

OPENING OF COUNCIL MEETING

Mayor Linda Kadlec opened the Remote/In Person Council meeting at 7:00pm. Council members present were Scott Yaeger, Mark Weigand, Michelle Plumb, Dede Boyer, Mike Schrag, Dennis Chamberlain, and Debbie Chapman. Staff members in attendance were Public Works Director Dave Breazeale, Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, and City Police Chief David McCormick. City Fire Chief Joel Bell and City Attorney John Kragt were excused. Also, present were Charles Jingling, Marsha Smith, Barry Boyer, Todd Hume, Mike Connelly, Kris Robbins, Erica Hennings, and Rod Larse from the Adams County Journal.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Linda Kadlec asked if there were any changes to the consent agenda. Council Member Scott Yaeger stated he believes on discussion agenda a where it states the long-term care amount will be \$.58 per \$100 it should be .0058%. Clerk-Treasurer Julie Flyckt stated that she would check on it to make sure (note: it is correct at \$.58 per \$100). Council Member Mark Weigand made a motion to approve the consent agenda as presented. Council Member Dede Boyer seconded the motion. The motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Kadlec asked if there were any questions or comments from the public. Hearing no comments, the mayor moved on.

ACTION AGENDA

- A. Ad Valorem Public Hearing, Ordinance No. 2156-** The mayor opened the Public Hearing for the 2022 Ad Valorem Taxes at 7:03pm. The purpose of the hearing was to allow the public the opportunity to comment on the proposed 2022 Ad Valorem Tax. The city is allotted a 1% increase of property tax from the previous year plus the levy rate on any new construction or annexation. The total amount that is allotted for 2022 is anticipated to be around \$349,427 or the maximum amount allowed by law. The Adams County Assessor's office has provided this amount to the City Clerk for the 2022 budget year. The mayor asked if the council had any questions. Council Member Michelle Plumb stated our ordinance says \$8,640. Clerk-Treasurer Julie Flyckt stated when you take the \$340,784 from last year plus the \$8,640 for this year, it equals the anticipated amount of \$349,424. Michelle stated we also don't have the newly constructed wind turbines anymore so why is that still in here? Julie stated it is just the general language used and not specific to project. Julie also stated the tax levy does include the recent annexation for Grainland acres that we did this year. With no further discussion the public hearing for the 2022 Ad Valorem Taxes was closed at 7:07p.m. Council Member Dennis Chamberlain made a motion to adopt Ordinance No. 2156 an ordinance of the city council of the City of Ritzville, Adams County Washington, fixing the amount to be provided by ad valorem taxes upon property in 2022. Council Member Scott Yaeger seconded the motion. Motion passed 7-0.
- B. Pete's Lift Station Pay Estimate #5-Pow Contracting, Inc.-** Public Works Director Dave Breazeale stated the pay estimate will get the company caught up on the work they have completed. They have the new lid installed on the wet well and there are a couple change orders as well. The pay estimate looks fine, they have been very easy to work with and keep to the task at hand. There are parts that have been ordered that just aren't here yet and they have been on back order for months. Council Member Scott Yaeger made a motion to approve pay estimate #5 for Pete's Lift Station sewer

improvements to POW Contracting, Inc. in the amount of \$77,248.51. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

- C. Pete's Lift Station Change Order No. 2-** Public Works Director Dave Breazeale stated for some reason when they did the construction documents on this project, they never added any coating for the interior of the wet well. With it being constructed in 1942, you can imagine that the concrete is very good, but it's never been coated. With the methane gas in that wet well it was recommended by POW to have it coated, which I fully agree with opinion. They are going to inject seal to it because we have infiltration from ground water coming in and sewer going out. They are going to come in and spray a liner on there to protect our concrete so it last for another 100 years. Clerk-Treasurer Julie Flyckt stated this will be an increase to the loan, so approving this change order will be approving the mayor to sign the amendment, which DOE is ready to provide the amendment for the Mayor to sign. Council Member Scott Yaeger made a motion to approve the mayor to sign change order #2 for Pete's Lift Station and Sewer Improvement project for POW Contracting, Inc for the wet well leak repair and coating in the amount of \$59,591.24. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- D. Pete's Lift Station Change Order No 3-** Public Works Director Dave Breazeale stated when they were moving one of the of the old pumps out of the wet well, which is not in the same location as the other two, it was off to the side. By pulling that pump out it is going to leave a hole in the top of the wet well. This change order is to build a stainless-steel cover to put over the hole, so nobody falls into it. There are two levels where there is the wet well and the mechanical room on top of that and then you have the ground level. Council Member Scott Yaeger made a motion to approve the mayor to sign change order #3 Pete's Lift Station & Sewer Improvements project to POW Contracting, Inc. for patching the hole in the wet well for \$6,806.98. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0. Council Member Scott Yaeger made a motion to approve the mayor to sign the amendment to the DOE loan agreement to cover these two change orders. Council Member Michelle Plumb seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. Economic Development Options-Land Use Attorney Mike Connelly-** Mike was asked by the Clerk-Treasurer Julie Flyckt to put together an overview of some economic development tools that the city could use to encourage development and explain briefly how they work. There are two ways to encourage development, one is the Tax Increment Financing (TIF) and the second one is to use the SEPA powers through the city. Clerk-Treasurer Julie Flyckt stated mainly what we wanted to accomplish tonight was to learn a little bit more about what options are there and to hear from council if this is something that council wants us to move forward, as there is a lot more specific information we need to pull together. Before we did that, we wanted to make sure where the council was at in terms of moving ahead and exploring all of these fees, and then it will come back to council for review and approval. Mayor Kadlec asked if the council was wanting to move forward with this and explore the development options. Mayor Kadlec stated the general opinion was to move forward and explore this option. Julie asked if the mayor would like this to go to a council committee or just bring it back

to the council as a whole. The Mayor stated she would like it brought back to the council as a whole.

- B. 2022 Preliminary Budget-** Clerk-Treasurer Julie Flyckt stated the 2022 budget has the minimum wage increased by \$.80 to \$14.49/hour and there is a cost of living (COLA) of 4% for all employees, an Asuris health insurance increase of 5.8%. The 5th police officer, which has been budgeted since 2020, but not hired yet is also included in the budget. A part time deputy clerk treasurer and a public works supervisor is in the budget as well. The insurance increase is projected at 19%, but we will be getting the final bill soon. ON the fee schedule the only current change is adding a backflow device for the actual cost of the device, and temporary containers use permit. Our conditional use permit in the fee schedule is really high because it is typically more involved than just placing a container on the ground. Our sales and use tax is estimated to go up by 16% by the end of the year. State lodging tax continues to be down from the prior year, but it is slowly catching up to prior years. The Mayor and Julie have a meeting set up tomorrow with Innovia Foundation, who manage the funds we receive for the city's beatification fund. They are going to explore with them if the funds can be used to help with the Wayfinding project and a ghost sign. Since the 110 fund suggested awards does not include the golf course, Julie will be updating the Current Expense budget to include the golf course expenses.

CORRESPONDENCE

- A. H.E Gritman Senior Center budget request was provided in the council packets.

MAYOR UPDATES: There were no updates.

DEPARTMENT UPDATES

- A. Public Works-**Public Works Director Dave Breazeale stated he spoke to John Kragt about the Kubik, Kirkendall, Gordon line issue and he advised us not to do anything about it since it's a private line. The crew is starting to pick up leaves around town, winterizing the bathrooms and shutting them down now that Halloween is over. Contractors striped and signed Galbreath Way today and cracked sealed the edges. They are still not done with their punch list yet. The standpipe is full and tomorrow we will test it and then hopefully have it online Thursday.
- B. Police Department-** Chief Dave McCormick stated it was a very quiet Halloween. There was only one call in reference to a traffic problem of a vehicle speeding and kids were in the area. It was brought to the Chief's attention that there was a sign stolen out of someone's yard. There was a stolen vehicle out of Love's parking lot last night that originated out of a civil matter as the guy took it for a test drive and lives in Lind and never brought it back. Adams County deputies arrested him and booked him on a theft charge for the city. We have sent out one application for the lateral position and one application for the entry level position. The response is very slow as there are a lot of agencies looking for a lot of people. Right now, the preliminary date for closing application will be the 30th of November. If we can move forward, we will otherwise we will have to extend that date.
- C. Clerk-Treasurer-**Clerk-Treasurer Julie Flyckt stated those who were past due on their utility bills totaled around \$75,000+ and now we are around \$53,600. Our two year

CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING NOVEMBER 2ND, 2021

audit started last week and we are doing really well with one exit item so far. An exit item just means it is something to improve on.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 8:10pm.



Michelle Asmussen, Deputy Clerk Treasurer II