

01/18/06

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Bob Fateley, Art Smyth, George Webster, Dave Freels and Jerry Tretwold

Minutes were approved as sent for 12/14/05 & 12/29/05.

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the City Council.

As of this date 01/18/06 the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows: Claims Fund voucher numbers 39115 through 39128 and 39130 through 39204 in the total amount of \$317,796.72; Payroll Fund voucher numbers 22336 through 22369 in the total amount of \$57,761.92.

#### **SWEARING IN OF COUNCIL MEMBERS**

Mayor Webster swore Art Smyth into position #1 and David Freels into position #3 of the City of Brewster Council.

#### **WASTEWATER TREATMENT PLANT PHASE II UPDATE**

Steve James and Levi Shoolroy, of JUB Engineers, were present to discuss the Wastewater Treatment Plant Upgrade Phase II. Mr. James stated that the project will cost approximately \$3.1 million dollars funding, which is comprised of both grant money and loans. James went over the project with the council and reviewed each component.

Mr. James stated that rate payers would be impacted approximately \$9.50 per month with this project. The rates have already been increased by \$1.50 per year which started in 2005 in anticipation of this project. James stated that capacity would be double and the city would gain residential and/or industrial growth potential. James stated that approximately 15 acre feet per year of water is lost in the processing of waste at this time. When the update is completed the effluent water (treated wastewater) will be used more effectively and decreasing water usage. Projected deadlines are advertising Feb 2006 and bid opening in March 2006 and start date of April 2006.

#### **SHORELINES MASTER PROGRAM**

Kurt Danison, Highland Associates, was present to give the council a brief history of the Shorelines Master Program (SMP) and explain to council why it's important to have a SMP. Danison reported that the grant is for approximately \$75,000 to do an Inventory Analysis on our SMP. Danison stated that some regulations, goals and policies are the same in several cities and towns so a regional effort is in process to work together. Approximately 45% of City of Brewster's grant monies will be used for our SMP and 55% will be kept by the Okanogan County to work on general policies in growth areas. Danison explained that the deadline for completion is 2007, and he believes the change to the City of Brewster SMP will be minimal.

A Memorandum of Understanding (MOU) between Okanogan County and all of the participating cities must be signed along with an Inter-local agreement to make sure our portion of the grant money is paid to the city. Danison stated that he will be looking out for the cities interests in regards to making sure the cities get the money from the county.

**MOTION:**

Council Member Fateley moved to approve the Mayor to sign the Memorandum of Understanding with Okanogan County for the update of the Shoreline Master Program. The motion was seconded by Council Member Smyth and passed unanimously.

Council Member Fateley moved to approve the Mayor to sign the Inter-local Agreement with Okanogan County for the Shoreline Master Program. The motion was seconded by Council Member Smyth and passed unanimously.

**VISITORS INFORMATION CENTER**

JD Smith, Brewster Chamber of Commerce President, was present to request a donation of \$500 for the Visitor Information Center located at the Senior Center with the understanding the Chamber would also pay \$500. Discussion was held on the function and effectiveness of having the chamber phone located at the Senior Center. Council Member Fateley stated that he had heard complaints about messages not being returned and the phone not being answered. Police Chief Ron Oules volunteered to look into placing the chamber phone in the Police Department and having his office staff answer the calls. A suggestion was made to have the Chamber of Commerce update their website.

**MOTION:**

Council Member Tretwold moved to approve the donation of \$500 to the Visitor Information Center. Council Member Fateley asked to see statistics before approving the expenditure. Fateley believes that the money could be used better for advertising. Council Member Tretwold's motion died for a lack of a second.

**AIRPORT COMMISSION UPDATE**

J.D. Smith, Airport Commission Chairperson, recommended to council that Dave Smith Sr. be appointed as the Airport Manager and that he be paid \$500 per month. Smith passed out an Airport Manager job description and discussed it. Smith stated that the document is a work in progress. Smith asked if a benefits package would be included as part of the job. Mayor Webster stated that benefits were not a part of this position. Smith asked if Dave Smith Sr. would be constituted a city Department Head? Mayor Webster pointed out that since he is not reporting directly to him as Mayor and instead reports to the commission, he would not be considered a Department Head. Mayor Webster also stated that any raise in compensation would be handled through the budgeting process. Council Member Fateley stated that he wants to hear monthly reports. Council Member Tretwold reminded the council that in the absence of Chairperson Smith he and Council Member Webster (Airport Commission Members) would be able to answer questions raised.

Smith went over some airport issues with council for clarification: Smith stated that he would like the leases approved through the Airport Commission, with final approval going to council; the billing be done through the City Clerks Office; all inventory and supplies be moved out to the airport; the airport managers responsibility to go through Commission to reorder supplies; a packet of information for potential developers be established; and the airport manager be in charge of developing and maintaining an inventory list. There were no objections by the council to these suggestions.

**MOTION:**

Council Member Webster moved to appoint Dave Smith Sr. as the Airport Manager at a salary of \$500 per month with the understanding that the job description is a working document and that he reports directly to the Airport Commission and that the Airport Commission then reports directly to the council. The motion was seconded by Council Member Tretwold and passed unanimously.

## **DAVE SMITH AIRPORT LEASES**

J.D. Smith requested that the discussion regarding Dave Smith's airport leases be put off until the February council meeting in order for the Airport Commission to read over the City Attorney's proposed changes to the leases.

## **ORDINANCE #781 – REGARDING THE 2006 FINAL BUDGET**

City Clerk Olsen discussed Ordinance #781 regarding the 2006 Final Budget. Olsen reminded council that the budget is just a guideline and can be revised at anytime.

### **MOTION:**

Council Member Freels moved to approve the Police Department's budget as discussed in the budget workshop. Council Member Fateley abstained. The motion was seconded by Council Member Smyth and passed.

Council Member Freels moved to approve a 5% plus \$100 wage increase for the Public Works Department. The motion was seconded by Council Member Webster and passed unanimously.

Council Member Tretwold moved to approve a wage increase for the Mayor from \$500 to \$750 per month. The motion was seconded by Council Member Webster and passed unanimously.

Council Member Freels moved to approve a 5% wage increase for the Police Officers, City Clerks Office staff, City Clerk/Finance Director and Public Works Director and a flat \$400 per month increase for the Police Clerk and Municipal Court Clerk. The motion was seconded by Council Member Webster and passed unanimously.

Council Member Freels moved to approve Ordinance #781 including the prior recommendations. The motion was seconded by Council Member Fateley and passed unanimously.

## **JAIL FEES**

City Clerk Pam Olsen discussed the information that was distributed by the City of Omak in regards to jail fees. Olsen stated that an agreement must be signed or the jail will refuse to take our prisoners. It was suggested that Council put pressure on the Okanogan County Commissioners to get the sales tax issue on the ballot. Council Member Freels suggested that the Mayors get together as a group to work on common problems including the jail fees and that they ban together to get the commissioners attention. Council Member Freels discussed the increase of sales tax to help with off setting the jail costs. The tax increase would be collected from residents of Okanogan County as well as the tourists that visit our area, thus spreading the burden over a larger group.

Council Member Tretwold suggested getting the Okanogan County Mayors together to discuss common issues. Mayor Webster directed the City Clerk's Office to begin work on this project.

### **MOTION:**

Council Member Tretwold moved to approve the current payments due for jail fees as billed. The motion was seconded by Council Member Fateley and passed unanimously.

## **ROAD TAX LEVY SHIFT**

City Clerk Olsen explained that the County is requesting a Road Tax Levy Shift again this year which means the money that the county uses of property tax money would be received in May instead of throughout the year.

## **MOTION:**

Council Member Freels moved to approve the Road Tax Levy Shift. The motion was seconded by Council Member Webster and passed unanimously.

## **POLICE DEPARTMENT UPDATE**

Interim Police Chief Ron Oules went over overtime and reported that the overtime is in good standing. Oules discussed the monthly stats and vandalism and graffiti in the park. Oules reported that the Okanogan County Prosecutors Office received the councils letter regarding tougher penalties for juveniles in regards to graffiti and that they appreciated the input.

Oules stated that the police department had been doing a sweep of the city tagging junk and inoperable vehicles. Oules stated that people have been responding well to the requests to remove the vehicles especially after it is explained to them that everyone is being targeted and that it is in an effort to clean up the city.

Council Member Freels discussed issues at the Recreation Center. It was suggested that a meeting be held with the Council Committee consisting of Council Members Webster and Tretwold, along with Chief Oules, Lt. Kelly Hook, Recreation Director Jerald Aldridge, Assistant Recreation Director Miguel Garcia and Public Works Director Mike Shenyer to discuss safety issues. Council Member Freels requested that no public events be held at the Recreation Center until certain issues are resolved. There was no action taken.

## **STOP SIGNS**

Council Member Webster asked who's responsibility it is to replace faded stop signs. Public Works Director Shenyer stated that it was his departments responsibility to replace damaged signs and requested the locations of the signs that need replaced.

## **ORDINANCE #780 – REGARDING ITINERANT VENDORS**

Interim Chief Oules discussed Ordinance #780 regarding Itinerant Vendors. Oules stated that a revision was made to Chapter 5.06 of the Brewster Municipal Code relating to proof of legal status to operate a business.

## **MOTION:**

Council Member Freels moved to approve Ordinance #780 as presented. The motion was seconded by Council Member Fateley and passed unanimously.

## **ADJOURNMENT**

There being no further business to come before the Council the meeting was adjourned.