

11/10/2009

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Kris Dawson, Bob Fateley, Dave Freels and Art Smyth. Council Member John Scheller was excused. 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 10/14/09 with changes by Mayor Webster to Page 4, paragraph 7 to include that Mr. Baker was asked to present a written Operations Plan, variance for the housing/septic request, Lot request/lease, Site Plans and Building Plans. The Fire District Special Meeting minutes from 03/02/09 were approved as submitted. 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 11/10/2009 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 #43105 through #43181 in the amount of \$137,311.14. (Skip in check sequence from prior Council - #43104 was a reissued check for a void check #43089, same amount in October. Check was issued with wrong last name). Payroll Fund voucher numbers #11775 through #11852 in the total amount of \$91,732.81.

**ADDITIONS/CHANGES TO THE AGENDA:**

Mayor Webster stated that there would be additions and changes to the Final Agenda, as follows:

- Remove item 4.b, NCWRCD, as they will be attending the December meeting instead.
- Add Public Hearing for Resolution 09-08 and 09-09.
- Add to 4.d, Public Works, Airport Proposal/DOT feedback (Baker Lots)
- Ten-minute Executive Session to discuss personnel.

**MOTION:** Council Member Freels made the motion to approve the additions/changes to the Final Agenda for the November 10, 2009 Council Meeting. Council Member Dawson seconded the motion and the motion passed unanimously.

**PUBLIC COMMENT:**

Scott Baker of Versatile Investments presented to Council to continue discussion regarding his purchase of Lots 52-63 at the Anderson Field Airport, as well as the placement of the hangar and living quarters, heli pads, fuel station and spray dock.

Public Works Director Smith stated that the FAA/DOT would not approve the temporary living quarters at 180 days, but may be Ok'd at 90 days. Director Smith spoke with the State Rep, and she was very cautious about giving any answers, but will check into and get back to us with an answer. She went on to state that they have never been asked this questions before and will have to check around to see if there have been any similar requests and what the outcome of those were. As it is now, the only

11/10/2009

housing allowed at any Airport is for the Manager, and that is it. Public Works Director Smith noted that if the State does not authorize temporary living quarters/arrangements, Mr. Baker will have to amend his plans. Mr. Baker stated that he would also research this, as he knows there are other airports in the State that do allow temporary housing, however, he does have another alternative if this is not approved.

Public Works Director Smith stated that because the Airport is City owned, we have specific rules that we have to follow in order to continue to receive State funding and we do not want to jeopardize that in any way.

Council Member Fateley asked if the State could take into consideration that we are a large agricultural community with a need for these services in the area. Are there any exceptions that can be made? Public Works Director Smith stated they may take that into consideration, and we may be able to find a way to have this happen, but is fairly sure there would be very strict guidelines set. At this point, he is not saying it is a “done deal”, but is taking everything into consideration.

Mayor Webster stated that the current zoning has the Airport listed as “Airport Industrial” and we may be able to manipulate it enough to make it work, as he does encourage the growth at the airport and does want to see what Mr. Baker has planned for the Airport happen.

Public Works Director Smith stated he would have an answer on Thursday in e-mail form and he will pass this information on.

**ACTION:** Public Works Director Smith will contact the State Department of Aviation to schedule an on-site visit for December, if possible.

Council Member Fateley asked about the fuel dock that Mr. Baker would like to place on his lot(s). He asked Mr. Baker if he would be willing to put in a card lock system so that it is available to everyone for use at the airport, or if it would be exclusive to only Mr. Baker and his employees. Mr. Baker stated that he has a double-wall, 5,000 gallon fuel storage tank which he would be willing to place, have a card lock installed or have an FTE there to fill on an as needed basis. Mr. Baker did state that if he were to install a card lock fuel system, a taxiway would need to go in for this. Public Works Director Smith stated that he has discussed the fuel storage with the DOT, and they deferred that question to the County. EPA/DOE may not agree with this set up, however if it is put in it would be best to make it available for public use.

Mr. Baker also stated that with respect to the lots he would like to lease and the plans for the building, etc., he would like to be on City septic (if possible). He also asked about having his hangar connected to 3-phase power. Public Works Director Smith stated at this time, the City cannot afford to provide this for him, but he may be able to put in his own 3-phase power with a late-comers fee charged to those who want to connect it in the future. Mr. Baker may be able to have a separate agreement with the PUD for this.

Mr. Baker asked about the length of the lease he is requesting. He wanted to know how long it would be – 5 years, 20 years? He is going to be spending a lot of money; making a long term investment at the Airport and would like to have a long-term lease. Public Works Director Smith stated that all of the leases need to be revised at this time. Mayor

Webster stated that the City needs to review and revise the leases and consider all of the possible exceptions for leases ie: length of lease, intentions, card locks, fuel stations, hangars, etc. The Mayor also suggested that Mr. Baker consider having a separate agreement for the card lock, not having it be all inclusive on the lot lease agreement.

At this time, Mayor Webster would like to have Council consider the approval of Item #1 on Mr. Baker's recently submitted Request for Lot Lease at the Airport, lots 52 through 63. The septic, spray dock, fuel station, housing, etc. can be addressed at a later date. Mayor Webster also stated that he is willing to work with Mr. Baker on these issues as what he has proposed to do at the airport will be good for the City, the Airport and the community.

**MOTION:** Council Member Freels made the motion to approve Item #1 on Mr. Baker's submitted request for Lot Lease, lots 52 through 63, at the Anderson Field Airport. Council Member Dawson seconded the motion and the motion passed unanimously.

**NCWRCD COUNCIL – SAMANTHA BARTLING:**

This item was removed from Final Agenda. Ms. Bartling will be attending the December 9, 2009 City Council Meeting.

**MAYOR WEBSTER:**

**MIKE WEBSTER – FIRE HALL OFFICE SPACE:**

Mayor Webster stated that the Fire District approached him about the possibility of using the old living quarters at the Brewster Fire Hall for an office space for the District Administrator, Bill Vallance. This would be temporary. The office space currently occupied by Mr. Vallance at the Ambulance Hall will be needed for the new District Secretary, who will be at the hall to cover phone calls and customer service/billing. Council Member Fateley asked if there would be any additional costs associated with this. Fire Chief Webster stated no, there would not be. Fire Chief Webster stated that Mr. Vallance could go to the Pateros Fire Hall, however, he is the District Administrator and the Fire Hall would make more sense as it is centrally located and he does assist on many of the Brewster fire calls and ambulance calls.

**MOTION:** Council Member Freels made the motion to approve District Administrator, Bill Vallance, to use the old living quarters at the Fire Hall for his temporary office space. Council Member Fateley seconded the motion and the motion passed unanimously.

**FINANCE DIRECTOR PAMELA OLSEN:**

**MONTHLY FINANCE REPORT:**

Finance Director Pamela Olsen presented Council with the September closing numbers. The rest of the report was not completed due to time constraints during our recent audit. Mayor Webster stated that the recent audit went well and was pleased with the information the auditors gave to us.

PUBLIC HEARING: PROPERTY TAXES AND EMS – RESOLUTION 09-08 AND 09-09:

Mayor Webster announced that he would be opening the Public Hearing for Resolution 09-08 regarding the 1% Property Tax Levy Increase for 2010. Mayor Webster then opened the Public Hearing. No comment was brought forth. The Public Hearing was then declared closed.

**MOTION:** Council Member Fateley made the motion to approve Resolution 09-08, approving the 1% increase in Property Taxes for 2010, in the amount of \$2763.00. Council Member Dawson seconded the motion and the motion passed unanimously.

Mayor Webster announced that he would be opening the Public Hearing for Resolution 09-09 regarding the 1% EMS Levy Tax Increase for 2010. Mayor Webster then opened the Public Hearing. No comment was brought forth. The Public Hearing was then declared closed.

Council Member Fateley asked if this money came from taxes within the City limits. Finance Director Pamela Olsen stated yes. Council Member Freels asked if we have to approve this, and Finance Director Pamela Olsen said no. If it is not approved, they will receive money at last years' amount. With the 1% increases each year, they are barely making headway and are actually losing ground.

Council Member Fateley stated he has had people in the community ask him about the fees the ambulance charges to be at the football games. Mayor Webster stated he cannot answer that question, but could give him the telephone number of the person who could. Council Member Fateley asked if they bill for every run, every event, why can't that money be absorbed back into the community somehow. Is there a State law that says they have to charge for things like football games? Council Member Smyth stated that it is State law.

**MOTION:** Council Member Fateley made the motion to approve Resolution 09-09, approving the 1% EMS Levy Tax Increase for 2010, in the amount of \$471.00. Council Member Dawson seconded the motion and the motion passed by majority vote. Council Member Smyth abstained from the vote due to conflict of interest. Council Member Freels was opposed, Council Member Fateley and Council Member Dawson in favor.

**PUBLIC WORKS DIRECTOR - J.D. SMITH**

PLANNING COMMISSION UPDATE:

Public Works Director Smith stated that the Planning Commission is still reviewing the Title 17 Zoning Map and how to zone in conjunction with the 2007 Comprehensive Plan. The County is now drawing up the County Comp Plan, which had wording in it as such that it would affect all of the Cities in the County and their current Comp Plans. The Planning Commission, along with City Planner Kurt Danison have met and discussed this. The County has currently tabled any changes at this time due to budget constraints. This will be re-addressed in January of 2010. Prior to this, all of the Cities within the County will meet to discuss their UGA/Airport plans. Once the Cities and the County are both in agreement, then both can move on with their Comp Plans.

Zoning is a big issue and we do not want the County dictating what development can come into the area, specifically if we cannot handle the growth it would bring.

USDA GRANT MATCHING MONEY FOR BACKHOE AND SERVICE VEHICLE:

Public Works Director Smith stated he is applying for a grant with the USDA for matching funds for a Service Vehicle and Backhoe. He has a quote on a backhoe, but the service truck will be on a State bid. With the matching funds, the City would have to pay approximately 22K. The USDA Grant would be a 75/25 split, with the USDA paying 75%; the City paying 25% of the purchase. There are no strings attached, just a lot of paperwork. It takes 6-8 weeks to find out if we are approved for this. Public Works Director Smith stated he has been checking into several different bids on the backhoe and service truck. All info he has received from the USDA and the matching funds pertains to new equipment, and we can buy used if we choose. We are, however, obligated to match no less than 25% of the cost.

SENSUS METER READER:

Public Works Director Smith stated that our current Sensus handheld meter reading device is now 11-years old. He just received an e-mail from Sensus stating that the company would no longer provide service or updates to this particular model. Public Works Director Smith stated that to buy a replacement handheld, we are looking at around \$4,300-\$5,000. Council Member Fateley asked if we will need to purchase a new handheld; Public Works Director Smith stated yes, as he does not want us to end up having the current one breaking down and not have any way to read the meters other than by hand. He will be purchasing a new handheld device, and wanted Council to be aware that this purchase would be made next year. It will be figured into the budget.

AIRPORT UPDATE:

Police Chief Ron Oules stated he has received a quote on a four-camera system for the airport security, which is at \$983.54. This is for the entire package. A plan has been drawn up on how to mount the cameras for the best coverage. The Airport budget is currently in the red right now, but he does want Council to consider purchasing the camera system. The benefits outweigh the expenditures. The camera is on a 7 day continuous record loop. It is digital and can be downloaded to a jump drive and stored.

POLICE CHIEF RON OULES:

POLICE DEPARTMENT UPDATE/STATS:

Police Chief Ron Oules stated that there were 57 hours of overtime, some of which is reimbursed. He did have one officer that was called out to assist with the stand-off in Okanogan recently (November), which will also contribute to overtime. Things like this cannot be avoided, however.

Malicious Mischief numbers are up on the stats. One particular episode included seven victims for the same case (graffiti). He stated that he cannot emphasize enough to the citizens and residents that when they see or suspect that this is taking place – please call the PD. Public Works Director Smith stated they have ordered signs for the park, trail and Little League Park which clearly state the hours they are open to the public. It is

11/10/2009

Public Works Director Smith's hope that through law enforcement, sign placement and cameras that we can help curb the problem with graffiti and vandalism.

Police Chief Ron Oules stated he would like to get a new computer through AOC, who will reimburse approximately \$1,400.00 of the purchase. We can set one up with the programs we would like, or take one that is already pre-programmed. Mayor Webster stated that he should check into this further and to be sure and get what they need.

Police Chief Ron Oules stated they had a follow-up meeting for the block watch program for the local business owners, and only one business owner showed up. Police Chief Ron Oules will be passing all of the information on to the ones who did show up at the first meeting. He does not understand why there was such a good turnout at the first meeting, but not so well at the second meeting.

TRAINING:

Police Chief Ron Oules stated that Juana Escobar will be attending 40 hours of Public Records training. There is money in the fund to cover this, and it is a required class. It will be held in Everett. Mrs. Escobar will be staying with family therefore the only cost to the PD will be for the class (\$65.00 – half of which is covered by a grant), meals and fuel costs.

EXECUTIVE SESSION – RCW 42.30.110 - APPROXIMATELY 10 MINUTES TO DISCUSS PERSONNEL:

Mayor Webster announced that Council would convene into a 10-minute Executive Session to discuss personnel at 8:20 pm.

Mayor Webster announced at 8:30 pm, Council would reconvene into Regular Session. No action was taken.

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 8:30 p.m.

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Mayor Lee Webster

ATTEST:

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City Clerk/Finance Director Pamela Olsen, MMC