

OPENING OF COUNCIL MEETING

The Mayor opened the Remote Council meeting at 7:00pm with seven council members present remotely: Michelle Plumb, Mike Schrag, Scott Yaeger, Dennis Chamberlain, Dede Boyer, Mark Weigand and Debbie Chapman. Staff members in attendance remotely were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, Public Works Director Dave Breazeale and City Police Chief David McCormick. Also present was Katie Teachout from the Adams County Journal, Derek Schafer and Tom Stirling from SynTier Engineering, Inc. City Attorney John Kragt and City Fire Chief Joel Bell were excused.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Gary Cook asked if there were any changes to the consent agenda. Council Member Mike Schrag made a motion to accept the consent agenda. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

ACTION AGENDA**A. Schafer-Grainland Acres Annexation Petition-**

- **Staff Report and Petition-** Clerk-Treasurer Julie Flyckt stated the petition has been filed by Derek and Susan Schafer for the Grainland Acres Annexation on January 7th. The Planning Commission reviewed the annexation petition, comprehensive land use and zoning application at their Wednesday, January 13th meeting. The Planning Commissioners asked some really great questions around infrastructure. They felt really comfortable with going ahead and approving the annexation and land use and zoning amendments after their conversation with the Schafer's, their engineer Tom Stirling, and Public Works Director Dave Breazeale. The Planning Commission approved the Resolution that has been brought to the council tonight. We also have a notice that will be going out this week for the SEPA review and the annexation comp plan use and zoning map amendment. The council will need to set public hearings which will be published in the notice and mailed to property owners within 300 feet of the property as set forth in the city's municipal code. Council Member Michelle Plumb stated under the land use zoning in the staff report on page 5 it states the proposed area will include mixed use and cater to regional or transient retail, entertainment or lodging development as described in the tourist commercial zone C3, what is different that the requested C2 zone. Julie Flyckt stated the planning commission had to review the C3 zone which is up in that area where the annexation is occurring and per the comp plan the C2 plan is specific to 1st Ave. If the C2 zone is approved for the annexation are the comp plan will be updated to have that area included in the C2 zone.
 - **Resolution 2020-02-** Mayor Cook asked for a motion on Resolution No 2021-02, a resolution of the planning commission of the City of Ritzville approving annexation, land use and zoning amendment. Council Member Mark Weigand made a motion to approve Resolution 2021-02 approving annexation, land use amendment for parcel numbers 1935230810001 and 1935230810002 (with the noted change of corrected parcel number). Council Member Dede Boyer seconded the motion. Motion passed 7-0.

- **Set Public Hearings-** Clerk-Treasurer Julie Flyckt stated even though in our code it states an administrator can set the public hearings, we always have them set by city council. There will be an annexation hearing and two public hearings for the land use and zoning maps set 30 days apart. Council Member Dennis Chamberlain made a motion to set a public hearing for the Grainland Acres Annexation on February 16th at 7:05pm and set a public hearing for the Comprehensive Land Use and Zoning Map Amendment for February 16th to follow the annexation hearing. Council Member Dede Boyer seconded the motion. Motion passed 7-0. Council Member Dennis Chamberlain made a motion to set a public hearing for the Grainland Acres Comprehensive Land Use and Zoning Map Amendment for April 6th at 7:05pm. Council Member Dede Boyer seconded the motion. Motion passed. 7-0.
- B. 2021 Golf Course Manager Contract-** Clerk-Treasurer Julie Flyckt stated at the last meeting we discussed how the finance committee has reviewed the contract and made a few suggestions of increasing the amount of insurance from \$500,000 to a million dollars. Talking with Dan, he has had a 2-million-dollar policy since 2015. Council Member Mark Weigand made a motion to approve the Golf Course Manager contract. Council Member Dede Boyer seconded the motion. Motion passed 7-0.

CORRESPONDENCE

- A. Adams County Development Council Grant Awardees-** Clerk-Treasurer Julie Flyckt stated these are the businesses that received money that was granted to the CARES fund. The city contributed \$25,000 towards the Cares fund. Mayor Cook stated he appreciates Janis Rountree coming forward with this information and informing all of us exactly how that money was spent.
- B. Planning Historic Commission Meeting Minutes, November 11, 2020**

MAYOR UPDATES

- A. COVID-19 Update-** Mayor Cook researched the towns in the Eastern district for the cases corresponding to the deaths per county. In the announcement under Healthy Washington one of the things that is a potential snag is decreasing trends, so we almost have to have a baseline. Mayor Cook will be contacting other cities and see if we can get something together to send to the governor, and/or the health department.

DEPARTMENT UPDATES

- A. Public Works-** Public Works Director Dave Breazeale reported the crew is working on maintenance on the equipment and taking down Christmas decorations. There has been a lot of sewer plug issues lately and not sure what the cause is yet. The jetter pump blew and it has been rebuilt. The crew started using the vactor truck and it turned out to be way too big for our lines. Scott and Dave met with Varela and DOE on Friday regarding the Pete's Lift Station project and it should be going out to bid in the next couple months. Council Member Michelle Plumb inquired about how the Burroughs Museum project turned out. Dave stated they didn't get the mortar work done before winter and they will do that once it warms up and will continue on to phase 2.

- B. Police-** Police Chief Dave McCormick stated they are t working on a couple of cases that he reported on during the last meeting.
- C. Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated next week the utility billing software will be updated and the onboarding process with Invoice Cloud has started. Council Member Mark Weigand wanted to know if we could put the golf season pass prices online. Julie stated that they are on the golf website at ritzvillegolf.com and they can also purchase their passes on the website.

COMMITTEE UPDATES

- Chamber- Debbie Chapman reported the chamber held their annual meeting. Mary Chamberlain is the new President; Nichole Thiel is the Vice President and Becky Main was elected Treasurer again.

PUBLIC REQUESTS AND COMMENTS- Council Member Michelle Plumb asked for an update on the accessory structures down on 1st Ave next to Harvest Foods. Julie Flyckt stated a building permit has been submitted and she has written a letter back requesting a revision to the site plan to include the cargo containers being placed 5 feet apart and the containers will be anchored down if they are going to be permanent. Michelle Plumb stated right now there are cargo containers on the city right of way at that property and the little storage buildings on city right of way do not meet the setbacks at all. Council Member Scott Yaeger stated he checked on the map today after speaking with Julie and Grant street, which is between RDO and the Lumber Store, is not vacated on that side of the street. If he is parking where Grant street would be then he is on city right of way.

Council Member Mike Schrag inquired about the towing companies and if they had been contacted about putting up fencing that you couldn't see through. Mayor Cook stated that they have both received letter to put up site obscuring fences and we will continue to work with them on meeting the city code.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Gary Cook adjourned the remote meeting at 7:35pm.



Michelle Asmussen, Deputy Clerk Treasurer II