

### **OPENING OF COUNCIL MEETING**

Mayor Yaeger opened the remote and in person council meeting at 7:00pm. The council members present were Michelle Plumb, Dennis Chamberlain, Jessica Quinn, Mike Schrag, Jen Verhey, and William Green. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, Public Works Director Dave Breazeale, City Police Chief Dave McCormick, and City Attorney John Kragt (Zoom). City Fire Chief Joel Bell was excused. Also, present were Linda Schrag, Brian Bothun, Barry & Dede Boyer, Courtney Green, Glen Stockwell, Steve Meye, and Dale Brown from the Cheney Free Press.

### **ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Mike Schrag made a motion to approve the consent agenda for July 2<sup>nd</sup>, 2024, as presented. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

**PUBLIC REQUESTS AND COMMENTS-**Dede Boyer stated she would like to talk about fireworks. I would like to limit the days they can shoot off fireworks when it is a fire danger. The governor said it has to be done the previous year that you want it done. That is up to the council to tell people they can't shoot them off for several days, maybe just the 3<sup>rd</sup> and the 4<sup>th</sup>. Clerk-Treasurer Julie Flyckt stated it is in the ordinance, it was approved a few years ago. Glen R Stockwell stated he has watched the process with Dave retiring and he wished him well. Stockwell stated he would like to stand up for Matt Carlson, he is a Veteran, he served our country overseas under fire and been on the police force for 10 Years. He has known him for a long time and watched him grow up. Stockwell stated he really thinks the council and Mayor should consider letting Carlson take Dave's position. Lisa Brody 407 S. Jefferson Street stated the new house that was built on the corner up by Circle K that was passed to encroach into the street, they were having a party and there were cars that were actually parked out in the street impeding traffic. She stated it is getting difficult to pull to the stop sign and see when there are cars parked there, there is going to be an accident on the corner. The main reason she came to the council was to show support for Matthew as the Chief of Police. She has talked to a number of people in town who also support him. If she had more time, she would have gotten a petition together to give to the council. Brody thinks Matthew would do a great job and he knows this town well.

### **ACTION AGENDA**

- A. **Show Cause Hearing: Turner Street, parcel no. 1935230601210-**Mayor Yaeger opened the show cause hearing at 7:12pm. The purpose of the hearing was for the city Council to consider the pertinent facts related to the show cause hearing and why a resolution should not be adopted and ordering the nuisance to be abated by the city or its designee with the cost of said abatement being charged against the said landowner. The property owners are Carlo & Joyce Cerruti. Clerk-Treasurer Julie Flyckt stated on May 17<sup>th</sup> there were nuisance conditions with litter, trash covered dwelling, scrap piles, building materials, unused or abandoned junk vehicles, tires and leaning fence. A letter was mailed to the property owner on May 23<sup>rd</sup>, to clean up the property with a show cause date of July 2<sup>nd</sup>, 2024. On June 11<sup>th</sup> more pictures were taken. Conditions at that time showed some items had been removed but there was still a nuisance as a littered dwelling with almost everything the same as the previous pictures. There were some

new pictures taken today and there has been some movement as they placed all the items behind a makeshift fence. It is not an actual fence and there is no fence permit. The city has received multiple complaints about this property. Mayor Yaeger asked if anyone was present to make comments on behalf of the property. There was nobody there on behalf of the property. Mayor Yaeger asked if the council wanted to authorize the city clerk to proceed with the administrative abatement procedures or direct the city clerk not to proceed if they find that there is no public nuisance violation. Council Member Michelle Plumb made a motion to approve Resolution 2024-05 declaring Turner Street parcel #1935230601210 to be a hazard and a menace to public health. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

- B. **6<sup>th</sup> Ave Sidewalk Projects Services Agreement-Ardurra**-Mayor Yaeger stated the agreement is between the City of Ritzville and Ardurra for the additional construction management services, to manage the construction of 6<sup>th</sup> Ave sidewalk project for \$37,968. Council Member Michelle Plumb made a motion to approve the 6<sup>th</sup> Ave Sidewalks Project Services Agreement with Ardurra in the amount of \$37,968. Council Member Mike Schrag seconded the motion. Motion passed 6-0.
- C. **1<sup>st</sup> Ave Improvement Bid Award**-Mayor Yaeger stated there were two bids. One of the bids was from J.M. Pacific Construction Inc out of Moses Lake and the other one was Copenhaver Construction out of Creston. J.M. Pacific was the low bidder. After reviewing the bids Ardurra confirmed if they were sure their numbers were right. They looked it over and found they had forgotten the asphalt cost on items 7 & 8. The standard specifications in the WASDOT specifications book allows that bidder to request to be relieved because of an error. In doing that the bid goes to the second lowest bidder. You can see on the tabs that Copenhaver's bid was \$313,000 and the Engineers estimate is \$320,000. Council Member Michelle Plumb made a motion to approve the award of the 1<sup>st</sup> Ave TIB Project to Copenhaver Construction Inc in the amount of \$313,906 upon concurrence from TIB the funding agent. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.
- D. **Well 8R Pump Station Project Pay Estimate #6-POW Contracting**-Public Works Director Dave Breazeale the pay estimate is for the work POW has done on well #8. They are going to start the well on July 15<sup>th</sup> and the motor is supposed to arrive today. Breazeale recommend the council pay the pay estimate #6. Council Member Michelle Plumb made a motion to approve pay estimate #6 in the amount of \$140,652.89 to POW for work on the Well 8R pump station project. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.
- E. **Planning On Call Services Agreement Amendment-SCJ Alliance**- Clerk-Treasurer Julie Flyckt stated due to the number of development projects this year she is requesting an increase to the SCJ Alliance's on call services agreement. Currently the city is working on a draft preliminary subdivision plat for the Grainery District. It is not formally submitted yet, but the development team is starting the predevelopment process. This amendment will be for \$10,000 out of the 106 fund Coronavirus Fund. Council Member Dennis Chamberlain made a motion to approve amendment No. 8, an agreement for professional services between SCJ Alliance and the City of Ritzville for \$10,000 for 2024

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on call work coming from fund 106. Council Member Mike Schrag seconded the motion. Motion passed 6-0.

- F. **Golf Course Basement windows**-Mayor Yaeger stated after looking over the bids for the windows there were actually 2 bids for the golf course, one was for the main building that was what that bid was for on June 4<sup>th</sup>. The basement windows are going to be an additional \$7,451.99. What that leaves in the original capital outlay for HVAC, insulation and windows is \$7,449.90. Council Member Michelle Plumb stated she had a concern because we decked over the exit door. The council discussed how the downstairs is not finished after the flooding had occurred. Council Member Dennis Chamberlain made a motion to accept Pella Window and Dor's bid for the basement windows at the golf course for \$7,451.99. Council Member Mike Schrag seconded the motion. Council Members Michelle Plumb & William Green opposed. Motion passed 4-2.
- G. **Golf Course Manager Request for Proposal**-Mayor Yaeger stated the Park and Rec committee met with Mayor Yaeger yesterday to go over an advertisement for a request for proposals for the city golf course manager contract. The contract will fulfill the rest of the year from when Dan Duff has ended his contract. The new contract does not have the bonus because it is a partial year. Council Member Michelle Plumb noted they added a few items under duties, items d, e & f. Mayor Yaeger stated they also took out the restaurant language, in the one that was current with Dan, it allowed him to run the restaurant. Along with this there is actually a request for proposals. Council Member Mike Schrag stated this is more than just a grounds keeper position and it is a management position as well. He continued that they represent the city and the city's interest, and we want to make sure they understand that. Mayor Yaeger stated he would like to do a quick turnaround. Council Member Mike Schrag made a motion to approve the advertisement for request for proposal for the city golf course manager contract. Council Member Jen Verhey seconded the motion. Motion passed 6-0.
- H. **Wheatland Waste Contract Amendment Request**- Mayor Yaeger stated there is an amended request letter from Diane Koss, Wheatland Waste President. The Health and Wellness committee met last Friday and reviewed the request. Council Member Jessica Quinn stated they discussed the options for renewing the contract. Council Member Mike Schrag stated they have been in our community for 23 years and they
- I. have integrated themselves into different clubs and organizations. They buy all their products here from tires to fuel. They need to know before April 2025 when their contract comes up so they can buy equipment. It is expensive and they don't want to invest that kind of money if they aren't going to be using it for services in Ritzville. I think we should go ahead and amend the contract at this time and give them some direction to go ahead and purchase some equipment they need to fulfill their contract obligations. Council Member Mike Schrag made a motion for the city to begin the negotiations on the amendment to the existing contract for Wheatland Waste. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

**DISCUSSION AGENDA**-No discussion items.

**CORRESPONDENCE: Mayor Letter for Chief of Police Postpone Retirement**-Mayor Yaeger stated there is a letter about Chief Dave McCormick postponing his retirement to no longer than

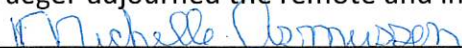
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September 30<sup>th</sup>. Mayor Yaeger thanked Chief McCormick for extending his retirement as it gives the city time to work on finding a replacement or an interim Chief of Police. Council Member Dennis Chamberlain stated staying local or internal moving up is always something he has believed in. Our employees and officers reward our city with longevity and loyalty. Our senior officer Matt has Ritzville's well-being in his heart, and he asked Mayor Yaeger to reconsider and allow him a chance. Mayor Yaeger stated, we only have one applicant and it's not the person anyone in this room has ever spoke about tonight.

**MAYOR UPDATES:** No updates provided.

#### **DEPARTMENT UPDATES**

- A. City Attorney:** John Kragt stated no city news but the Ritzville Golf Association is having meetings and working hand and hand with the city to keep the golf course going during the transition to a new Golf Manager.
- B. Public Works-**Public Works Director Dave Breazeale stated as reported at the last council meeting there was a severe failure at Pete's lift station. Breazeale had the control panel vendor down and they replaced the drivers and did some more investigating. It appears that the generator was wired backwards in the initial setup. When Avisita dropped power to change the poles, the generator kicked on to restore the power, which is what it is designed to do. It spun the pumps backwards, which overheated them and blew the drivers and the pumps out. Breazeale called POW and they called Midland, and they said the warranty has expired. Breazeale stated it was a bad installation. Nobody wants to take responsibility because it is probably going to be \$20,000 to \$25,000 to replace the drivers in it. The city does have two spare pumps from the initial mishap when they installed them. Now the smaller pumps are running which still run the same capacity more or less. Breazeale had to pull Justin and Kevin off 1<sup>st</sup> Ave to do meter reading with a crew member out. Breazeale has received a bid from a company to do the work in the basement of the golf course and it was \$54,418.61. Breazeale also spoke to Treske and they can make the pieces of granite for the unknown markers in the cemetery.
- C. Police-**Chief Dave McCormick stated he picked up his pickup in Spokane yesterday. They believe it was a sensor in the rearend that caused the problem, with the four-wheel drive locking in and out. Robby's car is having problems with the cadillac converter, and it has to go back to the shop.
- D. Clerk/Treasurer-**Clerk Treasurer Julie Flyckt stated City Hall will be closed for the 4<sup>th</sup> of July holiday. Staff meetings have been moved to Friday to Thursday each week from 12pm to 1pm since Fridays were not the best day to meet. The clerk department is working with Mayor Yaeger and finance consultant Tara Dunford on updating clerk duties and making sure those duties following internal control. Flyckt is currently working on grant reimbursements. The clerk team is working with the Public Works department on the bulk water process.

**ADJOURNMENT-**With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 8:16pm.



Michelle Asmussen, Deputy Clerk-Treasurer II