

**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, Mike Schrag and Dennis Chamberlain. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Public Works Director Dave Breazeale, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief David McCormick, and City Fire Chief Joel Bell. City Attorney John Kragt was excused.

**ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Linda Kadlec asked if there were any changes to the consent agenda. Council Member Michelle Plumb stated in the minutes on page 2, she just wanted to make sure everyone understands that the city did not reject any awarding of the contract. It should state we delayed in awarding it until we could check on the references. Council Member Dennis Chamberlain made a motion to accept the consent agenda with the noted changes to the minutes. Council Member Mark Weigand seconded the motion. Motion passed 7-0.

**PUBLIC REQUESTS AND COMMENTS-** Mayor Kadlec asked if there were any questions or comments from the public, hearing none she moved on.

**ACTION AGENDA**

- A. Boyd Report Update-Adams County Development Request-** Janis Rountree from the ACDC stated they were approached by a private company that was looking at the Ritzville area to bring a large distribution warehouse project to update our Boyd report. This originally dates back to 2015, it was updated in 2018 and has not been since. The report is called the Adams County Distribution Warehousing Report and is a document that outlines the cost advantages of the Ritzville area and Adams County new distribution operations. The Boyd Company is a highly credible source, and their product is used to market to prospective site selectors as a tool for Adams County to bring new jobs and investment within our county. It provides comparative business operating cost that are a particular strength of the Boyd company. It gives side by side comparison on a complete how to bring your project to the area so it will describe land cost, infrastructure cost, jobs, housing, etc. A site selector from a nationwide company can look at the area, it is compared with other areas of similar size throughout the nation. The cost for updating this report is \$18,500 we are seeking assistance in paying that fee because it benefits more than just the development council. It's a tool that the county and the City of Ritzville will be able to use, it will be the property of anyone who participates. The commissioners are on board for supporting the updating of the report they said they would commit to their amount after they hear back from everyone else. The Development Council has already paid the \$3,500 start up fee the report is almost completed we should have it by mid-July. The original report back in 2015 was \$60,000. Council Member Dennis Chamberlain made a motion to approve allocating \$4,200 from the current expense fund to the Adams County Development Council for the Boyd Report update. Council Member Dede Boyer seconded the motion. Motion passed 7-0.
- B. WA Main Street Grant-RDDA Request-** John Rankin stated if we want to move up and be an affiliate which we always have been since we started in 2003, we haven't ever had any paid employees, a grant allows you to have a part time 20 hour a week employee.

They are willing to fund communities under \$20,000 for 2 years but they are only funding 75% of the position so we would have to come up with the other 25%. If you want to go that way and not be an affiliate anymore then it is going to cost money on top of the grant. When the grant runs out in 2023, then you have to fund it fully to keep on going or you give it up. You will have to weigh whether you want to commit to it or think it is that important. This request comes down to is if you want to fund this for 2 years, 5 years, 10 years, etc. If I don't have a letter of support from you guys and a letter of support from my board then we're not going to pursue the grant which is do July 23<sup>rd</sup>. Council Member Debbie Chapman made a motion to approve a commitment letter approving the city to allocate 25% to the Main Street Executive Director Position. Council Member Dennis Chamberlain seconded the motion. Motion failed 2-5.

- C. Coronavirus Local Fiscal Recovery Fund, Ord. No. 2154-** Clerk-Treasurer Julie Flyckt stated this is an ordinance to establish a separate fund for that money, it will be for over two years. It will help us to track the expenditures and revenue as it comes in, we have already received our first allocation of money. Finance committee continues to look over what is eligible and what isn't eligible. This ordinance is just to help us establish the fund 106 for the purpose of holding and distributing the coronavirus recovery funds. Council Member Dennis Chamberlain made a motion to adopt Ordinance No. 2154 to establish fund No. 106 for the purpose of holding and distributing the coronavirus local fiscal recovery funds. Council Member Mark Weigand seconded the motion. Motion passed 7-0.
- D. Updated Utility Payment Plan, Resolution No. 2021-10-** Clerk-Treasurer Julie Flyckt earlier in the year we passed a resolution to do a payment plan for those that were past due on their utility bill. It is helping in terms of what the governor put out that we couldn't do any water shut offs or any late fees. The governor did put out a proclamation stating that they now have through the end of September where we can not do any shut offs or late fees. Our concern is what is that going to look like after September 30<sup>th</sup> when we start shutting peoples water off and doing late fees, so we really want to put out this updated payment plan that they can apply for to help them get their account balances down. Right now, we have 200 accounts that are past due of \$47, 768. So, we would like to update this payment plan where they would have until the end of next year to make those payments. Council Member Dede Boyer made a motion to adopt Resolution 2021-10 to authorize a temporary updated payment plan for utility customers economically impacted during the COVID-19 outbreak. Council Member Mark Weigand seconded the motion. Motion passed 6-0. Council Member Dennis Chamberlain Abstained from the vote.
- E. Repealing Proclamation of Emergency & Temporary Procedures, Resolution No. 2021-11-** Clerk-Treasurer Julie Flyckt stated the governor put out as of June 30<sup>th</sup>, an update to the Miscellaneous Revenues category that we fall under for meetings. Now there are no restrictions on capacity, no physical distancing requirements, but you must still follow current applicable face covering requirements as outlined in proclamation 20-15. It is my understanding that if you are vaccinated or have health concerns you don't have to wear a mask. If you have not been vaccinated, they require that you still wear a mask, but people will not ask why you are not wearing one. What this resolution does is it repels all the resolutions that we have done for our temporary emergency procedures.

Council Member Dennis Chamberlain made a motion to approve Resolution No. 2021-11 repealing Resolution Nos 2020-05, 2020-09, 2020-16, and 2021-03 related to the COVID-19 proclamation of emergency and temporary procedures, Council Member Mark Weigand seconded the motion. Motion passed 7-0.

- F. POW Contracting, Inc., Pay Estimate #1-** Public Works Director Dave Breazeale stated he didn't see anything wrong with the pay estimate, it looks pretty standard for where they are at in the job process. They were holing up the fire station line today, they are going to do Wheatland Bank tomorrow and they should be done all the way to the gravity main on Washington. They will be moving to the Broadway project very soon. Council Member Scott Yaeger made a motion to approve pay estimate #1 in the amount of \$286,643.96 to POW Contracting for the Pete's Lift Station and Sewer Improvements Project. Council Member Mike Schrag seconded the motion. Motion passed 6-1. Council Member Mark Weigand voted No.

#### **DISCUSSION AGENDA**

- A. Chapter 2.28 Fireworks Amended, Ord. 2155-** Clerk-Treasurer Julie Flyckt stated we learned a lot this year with the high fire danger, about what we could and could not do as a city as far as banning fireworks. MRSC put out a great blog, which states the cities and counties don't have the authority to pose immediate fireworks ban without a one year waiting period no matter how dry or dangerous the conditions are. Julie provided a draft of the fireworks chapter ordinance to include the ability to be able to do a ban. If it does become effective it will be effective for the year you adopt it. Council members discussed adding the ban or to do a permanent ban. Mayor Kadlec stated this would be tabled at this time for some further discussion.
- B. 2<sup>nd</sup> Quarter Financial Reports-** Clerk-Treasurer Julie Flyckt stated the city is 50% way through the budget with revenue at 54.8%, and expenditures are at 51% for the Current Expense fund. The 006 city memorial enhancement fund has a negative \$2,364.80 due to voiding a check from a few years back.

#### **CORRESPONDENCE**


- A. RPDA May Minutes**

#### **DEPARTMENT UPDATES**

- A. Public Works-** Dave Breazeale stated Main Ave is about completed the guys are coming in tomorrow to repaint the curbs, I didn't accept their first paint job it didn't look very good. We are still having conversations about the angle slopes around the corners of the buildings because they are so steep. We have a quote for about \$2,200 to pull the out and make them flat. Pete's Lift Station is under way they are on schedule, they should be moving up to Broadway next week to start the Broadway sewer line extension project. I have a message into Wayfinding with Jaime from Newman to get a quote on the historic downtown sign and the name plate signs for First Ave. I spoke with Greg from Washington State DOT last Thursday he said as long as we put a culvert in with some storm drains, we can get rid of that fence and level out that area up there on Division. He wasn't guaranteeing that he thought that would work out, but we needed to talk to the drainage people, and they are supposed to call me next.

- B. Police-** Police Chief Dave McCormick stated on the 4<sup>th</sup> of July they had 12 calls for service, 8 of those calls were for fireworks. On the 25<sup>th</sup> and the 27<sup>th</sup> we participated in the task force emphasis for DUIs, one officer had 13 contacts with 7 citations and one officer had 12 contacts with 5 citations, there were no DUIs issued. Lexipol is about 2 weeks out from being able to push the policies out to the officers for their review and comments, which will take them about two months to get through that. The representative just informed me that he just received a package of updates from the Washington State Legislature, they have changed a lot of the laws and a lot of the way Police Officers can do business.
- C. Clerk-Treasurer-** Clerk-Treasurer Julie Flyckt stated the Neptune meter software has been implemented and it went really smooth. Kim reported that it was so easy because it was web based. In that process of making sure that the bills were ok the service dates are wrong on the bill. The Mayor and Julie will be starting the budget process with department heads at their meeting next Tuesday. The Health and Wellness Committee met with Dave, Mayor and Julie to talk about the Wayfinding project and plan the next phases for the signs. Julie will be on vacation from July 15<sup>th</sup>-July 23<sup>rd</sup>.
- D. Fire-**Joel Bell stated he wanted to thank Julie for helping out with the new ordinance. Last month we had 3 calls for service, 2 lift assist and 1 false alarm up at the hotel. We ended up having some trouble with our ladder truck, the generator on our ladder truck was making to much power it blew out two of the lights we just replaced. We took the generator off it is in Spokane. Dave filled out some paper for a grant for caring neighbors we had someone else fill out another grant, so we received \$3,000 total for the Caring Neighbors Program. We will spend \$2,000 for air packs and \$1,000 for new truck lights.

**ADJOURNMENT-**With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 8:20pm.

  
Michelle Asmussen, Deputy Clerk Treasurer II