

09/23/2009

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Kris Dawson, Bob Fateley, Dave Freels, Art Smyth and John Scheller. A quorum was present. Also present were Public Works Director Smith, Chief of Police Ron Oules, Finance Director Pamela Olsen and Deputy Clerk Desha Dawson.

Council Member Fateley moved to approve the minutes from the Regular City Council Meeting on 8/12/09 as submitted. 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 09/23/2009 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 #42931 through #42968 and #42972 through #43013 in the amount of \$178, 689.11, (minus void check #42959 in the amount of \$300.00), for a total Accounts Payable amount of \$178,389.11. Payroll Fund voucher numbers #11729 through #11774 in the total amount of \$85,869.31.

ADDITIONS/CHANGES TO THE AGENDA:

Public Works Director Smith asked to have the Angle Trailer Court Water Main Replacement Project added to the agenda, under Public Works.

MOTION: Council Member Dawson made the motion to approve the Public Works addition to the agenda. Council Member Freels seconded the motion and the motion passed unanimously.

PUBLIC COMMENT:

ERNIE SANTOS/BREWSTER BUSINESS OWNERS RE: POLICE RESPONSE TIMES:

Mr. Santos was not present at the meeting therefore no discussion was brought forth regarding the above noted issue.

UTILITY BILL LATE FEE WAIVER REQUEST – ROBERT WEBSTER:

Brewster resident Bob Webster came in to ask for a waiver of a late fee imposed on his Utility Account for the Music Store, his business here in town. He stated that he did not receive the statement along with his residential bill. He put the payment in the box for the residential payment along with a note stating he had not received the bill for the store. He does not feel that he should have to pay the late fee, as he did not receive a bill.

MOTION: Council Member Fateley made the motion to waive the \$30.00 late fee for the Music Store utility account. Council Member Dawson seconded the motion and the motion passed unanimously.

MAYOR WEBSTER:**AIRPORT:**

Mayor Webster announced that at the last Airport Commission Meeting, the vote at that time by the Commission was to dissolve the Airport Commission and eliminate the Airport Manager position.

Council Member Dawson stated that she believes it is time to do away with both. In the past two to three years that she has served on the Commission, issues were not getting resolved and it seemed to be a back and forth battle, having to deal with a lot of personal issues at the Airport. She also questioned the possibility that it may not be managed properly. She believes that those involved were forgetting that the Airport is City owned. The Airport fund is currently in the red and believes that it can be managed better.

Council Member Freels agrees with what the Commission has recommended. Council Member Fateley stated though he has not had much involvement (other than Council) with the Airport, he does believe there have been ongoing issues. Council Member Scheller stated if it comes down to a vote, he would like to abstain as he was only able to attend one Airport Commission meeting. He did however state that at the one meeting he did attend, it was the general consensus of all those in attendance to dissolve the Commission and eliminate the manager position.

Mayor Webster stated that ultimately as Mayor, he is responsible for what happens at the airport, its operations and status. Along with help from Public Works Director Smith, he believes it should be his responsibility. He wants to maintain the "public" emphasis at the airport and help it grow.

Dan Smith, Airport Commission Chairman, stated that the Commission has not been as productive over the last two years, and sees no reason to keep the Commission together. Dave Smith Sr., Airport Manager, stated that everything about the Commission (particularly referring to a lack of interest) is true.

On the idea of not having an Airport Manager, Council Member Fateley asked if the current manager knows exactly what is expected of him. Council Member Dawson feels he does. Public Works Director Smith stated that the Commission is expected to set the guidelines for the Airport and the Manager. Jeff Spurgeon, Airport Commission Vice-Chairman, stated that there needs to be a well defined Policy and Procedure Manual for the Airport that all are expected to follow. He also believes that financial and personal issues have interfered to big extent. Mr. Spurgeon stated that he witnessed a lot of personal controversy during his time on the Commission. The goals for the Airport were outlined; however, the financial backing was just not there. He also believed that there was more a personal interest on behalf of the Manager and the Chairman, rather than maintaining the interests of the City. Mr. Spurgeon also stated that it was his recommendation at the last Airport Commission meeting to dissolve the Commission and eliminate the Manager position, putting total control back to the City.

Council Member Scheller stated he would be in favor of keeping the Airport Manager position if the Manager could differentiate between City business and personal business. Council Member Dawson stated there always seems to be conflict and believes it will only continue if it stays the way it is. Council Member Smyth noted that although he has not had any direct involvement with the Airport (Council meetings

only) he would be in favor to dissolve both the Commission and the Manager position. Council Member Fateley stated that the Council's job with the Airport will begin at budget time and that the Council as a whole needs to take more of an interest in the Airport.

Dave Smith Jr. stated he believes the Smith family has done nothing that would in any way take away from the fact that it is a City Airport and that his family has not had any personal motives behind any of the decisions made regarding the Airport. He strongly believes that the Airport will continue to grow, with more hangars being built. He does believe that the Commission did good things with respect to the Airport, but the money to support all of the projects and plans was used up in other areas that were beyond their control. He also stated that for anyone who takes over as Manager, it will be a big responsibility.

Mayor Webster stated that he is willing to put forth the effort and do whatever it takes to keep the Airport running at the capacity needed for the benefit of the City and those who use the Airport.

Jeff Spurgeon, Airport Commission Vice-Chairman, asked if the tie-down fees had been established. Finance Director Pamela Olsen stated these were established in May of 2009, and so far only one person with a hangar at the Airport has paid these fees to date. Mayor Webster stated that tie-down fees are necessary, but feels the set fees are high and would like to review them.

Dave Smith Sr., Airport Manager, stated that he himself has never treated the City Airport as his own "personal Airport" and has never had any issues until two years ago when "Mr. Wonderful" (unknown) began using the Airport. He also stated that it is "BS" about this person paying their fees. The purpose of the excessive fees were to keep this person's helicopters off the ramp. In the forty-years he has been the Airport Manager, he has never had issues like this. His business at the Airport and the job of being the Airport Manager have never "mingled". If the Mayor should decide to "sack" him, he'll deal with it. He went on to state that he would be more than happy to stay on as the Manager and take care of the Airport and manage it.

Public Works Director Smith stated that they do plan to put cameras up at the Airport to monitor activities and believes this will play a tremendous part in documenting exactly what is occurring, as there has been much conflict regarding the operations of those who utilize the Airport. Police Chief Ron Oules also stated he is very much in favor of this from a Law Enforcement stand point and encouraged anyone to report any infractions that are occurring at the Airport.

Public Works Director Smith stated that he agrees with Mr. Spugeon's suggestion of a well-defined Policy and Procedure Manual. We should use the City Engineer as well, at little or no cost to us.

Mayor Webster stated that at this time, he is electing to disband the Airport Commission. He went on to state that although there is one budget concern and four Council Members in agreement to eliminate the Airport Manager position, he has decided to maintain the Airport Manager position, held by Dave Smith Sr., and pay him \$100.00 per month as the Airport Manager. The Mayor is optimistic in this new arrangement and looks forward to establishing a good working relationship between the Manager and the City.

NOVEMBER 11TH CITY COUNCIL MEETING DATE CHANGE:

Due to the fact that the November 11th scheduled City Council Meeting also falls on Veteran's Day, Mayor Webster stated that the meeting has been rescheduled for Tuesday, November 10th at 6:00 pm, Brewster City Hall.

ANNUAL BUDGET RETREAT – SET DATE/TIME/PLACE:

Mayor Webster stated that the time is nearing for the Annual Budget Workshop/Retreat. He would like to have the meeting locally this year. The meeting should last around 2-3 hours, and public/media notification will be done prior to. The date of October 29th was agreed upon by Council. The meeting will begin at 6:00 pm. Camperos Restaurant was suggested as the location. Reservations will be made for this date, time and place.

OKANOGAN CO. TOURISM COUNCIL – HOTEL/MOTEL TAX REQUEST FOR FUNDS:

Mayor Webster reviewed the letter sent to us by the Okanogan County Tourism Council asking us to consider investing 10% of our Hotel/Motel tax monies to assist the Tourism Council with their marketing efforts. The Tourism Council markets a Travel Planner Comprehensive Guide which incorporates the County's lodging, camping, recreation, wildlife and culture as well as maps of the public lands and scenic byway. In order to continue the successful marketing, the Tourism Council is asking for financial support from the community partners (towns and cities).

Mayor Webster went on to state that an ordinance is in place that outlines these kinds of requests are to be discussed and considered at budget time and would like to discuss this further at the Budget Workshop.

CHILDREN'S ALLIANCE CERTIFICATE OF APPRECIATION – SUMMER FOOD PROGRAM:

The City of Brewster received a Certification of Appreciation for being a Summer Meal Sponsor in 2009, for serving meals during our Summer Food Program for more than 40 days during the summer. The City of Brewster served over 12,000 meals during the summer. Our cost per meal is \$1.90, with State reimbursement for each meal being around \$3.15. We will have monies left over, which goes back into the Rec Center fund and will help cover costs of supplies ie: stove, kitchen supplies, etc. Mayor Webster stated that Jerry Haight, City employee and cook/manager for the Summer Food Program, did an outstanding job again this year.

BREWSTER COMMUNITY POOL:

Mayor Webster wanted to highlight the final numbers at the pool this year for swimming lessons. The goal going into 2009 was to expand the use at the pool, and the results were outstanding. In 2008, the pool had 99 students participate in swimming lessons, and in 2009 that number was 256. He commended the manager and staff for their commitment and enthusiasm to making the 2009 Pool season a huge success and hopes that 2010 will be even better.

FINANCE DIRECTOR PAMELA OLSEN:

Finance Director Pamela Olsen reviewed the monthly finance report. The Public Works Trust has monies coming in and is being held up at this time due to JUB and an error in reporting. This is being worked out. The pool is in the red a bit, but the property tax money will pull this back up. (Public Works Director Smith stated the pool took a small hit due to the additional chemicals that had to be ordered). The PUD loan for efficiency improvements helped significantly as well.

The Rec Center is in the black for the first time. There are 323 paid memberships on file for the end of August, which is a record. Indoor soccer will be starting soon, as well as basketball, volleyball and Taekwondo. The new Headstart Lease will also generate more revenue for the Rec Center.

Finance Director Pamela Olsen also stated that the Cumulative Reserve does have monies in it, even though some (\$24,000) came out of this for the Chapman property payment at the Airport. Mayor Webster stated that the lease for the Lagoon is underway and money from this will go back into the Cumulative Reserve.

Mayor Webster went on to discuss the RV Park improvements. In 2010, the new licensing process for the DCPUD begins. There is a section of property adjacent to the new dock, 4.8 acres most of which is under water, however the PUD would like a perpetual easement to this property. If the City were to give them the perpetual easement, we would in return receive \$70,000 of funded monies to be used somewhere else, possibly to expand the RV Park.

Mayor Webster stated that we are currently negotiating this requested easement. Council Member Fateley stated that if the City were to grant a perpetual easement to said property, he would like to have it stated that they could not restrict use of this area, ie: recreation, public use, etc. Mayor Webster stated that there is a meeting coming up and he strongly encouraged Council and all other interested parties to attend. No date has been set, but he will notify everyone when he becomes aware of a date/time/place.

RESOLUTION 09-06-RATE AMENDMENT:

Mayor Webster asked that this be discussed at the October 14th City Council meeting, therefore giving he and the Council time to review it.

DAN SMITH – AIRPORT REPORT:

Dan Smith report that he has been in contact with Mary Vargas (FAA) with respect to the Federally Funded Airport Improvement Project. At this point, he feels it would be best to use the City Engineer. When the paperwork is filed for the project, it needs to specifically state what the project is for. The FAA does pay for the engineer portion, the question is whether we use theirs or ours, and if we would like to use our own engineer, what is required to do so.

ACTION: Mayor Webster asked Public Works Director Smith to contact Ms. Vargas on what the submitting requirements are, and if we will need an RFQ.

PUBLIC WORKS DIRECTOR - J.D. SMITH

PLANNING COMMISSION UPDATE:

The Planning Commission has several proposals for the UGA, going as far down as Pateros and as far out as the Brewster Airport. Kurt Danison drew up the maps showing the proposed areas in the Comp Plan. At this time, the Planning Commission would like to gather more information from Mr. Danison before presenting to Council.

WATER USE EFFICIENCY RULES PUBLIC HEARING – OCTOBER 14TH:

Public Works Director Smith stated that the RCW's require cities to have a Water Use Efficiency Plan, as well as how we intend to stay in compliance with the rules. We will need to hold a Public Hearing, which will be held on October 14th at the Regular City Council meeting. After this, we will then draw up a 6-year plan, followed by a Resolution. Public Works Director Smith stated that the current rules indicate cities must be at 10% or less for water loss; Brewster is currently at 6%, which is good.

ANGLE TRAILER PARK WATER SYSTEM UPGRADE GRANT:

Public Works Director Smith reviewed the Grant Proposal he has submitted for the proposed water system upgrade at Angle Trailer Park. Currently there are three meters supplying water to the ATP residents. If approved, this Grant would enable the City to individually meter each trailer. This metering system would also fall under the guidelines for the Water Use Efficiency Rules.

EQUIPMENT:

Public Works Director Smith wanted to inform Council of an equipment break down. This occurred with the City backhoe. It will cost approximately \$2,200 to repair, however, feels repairing a 27 year old piece of equipment may not be cost effective. He has talked with the USDA regarding Grant funding for a new backhoe. Between the USDA Grant and the vehicle replacement fund, this may be enough to cover the cost of a new/used new backhoe. It may be up to as many as three months before the USDA would be able to confirm funds, but we can rent one in the mean time if needed.

TRAINING: IACC CONFERENCE & WAA FALL CONFERENCE:

Public Works Director Smith informed Council of two meetings he would like to be able to attend in October. The first one is the Annual Fall Conference for the Community Airport Association. The meeting will be held on Saturday October 3rd. The cost is \$60.00 per attendee. The second meeting is IACC Fall Conference, to be held October 14th through the 16th. It is also in Wenatchee. The cost is \$160.00, with \$100.00 scholarship money from AWC, therefore total cost to the City would be \$60.00. No hotels or meals will be required for either meeting.

MOTION: Council Member Freels made the motion to authorize Public Works Director JD Smith to attend the above conferences at a total cost to the City of \$120.00. Council Member Scheller seconded the motion and the motion passed unanimously.

POLICE CHIEF RON OULES- POLICE DEPARTMENT:

ORDINANCE NO. 816 – INTERSECTION AVOIDANCE:

Police Chief Ron Oules stated that an Ordinance of this kind has been discussed for a couple of years now, and due to problems within the City with intersection avoidance, he feels this Ordinance is imperative to the safety of the City. He has gone over the ordinance with the City Attorney as well as Canfield (City Insurance) and they have reviewed this and are fine with it. Exemptions were added for various reasons. The key to this ordinance is what the City views as a concern when drivers avoid an intersection – cutting through parking lots and property. This ordinance would allow the Officers to write tickets for those individuals who purposely avoid an intersection by cutting through property and parking lots. This would be a traffic infraction and goes on your license. If the ticket is not paid, the individual's license can be suspended.

MOTION: Council Member Freels made the motion to approve Ordinance No. 816, adding a new Chapter 10.32 to the Brewster Municipal Code prohibiting motor vehicles from avoiding an intersection. Council Member Scheller seconded the motion and the motion passed unanimously.

POLICE DEPARTMENT UPDATE/STATS:

Police Chief Ron Oules stated that out of 92 hours of overtime, 85 of those are reimbursed. Calls for service have jumped up and are higher than last year, but this comes with the time of year.

TRAINING:

Police Chief Ron Oules informed Council of a Census Training meeting in November that he would like to attend. This is a fully-funded class and is for three full days. The meeting will be held in Spokane. He believes it is important to attend so he can learn how the census information is gathered and pass the information on to the City in order for Brewster to ensure accurate census counts for the upcoming 2010 Census.

MOTION: Council Member Freels made the motion to authorize Police Chief Ron Oules to attend the November Census Training Program in Spokane. Council Member Smyth seconded the motion and the motion passed unanimously.

Mayor Webster announced at 7:55 p.m. that the meeting would adjourn for a 5 minute recess.

At 8:00 p.m. Mayor Webster announced that the Council would convene into Executive Session for approximately 15 minutes to discuss personnel.

EXECUTIVE SESSION – RCW 42.30.110 – Personnel -Approximately 15 minutes:

Mayor Webster reconvened into Regular Session at 8:15 p.m. No action was taken following the Executive Session.

09/23/2009

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 8:15 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Finance Director Pamela Olsen, MMC