

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

Council Member Tretwold moved to approve the minutes for 11/14/2007 as sent. The motion was seconded by Council Member Freels 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 12/12/2007, 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 #41168 through #41264 in the total amount of \$461,119.57. Payroll Fund voucher numbers #10689 through #10732 in the total amount of \$74,348.10.

### MAYOR WEBSTER

#### BREWSTER COMP PLAN/UGA – Resolution No. 07-11:

The Council members as well as the Mayor had received Resolution No. 07-11, regarding the adoption of the updated City of Brewster Comprehensive Plan and maps. A Public Hearing was held on November 14<sup>th</sup>, with no comments. Perry Houston, Okanogan County Planning Director and Kurt Danison, of Highland Associates, were both present this evening to discuss the Comprehensive Plan and answer questions.

Mr. Danison presented maps regarding the new Urban Growth Area, including the area requested in the Wyss letter ie: Gebbers property. Mayor Webster asked if the UGA can be approved, without including the Gebbers property at this time, yet adding this area in as an “adjustment to the UGA” if the City decides to include this area. Mr. Houston stated that yes, we can amend the UGA if needed at a later date.

Mr. Danison recommended that we approve the City of Brewster Comp Plan as presented (not including the Gebbers request). We can then put a committee together to go over the requested area and decide whether or not this is what we want to do. If indeed it is decided to include the land in the Gebbers request, we could amend the UGA at a later date. He did state, however that before this area is considered, the City needs to do a complete assessment of the entire UGA, not just the Gebbers land request, to make sure that the infrastructure of the City can handle the expansion.

Council Member Tretwold stated that he has been working with Gebbers and Tory Wulf, a representative of the Gebbers Farms, with respect to the land swap involving the Airport property. The area involved in the land swap is of great importance to the Gebbers Farms for future development ie: the proposed golf course and 600+ homes they would like to develop. Gebbers Farms feels the area would be lucrative to investors and the area economically. If the area were to be developed, it would be done to the City’s standards with the hopes of annexation at a later date. Council Member Tretwold stated that he would have more information regarding the Gebbers land swap available at the January 9<sup>th</sup> City Council meeting for further review.

Council Member Tretwold would like to propose that the UGA be approved as presented, and then make a motion to immediately begin the process of forming a committee to research the possibility of amending the UGA to include the Gebbers land in their request.

Mr. Houston suggested that the City have a good reason for adding this area into the UGA and make sure we are clearly identifying the objective for doing so. We need to make very sure that any developments in the area would follow our guidelines and that we are not taking off on a route we do not want to be on.

He also stated that if we were to include this area in our current UGA, and decided at a later date that we did not want it included, or were not going to be annexing the area, we would have to put up a pretty compelling effort to explain why we would not want it included in our UGA. Therefore, an addendum would more than likely be a better alternative if we were not completely sure at this time.

However, if we are only considering the "idea" of possibly accepting this area into our UGA, it does not lock us into it. If it were accepted into the UGA, it would still be under the jurisdiction of the County until it was annexed into the City of Brewster.

Council Member Tretwold stated that we need to look at the long term planning with respect to what we already have in our Comp Plan, and what else may need to be included. Roger Erlandsen stated that the current Comp Plan has been expanded significantly, even without including the Gebbers request.

Public Works Director Smith asked that if the City approves the expanded UGA, are we responsible for the services ie: water, sewer, roads, etc, once it is annexed in. Roger Erlandsen of Erlandsen & Associates stated that if an area is annexed, then the City would be responsible to provide services for whatever is on that land, even if it is only two (2) houses.

He also stated that if a large development were to go into the area, the land owners would be required to develop under City standards with respect to future annexation. Council Member Fateley asked about donating the water rights tied to the land. If the water rights were donated, would those rights need to be saved and used specifically for that development project? Mr. Erlandsen stated that yes, that if the water rights were transferred, they would more than likely want a guarantee for water in return. Mr. Houston stated that the water rights transferred and the potential for development has to be figured in for the future in that case.

Public Works Director Smith stated that the Comp Plan has been in the works since 2003 and there has been a lot of work involved in this. Smith also added that he would hate to see the City cast this aside after all of the time involved. The expanded UGA request from the Gebbers came in on the last day of the public comment period for the Comp Plan. He believes that this request can be looked into and added as an amendment at a later date, if decided to do so, and would like to proceed with approving the Comp Plan as presented.

**MOTION:** Council Member Tretwold made the motion to accept Resolution No. 07-11, adopting the updated City of Brewster Comprehensive Plan as presented, not including the Gebbers expanded UGA request at this time. Council Member Fateley seconded the motion and the motion passed unanimously.

MOTION: Council Member Tretwold made the motion for the Planning Commission to immediately proceed with plans for consideration and research into the Gebbers expanded UGA request. He would also like to have the Planning Commission provide reports, monthly or quarterly, to show the progress and any information gathered regarding this expanded UGA request. Council Member Freels seconded the motion and the motion passed unanimously.

Mayor Webster noted that two (2) of the Planning Commission members had resigned, therefore there are two vacancies. He has been looking to get these positions filled. Kurt Danison will have it noted on the January agenda that there are two (2) vacancies on the Planning Commission, in hopes of getting the positions filled as well.

HIGHWAY ACCESS MANAGEMENT PLAN – Ordinance #801:

The State is requesting that all cities adopt a Highway Access Management Plan. The City may choose to adopt the State's standards, or develop their own. The City of Brewster does not have a Highway Access Management Plan, and we need to have one in place in order to receive funding. The City will have control of the access points within the City limits.

If we do not have an access management plan in place, this will affect any funding we could receive for improvements along highway 97. Council Member Freels stated he does not see a downside to the current proposed plan. Council Member Fateley stated he felt that this may give the State more control. Public Works Director Smith noted that within the City limits, the City of Brewster will still have control over any access points under this plan.

Due to the costs of having our own plans drawn up, the City of Brewster has chosen to adopt the State of Washington Department of Transportation Standards, thus outlined in Ordinance #801, adding a new chapter 12.32 to the Brewster Municipal Code adopting the Washington State Department of Transportation standards for highway access as the standards for the City of Brewster, containing a severability clause and setting an effective date and approving this title as a summary of this ordinance.

MOTION: Council Member Freels made the motion to approve Ordinance #801, as presented, adopting the Washington State Department of Transportation standards for highway access. Council Member Smyth seconded the motion and the motion passed unanimously.

DOUGLAS STREET VACATION - Resolution No. 07-16:

Mayor Webster presented Resolution No. 07-16, setting the Public Hearing and time for a street vacation at the most easterly portion of East Douglas Avenue beginning at South First Street. Council had reviewed the Resolution and a date was set.

MOTION: Council Member Freels made the motion to set the Public Hearing and time for the street vacation at the most easterly portion of East Douglas Avenue beginning at South First Street for January 9, 2008 at 6:00 pm in Council Chambers during the regularly scheduled City Council meeting. Council Member Dawson seconded the motion. The motion passed by a vote of 4-1 (Tretwold).

CLERICAL WORKERS LABOR AGREEMENT:

Mayor Webster asked the Council to review the Clerical Workers Union Agreements for both the Public Works and the Police Department clerical staff. Council Member Smyth stated that he has reviewed both contracts and did not see any problems with the contracts and would like to proceed.

Council Member Tretwold and Council Member Freels had previously suggested having separate contracts for the Clerical Workers, rather than addendums to the Public Works and Police department agreements. Police Chief Oules stated that he believes it is best for the clerical workers to be included in each contract, rather than separate, especially for the Police Department clerical workers as they will receive better benefits. He also stated that the reason his clerical staff is in favor of the Union agreement is for the sake of security and protection.

Council Member Tretwold asked Deputy City Clerk Desha Dawson how she felt about the Clerical Workers Union contracts and the clerical workers being added as an addendum to the Public Works contract. Deputy Clerk Dawson stated that she had read the contract and felt comfortable with the way it was presented and would like to see it approved.

The Mayor again asked that the Council members review the Clerical Workers Union Agreements and that further discussion be tabled until the January 9, 2008 Council Meeting.

**FINANCE DIRECTOR- Pamela Olsen:**

AMENDMENT OF THE 2007 BUDGET – Ordinance #802:

Finance Director Pamela Olsen presented the Mayor and Council with Ordinance #802, which included the amendment of Ordinance #792, increasing the appropriations for funding received in excess of estimated revenues, all as authorized by RCW 35A.33.120, Section 4 and approving this title as a summary of the ordinance. The Council and Mayor have reviewed the ordinance.

MOTION: Council Member Freels made the motion to approve Ordinance #802, as presented. Council Member Tretwold seconded the motion and the motion passed unanimously.

PUBLIC HEARING FOR THE 2008 FINAL BUDGET:

Mayor Webster opened the Public Hearing for the 2008 Final Budget. With there being no public comment brought forth, Mayor Webster closed the Public Hearing.

ORDINANCE #803 – Adopting the 2008 Budget:

Finance Director Pamela Olsen presented the Mayor and the Council with Ordinance #803 which includes the adoption of the budget for the year 2008 for the City of Brewster, in the amount of \$4,986,516.00 with the breakdown listed, and approving the this title as a summary of the ordinance.

MOTION: Council Member Freels made the motion to approve Ordinance #803, as presented. Council Member Tretwold seconded the motion and the motion passed unanimously.

**PUBLIC WORKS – JD Smith:**

**AIRPORT:**

Public Works Director Smith stated that the concrete for the pilots lounge will be poured in the spring of 2008. This has been paid for. He also announced that Erlandsen and Associates will be performing the engineering for the new well system at the airport, and that process has been initiated. The estimate is around \$4,000.00. Public Works Director Smith stated that this will be coming out of pre-allocated funds that have been budgeted for this project.

**WATER COMP PLAN:**

Public Works Director Smith stated that Erlandsen & Associates will be giving us an estimate to perform the engineering process for our water comp plan. If this is over the set \$15,000.00, it will have to go out to bid. The Water Comp Plan was due in 2005. The Department of Ecology is aware that we are in the process of completing this and we will be setting up a meeting with them.

Because the Water Comp Plan is add-on expenditure, Public Works Director Smith stated he may have to forego one of his budgeted items, most likely the backhoe. He will check into where he can use the money from to cover this cost.

**GEBBERS FARMS EXCESS DISCHARGE REQUEST:**

Public Works Director Smith stated that he has not met with Richard Thomason or any representatives from Gebbers Farms regarding their request for excess discharge since the last Council Meeting.

Council Member Tretwold stated he has spoke with Tory Wulf today regarding this subject. Mr. Wulf stated that he believes the new plan is to build a containment pond and perform night discharges at a set rate. Council Member Tretwold noted that he was of the understanding that Mr. Thomason would be here for the meeting tonight.

Public Works Director Smith stated that after looking at the figures, he does not feel comfortable with allowing the excess discharge due to the significant impact this would have on our system. He would like to get input from the Council regarding the excess discharge request. If this excess discharge were allowed, he would like to have this set up on a one-year proposal/contract. Lynn Lawson, WWTP Manager, knows what their discharge is and can tell when they are discharging a large amount into the system. So far, he has not noted anything abnormal.

Council Member Dawson stated she does not believe this is a good idea. The question was raised as to whether we should contact Gebbers. Council Member Fateley stated we should not be contacting them, that they should be contacting us, as this is something they are asking us to do for them. It was also noted, that should this excess discharge be allowed, that the discharge amounts need to be monitored. Currently, they are not discharging all of their actual consumption. Public Works Director Smith stated that the system they are proposing is going to be connected to our system. The current containment pond is also connected to our system.

Council Member Fateley asked about metering the discharge amounts and can that discharge amount be billed separately. Finance Director Olsen stated that yes, that we can charge them for the discharge amounts and the ordinance can be set up to state that we will be charging separately for excess discharge.

#### 10-INCH WATER MAIN BREAK - SUNSET DRIVE

Public Works Director Smith noted to Council that there had been a 10-inch water main break on Sunset Drive near the Reese residence. An old AC pipe that had been patched previously had ruptured. He estimated that around 80-100,000 gallons of water had escaped before they could get the water shut off. After it was repaired, it took approximately seventy (70) yards of crushed rock to fill the ditches. There was damage to the road, which is a county road, and this will need to be repaired in the spring. The water had run clear down to and past the Arellano residence, pooling in the Foyle Orchard just past the Arellano home.

Council Member Tretwold noted that a resident in the area where the water had run complained that her yard was damaged. Council Member Tretwold asked that if there were indeed property damage from this break, would the City's insurance be able to cover the cost of repairs. Finance Director Olsen and Public Works Director Smith stated they believed that our insurance would cover those costs, if any.

#### GARY REESE – REC CENTER UPDATES

Recreation Manager Reese stated that the Icicle Creek Piano Trio Concert was a success. He stated that there were roughly seventy (70) tickets sold. He had a lot of positive feedback from the people who attended the concert, and the general consensus was that it was a great concert and people were pleased with the trio's performance.

He states that the Rec Center membership count from September 4<sup>th</sup> through December 12<sup>th</sup> was at 175 members; this time last year was 25. He also noted that on February 22<sup>nd</sup>, there will be a Taekwondo tournament. The taekwondo class currently has 42 members. On Monday January 7<sup>th</sup>, Chelise Becker will be instructing a fitness class from 6:30 to 7:30. Manager Reese also stated that he has been in contact with Spaulding Entertainment and is looking into the possibility of getting a "big name country singer" here in Brewster on Sunday, August 3<sup>rd</sup>, in conjunction with the Salmon Derby. His hope is to have this "big name" here and "pack the park".

He is still working on the Softball Tournament for 2008. So far, he has seven (7) RV spaces reserved and several rooms at local hotels have been reserved as well. He has teams signed up from Canada, Wenatchee, Winthrop, Chelan and Omak and hopes to have more. Each team will pay a \$200.00 entry fee.

Manager Reese stated that the old bathrooms in front of the swimming pool will soon have a coin operated washer and dryer that can be used by campers at the RV Park. He purchased both appliances for \$192.00; originally they were \$1,100.00. They are brand new. He may look into having them be token operated, to eliminate "everyone and anyone" coming in to use them, as their primary purpose is to be used by the RV park patrons.

Manager Reese also stated that the vending machines are averaging around \$290.00 per week. He believes that the increase in vending revenue is due to the fact that we are doing our own vending now.

CITY OF BREWSTER CHRISTMAS PARTY

Public Works Director Smith announced that the City of Brewster Christmas Party will be held on Saturday, December 22<sup>nd</sup> at the American Legion Hall. Social hour will begin at 6:00 pm, dinner will be served at 7:00 pm and Santa will arrive at 8:00 pm. The meal will be catered by Tracy Reagles. Public Works Director Smith asked that those who plan to attend contact him so he can have an accurate number of adults, as well as children, who will be eating dinner. We will also need the names and ages of all children who will be attending so that Santa will have their gift.

POLICE DEPARTMENT – RON OULES

PD UPDATE:

Police Chief Oules stated that the new badges and summer uniforms are ready to be ordered, with approval. Council Member Freels and Mayor Webster reviewed the purchase request.

The new patrol vehicle (Explorer) will be in the shop as of December 17<sup>th</sup> to be outfitted for patrol. It should be ready in about one week. Justin Tverberg is installing all of the necessary equipment on the Explorer.

Police Chief Oules stated that he had recently attended the Washington Traffic Safety Conference. He will be looking into funding to purchase a digital speed limit sign with a radar sensor, similar to the ones that are installed in Chelan. The sign captures and displays the speed of vehicles as they approach it.

STATS:

Police Chief Oules stated that the overtime has decreased. There were 60 hours of overtime noted however; 56 hours were contractual holiday hours. It has been slow, but believes it is mostly due to the time of year. He also presented two different formats for displaying the police stats. The Council noted that they preferred the stats to be presented to them in the Excel format, as it is easy to review.

ADJOURNMENT

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

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Mayor Lee Webster

ATTEST:

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City Clerk/Finance Director Pamela Olsen, MMC