

08/18/2010

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

Council Member Scheller moved to approve the minutes from the Regular City Council Meeting on 06/09/2010 with correction to page 3, paragraph 3, to reflect "Council Member Smyth" instead of "Council Member Smith". The motion was seconded by Council Member Smith 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 08/18/10 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 #43800 through #43882, in the amount of \$221,940.96. Payroll Fund voucher numbers #12128 through #12181 in the total amount of \$94,753.99 for July, and August #12182 through #12236 in the total amount of 108,825.23.

**ADDITIONS/CHANGES TO THE AGENDA:**

There were no additions or changes to the agenda.

**MOTION:** Council Member Fateley made the motion to approve the final agenda for the August City Council Meeting. Council Member Smith seconded the motion and the motion passed unanimously.

**PUBLIC COMMENT:**

**SCOTT BAKER – AIRPORT ISSUES:**

Mr. Baker presented to voice his disappointment in the City Council and how recent issues that have come up at the Airport have been handled. He also stated he is disappointed with the Police Department as well. As a result of the recent events, Mr. Baker has had to hire an attorney to represent him regarding a harassment/trespass charge filed against him by the Smith's (Golden Wings Aviation).

Mr. Baker stated that he now has 4,000 sq feet of concrete that is ruined due to the Smith's landing near the work site where his hangar is being constructed. While pouring the concrete, he noted the Smith's trying to land, which stirred up a lot of dust and debris – thus "ruining" the concrete. Mr. Baker followed protocol by contacting the City officials to inform them of what was occurring, yet feels the City and the PD failed him in the fact that he feels he was in the right to try to stop them from landing near the concrete pour that was in progress. Now, he has trespass and harassment charges against him, filed by the Smith's, when he was only trying to protect his investment.

Mr. Baker also stated that he has concern regarding Council Member Dan Smith participating in any Airport discussions, or Council votes, as his father, Dave Smith Sr., owns and operates Golden Wings Aviation. Council Member Smith's brother is also part of the business. He believes any participation by Council Member Smith is not appropriate. Mr. Baker stated his attorney will be contacting the City and asking them

to review the policies at the Airport. Mr. Baker went on to state that he has been the one getting “kicked” with respect to the Airport and the business he is running there and even though he does not want to, he will start “kicking back” if needed. Mr. Baker then excused himself from the meeting. There was no further discussion.

CRAIG LINTS – PUNCTURE VINE:

Mr. Lints presented with his concern about the amount of puncture vine (“goat heads”) that are infesting the City. He stated that he has had increasing problems with this week at his apartments here in town and is concerned about it spreading. He contacted the County and is of the understanding that a Juvenile work crew is going to be coming to the City to help with clean up and wonders if maybe they can help clear out some of the puncture vine on City property. Public Works Director Smith confirmed that this crew is coming in and that this would be a good thing for them to do. Mayor Webster stated that we could also put something in our news letter alerting our residents to the problem, how to control it and who to contact for more information.

MAYOR WEBSTER:

UPDATE: SHORELINE MASTER PLAN:

Kurt Danison, City Planner, presented to give an update on the previously requested Resolution of Intent to adopt the Shoreline Master Plan. He stated that now, the DOE does not need this Resolution of Intent, and are now only requesting a letter stating as such. They will then come and meet with us to get things finalized. Mr. Danison stated that we should continue forward, as the changes are worthwhile to the City. Mr. Danison also stated that the City of Pateros will be holding a workshop on August 19<sup>th</sup> and that it may take a few meetings to get things in order. Mayor Webster stated he would like to be informed of when these meetings are taking place so he can attend. Mr. Danison stated that he could help draft the letter from the City to the DOE, if needed. Public Works Director Smith will contact him regarding this.

PUBLIC WORKS DIRECTOR - J.D. SMITH

PUBLIC WORKS UPDATE:

NORTH LIFT STATION REPAIR:

The North Lift Station had two pump failures. The first was when one of the main cords got sucked into the impeller and had to be replaced. The second was when an internal impeller separated and tore up the inside of the shaft. The pump was pulled and sent to Pump Co for a check. It is not under warranty and it needs to be rebuilt. It will cost approximately 3K to repair it which is less than half of the cost to replace it (replacement cost would be around 8K). The City crew does perform regular pump checks; however this damage was internal and would not have been predicted on a regular pump check.

Public Works Director Smith stated he would like Council authorization to go ahead with the repair of the pump, as it is an expense of more than 2K, which needs Council approval.

**MOTION:** Council Member Smyth made the motion to approve the repair of the North Lift Station pump at a cost of 3K. Council Member Dawson seconded the motion and the motion passed unanimously.

RV PARK BATH HOUSE UPDATE:

This project is near completion. The electrical inspection was done on August 18<sup>th</sup> and the plumbing inspection was done on August 19<sup>th</sup>. Thus far, we are right on track for the costs (\$19,900 budgeted). The access doors to the bath house have cipher locks and the codes will be changed either weekly or monthly, depending on the amount of people in and out of the park. This bath house will be RV Park tenant exclusive.

DCPUD UPDATES – BOAT LAUNCH:

Public Works Director Smith stated that the work being done by the PUD with respect to the boat launch parking/park is moving along. This is the Phase I project (out of water). The City took out three trees in the park due the curb placement and these trees, or their root system in the future, interfering with the curbs. The street light placement holes are dug, as are the extra power sites for the overflow RV parking. The overlay on the parking area should be done by next week, hopefully. The PUD is also placing two new flood lights at the launch for additional launch area lighting. .

The park restrooms/showers will be closed for 2 weeks, starting on August 20<sup>th</sup>. The existing bathrooms will be renovated with the installation of all new stainless steel fixtures and paint. The showers are being removed.

USDA GRANT – USED SERVICE TRUCK, RESOLUTION 10-08:

Public Works Director Smith stated that per RCW, and on recommendation from MRSC, there are alternatives to going to bid for the used service truck, which includes special market conditions. These conditions include short term availability – which according to John Carpita (MRSC), the City does qualify for the special market condition. Council will now need to pass a Resolution which would allow us to purchase the service truck under special market conditions, therefore not having to go out to bid.

Public Works Director Smith stated that the City is getting a great deal on this vehicle, which will only cost the City \$1293.41 out of pocket, as we have \$34,157.91 of grant money left over from our original USDA Grant from the backhoe purchase. The cost of the used vehicle is \$35,451.32. Rose Running, USDA Grant Coordinator, stated if we have it available, we should definitely use it to purchase any equipment/vehicles that we need.

**MOTION:** Council Member Smyth made the motion to approve Resolution No 10-08, setting the guidelines for the purchase of used equipment under RCW 39.04.280(1) (a) (b), Special Market Conditions and sole source of bidding. Council Member Fateley seconded the motion and the motion passed unanimously.

COUNCIL AUTHORIZATION OF SURPLUS EQUIPMENT:

Public Works Director Smith stated that Rec Center Director Eddie Allen is requesting authorization to surplus the boxing equipment at the old Rec Center. This building will be going away, and the Goehry Memorial Basketball Court is being moved to this area. There is an old boxing ring and a variety of boxing equipment to be surplus.

**MOTION:** Council Member Dan Smith made the motion to surplus the old boxing ring and equipment currently being stored at the old Rec Center. Council Member Scheller seconded the motion and the motion passed unanimously.

TRAINING REQUEST – ERWOW CONFERENCE, VANCOUVER (JOHN/JD)

Public Works Director Smith requested that he and John LaBree have authorization to attend the ERWOW Fall Conference in Vancouver, Washington. This is a two-and-a-half day conference coming up on the last week of August. The cost of the class is \$135.00 per person, plus travel expenses ie: hotel, fuel and food. He estimates the total cost for both of them to attend will be right around \$1,100.00, and he has this in his training budget.

**MOTION:** Council Member Smith made the motion to authorize Public Works Director JD Smith and Public Works Crew Member John LaBree to attend the Fall ERWOW Conference in Vancouver, Washington. Council Member Dawson seconded the motion and the motion passed unanimously.

AIPORT UPDATE:

Public Works Director Smith stated that the City has been dealing with issues that arise at the Airport as they come up, as we can deal with them. There have been issues come up he will do his best to keep the Council informed of these issues. Mayor Webster is aware of these issues as well.

One of the issues recently brought to light is that Scott Baker's hangar is half on City property; half on Gebbers property (66 ft of the hangar is on Gebbers property). We may need to do a boundary line adjustment, or get an easement from Gebbers for this property. It is in the City's best interest to do a BLA. The City, nor Gebbers, were aware of this mismarked property line until Erlandsen and Associates went and marked the corners for Mr. Baker's construction. There is one other person who has leased a hangar space at the Airport, however, they have not started construction yet. Public Works Director Smith will be in contact with Mac Gebbers and will keep Council informed of any decisions or ideas that come up.

**RECESS:**

Mayor Webster announced at 7:15, we would take a 5-minute recess. At 7:20, Council reconvened back into regular session.

MID YEAR BUDGET REVIEW:

Finance Director Pamela Olsen distributed the reports for the midyear budget review. She stated that the Rec Center has had a loss in revenues and feels this may be due to the decrease in public events (weddings, quinceaneras, baptisms, etc). There were 14 (fourteen) events held last year compared to only 4 (four) this year. There is a new private event center on Main Street which is being rented out for these kinds of events, therefore no money is coming back to the City. The owner of the building does not have to apply for a public event as it is "rented" to the person holding the event. We should check into our ordinance regarding public events and private business owners "subletting" their buildings out.

Currently, it costs the City 42K just to keep the doors open at the Rec Center. It is not breaking even at this point, even with the addition of the Head Start programs and the Summer Food Program. This is an area that will need to be reviewed at budget time. Olsen stated that the RV Park is doing well, as usual. With the addition of more overflow sites, this will generate more revenue for the park as well.

Finance Director Olsen went on to say that the sewer revenues are down, however most funds are on track. Our year end operating cash balances (carry over) has been decreasing over the past few years and she believes this is due to the fact that we are simply spending more money. Although there have been a lot of necessary repairs and purchases made, we still need to review our spending and find ways to save. There were also other expenditures (raises) that were given without really taking a look at how that would affect our budget in the long run. She suggested that when projects, purchases or raises in wages are pursued, that a study should be done to see just how it will affect our budget.

She strongly encouraged the department heads and Council to come to her with any questions, as she represents a neutral base with respect to the budget and finances, and she is more than willing to answer any questions they may have to ensure that City is making financial decisions that will positively benefit us and keep our budget on track.

FINANCE DIRECTOR PAMELA OLSEN:MONTHLY FINANCE REPORT:

Finance Director Pamela Olsen stated that the Parks are currently in the red. Public Works Director Smith stated this is partially due to repairs that have taken place recently. As of July 2010, property tax monies are down, however, we should be getting more in October (when the 2<sup>nd</sup> half of property taxes are due). Our sales tax revenues are down, but not too much when compared with years past, as well as to other cities. A six-month comparison for 2010, with years past, is right in line. We may see an increase in our sales tax, as a used car lot recently opened and is doing well, so we may see some increase in our sales tax revenues.

POLICE CHIEF RON OULES:POLICE DEPARTMENT UPDATE/STATS:

Lieutenant Kelly Hook reported the Department had 35 hours of overtime in the month of June – all of which is reimbursed through grants and emphasis patrols. In July, the

department had 87 .5 hours of overtime, with 85 of those hours reimbursed through grants/contractual.

They had 82 calls for Service in June, and 129 calls for service in July, which is all in line with normal for the time of year.

**TASK FORCE AGREEMENT AND PAYMENTS:**

Lieutenant Kelly Hook presented the Task Force Agreement for Council to review and to hopefully approve the entry of this agreement by the Mayor. The annual cost to the City of Brewster is \$2,000. Lieutenant Hook believes it is worth the money as this group is often a “quiet” force. They come in when needed and it is a good deal for us in helping control illegal activities within our City.

**MOTION:** Council Member Smyth made the motion to authorize Mayor Lee Webster to enter the agreement with the Task Force for an annual fee of \$2,000. Council Member Fateley seconded the motion and the motion passed unanimously.

**10-MINUTE EXECUTIVE SESSION – PERSONNEL:**

Mayor Webster announced that Council will now hold a 10-minute Executive Session to discuss personnel at 8:00 pm.

At 8:10 pm, Mayor Webster announced that the Council had adjourned from the 10-minute Executive Session. No action was taken. Council then reconvened into Regular Session.

**ADJOURNMENT:**

With there being no further business to come before the Council, the meeting was adjourned at 8:11 p.m.

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Mayor Lee Webster

ATTEST:

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City Clerk/Finance Director Pamela Olsen, MMC