

OPENING OF COUNCIL MEETING

Mayor Kadlec opened the remote and in person council meeting at 7:00pm. Council members present were Michelle Plumb, Scott Yaeger, Marsha Smith, Mike Schrag, and Debbie Chapman. Council Member Dede Boyer joined the meeting late during the Music on Main Agenda item. Council Member Dennis Chamberlain was present remotely. Staff members in attendance were Public Works Director Dave Breazeale, Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief David McCormick, and City Attorney John Kragt. City Fire Chief Joel Bell was excused. Also present was Charles Jangling, Dan Duff, John Rankin, Barry Boyer, Commissioner Dan Blankenship, Mark Cameron, and Brent Johnson from the Cheney Free Press.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Kadlec asked if there were any changes to the consent agenda. Council Member Mike Schrag made a motion to approve the consent agenda for July 19th, 2022, as presented. Council Member Scott Yaeger seconded the motion. The motion passed 6-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Kadlec asked if there were any questions or comments from the public. Hearing none the mayor moved on.

ACTION AGENDA

- A. Well #8 Rehab, Pay Estimate #4-Schneider Well Services-** Public Works Director Dave reported Schneider is only able to drill about a foot and a half an hour and are about a month behind schedule due to the rocks. They are going to ask for additional time to get the project done, which is normal around here with all the rocks. They are going to start working on Saturdays to compensate for their delays. Council Member Mike Schrag wanted to know if this was going to cost the city more in overtime. Dave stated this wouldn't come from us if there was any OT. Dave recommended paying the Pay Estimate #4 to Schneider Well Services. Council Member Scott Yaeger made a motion to approve Pay Estimate #4 to Schneider Water Services for the Well 8 Replacement Project in the amount of \$240,591.52. Council Member Mike Schrag seconded the motion. Motion passed 6-0.
- B. Broadband Grant Match-** Clerk-Treasurer Julie Flyckt stated Commissioner Blankenship worked with the State broadband office to determine what the new match requirement would be for the Broadband Office grant since Washtucna is no longer included in the project due to them receiving Public Works Board funding. By doing so, the grant match reduced to \$357,819. Commissioner Blankenship has asked the city to consider a match from the city to contribute to the project. The Mayor, Clerk-Treasurer and the finance committee took a look at what the overall cost for Ritzville's portion of the project. The Ritzville portions is about 24% or \$85,877 the funds can come out of the 106 Coronavirus Recovery Fund. That fund currently has an ending balance of \$432,444.18 The software conversion is the only project that currently has funds allocated which would leave the balance at \$375,779.18. If the \$85,877 match was approved to be provided as the match, it would leave the ending balance of that fund at \$289,902.18. Commissioner Blankenship spoke about Broadband Grant and the process of how they got to where it is now. Council Member Mike Schrag made a motion to allocate the \$85,877 to go towards Ritzville's Adams County Broadband Project match. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

DISCUSSION AGENDA

- A. **Golf Course Equipment-** Dan Duff stated the golf course is at 104% revenue of the projected budget. The pass sales are up as well as the regular sales. Duff stated he is having problems with one of the greens mowers. The greens mower itself is ok but the reels are done. Duff has talked to Dave Breazeale, and they have explored different options. A refurbished mower will cost \$5,000 and it will have 30% life left on them. The mowers could be rebuilt by the city for about \$3,000. Duff would have to rely on the public works crew to do it. Dave Breazeale stated that he hasn't ever done it, and his crew has not ever done it so it will probably take them a week or two to get it done and we don't have time to do it. Council Member Scott Yaeger made a motion for the purchase of the refurbished reels and the shipping costs. Council Member Marsha Smith seconded the motion. Motion passed 6-0.
- B. **Music on Main Recap-RDDA-** John Rankin gave an update on Music on Main held on July 9th. There were 25 vendors and 3 food vendors from Eastern Washington and Montana, which was good for the first event. The event also had 20 volunteers. Most all of the businesses were open downtown. The Eagles didn't open until 3:00pm, the Pastime didn't open until 5:30pm, and the Main Event which is the coffee place didn't open at all. There were an estimated 350 people who attended in the afternoon. The market closed at 6:00pm and most of the people left and didn't stick around for the headliner musicians. Rankin proposes to do it again next year on the same day and only have four bands with the bands running from 10am-6pm with the headliner going on at 5:00pm. Otherwise people don't stick around after the Market closes. Mayor Kadlec stated the city would like to commend him and Brenda Owens on this first year for all of their efforts putting on the vent. The mayor would like to see this happen again next year.
- C. **Community Survey-** Clerk-Treasurer Julie Flyckt stated it is that time of the year when the city sends out the community survey to residents to get feedback for future programs and projects planned in the budget. Flyckt provided a draft for council to review. This year there are housing and transportation questions that will provide information for the housing action plan. Flyckt asked if there is anything council would like to add, or change to let her know as the surveys will be sent out the first week of August.

DEPARTMENT UPDATES

- A. **City Attorney-** Attorney John Kragt stated he has had a lot of people coming up to him and mentioning the update to the nuisance ordinance. They seem pretty excited about it.
- B. **Public Works-**Public Works Director Dave Breazeale stated we were pretty fortunate this year we got a lot of moisture. Since we started getting the heat, we have found where the sprinklers need to be fixed. The crew has been spending a lot of time last week and this week fixing and adjusting sprinklers and trying to pick up the dry spots. The crew is going to repaint all of the old Wayfinding poles downtown the dark green, minus the Historic District as those are new. Breazeale reported completing the lead and copper samples, which was a 3-year sample. Once those are done, we are caught up for the year. Breazeale has also submitted the Consumer Confidence Report.

- C. Police Department-** Chief Dave McCormick stated there was one vehicle they thought needed to be towed the morning of Music on Main but several people attempted to get a hold of the owners and they moved it at the last minute. The only complaint about the event was a minor. Some people complained about the loose straw from the straw bales that were left on the street. Breazeale had Ned use the sweeper on Tuesday and clean it up. On Tuesday, Debbie Chapman, Jay Weise, Randy Flyckt and Chief McCormick attended the annual District Court Contract/Agreement meeting. Everyone agreed that it is working well and there was no discussion about any changes to the agreement, including financial. The only thing that Weise suggested was that John Kragt and Randy Flyckt both look at the agreement to see if it needs to be rewritten. Chief McCormick has a meeting with the Adams County Stakeholders and the Washington State Patrol Access Division coming up in reference to how the computer warrants systems work in the Sheriff's Office and with each agency in the county that's an annual meeting. The police department received their new tazers about 3 weeks ago. It took Mark awhile to deal with the company as there were a couple of problems with cables, etc. He has those all registered with evidence.com. The two new recruits were issued their tazers and they will be receiving their training soon. Two of the three of us have tazers that have some issues with them but hopefully they will work until we get our new ones up and running.
- D. Clerk/Treasurer-** Clerk-Treasurer Julie Flyckt stated we continue to work with Springbrook/Bias on the software conversion. Right now, the clerk department is having training 3 days a week on Monday, Wednesday and Friday for an hour and a half to get ready for the new system. Customers have been notified via letter about the new billing cycle and software conversion. There was a question about how many accounts were in arrears right now. Arrears reporting is for two or more months past due. There are 40 accounts on the list and seven of those accounts are businesses. The total past due amount is \$20,821.66. There are ten accounts that are over \$500, which include five businesses. The Finance Committee, mayor and Clerk-Treasurer have been working on reviewing the updates to the building inspection agreement with the Adams County Building Department. Now there is a solid draft with suggested edits that has been sent back to Andie Lorenz, and he will provide the draft to the county commissioners to review. We have had some customer service issues with US Bank lately and want to move our credit cards over to Columbia Bank. The credit cards are the same type of card program that US Bank provides but Columbia Bank provides local customer service to aid when we need it. We need to have it in the minutes that the council has approved this change. Council Member Mike Schrag made a motion to move the city credit cards from US Bank to Columbia Bank. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Kadlec adjourned the remote and in person meeting at 7:53pm.



Michelle Asmussen, Deputy Clerk-Treasurer II