

12/13/06

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

### **SWEARING IN OF NEW COUNCIL MEMBER**

Mayor Webster officially swore in Kris Dawson to the vacated #4 position of the Brewster City Council.

### **EXECUTIVE SESSION – APPROXIMATELY 60 MINUTES – POSSIBLE LITIGATION**

Mayor Webster adjourned into executive session for approximately 60 minutes to discuss possible litigation at 6:05 p.m.

Mayor Webster reconvened into regular session at 7:05 p.m.

Council Member Tretwold moved to approve the minutes for 11/08/06 as sent. The motion was seconded by Council Member Smyth 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 12/13/06 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 40077 through 40171 in the total amount of \$160,116.19; Payroll Fund voucher numbers 10139 through 10170 in the total amount of \$63,306.25.

### **ACCOUNTS PAYABLE PROCESS**

Council Member Fateley discussed the process that the council started regarding the pre-approval of checks that are written prior to a regular council meeting. Fateley stated that he felt that it was a waste of time for City employees to have run around town getting approval which stalls the conduct of routine business. Council Member Freels stated that he feels that it is a necessary process and wishes to continue. There was no further discussion on the issue.

### **TENNIS COURTS**

Deb LaMoreaux, acting tennis coach, was present seeking the council's support verbally and potentially financially for obtaining a grant for resurfacing and/or expanding the tennis courts. Ms. LaMoreaux stated that every match played is out of town because of the present condition of the courts. Ms. LaMoreaux explained that she and Ellen Dezellem have been working on getting support from local community organizations, stating that a community effort is looked upon favorably with the grant agencies. Council Member Freels stated that he was in favor of supporting Ms. LaMoreaux's effort. Council agreed. Council Member Tretwold asked Ms. LaMoreaux to prepare a letter of support for the council to review at their January meeting.

### **CITY BURN POLICIES**

Fire Chief Mike Webster and Volunteer Jennifer Munson were present to discuss the burning of the demolished house on the corner of North Bridge Street and Jay Avenue. Council Member Tretwold questioned Chief Webster regarding his conversations with

the property owner Mike Chapman about the burning. Chief Webster stated that he had asked Chapman to break the pile down into smaller piles and to call the fire department if he needed them. Council Member Fateley asked if a burning permit had been issued and Chief Webster stated that our current ordinances addresses residential burning only. Fateley also stated that the neighbors on the side of and behind the burning were not happy with the event. Chief Webster relayed to council that all outside burning will be banned in the state in the near future. Council discussed briefly the idea of issuing burning permits. Several issues were brought up in that conversation: How much would the fire department charge?; Who would police citizen compliance?; and with a volunteer department would that be too much of a burden on them? Council directed Chief Webster to develop a policy regarding outside burning and bring it back to the January 2007 meeting.

**Action: Chief Webster will develop a policy regarding outside burning and report back to council in January.**

### **DISPATCH FEES**

Council Member Tretwold and Council Member Freels set a meeting for Monday, December 18, 2006 at 2:00 p.m. with Chief Mike Webster and Ms. Munson to discuss the dispatch fee issue.

### **OKANOGAN COUNTY EMERGENCY MANAGEMENT SERVICES**

Scott Miller from Okanogan County Emergency Management was present to share three emergency plans that the County has been working on: 1) Emergency Response Haz Mat Plan; an All Hazards Plan; and the Comprehensive Emergency Management Plan. Mr. Miller explained that because the City of Brewster is a member of the County Emergency Management Services these plans are available to the City. Miller encourages the city to review each plan and adopt them for our own use, stating that FEMA money would not be available in case of an emergency if the city does not have the proper plans in place.

### **MAIN AVENUE STREET PROJECT – SOUTH 7<sup>TH</sup> TO HWY 97**

Mayor Webster reported that the City had received preliminary notification that we had received the Transportation Improvement Board (TIB) grant that Public Works Director Mike Shenyer had applied for last fall in the amount of \$455,000. Mayor Webster stated that there would be a sidewalk on one side of Main Avenue and curb and gutter on the other side and that a drainage system would be installed to tie into our existing system. Webster stated that there had been a request made by the Brewster Chamber of Commerce to have the construction style match the rest of Main Avenue.

Mayor Webster briefly discussed having a focal point added to the entrance of Main Avenue when coming off of Hwy 97. Webster suggested that it could possible be done when construction was complete on the last portion of Main Avenue. Mayor Webster reported to council that a lighting and sidewalk project being done by the Washington State Department of Transportation (WSDOT) was going to take place in 2008 from Main Avenue to Bridge Street on Hwy 97.

### **PLANNING COMMISSION APPOINTMENTS**

Mayor Webster appointed the following people to the Planning Commission: Position #1 – Roger Erlandsen – Term ends December 31, 2010; Position #2 – Kelly Chapman – Term ends December 31, 2008; Position #3 – Fred Wiltse – Term ends December 31, 2010; Position #4 – Roy Westerdahl – Term ends December 31, 2009; and Position #5 –

Tory Wulf – Term ends December 31, 2009. Mayor Webster explained that the terms had been reorganized and agreed to by the Planning Commission members.

### PTA THANK YOU

Mayor Webster read into record a thank you letter from Marcy Boesel, Treasurer of the Brewster PTA. Ms. Boesel thanked the council for waiving the pool rental fee for their Summer Splash Pool Party fundraiser at the Brewster Pool last summer.

### PUBLIC HEARING – ORDINANCE #792 – REGARDING THE FINAL 2007 BUDGET – ORDINANCE #793 – AMENDING THE 2006 BUDGET

Mayor Webster opened the public hearing regarding the final 2007 budget. Mayor Webster closed the public hearing. There was no public comment.

Police Chief Ron Oules discussed the status of his departments air conditioning/heating unit and the problems he has been facing. Oules reported that at worst case a replacement would cost between \$7,700 and \$9,800 or a repair would cost approximately \$1,000. Oules explained that he had two different companies evaluate the unit and received conflicting determinations. Council Member Tretwold suggested that Chief Oules have a technician from Lakeside Lennox come and do a complete check of the unit and report back to council.

**Action: Chief Oules will contact Lakeside Lennox to have them do a complete evaluation of the police department's air conditioning/heating unit.**

### **MOTION:**

Council Member Fateley moved to approve Ordinance #792 as presented. The motion was seconded by Council Member Smyth. Council Member Tretwold called for discussion and voiced his concern about the wage increases proposed in the ordinance. Mayor Webster called for the vote with the following results: Council Member's Tretwold, Freels and Dawson against the motion. The motion failed.

Council Member Smyth moved to approve Ordinance #792 excluding the wage portion. The motion was seconded by Council Member Tretwold and was passed. Council Member Fateley voted against the motion.

City Clerk Olsen discussed Ordinance #793 amending the 2006 budget.

### **MOTION:**

Council Member Freels moved to approve Ordinance #793 as presented. The motion was seconded by Council Member Smyth and passed unanimously.

### PROCEDURE FOR FUTURE BUDGETS IN REGARDS TO WAGE INCREASES

### **MOTION:**

Council Member Freels moved to have future budgets presented to the council with the cost of living increase included but no more and then to negotiate any changes during the budget process. The motion was seconded by Council Member Tretwold and the motion passed. Council Member Fateley voted against the motion.

## **AIRPORT COMMISSION UPDATE**

JD Smith, Airport Commission Chairperson, was present and began discussion on the proposed electrical line extension at the airport. Chairman Smith reported that he had called Attorney Mick Howe's office in regards to the contract for the line extension. Smith explained that Howe's office was responsible for drafting the contract and that the wording regarding the responsibilities for each party was confusing. Derek Miller, PUD Engineer, contacted Smith and they agreed that if the City would dig the ditch, Okanogan PUD would provide the materials.

Smith asked council for permission for both he and Airport Manager Dave Smith to pursue becoming Homeland Security Agents for the City, justifying the request by stating that our close proximity to the Canadian Border has already proven to be a problem for drug trafficking. Chairman Smith reported that there is training available along with a job description and duty's outline. Chairperson Smith distributed a draft letter that would need to be signed by the Mayor and sent to the Homeland Security offices in Seattle and Washington DC to get the approval for the appointments started. Smith requested that council make any changes to the letter they deemed necessary.

Chairman Smith relayed a thank you from Airport Manager Smith regarding what a great job the public works department is doing plowing the airport.

## **FUNDRAISER FOR LOCAL FAMILY**

Mayor Webster passed on a request for Park and Rec. Director Jerald Aldridge asking council to waive the rental fee for the Community Center so a fundraising dance could be held to benefit a local family that was stricken by tragedy recently losing 3 family members in an automobile accident. Council agreed to waive the rental fee.

## **POLICE DEPARTMENT UPDATE**

Chief Oules went over the monthly stats and overtime reports.

Oules reported that the Annual DARE Cops N' Kids program was going to be held on December 16, 2006 at the school. Oules spoke to the issues of why the party was not held at the Rec center. Oules explained that there was not enough seating, the school had the necessary audio/visual equipment and several high school students were helping out.

Oules told council that in January he and his officers were going to get back to work on the junk vehicle project they started last spring. Oules reported that approximately 25 vehicles have been towed due to the police department's efforts.

Oules thanked the public works department regarding their involvement in installing and programming the school safety lights. Oules feels the lights have made a difference in our school zone.

Oules spoke briefly on a grant the police department received for their Spillman Software package.

## **PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSION – APPROXIMATELY 30 MINUTES TO DISCUSS  
PERSONNEL**

Mayor Webster adjourned into executive session for approximately 30 minutes to discuss personnel at 9:00 p.m.

Mayor Webster reconvened into regular session at 9:30 p.m.

**WAGE INCREASE**

Council Member Smyth moved to approve a 5% across the board wage increase for non-union employees. The motion was seconded by Council Member Tretwold and the motion passed. Council Members Fateley and Smyth voted against the motion.

**ADJOURNMENT**

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