

OPENING OF COUNCIL MEETING

The Mayor opened the Remote/In Person Council meeting at 7:00pm. Council members present, in person were Scott Yaeger, Mark Weigand and Debbie Chapman. Council Members present remotely were Mike Schrag, Dede Boyer, Dennis Chamberlain, and Michelle Plumb. Staff members in attendance were Clerk-Treasurer Julie Flyckt, and Public Works Director Dave Breazeale. Deputy Clerk Treasurer II Michelle Asmussen, and City Police Chief David McCormick were present remotely. Also present in person were Katie Teachout from the Adams County Journal, Charles Jingling, Barry Boyer, and Pete Spain. City Fire Chief Joel Bell and City Attorney John Kragt were excused.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Gary Cook asked if there were any changes to the consent agenda. Council Member Mark Weigand made a motion to accept the consent agenda. Council Member Scott Yaeger seconded the motion. Motion passed 7-0. Clerk-Treasurer Julie Flyckt informed council there was a mistake on the consent agenda on approval of minutes which listed the February 2nd and it should have been February 16th. Council Member Scott Yaeger made a motion to approve the consent agenda with the change of February 2, 2021 minutes to February 16, 2021 minutes. Council Member Debbie Chapman seconded the motion. Motion passed 7-0.

ACTION AGENDA

- A. Hydromax USA License Agreement-**Clerk-Treasurer Julie Flyckt stated Hydromax has provided answers to the questions council raised at the last meeting. Hydromax answered questions about if the cameras discover any utility issues who is responsible and if we can update the header at the top of the agreement. Attachment A is not ready yet, as they do not know which area they are going to be working in at this time. City Attorney John Kragt stated he has about six points that he is going to email over before the next meeting.
- B. Golf Course Restaurant Contract-** Clerk-Treasurer Julie Flyckt stated she followed up with Diane Kennedy about increasing the amount of insurance that is required in the contract, and her insurance is already at one million and two million because that is a requirement of the liquor board. Since she is already meeting those standards, Diane did not have any problem with updating the contract to one million dollars for insurance. Council Member Mark Weigand made a motion to accept the Golf Course Restaurant lease agreement. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- C. Pete's Lift Station Project-Broadway Line Addition-** Mayor Cook stated Tim Taft, the health director for the county, declared a health emergency on West Broadway as there is raw sewage running across the alleyway from failed drain fields. Department of Ecology has agreed to add Broadway to the Pete's Lift Station project as a change order since the project has already gone to bid. The sewer line will come down to Jackson and hook into the other one. Because of the nature of raw sewage and children living in one of the houses, something has to be dealt with now. Tim has suggested that all the septic systems outlets are closed off to eliminate the use of the drain fields and that the septic tanks be used as a holding tank and be pumped periodically. To date there has been a little bit of push back because the people that live up there don't feel they can afford to

have that pumped. The soonest we will be able to get this designed and installed is probably going to be late summer maybe early fall. The health department is fine with timeline and they are happy we are taking action that quickly. We have talked to Ben Varela about designing the line and we have the funding. The addition to the Department of Ecology (DOE) comes with the stipulation that we are precluded from charging a hookup fee from the individual houses because we are using federal money and we cannot take federal funds and then charge hookup fees. Council Member Scott Yaeger stated there has been a planned sewer line in that area in our sewer comp plan. It looks logical to connect it into the Jackson St between Adams and Jefferson because that is an 8" line. Public Works Director Dave Breazeale stated he met with Varela on site last Tuesday, we took some measurements to survey the area around the alleyway. Dave spoke with John Hunt and the lady in the corner house, and they are both in agreement, but Dave has not talked to everybody on that line yet. Mayor Cook stated that it will be the property owner's responsibility to get their connection from the house out to the alley, to the city hook up. Council Member Mark Weigand made a motion to approve adding the Broadway sewer line to the Pete's Lift Station Project to connect residences and waive sewer connections fees per Department of Ecology funding requirements. Council Member Scott Yaeger seconded the motion. Motion passed 7-0.

- D. Consumer Confidence Report: Set Public Hearing-** Public Works Director Dave Breazeale stated about every 6 years the city is mandated to have a public hearing on the quality of the drinking water. The consumer confidence is the water efficiency report that is send out every year in the customer's utility bill. The report provides a breakdown of what's in our water, nitrates, copper, etc. Council Member Scott Yaeger made a motion to set the Public Hearing for the Consumer Confidence Report for April 6th. Council Member Debbie Chapman seconded the motion. Motion passed 7-0.
- E. Northwest Turf Solutions-Golf Course Greens-** Council Member Mark Weigand stated both greens, which are on city property, need to be repaired and the city should be paying for it. Mark understands the Ritzville Golf Association (RGA) will pay part of it, but he thinks the city should pay for it. Mayor Cook stated that the RGA approached him and they had an estimate of about \$7,000 a piece on 3 greens and they didn't have that kind of money to pay for the entire cost. RGA is concerned that if the city does not do it now, it will ruin any tournament play and the revenue to the golf course. The issue with the greens is believe to be the result of the tank being offline in April and May when water was being rationed due to low water pressure. Clerk-Treasurer Julie Flyckt stated the funds would come out of current expense which the golf course is within that budget. Even though we did not account for this project it will be monitored in terms of what Dan has left in the golf budget. If we need to, we can do a budget amendment towards the end of the year. Council asked if the water fund could also be used to pay for the replacement of the greens. Julie Flyckt will submit a question to the State Auditors asking if the water fund could be used towards paying for the greens since it happened due to not being able to water the golf course. Council Member Mark Weigand made a motion to approve the city to pay up to, and not to exceed \$25,000 to Northwest Turf Solutions to replace the 3 greens on the golf course. Council Member Dede Boyer seconded the motion. Council Member Michelle Plumb opposed. Motion passed 6-1.

DISCUSSION AGENDA

- A. Mayor Appointment Letters of Interest and Process-** Clerk-Treasurer Julie Flyckt reported the letters of interest due date closed on the February 25th. There are 4 letters of interest from Debbie Chapman, Dennis Chamberlain, Linda Kadlec and Amy Guiles. Julie emailed the auditor's office to make sure they are registered to vote as that is a requirement for the Mayor appointment. The council decided to set interviews for March 16th with the mayor appointment to occur at the April 6th meeting. Council Member Dede Boyer made a motion to schedule interviews at the next meeting and then an executive session to discuss the candidates afterwards. Council Member Mark Weigand seconded the motion. Council Members Dennis Chamberlain and Debbie Chapman abstained. Motion passed 5-2-0.
- B. COVID-19 Safety Operational Plan-** Clerk-Treasurer Julie Flyckt presented a draft COVID safety operation plan. The lobby is open for up to two people at a time with social distancing and wearing masks requirements. The plan has procedures for visitors who are having business meetings with city staff or the Mayor to sign in and complete a self-health screen. As for the city chambers, the number of people who can actually fit in the room and meet all of the requirements will need to be determined. Julie asked council for input on how many people they would be comfortable with having in the room. There were 10 that night, with a capacity of 13 people that would meet all of the guidelines. Opinions varied and Julie stated she would work on assessing the room further and provide an update at the next meeting. Julie asked council and department heads to review the plan and if they have any other comments or suggestions to please get let her know by the next meeting.

CORRESPONDENCE-None.

MAYOR UPDATES

- A. Well 9 Litigation Update-** Mayor Cook stated we received a document from Milt on the settlement that is a release and hold harmless for all parties and he does not see any problems with it proceeding further. The settlement may be disbursed to us within the next couple of weeks.
- B. East Region Mayors-Letter to the Governor-** Mayor Cook reported he had been in contact with the mayors of the East Region in Washington. Mayor of Spokane Nadine Woodward has been spearheading an effort for a letter to be sent to the governor with all of the mayors' signatures from the region. That letter came across Gary's desk for his signature last Friday. The letter was going to be submitted to the governor last Friday, and we have not heard anything more at this time. The letter essentially says we believe with the vaccine and with the lowering of numbers, we are requesting that the governor move the state to Phase 3.
- C. Exit Letter-** Mayor Cook stated he has an exit letter that he is putting together for council. He will submit that to the council at the March 16th council meeting.

DEPARTMENT UPDATES

- A. Public Works-** Public Works Director Dave Breazeale stated he has been trying to get some water rights for the city and when he gets more details, he will bring that back to the council. Dave is still waiting to hear back from Bruce Larkin on the tank inspection. The divers here do not dive more than 100 feet without a decompressors chamber. If they do find a problem, we are going to drain the tank, and we will be back on the park tank for a few days until we can get it drained, inspected, and refilled. We have a number of projects currently such as Galbreath Way, Weber Ave, Main Ave, Pete's Lift Station, and Broadway Sewer Line. The guys have been out doing Spring work now since the weather has been nice. Council Member Michelle Plumb wanted to know if the businesses along the Pete's Lift Station line had been notified of the rock hammering that was going to be going on once the work starts? Dave stated he has not contacted them yet.
- B. Police-** Police Chief Dave McCormick stated he met with John Kragt on the nuisance ordinance, and it should be to the mayor and the Clerk-Treasurer soon. Chief received notification from WASPC that a request for funding for a new radar unit was approved.
- C. Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated the utility online payment system, Invoice Cloud, is up and running and communication to the public started on Friday. We have a developer meeting coming up with Grainland Acres representatives and our city team to start talking about future development and the development agreement coming up. The next public hearing for the annexation is April 6th and that will bill the last public hearing in terms of the annexation.
- D. Fire-** Dave McCormick stated they had two city calls. One was a lift assist and no actual fires.

COMMITTEE UPDATES

- A. Public Works Committee-** Scott Yaeger reported Dave Breazeale, Michelle Plumb, Ben Varela, and Scott are meeting on the site of Well #8 tomorrow at 12:30pm. The other two projects are TIB street projects. The first one is Main Ave and the notice to contractors went out which includes ADA ramps from Palouse to Jackson St that need to be updated. There are two that have been done by the Pastime and Columbia Bank which meet the ADA standards now. Also, in that contract will be pavement repair on Main Ave from Palouse to Jackson St in various locations that have alligator in the pavement that is really broken up. There will be some overlay pre-level to cover up utility head outs. Then the county will come in and seal coat with chips on Main Ave and then the slurry seal on top of it to make it smooth will be contracted out. The committee is also reviewing Weber Rd and Galbreath Way and trying to get comments back to Varela by the following Friday.

PUBLIC REQUESTS AND COMMENTS-

Barry Boyer asked if the septic tanks up on Broadway were going to have to be pumped on a monthly basis. Mayor Cook stated it just depends on how quickly they get filled and that can depend on the size of the household and usage. Barry then asked if the people were going to be responsible to pay for this? Council Member Scott Yaeger stated he wanted to refer back to the documents from the health department as the Adams County Health Department is going

to require documentation signed by both parties, who are the pumper and the landowner, to approve this temporary sewer solution until the sewer line gets installed. Barry Boyer asked why there were no new wayfinding signs directing people to the police department and sheriff's office. Council Member Michelle Plumb stated that the money to purchase those signs was from tourism and that is what the signs were directed towards. Barry also inquired about the money used for the remodel of city hall. Clerk-Treasurer Julie Flyckt stated that it has been the plan for a long time to remodel the front area due to it getting very cold during the winter months because of the two front doors. Then COVID hit and the Cares money helped to pay for everything that is now required in the lobby. We have also had issues with being open to the public and people just walking in and going straight back to the mayor's office which causes a lack of security. It all came together at the same time and right now it is working great to address those needs.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Gary Cook adjourned the remote meeting at 8:25pm.



Michelle Asmussen, Deputy Clerk Treasurer II