miller's sewer line on Division. McKenzie will be sending us a bill for \$7,000. We will plant the grass and the rest of the trees out on Main Avenue next week.
- B. **Police-** Police Chief Dave McCormick stated after the department head meeting, we moved forward with cleaning up the lot at 406 E. Cherry which has been on my list to get cleaned up for a long time. We received one bid for \$600, the mayor, myself, and the public works director Dave Breazeale discussed it and agreed to have the city crew do the clean-up. They took a backhoe; dump truck and dump trailer and three guys for about an hour to clean it up. After a discussion with the City Attorney John Kragt, he feels the property owner should be billed for the city employee time spent cleaning the property up as well as the dump fees. If the property owner doesn't pay, then Julie would forward the documents necessary to the county to file a lien. The Mobile home that is located at 1003 Low Street is another property that has had numerous letters sent for several years. Again, that day after the department head meeting, the public works guys went down with city equipment hooked onto it and moved it out to the sewer plant. The Chief had two patrol cars down there one in front and one in the back for an escort because they had to come out to 1st Ave to get it out there. The City Attorney again stated he feels the city should send the owner a letter telling her the mobile home has been removed from the property and giving her 60 days to claim the trailer and get it off the place its being stored or advise her it will be disposed of. The Chief stated there was a patrol car down for two weeks with a water pump out. The parts have been extremely hard to locate and there are numerous gasket sets needed. It took a hour and a half to tear apart just to determine what was wrong with it and the time listed to do that repair is 18 hours. While working on the patrol car, they discovered the lower control arm bushings are out and they are having trouble getting

parts but hopefully the engine work will be done tomorrow. Its not a thing you can budget for and it is going to be about \$3,000 of unplanned expenditures.

- C. Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated she worked with the mayor on determining if we could bring in student help for up to 20 hours through the summertime and then an hour and a half after school for the rest of the year. The total amount of hours will equate to around \$5,000. One student has been hired and she has other work experience. There will be two students to cover the 20 hours per week. Kim was able to get all the meter info updated in the software system in order for the file to be sent to Vision. Julie stated there is a lot of work being done by our land use attorney, and they are getting ready to send over an update to our development code. Since there are going to be a lot of changes, specifically to when developers contact us and what they are required to do that we will ask the license and rules committee to help review the changes. A Planning & Historic Commission meeting was held last week and there was a ghost sign request for the Ritzville Motor Company that was approved. There was also a request for a night drop box on the Schoesler building for NW Farm Services. During the meeting commissioners also addressed their frustration with the homeless in the downtown area. The city has received \$750,000 for the Well litigation and it has been deposited back into the water fund. Council Member Dennis Chamberlain stated that Glen Stockwell got a hold of him and told him that he would be giving a tour of the U.S. Bank building 2nd floor on Friday at 8:30am, if anyone wanted to join.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Pro-Tem Scott Yaeger adjourned the remote and in person meeting at 8:08pm.


Michelle Asmussen, Deputy Clerk Treasurer II