

07/11/07

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

Council Member Smyth moved to approve the minutes for 06/13/07 as sent. The motion was seconded by Council Member Fateley 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 07/11/07 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 40712 through 40808 in the total amount of \$350,228.68. Payroll Fund voucher numbers 10410 through 10458 in the total amount of \$19,271.12.

MAYOR WEBSTER

PIT BULL ORDINANCE:

Ordinance No. 800, which refers to the banning of pit bulls within the City limits of Brewster, providing an exception to the ban, had been presented to the City Council and Mayor Webster for review and approval. Public Works Director Smith states that this ordinance will be strictly enforced if passed. He anticipates a lot of resistance, but feels this is a much needed ordinance for our City and the safety of our community. Public Works Director Smith stated that he will work with Police Chief Oules and the Police Department to ensure enforcement of this ordinance. Our building inspector and meter readers will also be helping with the enforcement. If passed, this ordinance will go into effect five (5) days following the legal advertisement in the newspaper.

MOTION: Council Member Freels moved to approve Ordinance No. 800, adding a new chapter 6.10 to the Brewster Municipal Code, banning pit bulls within the city limits, providing an exception to the ban, containing penalty provisions, a severability clause and setting an effective date. Council Member Tretwold seconded the motion and the motion passed unanimously.

FINANCE DIRECTOR- PAMELA OLSEN

SUNRISE DISPOSAL GARBAGE RATE INCREASE JULY 2007

On June 8, 2007, Sunrise Disposal presented the City of Brewster with a request for a cost of living rate increase of 2.6% for garbage service. This rate increase will take effect July 1, 2007.

MOTION: Council Member Smyth moved to approve the 2.6% cost of living rate increase for Sunrise Disposal, effective July 1, 2007. Council Member Fateley seconded the motion and the motion passed unanimously.

RESOLUTION No. 07-07- OFFICIAL CITY NEWSPAPER:

Finance Director, Pamela Olsen, presented the Council with Resolution No. 07-07, designating the Quad City Herald as the official newspaper of the City of Brewster for the purpose of publishing ordinances and legal notices.

Jeff Walter, new owner of the Quad City Herald, was present and introduced himself to the City Council and Mayor. He stated that he was looking forward to serving the City of Brewster and community.

MOTION: Council Member Tretwold moved to approve Resolution No. 07-07, designating the Quad City Herald as the official newspaper of the City of Brewster. Council Member Fateley seconded the motion and the motion passed unanimously.

CITY COUNCIL ANNUAL RETREAT:

Finance Director Olsen asked the Council Members where and when they would like to have the annual City Council Retreat. This meeting was held last year at Campbell's in Chelan and seemed to work very well. The Council unanimously decided to have the annual Council retreat at the Campbell's Resort in Chelan on Friday, September 21st from 9:00 am until 5:00 pm. Finance Director Olsen will have Deputy City Clerk, Desha Dawson, make the arrangements for this retreat.

PUBLIC WORKS DIRECTOR - J.D. SMITH

ANGLE TRAILER PARK METER PROPOSAL:

Public Works Director J.D. Smith presented the Council with a draft proposal for installing water meters individual housing units with in the Angle Trailer Park. Public Works Director Smith stated to the Council that there have been ongoing problems, as stated in the draft letter, with the tenants at the ATP misusing their water.

The proposal for installing meters at the ATP was investigated further by Public Works Director Smith who stated that this would be a major project for the City, possibly lasting several months. There are 3 meters in place for 36 units. There are currently no individual meters or sewer lines in place. We, the City, take readings of the three meters, and the rate for their water/sewer is incorporated into their lot rent.

At this time, the ATP is responsible for a large percentage of the City's 15% total water that is unaccounted for. Although individual meters may not be a feasible fix, he will look into other ways to remedy this ongoing problem.

PLAZA POINT UPDATE:

Public Works Director Smith stated that a draft development agreement has been drawn up, including requirements for sidewalks, streets, utilities and building height restrictions. Public Works Director Smith as well as Darren Moore, Building Inspector and Mayor Webster have met and discussed the items that were previously missing, including sidewalks. Our ordinance currently requires sidewalks in new housing developments. Sidewalks will be required on at least one side of the street. The building height restrictions will be enforced, with a 26-foot limit for structure height.

The City will provide water and sewer services to Plaza Point. The City could install the devices for the service, or they may install them to meet our specifications. The street lights, irrigation and any street repairs could be maintained by the City as well with a billing being sent to the Homeowners Association. The definition and exact title of the "Homeowners Association" for the Plaza Point will need to be established before any homes and/or property is sold.

Roger Erlandsen, Erlandsen Engineering, stated that the Homeowner's Association would simply be looking for who would be best suited to perform the repairs. The City

of Brewster is felt best suited with respect to continuity. Public Works Director Smith stated that these services could be contracted through the City's contract services list that we currently use. Council Member Tretwold recommended that if the City would be billing the homeowners for any repairs, that the Homeowner's Association start a reserve fund to cover the costs of any potential repairs. He also stated that this could be a bonded amount, which would be set by the Council.

Council Member Tretwold mentioned that at our last City Council meeting that we, the City, had set several items out that needed to be addressed by the Planning Commission and wondered if all of these items had been addressed. Mr. Erlandsen stated that he feels the Planning Commission has done their part and recommends that Public Works Director Smith and Mayor Webster meet with the Planning Commission regarding these issues and then bring it to Council for review.

Public Works Director Smith stated that this development draft document is only here for Council to review, make changes or recommendations if needed, and then it will be sent for final review by our Attorneys.

It is recommended that the streets will be designed and constructed to our specifications. The Planning Commission has requested a dual entry with a 6-foot median. Our ordinance states that the entry will need to be 20-feet wide; their proposed will be 14-feet. If this is approved at the 14-feet, it will be addressed with a variance. Public Works Director Smith noted that he does not believe this measurement is up to our codes with respect to the fire trucks, etc.

Mr. Erlandsen stated that we, the City, should set the standard should we ever have to take this development over and therefore, will already be set to our current code. He also stated that when we start adding certain issues, ie: sidewalk specifications, we get into more requirements so we need to allow some flexibility.

Public Works Director Smith noted that another issue was with respect to storm drainage and a concern for winter snow packs. Where will the water go? Mr. Erlandsen stated that they are working on trying to calculate those amounts and how to deal with the issue or storm drains and a meeting with Eric Smith has been suggested.

AIPORT:

Public Works Director Smith informed the Council that the previous issues regarding Scott Baker and his Lease Agreement with the Airport had been resolved. Mr. Baker has provided valid proof of insurance. He has removed his helicopter from in front of the hanger area. He has been told that he will be responsible to clean up the area of the oil spill created by his equipment.

Public Works Director Smith also noted that he had met with Ken and Vicki Orford as well as George Howe, regarding the proposal of moving their ACM factory to the Brewster Airport. Although the City is not willing to split the estimated \$40,000.00 cost of the 3-phase line at this time, they are still interested in proceeding with the project. They would like to install the factory, approximately 100 x 100 feet in size, to include a single-phase line with a converter, which is how they are running at their current location.

OKANOGAN COUNTY EMP – RESOLUTIONS No. 07-02, 07-03, 07-04, 07-05:

The Council had received and reviewed the Emergency Management Plan Resolutions No. 07-02 through No 07-05. We had the choice to develop our own Resolutions or use the one already established by the County, which we chose to use the ones established

by the County. These Resolutions are in place for our Emergency Response Plan for the City.

MOTION: Council Member Tretwold moved to approve the Emergency Management Plan Resolutions for the City of Brewster, No. 07-02, 07-03, 07-04 and 07-05 Council Member Freels seconded the motion and the motion passed unanimously.

SIX-YEAR STREET PLAN:

Public Works Director Smith presented the Council with the proposed request for the City of Brewster's Six-Year Street Plan. He has met with Gloria Bennett, Transportation Improvement Board, to go over a listing of the streets that are in need of repair the most. Currently, there is \$61,000.00 approved through the TIB for chip seal repairs. Upon completion of the plan, there will be notification through the local newspaper. Review and approval of the plan will occur at the August Council meeting.

CITATIONS OF LIVING QUARTERS IN GARAGES:

Public Works Director Smith stated that there is an ordinance within the City stating that accessory buildings cannot be converted into living quarters. There has been a citation issued in violation of this ordinance, which has now become a legal issue with the homeowner stating that this has always been a living space. The City Building Inspector, Darren Moore, and Public Works Director Smith will investigate this further and keep the Council apprised of the findings.

POLICE CHIEF RON OULES

POLICE DEPARTMENT UPDATE:

Police Chief Oules reported that the railroad overpass at the south end of town had been vandalized with graffiti recently. He had personally painted over some of this shortly after it occurred. He states that he has spoken with a representative from the Railroad, and this person stated that the Railroad is willing to supply the paint if we would like to get a crew together to paint over the graffiti. He feels that the Railroad is being very generous in offering to supply the paint, and will work to get a crew put together to cover up the graffiti on the train overpass.

STATS:

Police Chief Oules discussed overtime for his department. He stated that most of this is due to the town events that have taken place which required extra officers. Bonanza Days was quiet for our Police department, primarily due to great planning. Chief Oules feels that having these extra officers on duty is worthwhile to the community.

Police Chief Oules also discussed the June 2007 Incident Report for the department. Once again, he stated that the total incidents appear higher when compared to the same time last year, but feels this is primarily due to the new system and better tracking of the nature of the incidents.

TAKE HOME CARS:

Police Chief Oules provided the Council with an update regarding the take home patrol cars. This is a multi-year process plan, but when we get to the point of having permanent take home cars, there will be several advantages. One advantage will be quicker response time, allowing the officer to respond straight from home rather than

driving their own private vehicle to the station and then taking the patrol car to the scene. Another advantage will be reduced maintenance costs. He feels that during the test period, the officers have taken “personal ownership” in their take home cars and have taken pride in the appearance and upkeep of their cars. He also feels the morale level has been boosted within the department as well.

There will be no additional insurance costs, as the officers will be covered when responding to calls in the police cars when coming from their homes. Fuel costs may increase slightly, but there will be a 10 mile limit placed on the vehicles when the officer is not on duty. The officers will not be allowed to use the cars for “personal” errands, but exceptions will be allowed in an emergency situation.

Currently there are five (5) cars and six (6) officers. One officer lives in Omak and shares a vehicle with an officer that lives in Brewster. With the officers being allowed to take the cars home with them, this will eliminate the cars being parked at the P.D., therefore no one will be able to drive by and see who is on duty, and who is not.

MOTION: Council Member Tretwold moved to approve take home cars for the officers of the Brewster Police Department, with the policy in place and enforced as set by Police Chief Ron Oules. Council Member Smyth seconded the motion and the motion passed unanimously.

ACTION: Police Chief Oules will compose and present a Policy for the Take Home Cars at the August City Council meeting.

PATROL CAR CAMERA UPDATE:

Police Chief Oules stated that the patrol car cameras have been ordered and are being shipped from Kansas. These were ordered on July 4th. Once we have received the cameras, a representative will be coming to the Police Department to help with installation as well as giving demonstrations on the use. These cameras will hopefully be fully operational by the 3rd week of July, which is the date originally projected.

ADDITIONS TO AGENDA

SUMMER FOOD PROGRAM:

Council Member Tretwold raised a question regarding the amount of food purchased for the Columbia Cove Community Center’s Summer Food Program. He questioned where the accountability is and who is in control of the ordering and monitoring the items ordered. The Columbia Cove RV Park host, Jerry Haight, is the person in charge of this program which runs from June through August. Currently, the items purchased for this program are not being inventoried, but the program has never shown any signs of trouble or misuse of funds.

Council Member Tretwold stated that the FSA has a way to review the inventory and monitor it either by portion or the amount of kids signed up for the program. The City currently enrolls in the Summer Food Program which requires a projected amount of funds needed to support the program and the amount of people who use it. Public Works Director Smith stated that he does not feel there is a problem currently, but is willing institute a check and balance system for the CCCC Summer Food Program to allow additional tracking.

ACTION: Public Works Director Smith will check into how the summer food program is being tracked and monitored with an update available at the August City Council Meeting.

MOSQUITO SPRAYING – CITY OF BREWSTER:

Council Member Tretwold asked how many acres are within the city limits. This question was raised with respect to possibly spraying the town for mosquitos. The going rate is \$20.00 per acre. Golden Wings Aviation was contacted and they stated that the whole town would not need to be sprayed, but if we wanted spray for mosquitos, they could do this for us. The point was raised that if we were to proceed with mosquito spraying, we would need to advertise via the newspaper and radio with public announcements. Council Member Freels and Council Member Tretwold stated they would like to have some firm numbers regarding the total cost before anything would be approved through council.

ACTION: Public Works Director Smith stated that before any decisions are made, he will find out the total acreage within the city limits that would need to be sprayed and will contact the Council members, or have them available at the next Council meeting, with respect to total acres and the projected costs.

ROY MCHUGO – NUISANCE COMPLAINT:

Roy McHugo, owner of the Kickstart Saloon located on Main Street, presented prior to the regular City Council meeting to report nuisances around his establishment. He stated that he has had continued problems with loitering, litter, garbage and bikes on the sidewalks. He also stated that he had witnessed other problems such as u-turns at the end of Main Street in front of the jet. One of the major issues is with bikes on the sidewalks. He is concerned for his customers that someone could be injured walking out of his business. He would like to see signs posted or if possible, citations issued for those riding bikes on the sidewalks. He wanted to know what the City and Police Department were doing to enforce these issues.

During the regular City Council meeting, Mr. McHugo's concerns were discussed. Mr. McHugo was not present during this discussion. Council Member Smyth suggested an emphasis patrol from Main to 5th Street. Council Member Fateley stated that he has had similar problems at his business. He feels it is a city wide problem, but states that the business owner needs to be diligent in enforcing certain rules on their own property. If there is no response with this, then the Police should be contacted for stricter enforcement. It was also suggested that the City could issue a directive for "problem areas" for traffic control. Police Chief Oules stated that they cannot cite juveniles for riding bikes on the sidewalks, but you can cite adults. He will check into a possible "impound" for bikes of the repeat offenders. Another suggestion was stenciling the curb or sidewalk stating "no bikes on sidewalks".

Council Member Freels recommended that Police Chief Oules go and talk directly with Mr. McHugo regarding his concerns regarding what to do about the problems he is having and how and when the Police Department can be called in for help.

TOM HELMICK/EASTBAY PROPERTY:

Tom Helmick, a resident at Eastbay, as well as Roger Erlandsen of Erlandsen Engineering, were here to discuss an interest that Mr. Helmick has voiced in purchasing the 19x100 foot piece of property currently owned by Eastbay which borders Mr. Helmick's property. It has been recommended that this land could be "vacated", but could not be done without surveying it. The City has three options to consider; sell the property outright, begin the Vacate process or not sell it.

Mr. Erlandsen stated that as long as Eastbay could use the property as access for maintenance, via an agreement through City, he did not see a problem with Mr. Helmick purchasing this property. Mr. Helmick has made a preliminary offer of \$2,000.00. Finance Director, Pam Olsen, stated that the auditors may frown upon the land not being sold at market value and we should have this property appraised. She also feels that a Vacation process may be a better way to go.

Public Works Director Smith had asked Dave Reynolds, Assistant Public Works Director, if there were a need within the City to retain this property and he did not feel there was a need.

If the City were to sell or "vacate" this property to Mr. Helmick, there would need to be rules in place, ie: no water or sewer hook-up, no structures, no fence, or if a fence were placed it would need a gate, in order for easy accessibility for maintenance to the Eastbay residents.

Public Works Director Smith will contact the Auditors to see what are options are regarding this piece of property. Roger Erlandsen stated he will also meet with Mr. Helmick to discuss this further as well.

ADJOURNMENT

There being no further business to come before the Council the meeting was adjourned at 8:00 PM.

Mayor Lee Webster

ATTEST:

City Clerk/Finance Director Pamela Olsen, MMC