

OPENING OF COUNCIL MEETING

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

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Linda Kadlec asked if there were any changes to the consent agenda. Council Member Scott Yaeger made a motion to accept the consent agenda. Council Member Mark Weigand seconded the motion. Motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Kadlec asked if there was anyone that had any comments. With no comments from the public, Mayor Kadlec moved on with the meeting.

ACTION AGENDA

- A. Chapter 8.20 Parking Prohibitions, Chapter 8.24 Handicapped Parking, and Chapter 8.40 Stopping, Standing and Parking Amendment, Public Hearing, Ordinance No. 2153-** Mayor Kadlec opened the Public Hearing for Ordinance No 2153 Amending Chapter 8.20 Parking Prohibitions, Chapter 8.24 Handicapped Parking and Chapter 8.40 Stopping, Standing and Parking of the Ritzville City Code at 7:03pm. There is a need for amendment to Chapter 8.20 Parking Prohibitions to address no parking zones and certain changes need to be made to 8.24 Handicap Parking to update the handicap language to people with disabilities and add two people with disabilities parking spots on Main Ave. Chapter 8.40, Standing, Stopping and Parking needs to be updated to reflect current signage and adding fire hydrant and loading zones. The mayor asked if the committees or departments have any additional information to be presented. Council Member Dennis Chamberlain stated that License & Rules did not have further information. Mayor Kadlec asked if the public or the council had any questions. Council Member Dede Boyer wanted to know if there was a way to get people to stop using other people's handicap parking passes and parking illegally in handicap parking spots. Chief McCormick stated if you see it, call the police department when it is happening, and they can ask them for their ID card. If they state they were stopping to pick up the person that has the handicap sticker that is authorized to use it, that might be a reason they were parking there. We would have to know the reason and when it is happening to act on it. Council Member Mike Schrag wanted to know why the penalty was reduced from \$124 to \$25 in section 8.20.020. Council Member Michelle Plumb stated this was something she requested the council consider, the \$124 is the fine for infractions in all the timed parking spots or no parking spots. The handicapped one is \$150 but in the state code it is \$450. Hearing no further questions or comments, mayor Kadlec closed the public hearing at 7:12pm. Council Member Scott Yaeger made a motion to adopt Ordinance No. 2153. Council Member Dede Boyer seconded it. Council Member Michelle Plumb made a motion to amend the original motion and increase the handicap fine to \$450 to be equal to the state penalty. Council Member Mike Schrag seconded

the amendment. The amendment failed 4-3. Council Members Scott Yaegar, Mark Weigand, Dennis Chamberlain and Dede Boyer opposed. The original motion passed as presented 6-1. Council Member Mark Weigand was opposed.

- B. Galbreath Way/Weber Road Bid Award-** Mayor Kadlec reported the bids for the Galbreath Way Weber Rd project were opened on May 14, 2021. Three bids were received and reviewed and the low bidder was Precision Paving Plus, LLC of Woodland WA. Varela has reviewed the bid package and finds that it is in order. Varela has inquired about the bidder's financial status and the reports are satisfactory. Varela has also inquired about the bidder's performance record by reaching out multiple times and have not heard back from the contractor's references provided. Varela contacted the public works director of Battleground, WA and Woodland, WA to get feedback on Precision Paving LLC, but they have not received responses yet. Council Member Scott Yaeger stated before we can award, we have to approve the updated cost estimate TIB form. We can approve the updated cost estimate through TIB for this amount and approve the mayor to sign the award letter upon TIB's approval of the UCE. Council Member Dede Boyer stated she thinks it would be foolish to go ahead with somebody we know nothing about, when we have not gotten anyone to say these guys have done a good job. Council Member Scott Yaeger stated you cannot disqualify them because you do not have that data. Scott stated that the council could approve the UCE TIB cost estimate or wait until next council meeting and try to have Varela verify the contractor. Council Member Dede Boyer made a motion to table this until next meeting to get more information on Precision Paving LLC. Council Member Mark Weigand seconded the motion. Council Member Michelle Plumb opposed. Motion passed 6-1.
- C. Updating COVID-19 Safety Plan, Resolution 2021-08-** Clerk Treasurer Julie Flyckt stated she went on the department of labor and industries website to see where we are at on the latest information that has come out from CDC regarding individuals who have been vaccinated. If a person has been vaccinated, they do not have to social distance or wear a mask. It is still up to businesses how they want to implement those guidelines in their business or not. In terms of a government entity under we fall under the miscellaneous venues requirements, and everyone would have to be vaccinated in order to lift the restrictions of social distancing and not wearing a mask in a meeting. In Phase 3 we can be up to 50% room capacity with 6' distancing but we cannot maintain that requirement in the chambers due to the limited size. The updated COVID-19 Safety plan includes these updates. The plan will be effect until the state of emergency is lifted. Council Member Debbie Chapman made a motion to approve Resolution 2021-08. Council Member Michelle Plumb seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. Statewide Transportation Improvement Plan (STIP)-** Council Member Scott Yaeger stated he included priority #2, which is Planning SR-261 Shared Path from I-90 West bound off ramp to Love's that was in addition to the preliminary one last meeting. Also, Priority #4, Broadway Sidewalk and Parking Project and #1 Division to Adams. The 6th Ave Sidewalk Project from Division to Palouse provides sidewalks and ADA ramps from Division to tie into the sidewalks in front of the school. The rest are the same from previous years and they were just moved down the list and the cost was updated.

CORRESPONDENCE

- A. **RDDA Minutes:** Minutes for February-May 2021 were provided to council.

MAYOR UPDATES


- A. **Nuisance Property Inspections-** Mayor Kadlec stated that her and Public Works Director Dave Breazeale will be going out June 7th and the 9th of this next week and then the following week until inspections are complete.

DEPARTMENT UPDATES

- A. **Public Works-** Public Works Director Dave Breazeale stated the crew is getting the irrigation done out on the walking path. Mike Miller purchased the lot on Division where the old high school used to be and there has been a lot of discussion between him and I and the city attorney about who's responsibility it is to put in the sewer lines. He was under the impression, when he purchased the lot from the previous owners that it had a water and sewer connection. There is a sewer connection there, but it is not deep enough. We are in a situation where we are not sure which way to turn, I have consulted with our attorney on this, and I need some guidance from Council. They are bringing the house in either this week or next week and they are going to want to have plumbing complete. We could put a line in from Columbia and then go through our easement through the old high school, but we really do not have the time to do it. We could hire Justin McKenzie to provide services to help complete the project. What we should do is put a trunk line in from Columbia to Division so if the other lot on the end sells then we have the sewer already there for them to hook up to. If Mike pays for it, he will have to charge them a late comers fee on top of our connection fee. If we put it in, we assume liability of it which means we should own it and we should be able to charge the hook up fee on it. Justin McKenzie gave the city a bid today between \$8,000-\$10,000 to do it. Clerk-Treasurer Julie Flyckt stated that our attorney is checking into what current easements are part of the property because we would have to have an easement in place before placing the line and the cost of project would have to come to council for approval. Council Member Dennis Chamberlain made a motion to authorize Dave Breazeale to excavate and install the trunk line not to exceed \$10,000. Council Member Mark Weigand seconded the motion. Council Member Michelle Plumb opposed. Council Member Mike Schrag did not respond on the phone. Motion passed 5-1-1.
- B. **Police-** Police Chief Dave McCormick stated it was a very quiet Memorial Day weekend. They are continuing to provide photos and addresses to the city clerk's office in reference to the properties that have people living in trailers and motorhomes. They are working on letters to notify the landowners to remove them.
- C. **Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated the city's state financial report was submitted to the state auditors' website on Friday. We have up until our audit to do any updates and the report is currently being reviewed by the city's financial consultant. couple of weeks. The utility bills were estimated this month due to updating the meter software. When we had a meeting with Neptune, everyone in the group figured out there is a certain number from our meters that needs to be in our utility billing system

and Kim and entering all of those numbers for those meters which is taking time to update the system.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 7:57pm.



Michelle Asmussen, Deputy Clerk Treasurer II