

OPENING OF COUNCIL MEETING

Mayor Linda Kadlec opened the Remote/In Person Council meeting at 7:00pm. Council members present, in person were Scott Yaeger, Mark Weigand, Dede Boyer, Debbie Chapman, Michelle Plumb and Dennis Chamberlain. Council Member Mike Schrag was present remotely. 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. Also present was Katie Teachout from the Adams County Journal. City Fire Chief Joel Bell and City Attorney John Kragt were excused.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Linda Kadlec asked if there were any changes to the consent agenda. Council Member Mark Weigand made a motion to accept the consent agenda. Council Member Dennis Chamberland seconded the motion. Motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Kadlec asked if there was anyone that had any comments. Katie Teachout stated there have been several people in the community that have asked her why City Council meetings are not open to the public. Clerk-Treasurer Julie Flyckt stated we have researched what other cities are doing around the limited capacity. The decision was made when we were at 25% capacity in Phase 2, the challenge is with this room to be socially distanced and meet all the requirements. Then when we went to Phase 3, we could be at 50% capacity, but this room doesn't allow to increase to those numbers because of the size of the room and the 6' requirement. We decided to do what the City of Spokane Valley does and invite people in to do a public comment and then they leave, because how else do you chose who from the public should be here or not be here. There was an article that came out from MRSC that a lot of cities are still closed, they are not even doing public meetings. We do offer our meetings online, over the phone and the agenda and attachments are all available on the City website.

ACTION AGENDA

- A. Pete's Lift Station Bid Approval-** Public Works Director Dave Breazeale stated they opened bids on April 21st at 1:00pm at City Hall. We only had 2 people put in bids. POW Contracting came in with a bid of \$1162,448.28 and S&L Underground came in with a bid of \$1,276,945.56. POW Contracting, Inc was the low bidder on that contract for Schedule A and Schedule B, which is Pete's and then the added Broadway extension sewer line. Council Member Scott Yaeger stated that he spoke to Peter and he said that both agencies, CDBG & DOE have approved the bid. Council Member Scott Yaeger made a motion to approve the city to award the contract for Pete's lift station and sewer improvement project to POW Contracting Inc for the bid amount of \$1,162,448.28. Council Member Dennis Chamberlin seconded the motion. Council Members Dede Boyer and Mark Weigand abstained. Motion passed 5-2-0.
- B. Amended Pete's Lift Station Engineer Agreement-**Public Works Director Dave Breazeale stated the amendment includes the Broadway extension design which increased the amount. Council Member Scott Yaeger made a motion for the City to approve Amendment #1 for the Pete's Lift Station and Sewer Improvement Project between the Owner, City of Ritzville and the Engineer, Varela & Associates, Inc. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

- C. Main Street Avenue Bid Approval-**Council Member Scott Yaeger stated the bid opening was on April 23rd. There were 3 bidders Corridor Contractors \$249,501.00, JM Pacific Contractors \$269,855.00 and ESF Solutions \$342,205.00. The lowest bidder was Corridor Contractors out of Airway Heights. We also received a letter from Varela to award the contract to Corridor Contractors. On the updated cost estimate in the first column the \$82,500 is the county chip seal and slurry piece is phase 2. Phase 1 was over the original amount, which was \$214,000 as bids came in around \$249,000. TIB called Scott last Friday to double checking his numbers on the chip seal and the slurry seal. The slurry seal changed from \$3 a square yard to \$5 a square yard which increased the slurry portion. The original agreement was for TIB to provide \$330,601; the new amount is \$355,601. They would not cover their 95% of the additional cost but they would go up to \$25,000. The additional cost to the city is going to be \$16, 631. I spoke to Julie on Monday to figure out the budget in the street fund. There is a utility tax fund transfer already budgeted to go to the street fund, so that is where this additional money would come from. Clerk-Treasurer Julie Flyckt stated they reviewed the additional cost at finance committee today and there is a transfer of \$135,000 in the budget from utility tax fund to street fund, so the money is there to cover the increase in this project. Scott stated if there is any savings in this project, it will go towards the city's cost share. Council Member Scott Yaeger Made a motion to approve the mayor to sign the TIB UCE document for the additional TIB funds and the additional City of Ritzville commitment. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0. Council Member Scott Yaeger made a motion for the city to award the Main Ave seal coat and ADA Ramp Project Phase 1 to Corridor Contractors of Airway Heights conditioned upon TIB approval of the UCE approved by city council. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- D. Chapter 8.20 Parking Prohibitions, Chapter 8.24 Handicapped Parking, and Chapter 8.40 Stopping, Standing and Parking Amendment, Ordinance No. 2153-** Council Member Michelle Plumb reported a few years ago there were some requests that came in to add some handicapped parking stalls between Division and Columbia. That request started the ball rolling on updating the handicapped code, which also had a bunch of unenforceable parking/no parking signs around town and the committee updated the parking code to include those signs. By updating the code, all of the parking signs can now be enforceable. There is also some updated handicap language from the state RCW, as you can do enforcement for people misusing handicap parking on private property. There was also a map provided for council members to see where the 5 min, 15 min and 30 min parking zones are located. The License & Rules Committee's members have changed since the first review of the ordinance so some feelings about penalties may have changed. We changed the penalty to \$25 which in the past it was \$124. This is something for the council to consider which penalty to keep for the tickets in no parking zones. In the handicap RCW the state charges \$450, for whatever reason our committee at the time brought it down to \$150. Council Member Debbie Chapman stated that they no longer use the word handicap they use the word disabled.
- *Set Public Hearing for June 1, 2021-** Council Member Dede Boyer made a motion to set the Public hearing for June 1st, 2021. Council Member Michelle Plumb seconded the motion. Motion passed 7-0.

- E. Beautification Fund-Close Bank Account-** Clerk-Treasurer Julie Flyckt stated she spoke with the finance committee this morning about closing the Wheatland Bank account where we hold the beautification funds. Those funds come from the Innovia Foundation. About 3 years ago, that account was opened to help track that fund separately, but it causes a lot of issues as the financial expenditures go through our main account at STCU and then we have to transfer funds between accounts which does not report well on the state financial report. Council Member Mike Schrag made a motion to close the account at Wheatland Bank in the amount of \$37,562.98 and it be deposited at STCU in the main bank account. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. Candidate Filing Week-May 17th-21st-**Mayor Kadlec reminded council candidate filing week is coming up soon.

MAYOR UPDATES

- A. Innovia Foundation Beautification Projects-** Mayor Kadlec stated yesterday the golf course carpets were cleaned for a total of \$324 and the carpets look very nice. The clean up dumping fees will be covered by Innovia Foundation for \$1,000 this year and will be budgeted for this amount every year after. With the approval from Innovia I increased the Golf Course tree project from \$1,000 to \$5,000 to include trees surrounding the outdoor deck plus landscaping in that area. Mayor Kadlec appointed Council Member Dede Boyer to be the representative for the walking path stagecoach area at the south end of town. She asked council if they have any ideas to add to this project to contact Dede as she will be working with Public Works Director Dave Breazeale and the Mayor on the project.

DEPARTMENT UPDATES

- A. Public Works-** Public Works Director Dave Breazeale stated they the crew is working hard getting the cemetery ready for Memorial Day. Ned and Nick have already started leveling the headstones. Justin and Kevin have been rototilling and installing irrigation on Main Avenue to prepare it for the trees to be planted. Varela has been in touch with Matt from ICU who is the general contractor for the standpipe project. He was very receptive to coming back and fixing all the problems and they will fix the items that never got done on the final inspection as well. He wanted to do it immediately, but Dave told him we could not do it until late fall or early next spring. The bid openings for Galbreath Way will be held on May 14th at 1:00pm.
- B. Police-** Police Chief Dave McCormick stated they have been working on locating the vehicles that appear to be abandoned, licenses expired for more than 45 days or they do not appear to be being used as per the state RCW. The vehicle is then tagged with orange tags. The majority of them are moving them or licensing them and letting them sit, which they can do. That project should be complete by mid-week of the clean up week. There have been about 25-30 vehicles tagged and about 15 of those moved or towed. Someone located one of the spray cans that was used in the tagging incident and Matt is working on getting prints from the cans that will go to the crime lab. There was

no response from Moses Lake or Warden on the request to identify the tagger by stuff contained in the tagging. All four officers have completed the eight-hour critical incidence training online this year. The police department continues to work through other virtual trainings as they come up and we have time. Lexipol training has begun with the officers and they covered the pursuit policy yesterday which took about an hour and a half to get through. Next will be use of force training. Tomorrow morning, there is a meeting with the city attorney, Julie, mayor and chief to address the mobile home on Low street.

- C. **Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated Thursday there will be training for the new Neptune meter software. It is a web-based software that will sync with the utility billing system. In the finance committee meeting reviewed the accessory structure code as a couple years ago it got updated to allow pods to be kept on property for up to 60 days. The code requires a conditional use permit for the POD. The conditional use permit fee on the City's fee schedule is \$450. Julie asked the finance committee about taking a look at decreasing the fee for a Pod and the committee is suggesting around \$60. Julie will provide a resolution with the suggested fee change at an upcoming council meeting. Julie also continues to work on the state's financial annual report as it is due at the end of the month.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 7:50pm.



Michelle Asmussen, Deputy Clerk Treasurer II