

OPENING OF COUNCIL MEETING

Mayor Yaeger opened the remote/in person council meeting at 7:00 p.m. The council members present were Eric Ottmar, Jessica Quinn, Brooke Scheel, Jen Verhey, Dennis Chamberlain, and Mike Schrag (remote). Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen (remote), Public Works Director Dave Breazeale, City Attorney John Kragt, and Community Development Director Tom Reese. City Fire Chief Joel Bell, Council Member Ky Beck-Gmeiner, and Chief of Police Mike Suniga were excused. Also present were Brian Bothun, Rick Haverinen from the Cheney Free Press, Ben Varela from Varela & Associates, 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 September 1, 2026, with payables in the amount of \$160,862.06 and payroll in the amount of \$122,233.86. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

PUBLIC REQUESTS AND COMMENTS

Mayor Yaeger asked if there was anyone from the public who would like to comment. Harriet Lynch spoke about the council's discussion regarding chickens and asked about limits to the number of birds, size and the dimensions of the building, and the approval process. Brian Bothun presented two new Train Depot and Burroughs Home museums rack cards and thanked Council for its support.

ACTION AGENDA

- A. Ritzville Parade Closure Request-Ritzville Chamber** - The Council considered the Ritzville Chamber's request for a street closure for the Ritzville Community Parade scheduled for September 5, 2026, from 7:00 a.m. to 12:00 p.m. The Council discussed coordination with the Public Works Department to ensure the necessary street closures are implemented. The Ritzville Chamber will be responsible for ensuring that the required streets are properly closed. Council Member Brooke Scheel made a motion to approve the requested street closure on Main Ave from Columbia St to Jefferson St, Broadway Ave from Jefferson St to Division St, leaving Division St open for emergency services. Council Member Jen Verhey seconded the motion. Motion passed 6-0.
- B. Legal Services/Labor Counsel-Summit Law** - The Council considered a proposal from Summit Law Group to provide legal services related to labor and employment legal services. Discussion included the City's anticipated need for labor and employment legal services and options for obtaining legal advice in a cost-effective manner. The Council agreed to engage Summit Law Group for labor and employment legal services, with telephone consultation being utilized when appropriate to help manage legal expenses. Council Member Brooke Scheel made a motion to accept the proposal from Summit Law Group, PLLC for labor and legal services, and authorized the Mayor to sign the agreement. Council Member Jen Verhey seconded the motion. Motion passed 6-0.
- C. High-Priority Collection System Improvements Project Award-POW Contracting** - Ben Varela with Varela Engineering & Management recommended approving both Schedule B and the Base Bid for the High-Priority Collection System Improvements Project. The project includes sewer system improvements between 7th and 9th Streets, with Schedule B addressing improvements within an alleyway. Since the project was initially over the available funding amount, the project scope was subsequently reduced by removing the properties located at 209 East 9th and 705 Palouse, after the property owners declined to execute the required waivers for connection to the City sewer system. Council Member Brooke Scheel moved to award the Base Bid and Schedule B for the High-Priority Collection System Improvements Project to POW Contracting in

the amount of \$598,810.32. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

DISCUSSION AGENDA

- A. Chapter 5.12 Keeping Animals Draft Amendment** - The Council reviewed and discussed the proposed amendment to Chapter 5.12 regarding the keeping of animals within city limits, with consideration given to regulations governing chickens. The Council discussed setback requirements from property lines and neighboring structures, dimensional requirements, and enforcement provisions. The Council considered establishing regulations specifically addressing chickens separately from provisions governing larger livestock. The Council agreed that, should a permit requirement be adopted, the permit should be issued as a one-time permit rather than requiring periodic renewal. Clerk-Treasurer Julie Flyckt will revise the draft ordinance to reflect the Council's discussion, including provisions for a one-time permit, a fee to be established through the 2027 fee schedule, and removal of the three-year permit validity provision. The revised ordinance will be subject to further legal review and consideration by the Council.
- B. 2027 Council Quarterly Budget Workshop** - The Council discussed the scheduling of the Council Quarterly Budget Workshop. Due to scheduling conflicts, the workshop was rescheduled for October 30, 2026, from 9:00 a.m. to 3:00 p.m. The proposed location is the Wheat Growers, pending confirmation.

CORRESPONDENCE – No correspondence.

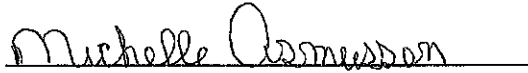
REPORTS

- A. Mayor Updates** – No updates.
- B. Council Committees Updates:**
 - **License, Rules, and Permits** - Already discussed on the agenda.
 - **Finance and Employee Benefits** – Spent time reviewing the draft budget.
 - **Health and Wellness**- Jessica reported the committee is working on beautification days and waiting to meet with the Police Chief to discuss the dog kennel.
 - **Public Safety** – No report.
 - **Public Works** – Mike Schrag stated they needed to have a meeting about the SS4A Plan.
 - **Parks and Recreation** – No report.
 - **Personnel Committee** – Julie Flyckt reported they received questions back from Associated Industries that she and Mayor Yaeger need to answer.
- C. City Attorney** – No report.
- D. Public Works** – Director Dave Breazeale provided updates on current Public Works projects and maintenance activities. The crew worked on the city park gazebo. The work included pressure-washing the brick, applying Thompson Water Seal to the deck, installing a new light, painting and stabilizing the armrests. Other projects include wayfinding signage, airport taxiway improvements, and planned crack-sealing work. Dave reported that replacement covers will be ordered for the airport runway lights that were damaged. He will also provide the Council with updated pricing for the park fencing.
- E. Police** – Police Chief Mike Suniga was excused.
- F. Fire** – Chief Joel Bell was excused.
- G. Clerk-Treasurer** – Clerk-Treasurer Julie Flyckt provided an update on the City's evaluation of online platforms for Council and community communications. Staff are continuing to evaluate Civic Plus, including available features and associated costs. A follow-up meeting with Civic Plus will be scheduled to further discuss pricing and services. She is also working on the 2027 draft budget, insurance renewal, and the 2025 audit.

- H. **Community Development** – Director Tom Reese provided updates regarding the community forestry grant, the periodic update of the City's comprehensive plan, and Planning Commission activities. He reported that permit activity continues to progress with assistance from City staff. Tom will finalize the scope and fee proposal for the community forestry grant and will also work with SCJ Alliance to initiate Phase 2 of the periodic update of the comprehensive plan.

ADJOURNMENT

With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in-person meeting at 8:26 p.m.

A handwritten signature in cursive script, reading "Michelle Asmussen", written over a horizontal line.

Michelle Asmussen, Deputy Clerk-Treasurer

A handwritten signature in cursive script, reading "Julie Flyckt", written over a horizontal line.

Julie Flyckt, Clerk-Treasurer