

OPENING OF COUNCIL MEETING

Mayor Pro-Tem Mike Schrag opened the remote and in person council meeting at 7:00pm. The council members present were Michelle Plumb, Dennis Chamberlain, Jen Verhey, Jessica Quinn, Garrett Blauert, and William Green. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief Dave McCormick, and Public Works Director Dave Breazeale. City Attorney John Kragt and City Fire Chief Joel Bell were excused. Also, present were Linda Schrag, Brian Bothum, Courtney Green, Dan & Dale Galbreath, John Rankin, and Dale Brown from the Cheney Free Press.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Pro-Tem Schrag asked if there were any corrections or additions to the consent agenda. Council Member Dennis Chamberlain made a motion to approve the consent agenda for February 6th, 2024, as presented. Council Member Jessica Quinn seconded the motion. Motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- John Rankin stated he has owned a building downtown for the last 30 years and he is the President of the RDDA. He wanted to provide information as there are four new council members and a new mayor. They have been going to Main Street conferences since 2001. During the last 20 years they have taken a lot of road trips to the west and been to a lot of small towns. For 50 years, the Columbia Basin Highway was the main drag running down Main Street here. That was a time for thriving business for Ritzville. In 1939 the State got Highway 10, so they moved the highway across the tracks and that changed the whole aspect of what the economy was doing downtown. That is what triggered the Ritzville Chamber of Commerce to purchase the neon City Center sign for \$295 in 1941. In 1969, 40 years later they did I-90, and we lost more business and people coming downtown. It isn't going to matter about all the signage and things you have up on the hill if you don't maintain the amenities that you have downtown. The city spent a lot of money on Harvest the Legacy and the branding, but you need to protect the Legacy which is the buildings downtown.

ACTION AGENDA

- A. 2024 Budget Amendment Public Hearing, Ordinance 2178-** Mayor Pro-Tem Schrag opened the Public Hearing for the 2024 Budget Amendment at 7:07pm. The purpose of the hearing was for the City Council to hear and consider the pertinent facts relating to the budget amendment. There are certain changes that need to be made to the 2024 Budget which include the correction to the 2024 fee schedule, budget attachment A, the golf winter rate to change from \$5.00 to \$10.00 and removing the 3% credit card charges fee for golf purchases. A correction to the final budget wage scale, budget attachment B, due to the part-time records clerk and part-time wage lines did not include the 3% COLA. A correction to the ER&R plan and ER&R fund to replace a police car in 2024 and not 2025 and there are no expenditure increases in the Current Expense Fund as the police car is fully funded in 2023 per the ER&R plan, and the wage scale and fee schedule are corrections only. Clerk-Treasurer Flyckt stated we can not charge credit card fees on a debit card and the square system used at the golf course will charge all type of cards. The public hearing was closed at 7:13pm. Council Member Dennis Chamberlain made a motion to approve Ordinance No 2178, an Ordinance amending the 2024 budget of the City of Ritzville, Washington as adopted in ordinance

2177. The amendment is for a wage scale, golf fee schedule and a police car replacement correction. Council Member Jen Verhey seconded the motion. Motion passed 7-0.

- B. 1st Avenue Improvements PE and Design Work Agreement-Ardurra-**Council Member Michelle Plumb stated this is going to be an agreement for work performed by Ardurra for 1st Ave from Division St to Palouse St. This project is jointly funded by the City of Ritzville (8%) and TIB (92%). Project includes street and ADA pedestrian improvements. Mayor Scott Yaeger (on the phone) stated this is only for the design and through the bid and then there will be another amendment for this contract for the construction inspections. Council Member Michelle Plumb made a motion to approve the additional Services Authorization Agreement for \$62,000 from Ardurra for 1st Ave improvements. Council Member Garrett Blauert seconded the motion. Motion was approved 7-0.
- C. Well, 8R Pump Station Pay Estimate #1-POW Contracting-**Public Works Director Dave Breazeale stated the pay estimate #1 is for Well 8R's first phase where they had to go over a bluff to get to the water line. Public Works Director Breazeale requested a change order, but it hasn't come through yet, because of the old pipe that is going from the old well house to the valving system is up in the field and it is AC line, and we don't want to hook our new well up to that AC line. Council Member Jen Verhey made a motion to pay the Pay Estimate #1 to POW in the amount of \$320,155.52. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- D. Solar Plus Storage Department of Commerce Grant Agreement-** Council Member Michelle Plumb stated the solar plus grant was awarded last year and Department of Commerce has now provided an interagency agreement for the Solar Plus Storage for Resilient Communities Grant. Attorney John Kragt stated he has not looked into this, but he doesn't feel there are a lot of negotiations with the Department of Commerce on this. Mayor Yaeger stated this is a study of the City of Ritzville's properties that could use or benefit from solar power. This is just the planning and feasibility portion of the grant. Once they get it all identified, the state is supposed to be coming out with more funding. Council Member Mike Schrag asked about a timeline. Council Member Plumb stated we needed to get through this contract, which is June, barring any need for extensions. Then we would have to reapply for their installation grant. Council Member Plumb made a motion to approve Mayor Yaeger to sign the inter-agency agreement with the City of Ritzville through the Solar Plus Storage for Resilient Communities Grant with the Department of Commerce in the amount of \$88,500. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- E. Nuisance Abatement Professional Services Contract Todd Whitney-** Clerk-Treasurer Julie Flyckt stated the agreement is for professional services to assist in abatement of nuisance properties. These are the properties that have gone through show cause where the council has passed a resolution to go ahead and abate the property. The term of services and work may include mowing weeds/overgrown grasses, removal of refuse/appliances/tires, and other materials. The city shall pay the contractor set fees per job site. The maximum cost paid to the contractor would be \$200 per lot for weed abatement only and not to exceed \$2,000 per lot for services for weed abatement and/or additional abatement of refuse/appliances/tires, etc. The contractor shall submit monthly invoices to the city after such services have been performed. Council Member Jessica Quinn wanted to know how many properties the council has already voted on as nuisance properties. Clerk-Treasurer Flyckt stated we have a list of the properties to

CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING FEBRUARY 6TH, 2024

abated, but she did not have the number at that time. The city is currently working with the city attorney and land use attorney on updating the nuisance section in the city code. Land use attorney Mike Connelly has updated that section to provide another option of how the property will be abated. The next part he is working on is the notification to the property owner as to when the city will be doing the abatement. Council Member William Green wanted to know if the weed board was involved in this as well. City Attorney John Kragt stated the City of Ritzville has the ability to determine if someone's yard is a nuisance and part of that is overgrown grass, weeds, etc. The county does have the weed board and they control all of the county so they can also tag weeds within the city limits. Council Member Dennis Chamberlain made a motion to approve the mayor to sign the Professional Services Contract between the City of Ritzville and Todd Whitney. Council Member Garrett Blauert seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. Transportation Impact Fees (TIF)- Mayor Pro-Tem Mike Schrag** stated this is probably the most important decision we are going to make this year in dealing with development for the city. The DOT requires a roundabout on the west exit off I-90 and Weber Road at \$3,3075,000. It has to be shared with the developers, the home builders, and the city residents because we would all benefit from improved business. What is the fair value of that and what is fair to the citizens, home builders, and businesses. Council Member Michelle Plumb stated the public works committee has worked with Ardurra to provide options for a 10% city share versus a 20% city share. The committee wanted to bring the TIF to the council to get everyone's opinion. The TIF fee can only be applied to the areas that are drawn on the map where we know some development is going to take place and where we are guessing some other development is going to take place. We have only put the roundabout project on the TIF fee schedule. The committee is also asking for feedback on using table one or two, and whether to charge for specific uses or use a more generalized approach.

MAYOR UPDATES: Mayor Yaeger stated he was sorry he couldn't attend tonight's meeting as he was at a conference. He encouraged all the council members to please read the email that Clerk-Treasurer Flyckt sent them about the system development charges. The TIF charges and the system development charges really are two different things. The council will see that other cities are charging less and there is going to be a big weight on the council to say do we go with the data or do we reduce our charges to get development here.

DEPARTMENT UPDATES

- A. City Attorney-** Attorney John Kragt stated he is working on a couple projects with Clerk-Treasurer Flyckt and land use attorney Connelly.
- B. Public Works-**Public Works Director Dave Breazeale stated he finally got the crew out last week to finish up all the brackets on the Wayfinding signs. They started working on the First Ave planters yesterday moving them out of the way and getting them lined up where they are going to put in the trench for the water. Breazeale is working on getting

all of the supplies ordered so everything can be put in before the trees arrive this spring. Council Member Plumb and Breazeale completed the layout for the Gateway sign at Weder Avenue. Crew member Nick is filling potholes because there is a lot of water beating the pavement up and making holes. The crew did an inventory check at the golf course with everything that was broken. They were able to get the prep table and the plumbing fixed. The only thing we are waiting on now is the dishwasher and Breazeale received new bids for a dishwasher to review the mayor.

- C. **Police**-Police Chief Dave McCormick stated they are currently involved in several felony investigations that are taking up a lot of time with my officers. They are not just short investigations, they are in-depth. We are getting all the required training and housekeeping issues taken care of for the new officer. A couple of the officers had him out at the range after some basic training online that is provided by the academy. All of his uniforms for the academy and regular duty have been ordered. Chief McCormick has been in contact at FCI, which is the place where he purchases police cars, and they don't have anything coming in right now. As of today, there are no available dates for the basic Law Enforcement Academy.
- D. **City/Clerk**-Clerk-Treasurer Julie Flyckt stated she is working with staff to update chapter 10.10 Utility and Collection in the city code. The update includes improving the language to make it easier to understand the billing process. The update is close to being sent to the License & Rules Committee for their review. Once they complete their review it will come to the council. Another code update is the development code, which will go hand in hand with the city comprehensive plan update. Staff has been working on the Gateway sign, fabrication and installation RFP and will send it back to the committee to review. The staff is also working on the next newsletter that will go out with the utility billing in March. Les Schwab has submitted their building permit and Maverick is really close to getting their access permit with WSDOT.
- E. **Fire-Assistant Fire Chief** Dave Breazeale reported the ladder truck was finally fixed the total bill was \$15,753 and it was originally budgeted at \$10,000.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Pro-Tem Schrag adjourned the remote and in person meeting at 8:04pm.



Michelle Asmussen, Deputy Clerk-Treasurer II