

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Dan Smith, Art Smyth, Jan May and Tim Rieb. Council Member Villagrana was absent. Also present were Assistant Public Works Director Lynn Lawson, City Clerk Misty Ruiz, Police Chief Ron Oules and Deputy Clerk Desha Dawson.

❖ **PLEDGE OF ALLEGIANCE –**

ADDITIONS/CHANGES TO THE AGENDA:

Mayor Webster asked that the Okanogan County Transit Authority Board be added to the agenda under his topics for discussion.

MOTION: Council Member Smyth made the motion to approve the February 13, 2013 City Council Final Agenda with the above addition. Council Member Rieb seconded the motion and it passed unanimously.

MINUTES APPROVAL:

The minutes from January 9, 2013 City Council Meeting were reviewed.

MOTION: Council Member Smith made the motion to approve the above minutes. Council Member Smyth 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, February 13, 2013, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

January Manual Claims Fund vouchers and February Council Voucher, numbers 477-480, 48251-48253, 48272-48282, 48302-48371 in the total amount of \$116,815.83.

January Payroll Fund voucher numbers 448-471, 48189-48194, 48254-48268, 48270, 48283-48290, 48292-48295 in the total amount of \$109,053.65.

MOTION: Council Member Smith 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 January Council meeting was reviewed (see attached). The following requests, notes and discussions are outlined on the action item list for February 2013.

OKANOGAN COUNTY TRANSIT AUTHORITY:

Mayor Webster stated that the Okanogan County Transit Authority is looking for two representatives from the City of Brewster to be on the board. This has to be an elected official. The meetings are held once a month, in Omak on a Monday night. Council Member May stated that she would be willing to be on the board, but due to her work schedule would need someone to cover if she could not attend. The question was raised if it had to be two elected officials, and if they had to be the same two at each meeting, and/or could it just be two City employees? Mayor Webster will continue to attend until we get the details on who/how is to be appointed and will bring more information to the next Council Meeting in March.

ORDINANCE NO 847:

This ordinance has been revised to reflect a time change for the hours of operation at the park to coincide with the seasons and hours of darkness, rather than a fixed hourly schedule. Council would like the word order in Section 1, Subsection A to read one-half hour before sunrise to one-half hour after sunset. Council had some concerns regarding the verbiage in the Ordinance with respect to the park closed hours not applying to individuals participating in activities established or sponsored by the City (subsection B). Council would like further clarification on this subject before it is approved/not approved.

MOTION: Council Member Smith made the motion to table Ordinance No. 847 until the March 13th Council Meeting, with further discussion and review to be held at that time pending clarification on Section 1, subsection B. Council Member Smyth seconded the motion and the motion passed unanimously.

MISTY RUIZ – CITY CLERK TREASURER:

MONTHLY FINANCE REPORT:

Clerk Misty Ruiz reviewed the cash and investment activity report. The bottom line on finances is looking better and better each day. Accounts payable totals have been low, which is good.

Ruiz stated that she has several BARS code classes she will be attending in March as they are restructuring the BARS codes. She and Deputy Clerk Desha Dawson will be attending a BARS training in Omak on March 4th, which is being sponsored by Vision.

LYNN LAWSON – PUBLIC WORKS DEPARTMENT:

Assistant Public Works Director Lawson briefly reviewed the activities of the Public Works crew.

- PARKS:** Crew has been removing overgrown brush, trimming trees, etc.
- SAFETY:** Bill Sachse is the safety officer. He and the crew will be partaking in safety training in the near future.
- METERS:** The meters at Gebbers Main shed and the Vista Park homes have been replaced.
- WWTP:** Lawson briefly spoke about his training in Yakima. He stated that this was a very beneficial and informative course regarding WWTP maintenance and compliance.

POOL: Lawson stated that he is going to be looking into an alternative heat system for the pool. The PUD demand charges are way too high and will be looking for ways to save money with a more economical heat source, ie: more solar panels, propane heating, etc. Lawson also stated that the City will be required by the ADA to have a hoist system for those who require assistance to get in and out of the pool. The hoist will cost about 5K. It is going to be required and Lawson recommends having it in place before they tell us that we have to.

ANNUAL CITY OF BREWSTER WATER USE:

Assistant Public Works Director Lawson reviewed the annual water use comparisons for the City of Brewster. He stated we are at 78% capacity for our wells. We have 1400 ERU's available. Our total water loss is 5.63%, which is down considerably from years past. He also stated that if we are able to get funding to individually meter all the trailers at Angle Trailer Court, this should significantly decrease our loss numbers in the future.

CHIEF OF POLICE RON OULES:

STATS AND UPDATES:

Chief of Police Oules stated that the calls for service in January are less than the year before on comparisons. He attributes this to more officers on duty. Overtime is within normal limits with 15 hours being reimbursed for training; 20 hours being contractual.

Administrative Assistant/Court Clerk Juana Escobar will be attending training soon in Okanogan. Chief of Police Oules himself will be attending the WASPC training in the spring. It is on the coast. He has not attended for three years and feels this is a good time for him to go regarding the passage of Initiative 502. He will apply for a scholarship to help cover some of the costs of the 3-day class, however if not awarded he does have money in his budget for this training.

Reserve Officer Nattalie Cariker will be teaching the DARE Program at the Brewster Elementary School if the agreement with the school goes through. Costs of the program will be reimbursed by the school.

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 6:55 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Treasurer, Misty Ruiz