

OPENING OF COUNCIL MEETING

Mayor Linda Kadlec opened the remote and in person council meeting at 7:00pm. Council members present were Michelle Plumb, Marsha Smith, Mike Schrag, Dennis Chamberlain, Dede Boyer, Debbie Chapman, and Scott Yaeger. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief David McCormick, and Public Works Director Dave Breazeale. City Fire Chief Joel Bell and City Attorney John Kragt were excused. Also present were Barry Boyer, Steve Meye, Jeff Kissler, Bart Haynes, Matt Carlson, John Rankin, Chauna & Andrew Carlson, and Dale Brown from the Cheney Free Press.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Linda Kadlec 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 May 2nd, 2023, as presented. Council Member Dede Boyer seconded the motion. The motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Kadlec asked if there was anyone who would like to make a comment. Jeff Kissler (204 W. 8th Ave) stated he was there as the President of the Fraternal Order of Eagles. There is a pending request for a street closure from the RDDA for Memorial Day Weekend. The plan is to have a beer garden outside, with no alcohol being sold outside, pending the liquor control board's approval. They are also planning on trying to do the same for Music on Main, but they will be open earlier, but volunteers are always an issue. For Alumni weekend, the Eagles will be open Friday and then one day for Music on Main. The Eagles are trying to support the downtown efforts and bring more business downtown and more for the public to do. It is just outside the club, and it will be 33 ½' coming out and 46' coming across in front of the building and halfway into the street.

Council Member Mike Schrag wanted to express how proud and grateful he is to the committee that was in charge of the Arbor Day program. He reintroduced the tree committee to the council: Brooke Hays, Debbie Chapman, Karen Cady, and Michelle Keefer. He also thanked the Public Works department for helping to plant the trees and expressed his appreciation to Michelle Asmussen for the things she did for the event.

Mayor Kadlec stated the city received a written comment from Derek Schafer regarding the Traffic Impact Fee which is also on the agenda. Mr. Schafer has provided some examples of the different types of businesses and the projected cost for each of those businesses. He states being worried that this fee level may drive businesses from Ritzville. The full written comment is in the council packet for further information.

ACTION AGENDA

- A. Traffic Impact Fee-SCJ Alliance Public Works Committee-** Council Member Scott Yaeger stated there is a lot of data provided from the data existing trip, background trip, pipeline, Grainland Acres trips, and expected growth for total growth trips, which would make the anticipated traffic impact fee \$7,700 per trip. Michelle Plumb created a sheet that shows how we could reduce that trip impact fee from \$7,700. One option, which is option 2, is to include the City's existing trips in the total trips so the city has something invested at \$5,250 per trip. A third option would be to try and reduce it more by having the cost of the roundabout on the east bound off ramp at full cost and then match

funding for a grant application for the one at Division & Weber, and the one at 261 & West bound off ramp. This third option calculation would be \$4,485.28. The purpose of the different options with the data provided is to give the city council some options for the fee. Eric from SCJ Alliance stated this is a significantly high fee and the reason is Ritzville isn't that big, and there are a couple of really expensive projects that will be needed. There are not many trips to divide that cost across. Under SEPA when additional traffic is added to the network it breaks the system, improvements are required to mitigate the adverse effects. At the back of the report there are cost estimates for each roundabout, and it broken up between growth trips and existing trips, and the costs were only allocated to the growth trips. This is consistent with the way the city comp plan is written where growth pays for growth. The city council decided to discuss it further at the next council meeting.

- B. Ritzville Alumni Street Dance and Music on Main Street Closure Request-John Rankin, RDDA-** John Rankin stated there are a couple of events that we are behind, and the first one is the Ritzville Alumni street dance. The Eagles were talking about having The Old Dogs play in the Eagles because they are the only business open on the weekends. Rankin's idea was if the RDDA partnered with the Auxiliary they could put the band where he usually parks his car. Then they can use the drum risers he built, put a little stage there and run the power off of his building. The Eagles will have their beer garden, so anyone that wants to come down can come and listen to the music and hang out. The band is supposed to start at 6:00pm and end at 10:00pm. Washington St from Railroad to Main Ave will need to be closed. It would be barricaded off as soon as everyone leaves at 5:00pm that day. The next event is Music on Main, that event is on Saturday July 8th. This year there has been music added on Friday night. At noon on Friday, from the alley at the Post Office to Washington to Main Ave will need to be closed, and close off parking in front of the Gritman Building. Then Washington to Railroad will need to be closed leaving Main open to set up. On Saturday morning, Division to Adams on Main and Railroad to the alley will need to be closed. The music on Saturday starts at 10:45am and goes on until 9:00pm and the market opens at 10:00am and closes at 6:00pm. They will also need approval to put up the banner when alumni weekend is over on Division, one banner on the golf course fence and one banner on 1st Ave next to Napa. Council Member Dede Boyer made a motion to approve the street closures on May 26th from 6pm-10pm, on July 7th from noon- 10pm, and on July 8th from 7am-10pm. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- C. Avista's Electric Vehicle Charging Program Agreement-** Public Works Director Dave Breazeale presented the EV charging station agreement with Avista. Council Member Dennis Chamberlain made a motion to approve the mayor to sign Avista's Electric Vehicle Charging Program Agreement. Council Member Scott Yaeger seconded the motion. Motion passed 7-0.
- D. Streets, Sidewalks, and Drainage Engineering Services Agreement-Ardurra-** Council Member Scott Yaeger presented the master service agreement which has a period of service, payment procedures, and how you get out of it. Council Member Scott Yaeger made a motion to approve the Professional Master Services Agreement between Ardurra and the City of Ritzville for street, sidewalk, and storm drains system engineering services. Council Member Mike Schrag seconded the motion. Motion passed 7-0.

- E. Well #8 Pay Estimate #10-Schneider Water Services-** Public Works Director Dave Breazeale reported the pay estimate is the final pay estimate for drilling work Schneider did on Well #8. Scott Yaeger stated there is still one more payment for the retainage left. Council Member Scott Yaeger made a motion to approve Pay Estimate #10 to Schneider Water Services for Well 8 replacement projects in the amount of \$147,805, for the work performed March 3, 2023 to April 11, 2023. Council Member Dennis Chamberlain seconded the motion. Motion passed 7-0.
- F. Koch Well-Schneider Water Services-** Public Works Director Dave Breazeale stated last year when the Koch well was fired up to do some testing on it, the well was cavitating, which means there is air in the lines because it is out of water. This was when they were drilling #8 so the thought was it may be caused by that and hoped it would replenish but it has not. The well has been sounded and it is 6' out of water with the bowels. The hole is so crooked they don't think they can go back down there with more pipe and bigger bowels to get more water. The estimate provided by Schneider is to do a gyroscope and survey the hole to see if they can go back in and make the bowels deeper. So essentially, the risk is spending \$12,744 to see if we can go back and put the bowels deeper. There is still the Rodeo well as a backup emergency well and it would serve the town fine but if #9 goes down at the same time, it would be a big issue. Breazeale stated he wasn't sure if RD would pay for this cost, but he would check on it tomorrow. Council Member Dennis Chamberlain motioned to approve Schneider Water Services to perform the gyroscope survey and caliper log to the Koch well in the amount of \$12,744. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- G. Planning Commission Mayor Appointment-Colonel Collie-** Mayor Kadlec stated Colonel Collie has served on the Planning Commission in the past but became busy with his business and was unable to make the meetings so he couldn't stay on the committee. He is now retired and has been invited to join the planning commission. Mayor Kadlec stated approving his appointment to the Planning Commission, which needs the council's approval. Council Member Dennis Chamberlain made a motion to approve Colonel Collie for appointment to the Planning Commission. Council Member Dede Boyer seconded the motion. Motion passed 7-0.
- H. Wayfinding Gateway Sign Agreement-Image Group-** Council Member Michelle Plumb stated as requested by the council at the last meeting, she reached out to Bart from Image Group and shared some of the council's concerns for the contract and what the council wants to have in the contract. Bart has now provided a breakdown for all 4 phases. Phases 1&2 will provide the shop drawings as discussed and he broke it down to a phase budget for each one. The cost for Phase 1 is \$16,500 and Phase 2 is \$9,500, which is \$26,000 of the proposed \$35,200 budget overall. Phases 3&4 costs will be about \$9,200. Bart from Image Group stated the main part of the cost for this project is the design, engineering, and creation. They are licensed contractors, and their preference is to keep all of the projects in-house as they do manufacturing, implementation, and installation all under one roof. By doing that they minimize the need for contract oversight management, and they don't have to do any additional shop visits, or color draw downs, or material samples. Council Member Scott Yaeger made a motion to approve the design contract with Image Group for the Wayfinding sign for phase 1&2 and delete phases 3&4 of this contract at this time. Council Member Mike Schrag seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. **Street Beautification**-Councilmember Dede Boyer stated there was a lady at the last council meeting who wanted to put flowers in front of her home between the street and the sidewalk and asked if Public Works Director Dave Breazeale could explain the difference in where people can put things in the flats versus on the hill. Breazeale stated the code states you are allowed to plant between the sidewalk and the curb (4' area), in the flats there are no curbs, so it is based off of what the city right of way is and in the flats at Broadway & Palouse there is an 80' right of way. Then measure from the center line of the road 40' back to the property line and that's where the right of way is located.

CORRESPONDENCE

Mayor Kadlec stated the RPDA March minutes, and RPDA board member resignation was in the council packets.

MAYOR UPDATES: There were no mayor updates.

DEPARTMENT UPDATES

- A. **Public Works**- Public Works Director Dave Breazeale stated for Arbor Day, the city planted 10 trees with the 5th graders. For Appliance pickup day there were 65 appliances picked up last year and this year there were over 100. BCV is done crack sealing, and there will be a walk through tomorrow to see what they missed. The crew has started spraying and the weeds are coming thick and quick. Breazeale went through the well records the other day and came across an interesting memo from 1996 from a company called BMI. At the time it states the city had 580 million gallons of water rights and that there were enough water rights for 3,000 connections. Somewhere along the way there were 220 million gallons of water rights that are no longer tied to the city. Breazeale called DOE and spoke to them but have not received an answer yet. Council Member Scott Yaeger gave an update on the crack sealing project and stated it has gone over quantity wise by quite a bit at 170%. Yaeger sent a request to TIB to tell them about the situation and the city is going to have to stop at 232,100 lineal feet unless they would provide additional funding to complete the project. They came back and said they will fund at their 95% to complete the project and to stop doing the alligator cracking.
- B. **Police Department**- Chief Dave McCormick stated Law & Justice Day with the county is going to be Friday. They will bring the 5th graders down from the school, let them sit in the court room and have a mock trial. The county brings all their equipment from Othello, and Officer Borden and Dew will bring a couple cars over there to participate for about an hour and a half.
- C. **Clerk/Treasurer**- Clerk-Treasurer Julie Flyckt stated the Deputy Clerk Treasurer 1-Utility Billing Clerk position is still posted. The first review will happen on Thursday the 4th. There are four applications so far and it will remain open until filled. At this point the staff is doing a great job covering everything. One of Flyckt's main concern right now is getting the annual financial report done.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Linda Kadlec adjourned the remote and in person meeting at 8:29pm.



Michelle Asmussen, Deputy Clerk-Treasurer II