

### **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, William Green (remote), Jessica Quinn, Mike Schrag, and Brooke Scheel. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Public Works Director Dave Breazeale, Interim Police Chief Bill Benner, and City Attorney John Kragt. City Fire Chief Joel Bell, Deputy Clerk Treasurer II Michelle Asmussen, and Council Member Jen Verhey were excused. Also, present were Linda Schrag, Brian Bothun, Dave McCormick, Brandon Beck-Gmeiner, Derek Schafer, Rick 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 October 15<sup>th</sup>, 2024, as presented. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

### **RECOGNITION**

- A. Chief of Police Dave McCormick's Retirement:** Former Mayor Linda Kadlec was on the phone and stated she couldn't let this occasion go by without saying a few things about Chief McCormick. They have spent many years working together and she has found him to be honest, trustworthy, thoughtful and certainly hardworking. McCormick has had to give up his time for many special occasions. Kadlec stated Dave's career has spanned so many years, good ones and bad ones, and he has been a real asset to Ritzville. She congratulated McCormick on his retirement as he certainly earned it and can now slow down and enjoy it. Mayor Yaeger stated McCormick has been part of the police department for over 37 years, and 32 years of that time has been spent as the Chief of Police. His knowledge of the community both personally and professionally has been a wealth of knowledge for this community. Mayor Yaeger personally thanked him for his dedication to the City of Ritzville and his sincere care for this community. Mayor Yaeger then presented McCormick with a plaque from the city. McCormick stated he sincerely hopes the mayor and council support the new interim Chief Bill Benner and any following chief the way McCormick was supported over the years. He expressed how he really appreciated it.

### **OATH OF OFFICE**

- A. Interim Chief of Police-** Mayor Yaeger swore in Bill Benner as the Interim Chief of Police.

**PUBLIC REQUESTS AND COMMENTS-** Mayor Yaeger asked if there was anyone from the public who would like to comment. Brian Bothun at 309 E. 5<sup>th</sup> stated he meant to bring this up during the 110 fund application meeting but wanted to extend an invitation to everyone to come and visit any or all of the city museums. They are closed officially until next year, but Clerk-Treasurer Julie Flyckt knows how to get ahold of them, and they can open it up for a tour.

### **ACTION AGENDA**

- A. Trick-or-Treat Street Closure Request-Ritzville Chamber-** Mayor Yaeger stated the Chamber is requesting the closure of Main Avenue from Division Street to Adams Street on Tuesday October 31<sup>st</sup> from 1-5pm. Council Member Michelle Plumb made a motion

to approve the requested street closure for the Trick-or-Treat/Halloween activities.

Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

- B. 1<sup>st</sup> Ave Project Additional Services Authorization-Ardurra-**Mayor Yaeger stated it took the contractor a lot longer to start but its finally moving along. They will be charged liquidated damages because they will be beyond their 20-day contract. They estimate it is going to be an additional 15 days past their additional scope. Just before the meeting Mayor Yaeger received an update and the cost will be about \$15,000 less. Mayor Yaeger stated the liquidated damage would go towards additional construction engineering, because TIB will only allow 30% engineering costs, that will be over. Council Member Michelle Plumb made a motion to approve ASA #2 for Ardurra for Ritzville 1<sup>st</sup> Ave Improvements in the amount of \$17,834. Council Member Mike Schrag seconded the motion. Motion passed 6-0.
- C. Special Council Committee Hiring Freeze Amendment-**Council Member Michelle Plumb stated the special council committee met and had a good discussion amongst themselves and with the mayor. It did come to their attention that there are still police positions to hire so the special council committee wants to amend the hiring freeze to allow an exemption for public safety which would be the police officers. That is what the committee is requesting from the council tonight. Clerk-Treasurer Julie Flyckt stated she would like to request a special meeting with the council and the mayor to discuss the hiring freeze and discuss the new drafted position. It is really important to look at how to fund this position and how Flyckt is going to manage the clerk treasurer department without an extra employee at this time. Council Member Michelle Plumb made a motion to amend the hiring freeze to allow an exemption for public safety. Council Member Brooke Scheel seconded the motion. Motion passed 6-0. Flyckt asked if there would be action regarding the request for the special meeting. Mayor Yaeger stated he would like to meet with her first. Flyckt stated she feels it would be good to talk to the department head of the role that the council is trying to take away, in order to evaluate the impact that change may have on serving the public. Council Member Brooke Scheel stated there have been several conversations about a lot of different options including splitting up the Clerk-Treasurer position, creating a planning position, looking at different cities and doing research on them. They thought they would get through this budget cycle and see where they land and then revisit what it would look like. We are just asking for more time to further look at that and get the job description where it can meet the needs of the growing City of Ritzville.
- D. Set Budget Public Hearings:**
- \*Property Taxes-November 19<sup>th</sup>- Council Member Dennis Chamberlain made a motion to set a public hearing for property tax on November 19<sup>th</sup>, 2024. Council Member Mike Schrag seconded the motion. Motion passed 6-0.
  - \*Preliminary Budget-November 19<sup>th</sup>- Council Member Dennis Chamberlain made a motion to set the public hearing for the preliminary budget on November 19<sup>th</sup>, 2024. Council Member Jessica Quinn seconded the motion. Motion passed 6-0.
  - \*Final Budget-December 3<sup>rd</sup>- Council Member Dennis Chamberlain made a motion to set the public hearing for the final budget on December 3<sup>rd</sup>, 2024. Council Jessica Quinn seconded the motion. Motion passed 6-0.

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING OCTOBER 15TH, 2024  
**DISCUSSION AGENDA**

- A. **2024 Jan-Sept Quarterly Financial Report-** Clerk-Treasurer Julie Flyckt reported the city is now at 75% to budget for the year. The current expense is 76.8% for revenue and expenditure is at 61.2%. Flyckt is working on submitting reimbursements for the cemetery and solar projects for the cemetery and special capital improvement funds. Right now, all financials are looking good and there are no concerns.

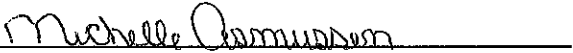
**CORRESPONDENCE:** There was no correspondence.

**MAYOR UPDATES:** Mayor Yaeger stated there is going to be another window bill. The windows at the city hall are done but there are the three windows for the council chambers that will be replaced along with the panes, so they match the other side. All the windows and the door up at the golf course are all complete. They said there was an item missing from the invoice so there will be one more invoice.

**DEPARTMENT UPDATES**

- A. **City Attorney:** John Kragt is working with the mayor on some police items.
- B. **Public Works-**Public Works Director Dave Breazeale stated well 8 is coming along. The valve and 300' of pipe back in the ground have been installed and it came out easier than they expected. It is projected the requested working days will be in line with what they requested. The public works crew is blowing out the sprinklers & irrigation and winterizing everything for winter.
- C. **Police-**Interim Chief Bill Benner stated since the beginning of the month there have been 52 calls for service. The officers and Chief Benner got together and came up with a rotating schedule, so there is coverage.
- D. **Clerk/Treasurer-**Clerk Treasurer Julie Flyckt stated her main priorities right now are preliminary budget, three grant quarterly reports and grant reimbursements. The monthly bills landed in mailboxes today so the next few days will be busy taking utility payments. Flyckt will be on vacation the last week of this month as it was planned many months ago.

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

  
Michelle Asmussen, Deputy Clerk-Treasurer II-