

**OPENING OF COUNCIL MEETING**

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

**ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Linda Kadlec asked if there were any changes to the consent agenda. Council Member Mike Schrag made a motion to approve the consent agenda as presented. Council Member Dennis Chamberlain 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. Hearing no comments, the mayor moved on.

**ACTION AGENDA**

- A. Pete's Lift Station Pay Estimate No. 7, POW Contracting, Inc-** Public Works Director Dave Breazeale stated this will be the final. After speaking with finance committee today and Scott Yaeger, it's our determination to put this off until next council meeting. We are having a sever control issue down there. Over Christmas break we were called out no less than 20 times, and the crew has pulled the pumps 4 or 5 times already. We should hold off until we can get some of these bugs worked out. I would feel a lot more comfortable after I get a chance to talk with POW, their pump guys, control guys and the electricians so we can get this thing hammered out before approving the last pay estimate for this project.
- B. 2022 Financial Policies, Resolution No. 2022-01-** Clerk-Treasurer Julie Flyckt stated the financial policies are in the budget document that are passed by the ordinance, and since they are policies, we also pass them by resolution. Council Member Mike Schrag stated there was a little difference from last year to this year as there was an addition to this year's policies. Julie stated there was an addition of the capital asset policy, which was discussed during the budget process. Council Member Mike Schrag made a motion to approve Resolution No. 2022-01. Council Member Dede Boyer seconded the motion. Council Member Michelle Plumb opposed. Motion passed 6-1.
- C. Password Policy, Resolution No. 2022-02-** Clerk-Treasurer Julie Flyckt stated during our current audit, they asked for our password policy, which we do not have one. We need to have one as per audit rules as it helps to protect our financial systems. We worked with Vision who provided the policy and we adapted it to City of Ritzville. Council Member Scott Yaeger stated he has never heard of auditors requiring a password policy. Council Member Dede Boyer made a motion to approve Resolution No. 2022-02, a resolution adopting the password policy. Council Member Michelle Plumb seconded the motion. Council Member Scott Yaeger opposed. Motion passed 6-1.

**CORRESPONDENCE:** no correspondence.

**MAYOR UPDATES:**


Mayor Kadlec stated she hopes the young people are using the sledding hill this year as they haven't been able to use it much in the last couple years. Mayor Kadlec asked if maybe the newspaper could put something in the paper about the sledding hill for those people that don't know about it.

Mayor Kadlec stated before Dave Breazeale started on his report, she wanted to compliment him on what a good job that he and his crew have been doing on the snow removal. She has heard compliments from others as well and she just wanted to say good job and keep up the good work.

**DEPARTMENT UPDATES**

- A. **Public Works**-Public Works Director Dave Breazeale stated he had a lot of guys off at the end of the year taking vacation. We kind of got caught on the day it snowed as it stopped but then started up again later. We tried to plow everything off then it started up again and everything got compacted down then it froze. Dave spoke to Mark Miller with the county and we are going to buy some sand/salt mix from them so we can do a little better traction control the next time it happens on the hills.
- B. **Police Department**- Chief Dave McCormick stated we are ready to give written and physical agility tests on the 15<sup>th</sup> of this month, but it may be delayed as Marsha is stuck in Ellensburg with frozen pipes and sewer lines and she is the one who sends the letters out. We will have the oral board probably the week after that.
- C. **Clerk-Treasurer**-Clerk-Treasurer Julie Flyckt stated at our last council meeting we talked about how the ending balance for streets could potentially be in the negative by the end of the year because the TIB reimbursement had not come through. The reimbursement has now been deposited two days before the end of the year, which means we do not have to do the transfer from utility tax fund to the street fund. Julie is working with SCJ Alliance on the traffic impact fees structure. Right now, they sent Julie a list of the main busy intersections to review for the traffic impact fees. We are also looking at what else we would include in terms of walkways, pathways, and anything that we should be looking at that may have an impact on increased traffic. SCJ Alliance is also working on a schedule for developing the Comp plan. The city is also working on reviewing a short plat for four commercial lots that are across from Love's which is part of Grainland Acres development. The audit is getting closer to being complete and we know so far, there will be an exit item for the password policy. Exit item means an item to work on.

**ADJOURNMENT**-With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 7:17pm.

  
Michelle Asmussen, Deputy Clerk Treasurer II