

12/15/2010

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

Council Member Art Smyth moved to approve the minutes from the Regular City Council Meeting on 11/17/10, with corrections to the American Legion Gambling Tax section with the addition of a statement by Council Member Dan Smith to read – “Council Member Smith suggested eliminating the gambling tax altogether”. Also approved were the Budget Meeting Minutes from 10/27/2010 and Budget Follow-up Meeting Minutes from 11/30/10. The motion was seconded by Council Member Bob Scheller 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. Council Member Scheller made the motion to approve the bills for payment as submitted. Council Member Dawson seconded the motion and the passed unanimously.

As of this date 12/15/2010 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 #44099 through #44168, in the amount of \$140,741.62. Payroll Fund voucher numbers #12355 through #12398 in the total amount of \$96,308.01.

ADDITIONS/CHANGES TO THE AGENDA:

Mayor Webster asked that the following items be added to the agenda:

1. Transportation Improvement Board.
2. Columbia Cove Community Center.
3. PUD Privilege Tax.

MOTION: Council Member Fateley made the motion to approve the December 15, 2010 City Council Final Agenda with the above additions. Council Member Scheller seconded the motion and the motion passed unanimously.

PUBLIC COMMENT:

ERIC DRIESSEN – BREWSTER SCHOOL SUPERINTENDENT:

Superintendent Driessen presented this evening to thank the City of Brewster and its Staff for their consistent and cooperative efforts with the school. Their assistance with grading, line painting in the parking lots, painting the cross walks, sanding, water issue assistance and the Police presence during school hours is appreciated beyond words. Mr. Driessen stated that he extends an open invitation to the City to work with them at any time regarding projects at the school.

Mr. Driessen went on to inform Council that they will be opening an Alternative School at the old Work Source Building on Main Street in Brewster. This will be opening January 3rd and will be held from 3:30 to 7:30 week days. This is at no cost to the school and is designed for kids who are not currently enrolled in Public School. It is for kids who have had to quit school due to work, family situations and poor choices and allows

them to still get schooling, and ultimately a diploma. Council Member Fateley asked if the school was receiving State funding for this. Mr. Driessen stated that they are. The program should run itself and pay for itself. They need at least six kids to support the program, and they are hoping for that many or more.

JUB ENGINEERING – STEVE JAMES:

Levi Schoolroy and Steve James, of JUB Engineering, presented this evening to discuss the proposed water/sewer rate increases and why these are necessary for the City. Mr. James stated that they have recommended the rate increases in order to get our rates current, as well as building up our reserves for future repairs/upgrades.

Mr. James and Mr. Schoolroy went on to discuss the WWTP Upgrade Project they performed for the City of Brewster. They stated that this project was one of the nicest projects they have had the privilege to do. From the staff, to the crew – everyone was excellent to work with. It was nice, they stated, to work on a project of this magnitude and have such a great experience. This project went extremely well and they thanked us for our cooperation and for allowing them to do this for us. A project overview photo, from start to finish, was presented to Mayor Webster.

MAYOR WEBSTER:

PUBLIC HEARING – FINAL 2011 BUDGET:

Mayor Webster announced that the Public Hearing for the Final Budget, Ordinance No. 832, was now open. No public comment was brought forth. Mayor Webster declared the Public Hearing closed.

MOTION: Council Member Smyth made the motion to approve Ordinance No. 832, adopting the City Budget for the year 2011. Council Member Fateley seconded the motion and it passed unanimously.

Cheryl Schweitzer, Omak Chronicle, asked if this budget reflects the closing of the Brewster Community Center. The Mayor stated that yes; it does reflect the elimination of the full-time employee at the Rec Center. Public Works Director Smith asked when the distribution of the property taxes once allotted for the Rec Center were going to be distributed, and how. Finance Director Pamela Olsen stated a majority of this went to jail fees. Five percent (5%) of these taxes went into the General Fund and one percent (1%) went into the Streets Fund.

Council Member Smyth asked if the City issued cell phones are included, and if so, are there plans to eliminate them as he believes these are an unnecessary City expense. Mayor Webster stated that yes, they can be slimmed down. Public Works Director Smith will check into this.

ORDINANCE NO. 831- 2010 BUDGET AMENDMENT:

Ordinance No. 831 was reviewed by Council, and will amend the 2010 Budget. This will be reviewed and amended again in February, if needed.

MOTION: Council Member Smyth made the motion to approve Ordinance No. 831, amending the 2010 budget. Council Member Fateley seconded the motion and it passed unanimously.

LETTER TO MAYOR WEBSTER:

Mayor Webster reviewed a letter he had received from Gebbers Farms/Pete Fraley, discussing the possibility of establishing a Boys & Girls Club of America here in Brewster. There are meeting dates set to discuss this, which Mayor Webster will be attending. He will keep the Council apprised of any information and/or further discussions regarding this.

COLUMBIA COVE COMMUNITY CENTER:

Mayor Webster stated the meeting was held on December 13th at the Rec Center which was set up to allow the public and anyone else concerned regarding the future of the Rec Center to attend and give input. Mayor Webster stated there were only three adults present from the community, himself, Council Member Fateley, Council Member Smith and Public Works Director JD Smith.

Initially, the part-time employee at the Rec Center was laid off. The full-time employee had his schedule adjusted. It has been stated that after much discussion, it has been decided to close the Rec Center. The full time position has now been eliminated and the Rec Center is no longer staffed. It is hoped that the Rec Center can be used for private events, sports, after school programs, etc. and the Association of Biblical Churches has met with the Mayor to discuss possible use of the Rec Center. The question now is how to charge for private use and who will be responsible for overseeing the use has yet to be determined and these issues will be discussed at a later date.

PUD PRIVILEGE TAX:

Mayor Webster stated that he and Pateros Mayor Gail Howe attending a meeting with the PUD Commissioners. Basically, for the 49 years that we did not receive the privilege tax monies, there is no way we can get that. What we are looking into is how to obtain it in the future.

In October, the Mayors of Brewster and Pateros met with the Commissioners and presented an offer for monies owed. Although they are not legally obligated to give us anything, the Commissioners offered to pay \$7500 per year, plus the \$17K that we already get. This is based on an "equitable split", which is at the discretion of the Commissioners. Those cities involved are looking into how this "equitable split" is defined so that it is being distributed evenly throughout.

The Mayor is asking Council for direction at this time. Council Member Fateley stated that it would be in the City's best interest to take what is being offered at this time, and look into it further as we go along. Mayor Webster agreed, also stating that we should look into basing this on a percentage of the privilege tax money rather than a flat amount as the amounts may change from year to year.

The next meeting will be held on February 8, 2011. Mayor Webster will keep the Council informed of any new information.

FINANCE DIRECTOR PAMELA OLSEN:

MONTHLY FINANCE REPORT:

Finance Director Pamela Olsen stated things are looking a little better. The PD red line

fund is due to the UDSA Grant/Patrol vehicle. The grant money has not been received by the City, but as soon as it does come in, this fund will be out of the red.

PUBLIC WORKS DIRECTOR - J.D. SMITH

PUBLIC WORKS UPDATE:

Snow removal hours were logged at 40.75 for December 11th and 12th, which was weekend pay. The current trend Public Works Director Smith has slated for the winter schedule is to work their 8 hour shift, shut down for the day, and then return the next day to continue snow removal. The routes have been changed to work more efficiently. Budget constraints and cuts have forced him to cut any areas he can. Council Member Dawson asked about an ordinance that outlines snow removal guidelines for citizens (referring to snow from driveways and sidewalks) and where they should put their snow. Public Works Director Smith stated there is an ordinance regarding this. Council Member Dawson suggested some sort of a public notice or reminder that be sent out with the bills or as a flyer. Public Works Director Smith stated that he would address this issue, as well as some others, and mail it out with the December Utility bills.

TRANSPORTATION IMPROVEMENT BOARD (TIB) FUNDS:

Public Works Director Smith stated that the City of Brewster applied for TIB funding for the Bridge Street project, which included sidewalks, storm drains and curbing). Unfortunately, we were not selected.

RESOLUTION NO 10-12 – FEE SCHEDULE:

The previous City Fee Schedule, Resolution 10-01, had been set with 5% rate increases and was approved 4 years ago. Public Works Director Smith has made changes to the water and sewer rate increases to reflect a percentage rather than a dollar amount with respect to the recommended fees as noted in a rate analysis. These rate increases were also on the recommendation of JUB Engineering who performed our WWTP Upgrade. With the exception of the water and sewer rates as well as the swimming pool fees, all other rates increased by the previously recommended 5%. The pool rates reflect a 10% increase.

According to the DOE, we need to have our rates for water and sewer set at an amount that covers our current debts as well as any future funding we may apply for. They look at our income vs. expenditure obligations and if we can meet loan requirements. Basically, we need to have enough in these funds to cover our current loans and build up our Capital Outlay fund reserves for future repairs and/or upgrades.

With the three year, annual increase in water and sewer set at 8.69% per year – this will essentially reflect our recovery phase. At the end of the three years, we can review these rates again with the decision made at that time to increase it if needed, or go with the previously approved 5% annual increase.

Mayor Webster stated that unfortunately with respect to the rates the City charges for services, we have been playing “catch up” for quite some time. Public Works Director Smith stated that even though these increases are necessary to maintain the infrastructure of the City as well as providing reserves for the future, it is still a hard-sell to the community. Public Works Director Smith suggested that when it comes to imposing increases for City services, we need to thoroughly inform the residents that

these increases are necessary for the maintenance of the system we provide to them – now and in the future.

Council Member Smith stated he would like us to compare our rates to those Cities of similar size/infrastructure to ensure we are in line with what others are charging for the same service. Public Works Director Smith stated that while comparisons are helpful, he also cautioned using this format as each Cities infrastructure and systems are different and each City should be setting rates in accordance to their needs.

Council Member Smith also stated that since the Rec Center has now closed, we should have the new fees for the Rec Center on the fee schedule for 2011. The Mayor agreed stating that there are a few areas of the fee schedule that need to be changed or reviewed, including Public Dance fees/requirements. Council Member Fateley asked about the RV park fees. We need to look at establishing our overflow rates, which are currently half of the full-hook up rate, as well as the possibility of assessing “dry camping” fees, for example, charging \$5.00 per night for this. Council agreed.

Mayor Webster suggested holding a meeting with himself, Public Works Director Smith, Police Chief Ron Oules, Council Member Fateley and Deputy Clerk Desha Dawson to go over the RV Park, the changes that have been made as well as rates and any other ways to streamline the RV Park and its use. Once a date has been set, any Council Member who would like to attend is also invited.

MOTION: Council Member Smyth made the motion to pass Resolution No. 10-12 with amendments - setting the City Fee Schedule - and amending Resolution 10-01. The amendments to Resolution No. 10-12 will be reviewed at the January 19th City Council meeting. Council Member Dawson seconded the motion and passed unanimously.

PLANNING COMMISSION UPDATE:

Public Works Director Smith stated that the Commission is currently working with City Planner, Kurt Danison on the Shoreline Management. The Commission recently reviewed the DOE copy of the report and the changes they have made to it, along with the ones the Commission has made. Further review is scheduled and the final report should be coming to Council soon for final review and approval.

POLICE CHIEF RON OULES:

STATS AND UPDATES:

Police Chief Ron Oules stated that the new patrol vehicle has been delivered and is operational and in use. The new computer and evidence recorder are also in use.

Overtime is in line with normal; however, holiday coverage will be an issue in December and January. As always, this is unavoidable.

Stats are down. The agency assist numbers are up, and he is unsure as to why. Council Member Smyth stated that this could be in part due to the number of accidents outside of the City limits and the BPD having to respond. Chief Oules also noted that the vehicle prowl numbers are up, and believes it is due to darkness and some people not locking their vehicles. He encourages the general public to be aware of what is going

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on outside their homes. If they see something suspicious – they need to call immediately. He also encouraged them to please lock their car doors at all times.

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 7:45 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Finance Director Pamela Olsen, MMC