

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 Members Dennis Chamberlain and Dede Boyer were present remotely. Staff members in attendance were Public Works Director Dave Breazeale, Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Attorney John Kragt and City Police Chief David McCormick. City Fire Chief Joel Bell was excused. Also present was Kellen Hays and Brent Johnson from the Cheney Free Press.

Mayor Kadlec took a moment to have the guests in the audience stand and introduce themselves. Brent Johnson works for the Cheney Free Press and the Ritzville Adams County Journal. Kellen Hays, a community member since 2009, manages the Loves Travel Stop in Moses Lake now and used to manage the Ritzville location for 7 years.

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. 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. Kellen Hays stated he lives at 305 E. 3rd Ave, Ritzville and owns another place in town as well. He has no plans of leaving town or doing anything until his kids graduate 9 years down the road. Hays lives across from 309 E. 3rd which has a house with no roof, back door kicked, plants over growing, and overgrown weeds that are 4'2" tall. The house next to it has 3 young kids and Hays has 2 kids and down the street there are a few more kids. Hays asked when the city is going to deal with this issue. If you look on Google maps, the last time this yard has been taken care of is 2007. That is 14 years that we have turned a blind eye to this house. The kids are going to go in there and fall through the floor or stab themselves on glass and something is going to happen. Hays feel it needs to be addressed. Mayor Kadlec stated we are starting our nuisance property rounds next week, plus coming up we have a nuisance ordinance that is hopefully going to have some teeth in it to be able to do something about it. Kellen said he would pay to have the property cleaned up if the city wanted to put a lien on the property. City Attorney John Kragt stated that is a private individual's home and Mr. Burke has been contacted a million different ways and had different opportunities to get the problem taken care of. Hays as the citizen has the right to sue Mr. Burke for damage to their property values.

ACTION AGENDA

- A. Statewide Transportation Improvement Plan (STIP) Public Hearing, Resolution No. 2022-03-** Mayor Kadlec opened the public hearing for the 2023 to 2028 Statewide Transportation Improvement Plan at 7:12pm. The purpose of the hearing is for the City Council to hear and consider any comments or concerns about the proposed plan. Everyone present was given an opportunity to be heard. Council Member Scott Yaeger stated the plan has been updated with the addition of priority number 7, 11, and 12 which have to do with some of the DOT's requirements at the offramps at SR261. Also, Homestead Ave, which will be the street that goes into Grainland Acres property. It was suggested to put these on our STIP in case there was some kind of funding the city could

apply for. All of the other items listed are in line to what we have been working on for the last few years. Yaeger recommend moving forward with adopting the plan. Mayor Kadlec asked Julie Flyckt, the Clerk-Treasurer if there were any written comments received by 5:00pm. Julie stated there were no comments received. Mayor Kadlec asked if anyone in the audience had any questions or comments. There were no comments. Mayor Kadlec then asked the council if they had any questions at this time. Hearing no further testimony, the public hearing for the 2023 to 2028 STIP was closed at 7:18pm. Council Member Scott Yaeger made a motion to approve Resolution 2022-03 accepting the Six Year Transportation Improvement Program for 2023 to 2028. Council Member Mike Schrag seconded the motion. Motion passed 7-0.

- B. Pete's Lift Station Pay Estimate No. 8, POW Contracting, Inc.-** Public Works Director Dave Breazeale stated on Wednesday the 8th, POW, Control Freak, Midland Electric and Triangle Pump all showed up to Pete's Lift Station with the new 5hp pumps. After they were installed a bunch of testing was completed and the ever since there have not been any further problems. The pay estimate is the amount held back from POW until they rectified the situation with the pumps. Breazeale stated he felt the situation has been rectified and recommend paying POW the remaining balance of the pump project. This includes keeping the 3hp pumps. Council Member Scott Yaeger made a motion to approve Pay Estimate #8 for \$20,655 payable to POW Contracting for the Pete's Lift Station and Sewer Improvements Project. Council Member Michelle Plumb seconded the motion. Motion passed 7-0.
- C. Amending Chapter 10.10 Billing and Collecting for Utilities, Ordinance No. 2161-** Clerk-Treasurer Julie Flyckt stated the last meeting the council was provided the ordinance to review. The ordinance will change the monthly billing cycle from mid-month to mid-month, to a monthly cycle. Email was added as an option for receiving the utility bill. There were no other changes and Flyckt asked for approval of the ordinance. Council Member Marsha Smith made a motion to approve amending Chapter 10.10 Billing and Collecting for Utilities. Council Member Scott Yaeger seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. 1st Quarter Financial Report-** Clerk-Treasurer Julie Flyckt stated the 1st quarter report usually covers January to April but since the property tax did not get inputted into the system until May, the 1st quarter report will cover January-May. The delay in inputting the property tax is due to lack of staffing at the courthouse and city hall. The budget is currently 41% to budget and all funds are looking strong. The finance committee is watching the cemetery fund as we hadn't planned for the bathroom being built at the cemetery in the 2022 budget. It was planned in the prior year's 2021 budget, but it was not carried over through 2022. Current expense fund is up 2% revenue, expenditures are also up 1.6% which equates to .4% overall. One of the main revenue contributors in the fund is a sales and use tax, which is currently up 1% over last year. Golf is also up 45% over last year and has currently reached 70% revenue to budget which means only 30% is remaining to reach the budgeted revenue for the year. Hotel motel tax revenue is up 21% over last year and is currently 31.3% to budget. The expenditures are at 18.8%. The Tree Board fund has a very high percentage for revenue due to not planning for the \$5,000 request from the beautification fund. The water fund is at 6.1% to budget and expenditures are 9.0% The city is currently in the process of submitting a reimbursement request to Rural Development for the Well 8 projects. The sewer fund is

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at 139.6% to budget and expenditures are 60%. The city has received a reimbursement through CDBG which has increase revenue greatly.

- B. **2023 Budget Calendar-** Clerk-Treasurer Julie Flyckt stated she has been working with SCJ Alliance on the housing action plan that is coming up. There are some survey questions that we want to include in this year's community survey. The budget calendar follows the same steps as last year with the updated dates. The council retreat date is on the calendar for the 14th of October. Flyckt asked council members to check their calendars and let her know if this works for them.
- C. **Housing Action Plan Kickoff-Planning Commission July 13th at 7pm-** Clerk-Treasurer Julie Flyckt stated just like we kicked off the comp plan, there will be housing action plan kickoff at the next Planning Commission meeting. SCJ Alliance will be here asking specific questions to the group for the survey and the creating the plan. Flyckt stated council is welcome to attend as the plan will be part of the city's comprehensive plan moving forward.

CORRESPONDENCE

- A. RDDA May & June 2022 Minutes were provided in the council packets.

MAYOR UPDATES

- A. There were no mayor updates.

DEPARTMENT UPDATES

- A. **City Attorney-** Attorney John Kragt stated just working on some long-term projects. He spoke about the nuisance ordinance and hoping that it will get passed at the next meeting.
- B. **Public Works-**Public Works Director Dave Breazeale stated they finally got a good day of spraying in today after waiting for the rain and the wind to stop blowing. The crew has been working on the Division and Weber beautification project and brought in about 15 yards of good topsoil from Cheney. They are going to go get another 15 yards of topsoil on top of that. The guys laid out their irrigation plan and have ordered some irrigation parts which they will be trenching on Thursday. The crew will get that all laid out and at that point they will start throwing some grass seed out. Breazeale will get with Councilman Dede Boyer to start ordering trees and bushes and whatever is needed from Boxwood to get that project finished up. A youngster broke one of the one-year-old trees in the park and the police department did a great job tracking him down and getting a report filed. Breazeale spoke with Mike Schrag about the type of tree it was and the cost so a bill can be submitted for reimbursement.
- C. **Police Department-** Chief Dave McCormick stated both of the police officer applicants are on track for the academy. Their PT tests were taken and completed successfully by Ned Bernath as he is certified to do so. The officers where sent off to the training commission and they were accepted today. Chief McCormick is dealing with a bunch of Public Disclosure issues which are time consuming and nerve racking. The people that own the Vango's building showed up today and were upset. About 45 minutes later John showed up. Chief McCormick told John, these people own this property and they said he can no longer live here and to get his stuff and move it out of the front and the back and he said ok. Chief McCormick does not know where he is moving to, but he won't be in the Vangos entrance anymore.

D. Clerk/Treasurer- Clerk-Treasurer Julie Flyckt stated a part time Deputy Clerk Treasurer I has been hired to work through the summer as she works for the school district. Her skill set is fantastic for writing plans. There is also an interview set for the full-time position on Thursday. There may be a time where there is additional staff before Eliza leaves, but it is during the time we are transitioning to the new software system and training new staff. It is currently projected to switch to Bias and be live in August. They have been working on our data and going through that process right now. A Maverick building permit and SEPA has been submitted to the city and our building inspector is starting the review. Flyckt has sent the SEPA over to SCJ Alliance to review as it is a big project and it will take a while to get through the permit process.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Kadlec adjourned the remote and in person meeting at 7:46pm.



Michelle Asmussen, Deputy Clerk-Treasurer II