

11/12/2008

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Kris Dawson, Bob Fateley, Dave Freels and Jerry Tretwold. Council Member Art Smyth was excused. A quorum was present. Also present were Public Works Director JD Smith, Chief of Police Ron Oules, Finance Director Pamela Olsen and City Attorney Chuck Zimmerman of Ogden, Murphy & Wallace.

Council Member Tretwold moved to approve the minutes from the Regular City Council Meeting on 10/16/08 with corrections to page one (1) and page six (6). The motion was seconded by Council Member Dawson 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 10/16/2008 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 #42117 through #42190 in the total amount of \$222,239.65.

Public Works Director Smith stated that there was one A/P payment of \$2,179.55 that did not have prior Council approval for payment which was for the repair of the Blue Chevy 1-ton pickup. The repair was done quickly and payment was required prior to repair, therefore Public Works Director Smith did not have time to get authorization from Council for a purchase over \$2,000.00. He wanted Council to be informed of exactly what that payment was for.

Payroll Fund voucher numbers #11220 through #11302 in the total amount of \$78,832.20.

#### **EXECUTIVE SESSION RCW 42.30.110: DISCUSS POTENTIAL LITIGATION**

Mayor Webster stated that Council would convene into Executive Session for approximately 15 minutes to discuss Potential Litigation. Meeting was adjourned to Executive Session at 6:15 pm.

At 6:30 pm, Mayor Webster adjourned the Executive Session and reconvened into Regular Session.

#### **PUBLIC COMMENT:**

No Public comment was brought forth.

#### **MAYOR WEBSTER**

#### **RESOLUTION NO. 08-06 – OFFICIAL CITY NEWSPAPER DESIGNATION**

Resolution No. 08-06 was presented before Council. This Resolution would designate the Official City Newspaper as the Wenatchee World. This newspaper would be used for publication of ordinances and summary of ordinances.

**MOTION:** Council Member Dawson made to the motion to approve Resolution No. 08-06, designating the Wenatchee World as the official newspaper for publications for the City of Brewster. Council Member Tretwold seconded the motion and the motion passed with Council Member Dawson, Council Member Tretwold and Council Member Freels all in favor. Council Member Fateley abstained from the vote.

GEBBERS ANNEXATION UPDATE:

Mayor Webster announced there were no updates to report at this time.

BUDGET REQUESTS AND MEMBERSHIPS:

Mayor Webster reviewed the budget requests and memberships for 2009. It had been requested previously that any organization requesting money/memberships from the City of Brewster place these requests in writing at budget time. Mayor Webster stated he has received four (4) requests to date.

The Okanogan Trails Scenic Byways Committee has requested \$1,500.00 in matching fund donations from each City along the Hwy 97 route. This money would come out of the hotel/motel tax funds.

The Okanogan County Transportation and Nutrition Program has requested a \$1,000.00 donation to the bus replacement program. The City of Brewster had donated \$1,000.00 in 2008.

The North Central Washington Economic Development District is requesting \$250.00 for 2008 (we have not paid this yet), and the same amount for 2009.

Council discussed the fact that due to the economy at this point, and the fact that the City is making cut backs on spending to maintain an adequate operating budget, that it may be better at this time to decline making these donations, yet re-evaluate our financial status at mid-year with the possibility of funding these organizations at that time.

**MOTION:** Council Member Fateley made the motion to have a letter sent to the above organizations stating that the City is cutting its 2009 operating budget by 5%, and though we are unable to donate money at this time, we will re-evaluate our financial status at mid-year with possible funding available at that time. The motion was seconded by Council Member Freels and the motion passed unanimously.

FINANCE DIRECTOR PAMELA OLSEN:

MONTHLY TREASURERS REPORT:

Finance Director Pamela Olsen went over the monthly Treasurers report with the Council Members.

PUBLIC HEARING FOR RESOLUTION NO. 08-07 REGARDING PROPERTY TAX,  
AND PRESENTATION OF THE 2009 PRELIMINARY BUDGET:

The Brewster City Council Members have received and reviewed Resolution No. 08-07, regarding City of Brewster Property Tax and the presentation of the 2009 Preliminary Budget.

Mayor Webster opened the Public Hearing for Resolution No. 08-07 regarding Property Tax, and presentation of the 2009 Preliminary Budget. No public comment was brought forth. Mayor Webster then closed the Public Hearing.

Council Member Fateley asked if the 1% for the property tax is the same as we have received every year, and is the amount based on the re-assessed values. Finance Director Pamela Olsen stated the 1% we receive is basically 1% more than we received last year, and is based on last years' assessed values – not the new re-assessment values. However, the new EMS levy amounts will be based on the new re-assessed values. Chuck Zimmerman, City Attorney, stated that since the Council approved the EMS levy going to ballot, if it does pass, that 80% of the money will go to the District and 20% will come back to the City of Brewster for administrative costs, etc. If the EMS levy does pass, his office will be drawing up the interlocal agreement. Council Member Tretwold would like to have a copy of this once it is drawn up.

**MOTION:** Council Member Fateley made the motion to approve Resolution No. 08-07, regarding the City of Brewster Property Tax Levy. Council Member Freels seconded the motion and the motion passed unanimously.

PUBLIC WORKS DIRECTOR - J.D. SMITH

HIGHWAY 97/MAIN STREET SIDEWALK PROJECT UPDATE:

Public Works Director Smith stated that the Main Street extension/sidewalk project is now completed. The street lights for the Main St. extension will be installed as soon as the light poles arrive – which should be around December 15<sup>th</sup>. The no left turn signs for Keller are in and will be installed as soon as possible. The yield sign for the right turn lane from Hwy 97 onto 7<sup>th</sup> Street will be installed soon as well. The curb stops will be changed from bull nose to ramp also.

AIRPORT REPORT – DAN SMITH, COMMISSION CHAIR:

Airport Commission Chairman Dan Smith stated that the monthly Airport Commission meeting was not held due to lack of a quorum.

Public Works Director Smith did state that the PUD delivered the conduit for the electrical line installation. The City had tried to run the ditch, but it was not at acceptable standards for the PUD to install the line in. This may have to be done with a mini-track hoe. Approximately 1,100 feet needs to be dug up in order to install this electrical line. Public Works Director Smith stated that the work may need to be contracted out.

PLANNING COMMISSION REPORT:

Public Works Director Smith stated that the October meeting was held, however, the November meeting was not held due to lack of a quorum. The Public Hearing for the zoning changes was held and no public comment was presented.

WWTP UPDATE:

Public Works Director Smith stated that the project is near completion. There were some problems with the Secondary Clarifier – a leak was detecting on a ring near the top – and JUB is working on the repair at this time.

2009 ATP WATER METER SYSTEM:

Public Works Director Smith stated that in 2009, he hopes to have the water meter system installed at the Angle Trailer Park. Since there are three (3) meters that supply the thirty-nine trailers, he has checked into the cost of individually metering each residence. By metering each residence, the trailer park will then have a complete loop on the water/sewer line system and allow for individual consumption monitoring for each residence. The total cost, not including labor or fuel, is estimated between \$20,000 and \$25,000.

WATER LINE BREAKS:

Public Works Director Smith informed Council of two water line breaks that have happened in the past month or so. One line break was at 3<sup>rd</sup> Street, which affected Camperos Restaurant. This line was repaired within 24 hours and back in full operation. The second line break was at the Apple House. Repair on this line started today and work is currently being done to complete this.

NORTH LIFT STATION PUMP FAILURE:

Public Works Director Smith stated that the North lift station pump had failed. The pump was sent to Pump Tech for an estimate on the repair. A repair with no warranty came in at \$3,900.00. To order a complete new pump with a 5+ year warranty would cost \$5,352.00. Rather than have the old pump repaired with no warranty at nearly \$4,000.00, a new pump was ordered for \$5352.00, which will come with the warranty for repair or replacement should it fail.

HYDRANT REPLACEMENT:

Public Works Director Smith informed Council that two replacement hydrants had been ordered and will be installed. Four more have been ordered now, as the price will go up nearly 15% next year.

POLICE CHIEF RON OULES- POLICE DEPARTMENT:

POLICE DEPARTMENT UPDATE/STATS:

Police Chief Oules stated that the overtime is within normal limits for this time of year. Over half of this time will be reimbursed. The assault column on in the incident report

shows a spike in calls this month, most of these coming from the Brewster School. Due to a lot of fights occurring at the school, we have been getting more calls for assistance.

Agency assists are reduced now. The labor camps have been better this year, thus resulting in fewer agency assist calls. Agency relationships are going well at this time without any problems.

There was another fraud case this month with the arrest of one (1) of the two (2) individuals involved. This occurred at a different business than the prior fraud case; however it was the same Officer involved in the capture and arrest. Police Chief Oules believes that through good communication and community awareness, the Brewster PD was able to apprehend them quickly.

**OTHER BUSINESS:**

Mayor Webster adjourned the Regular Council Meeting at 7:05 pm for a 10 minute recess. At the end of the recess, Council will convene into Executive Session.

**EXECUTIVE SESSION RCW 42.30.110: DISCUSS POTENTIAL LAND ACQUISITION AND POTENTIAL LITIGATION**

Mayor Webster stated that Council would convene into Executive Session for approximately 30 minutes to discuss Potential Land Acquisition and Potential Litigation. Meeting was adjourned to Executive Session at 7:15 pm.

At 7:45 pm, Mayor Webster adjourned the Executive Session and reconvened into Regular Session.

**ADJOURNMENT**

Mayor Webster reconvened to Regular Session at 7:45 pm. With there being no further business to come before the Council, the meeting was adjourned at 7:46 p.m.

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Mayor Lee Webster

ATTEST:

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City Clerk/Finance Director Pamela Olsen, MMC