

Mayor Lee Webster called the meeting to order at 6:05 p.m. Council Members present were Dan Smith, Art Smyth, Jan May, Ramiro Villagrana and Tim Rieb. Also present were Public Works Director JD Smith, City Clerk Misty Ruiz, Police Chief Ron Oules and Deputy Clerk Desha Dawson.

❖ **PLEDGE OF ALLEGIANCE –**

SWEARING IN OF NEW OFFICER MIKE HARTNETT:

Police Chief Ron Oules introduced new hire, Officer Mike Hartnett. Officer Hartnett came to the Brewster PD from Twisp. Hartnett outlined his experience, having worked in various positions from patrols to detective to sergeant. Oules stated that his skill set is phenomenal and feels very fortunate to have him on staff.

Mayor Lee Webster swore in new Officer Mike Hartnett to the Brewster Police Department.

ADDITIONS/CHANGES TO THE AGENDA:

MOTION: Council Member Smyth made the motion to approve the January 9, 2013 City Council Final Agenda as submitted. Council Member May seconded the motion and it passed unanimously.

MINUTES APPROVAL:

The minutes from December 12, 2012 City Council Meeting were reviewed.

MOTION: Council Member May made the motion to approve the above minutes. Council Member Rieb seconded the motion and it passed unanimously.

PAYROLL AND ACCOUNTS PAYABLE APPROVAL:

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, January 9, 2013, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

December Manual Claims Fund vouchers, one November Manual Claim Voucher and one November Council numbers Voucher, numbers 435, 443-447, 48158, 48175-48178, 48195-48250 in the total amount of \$117,359.76.

December Payroll Fund voucher numbers 386, 417-434, 437-442, 48087-48092, 48159-48164, 48166-48172, 48174 and 48179-48188 in the total amount of \$121,230.70.

MOTION: Council Member May made the motion to approve the above noted bills and payroll for payment. Council Member Smyth seconded the motion and it passed unanimously.

PUBLIC COMMENT: No Public Comment was brought forth.

MAYOR WEBSTER:

ACTION LIST FOLLOW-UP:

The action item list from the December Council meeting was reviewed (see attached). The following requests, notes and discussions are outlined on the action item list for January 2013.

SENIOR CENTER AGREEMENT:

The Senior Center Agreement was presented and reviewed by those Council in attendance.

MOTION: Council Member May made the motion the motion to approve the Agreement between the City of Brewster and the Brewster Bridgeport Pateros Senior Center. Council Member Smyth seconded the motion and the motion passed unanimously.

MISTY RUIZ – CITY CLERK TREASURER:

MONTHLY FINANCE REPORT:

Clerk Ruiz stated that Council received two Cash and Investment activity reports, one for November and one for December. December has the fund transfers, so that Council can see what the actual fund balances are at year end. Currently the general fund is 157K in the black, which is less than the projected 200K; however the mower and Rec Center HVAC expenditure cut into that. Ruiz stated that the City funds are on track with respect to Council's request for reserve balances.

2012 BUDGET AMENDEMENTS- ORDINANCE #846:

Ordinance #846, regarding 2012 budget amendments to Ordinance #837, was reviewed by Council.

MOTION: Council Member Smyth made the motion to adopt Ordinance #846, which amends previous Ordinance #837, regarding the 2012 Budget. Council Member Rieb seconded the motion and the motion passed unanimously.

JD SMITH – PUBLIC WORKS DEPARTMENT:

SOURCE METER REPLACEMENT:

Public Works Director JD Smith stated that the source meter replacements are still on schedule for 2013.

NORTH LIFT STATION GRANT:

Public Works Director JD Smith stated that the Grant application for the North Lift Station upgrade was submitted however was kicked back since it was not listed as being in need of an upgrade on the WWTP Comp Plan. This will be resubmitted when the missing information is complete.

SNOW REMOVAL-TEMPORARY USE OF REAL PROPERTY AGREEMENT:

An agreement, drawn up City Attorneys at Ogden, Murphy, Wallace was presented. Public Works Director Smith stated that the City uses privately owned property to pile accumulations of snow that is removed from City right-of-ways and City property. This agreement is necessary to protect the City as well as the property owner.

MOTION: Council Member Smith made the motion to approve the Agreement for Temporary Use of Real Property for Snow Removal Purposes. Council Member Smyth seconded the motion and it passed unanimously.

SPECIAL EVENT APPLICATION REVIEW:

Public Works Director JD Smith presented the Special Event Application for review. He would like Council to review this and give their input and suggestions prior to approval. Due to some issues in the past, he believes revising the application will help to avert these issues again in the future.

RESOLUTION NO 13-01 – COMP PLAN REVISION:

This resolution was presented for approval of date change only. The previous had been passed in October however the SEPA review had not been done at that time. This resolution will replace the previous with the date change amendment, accepting the 2012 Comprehensive Water System Plan.

MOTION: Council Member Smith made the motion to approve Resolution No. 13-01, replacing the previous. Council Member Smyth seconded the motion and it passed unanimously.

JOHN DEERE MOWER:

The new John Deere mower/snow plow arrived in December. Public Works Director Smith and the crew are very impressed with how well it is working for snow removal and they have had several positive comments from the public.

PLANNING COMMISSION UPDATE:

City Planner Kurt Danison of Highland Associates presented and introduced himself to Council. He reviewed the various topics that he and the Planning Commission have been working on and what will be coming in the future. He encouraged Council, and especially those new members, to contact him at any time with questions or concerns.

TRAINING REQUEST:

Public Works Director JD Smith presented Council with two training requests. One is for the Evergreen Rural Water Conference, February 3rd-5th, to be held in Yakima. He would like to send one employee for water certification.

The second request is for the NRW Conference sponsored by ERWA in Washington, DC, which he will be attending. This will be held February 10th-14th. The City will pay for the expenses up front, which will be reimbursed by Evergreen.

MOTION: Council Member Smith made the motion to approve the above listed Public Works training requests. Council Member May seconded the motion and it passed unanimously.

CHIEF OF POLICE RON OULES:

STATS AND UPDATES:

Chief of Police Ron Oules reviewed the overtime numbers for the month. He stated that this numbers will begin to go down, considering the reinstatement of the 6th Officer.

Calls for Service are up 10% when compared the 2011 numbers. He would like to see this lower. Staffing (officer) has been an issue in the past, but now hopes with more man power, these numbers will also go down. He again stated that community awareness and the need for them to report suspicious activity when the suspect it is key.

TRAINING:

Chief Oules stated that Officer Rory Williams will be attending a 4 day training class in Spokane regarding Interview and Interrogation Techniques.

TRAINING REQUESTS:

The Council present this evening agreed that the Department Heads no longer need to have approval for training for themselves or anyone in their department as long as it is in their budget and required for maintenance of certifications or relevant to the person's job. They do, however, want to be informed of any training attendance. The only time they will ask that training be submitted for approval is if it is for specialized training.

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 7:15 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Treasurer, Misty Ruiz