

08/09/06

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

Council Member Tretwold moved to approve the minutes for 07/12/06 as sent. The motion was seconded by Council Member Webster and passed unanimously.

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 08/09/06 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 ????? through ????? in the total amount of \$92,193.36 Payroll Fund voucher numbers ????? through ????? in the total amount of \$?????.

PTA POOL RENTAL

Laurie Oules was present to request the pool rental fee be waived for the PTA's (Parent/Teachers Association) 2nd Annual Back to School Splash fund raiser August 26, 2006. Mrs. Oules stated that the money raised from this event goes to purchase and provide school supplies and small items needed in the classrooms.

MOTION:

Council Member Freels moved to waive the fee for the 2nd Annual Back to School Splash sponsored by the PTA. The motion was seconded by Council Member Smyth and passed unanimously.

SCHOOL GATHERING TO WELCOME THE NEW SCHOOL SUPERINTENDENT

Laurie Oules inquired about who to speak with regarding renting a gazebo for the teacher and staff gathering to welcome the new school superintendent. Finance Director Pam Olsen stated that Oules could make arrangements through City Hall and that the rental fee was \$60.00 and that fee could be waived by council.

MOTION:

Council Member Tretwold moved to waive the gazebo rental fee for the school gathering. The motion was seconded by Council Member Freels and passed unanimously.

PARK ADVISORY COMMITTEE MEETINGS

Council Member Smyth reported that the Park Advisory Committee had met two times so far. Smyth stated that one of the meetings consisted of a walk through the pool to determine what areas could be improved on.

DEPARTMENT HEAD DIRECTIVE

Council Member Tretwold requested that a directive go out to all department heads to develop a list of items in their departments sorted by need before the budget workshop.

Action: Finance Director will send out the directive prior to this years budget workshops.

REGIONAL SHORELINE MANAGEMENT PROJECT

Kurt Danison, Highland Associates, along with Char Beam, Okanogan County Planning, were present to give a power point presentation outlining the process for the upcoming Regional Shoreline Management Act Project. Danison stated that Brewster had opted to revamp their Shoreline Master Plan (SMP) which began with applying and receiving a grant for 100% funding for the project. Danison gave Council a brief history of the SMP. Danison listed the following stages of the program: Inventory/Mapping; Cumulative Impact; Policies & Regulations; Localizing for Brewster; Restoration Plan; Agency Review; Adoption Process/Public Hearing; Final Council Approval/Public Hearing and State Review. Danison stated that the timeline for development is July 2006 through December 2007 with a final due in the spring of 2008.

Danison stated that there will be 15 meetings starting August 23, 2006 at 7:00 pm in the Okanogan County Sheriff's Conference Room. Danison asked for a volunteer from the council to represent Brewster.

PUBLIC HEARING – RESOLUTION #06-02 – ADOPTING THE SIX YEAR COMPREHENSIVE STREET PROGRAM

Mayor Pro-Tem Fateley opened the public hearing to discuss Resolution #06-02 adopting the Six Year Comprehensive Street Program. Finance Director Pam Olsen presented the proposed Six Year Comprehensive Street Program prepared by Public Works Director Mike Shenyer. Olsen explained that this resolution and plan has to be prepared yearly to be eligible for grant funding for future street projects.

MOTION:

Council Member Webster moved to approve Resolution #06-02 as presented. The motion was seconded by Council Member Freels and passed unanimously.

RESOLUTION #06-03 – REGARDING THE CITY'S PERSONNEL MANUAL

Finance Director Olsen discussed Resolution #06-03 regarding the City of Brewster Personnel Manual, specifically, the Family Leave Act. Olsen reported to council that previously the city was required by law to adhere to the Family Leave Act but that the law has now been changed and cities that have less than 55 employees are exempt. Olsen stated that allowing employees this leave can and has in the past put departments in a bind to cover shifts and has caused overtime costs. Police Chief Ron Oules stated that he knows that it can be abused, but feels that since this affects his employees he would like time to discuss it with them. Olsen stated that she did not believe that this issue was in either union contracts. Oules asked council to consider the feelings of his employees before making a decision.

Mayor Pro-Tem Fateley asked for a volunteer from the council to meet with the Department Heads and both shop stewards, Nattalie Cariker and Jerald Aldridge. Council Member Smyth volunteered to meet with the above mentioned employees and report back at the September council meeting.

Action: Set a meeting date and time.

EASTBAY DEVELOPMENT ISSUES

Tom Helmick, resident at the corner of 1st Street and Douglas Avenue, was present to discuss two issues about the Eastbay Development: 1) Dust control; Mr. Helmick asked

if consideration had been given to dust control for those lots that are not sold and built on quickly. Helmick suggested a type of rapid growing vegetation; 2) The noise of construction and building; Helmick questioned the hours of operation. Mayor Pro-Tem Fateley stated that we would check the SEPA checklist regarding these issues.

Action: Check SEPA checklist and/or the covenants regarding Mr. Helmick's issues.

RESOLUTION #06-04 – ESTABLISHING AN EMERGENCY MANAGEMENT ORGANIZATION AND ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM AS THE BASIS FOR ALL EMERGENCY INCIDENT RESPONSES IN THE CITY OF BREWSTER

Finance Director Olsen discussed Resolution #06-04 establishing an emergency management organization and adopting a national incident management system as the basis for all emergency incident responses in the City of Brewster. Deputy Clerk Jackie Moriarty reported that in the past both the Police Chief and School Superintendent have been involved in the development of this plan starting with Mike Thurber. Moriarty stated that according to Rick Balam, when he left, there was a copy on the Chief's computer and a hard copy of the plan on file in the police department. Chief Oules stated that he would search for the existing plan as well as contact other cities for sample documents.

Action: Chief Oules will get samples of other plans and try to find our existing plan.

ORDINANCE #788 - SPECIFYING THE CITY CLERK AS THE POINT OF CONTACT FOR THE MEMBERS OF THE PUBLIC IN REGARDS TO PUBLIC RECORDS

Finance Director Olsen discussed Ordinance #788 which specifies the City Clerk as the point of contact for the members of the public in regards to obtaining public records. Council Member Tretwold asked if our current procedure and paperwork is up-to-date with the requirements as well. Olsen assured him that our process to accommodate the public with public requests for records was indeed up-to-date.

MOTION:

Council Member Webster moved to approve Ordinance #788 as presented. The motion was seconded by Council Member Tretwold and passed unanimously.

AIRPORT COMMISSION UPDATE

JD Smith, Airport Commission Chairperson, updated the council on airport issues. Smith stated that there is a transfer of property in the process at the airport in which the current hangar owner is trying to sell the hangar to another individual. This potential new tenant is interested in selling gas via a gas card swipe system. Smith stated that all plans would come to council with a recommendation from the commission.

Smith stated that the windsocks are in the process of being replaced and that the Airport Manager is being asked to paint the rocks surrounding the windsocks for additional definition when pilots are trying to land.

Smith addressed the ongoing issue of the odor problem that is being caused by Carter Excavation's septic lagoon. Mayor Pro-Tem Fateley asked city staff to check the records to make sure Mike Chapman is in compliance with city ordinances and his lease.

Smith discussed that Okanogan Air is currently without a lease with the city, they failed

to renew the lease for the additional 5 year term within the allotted amount of time. Smith stated that Okanogan Air is currently not located on the lot(s) they lease. Smith asked for Mayor Webster to write a letter to Okanogan Air addressing this issue.

Action: City staff will check the records to make sure Mike Chapman is in compliance with city ordinances and his lease.

Action: Have a letter sent from Mayor Webster to Okanogan Air.

POLICE DEPARTMENT UPDATE

Chief Oules answered questions about the police department stats, his report and overtime.

Oules reported to council that his officers during their off duty time are providing security at the Wells Fargo Bank every other Friday through October and also they have provided some County security on the fires. Oules reported that this extra duty has not affected the departments schedule and the city is not monetarily affected. Council Member Tretwold questioned where the responsibility would fall if one of the officers were injured while providing security; would this fall under the city's Labor and Industry coverage or the agency in which they are working? Oules will research that and report back to council.

Council discussed the increasing amount of calls that the police department is having to assist with outside the city limits, particularly at the labor camps. Oules stated that the county and his department have a good working relationship and stands by his procedures regarding assists versus city coverage.

Oules asked council if he could allow the North Central Washington (NCW) Drug Task Force to use the DARE van. Oules stated the task force would be responsible for the maintenance and insurance coverage. Oules stated that he was in the process of seizing a Grand Am which he would like to use administratively and turn the Chevrolet Tahoe into a patrol car.

MOTION:

Council Member Tretwold moved to allow the NCW Drug Task Force to use the DARE van with the stipulations that we have a contract with them requiring that they provide insurance coverage and maintain it until we receive it back. The motion was seconded by Council Member Webster and passed unanimously.

Chief Oules discussed replacing the yield sign at the corner of Cliff Avenue and 7th Street with a stop sign. Council agreed with the request.

Chief Oules stated that the police officers have been cracking down on the use of jake brakes in the city limits.

Action: Chief Oules will research the Labor and Industries issue with off duty officers providing security. Chief Oules will work with the NCW Drug Task Force on a contract for the use of the DARE van and present it to council for their review.

Action: Public Works will replace the yield sign at the corner of Cliff Avenue and 7th Street with a stop sign.

COUNCIL RETREAT

Council Member Tretwold began discussion on the proposed council retreat stating that it would be best to be away from the phones and their jobs for an entire day to avoid interruptions. Tretwold also asked that the Department Heads provide their reports for upgrades and replacement of equipment as previously discussed. Council decided on October 5, 2006 from 8:30 am – 4:30 pm

POLICE DEPARTMENT ACCUSATIONS

A letter was passed out to Mayor Pro-Tem Fateley and to the council in regards to the recent accusation of police misconduct. Gina Lopez spoke for several in attendance questioning the City's stand on the accusations being brought forth by a woman claiming that she was mistreated by the Brewster Police Department. Lopez inquired about what action the City planned to take. Mayor Pro-Tem Fateley stated that it is the policy of the City in situations such as these to first turn the issue over to our insurance company and secondly to bring in an outside agency to investigate the accusations. Mayor Pro-Tem Fateley then stated that we would all have to wait to see what the outcome would be.

DOUGLAS COUNTY PUD/PARK ISSUES

Council discussed a problem at the newest dock in the park having an excess of bird waste on the ramps and that it could be an issue of someone slipping on the dock. It was suggested that a pressure washer could be used to remove it safely without damaging the dock.

Council Member Webster brought up a few issues that the Park Committee would be addressing in the future: 1) Soccer being played on the baseball fields; maintenance of the Little League Field; and why the soccer fields are being used as one instead of two as was planned.

Mayor Pro-Tem Fateley questioned the schedule of upgrades that are supposed to be done by the Douglas County PUD. Deputy Clerk Moriarty reported that she had spoken with Darren Sexton, Douglas County PUD, at the request of Public Works Director Shenyer and Mr. Sexton had stated that the following work would be done at the end of August or first part of September: Ramp replacement; buoy placement for the swimming area; and the widening of the boat launch.

Action: Park Manager Jerald Aldridge will be asked to keep the docks clear of bird waste.

Action: Moriarty will check back with Darren Sexton to make sure the projects are on schedule.

Action: Staff will check the Little League Agreement regarding maintenance.

SWIMMING POOL

Laurie Oules mentioned that the Swimming Championships were held at the Brewster Swimming Pool this year. Mrs. Oules reported that it was a great event and that Pool Manager Gary Knowlton did a good job. Oules did ask council to consider putting up something to provide shade for next year's pool season.

1ST ANNUAL BUDWEISER-LOWRANCE SALMON DERBY

JD Smith stated that everything went extremely well for the derby with the exception of the water being lowered by 6 feet. Smith stated that in his opinion Mayor Webster should write a letter expressing the disappointment for the total disregard of the letter previously sent asking that the water level not be dropped for the derby weekend. Smith discussed an issue he had with vandalism in the gazebo where they had their headquarters set up. One other issue brought up during this discussion was the public showers located in the bathrooms. Council Member Smyth asked if people were charged for the showers and if not, why? Finance Director Olsen stated that because of constant vandalism the coin systems were removed. Council felt that the coin operated system needed to be reinstated.

Rebecca Meadows requested to go on record thanking everybody on the City staff and all the volunteers for their help with the derby.

Action: Public Works will look into the cost of reinstalling the coin operated shower system.

FINANCE DIRECTOR CERTIFICATION

Mayor Pro-Tem Fateley read into record a letter from the Washington Finance Officers Association commending Pam Olsen on receiving her Professional Finance Officers Award for 2006. They went on to congratulate Olsen on her continuing education and ongoing pursuit of excellence in the field of finance.

LETTER OF THANKS TO THE COMMUNITY

Mayor Pro-Tem Fateley read into record a letter sent to the Mayor by a family that visited Brewster for the salmon derby. Special thanks went to Jerry Haight, RV Park Host, Jeff Spurgeon, owner of Brewster Car Care and the staff at The Shell for their hospitality and help to make a vacation for his family turn out great despite mechanical problems. Mayor Pro-Tem asked that a copy of the letter be put in both the Quad City Herald and Wenatchee World newspapers.

Action: Administrative Assistant Debbie Minick will place the letter in the newspapers specified.

EXECUTIVE SESSION – APPROXIMATELY 15 MINUTES TO DISCUSS PERSONNEL

Mayor Pro-Tem Fateley adjourned into executive session for approximately 15 minutes to discuss personnel at 8:12 p.m.

Mayor Pro-Tem Fateley reconvened into regular session at 8:27 p.m.

There was no action taken.

ADJOURNMENT

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