

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Art Smyth, Jan May, Dan Smith, Ramiro Villagrana and Tim Rieb. Also present were Public Works Director JD Smith, City Clerk Misty Ruiz and Deputy Clerk Desha Dawson. Chief of Police Ron Oules was not present.

❖ **PLEDGE OF ALLEGIANCE –**

**ADDITIONS/CHANGES TO THE AGENDA:**

The agenda was approved with the addition of the Wage & Income Survey under the Mayors topics. Council Member Smyth asked for the addition of a 20-minute executive session to evaluate a complaint against an employee.

**MOTION:** Council Member May made the motion to approve the June 12<sup>th</sup> final agenda with the additions noted above. Council Member Rieb seconded the motion and the motion passed unanimously.

**MINUTES APPROVAL:** The May 8, 2013 City Council Minutes were reviewed.

**MOTION:** Council Member Smyth 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, June 12, 2013, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

May Manual Claims Fund voucher numbers 585, 586, 48612, 48677-48682, 48715 and 48723 as well as June Council voucher numbers 584, 48742-48801 in the total amount of \$229,158.30.

May Payroll Fund voucher numbers 555-559, 565-583, 48604-48610, 48683-48697 and 48699-48714 in the total amount of \$131,294.20.

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

**LEAK ADJUSTMENTS:**

Lehrman: Had leak behind garage from frozen pipes. Repair receipts presented.

Bennett: Had faulty shut off valve at outside spigot. Repair noted by Public Works Director Smith.

Perez-Gomez: Broken sprinkler pipe on outside watering system. Repair receipts presented.

**MOTION:** Council Member Smyth made the motion to approve all of the above leak adjustment requests, with the appropriate consumption overage credits given to each account in the form of an account credit. Council Member May seconded the motion and it passed unanimously.

**PUBLIC COMMENT:****ENRIQUE CAMPOS & OTHERS – SWAP MEET/FLEA MARKET CONCERNS:**

Business owners Enrique Campos, Esteban Camacho, Jose Barrera and Miguel Campos all presented to Council with concerns over “talks” and “rumors” of the City allowing swap meets and flea markets. The men have real concerns over what this type of activity will do to their ability to do business and make money here in the City of Brewster. They do not think it is fair to the year round business owners if the City were to allow a flea market or swap meet to take place.

Mayor Webster stated that a person had asked if flea markets or swap meets were allowed in Brewster. The City does not have anything specific in our BMC regarding these types of activities, and at this time the City only allows farmers markets. Public Works Director JD Smith had checked with several area cities and towns, most of them do not allow flea markets/swap meets, and do not recommend allowing them as licensing and permit requirements can be difficult. Council Member Smith stated that he would like to see a change in our itinerant vendor permits/regulation wording – that it needs to be refined a bit. Public Works Director JD Smith also agreed that our business license codes and definitions need to be reviewed. Mayor Webster stated it may be worth having our city attorney check into this for us as well.

Council Member Smith thanked those who came to the meeting tonight to voice their concerns, as the Council needs to know what the citizens and business owners think as well.

**MAYOR WEBSTER:**

Mayor Webster stated he has been informed of a petition that has been started by several of the citizens of Brewster regarding the old Hwy 97/Hospital Way intersection and speed limit change at the City limits coming into Brewster on Old Hwy 97. They are requesting that the stop sign be reinstalled on the roadway for exiting old Hwy 97 to Hospital Way for safety reasons. The petition is also asking that the City reinstate the speed limit coming down old Hwy 97 back to 55 mph at the City limits, instead of the 35mph speed limit currently posted.

The creators of the petition do not believe that reducing the speed limit to 35 mph and removing the stop sign at the old Hwy 97/Hospital Way intersection has made any improvement in safety and would like the above changes.

**ACTION LIST FOLLOW-UP:**

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

**WAGE AND INCOME SURVEY UPDATE:**

Mayor Webster state he received the Professional Services Agreement midday today. We have been asked to sign it. This agreement is a new development to the Mayor. Clerk Misty Ruiz stated that she spoke with the three individuals involved in this project from the Three Rivers Hospital and informed them that Council will only authorize \$1500 to participate, and if it is going to be any more than that, we will withdraw from the survey. If Council agrees to the terms of this agreement, they will need to make a motion authorizing the Mayor to sign it.

**MOTION:** Council Member May made the motion authorizing Mayor Webster to sign the Wage and Income Survey Professional Services Agreement, Resource Solutions LLC, for the City of

**Brewster. The cost to the City is \$1,500. These terms of this agreement and survey participation must be acceptable to the Mayor at all times. Council Member Rieb seconded the motion and the motion passed with four in favor, one (Smyth) abstained.**

**MOTION: Council Member Rieb made a motion, amending the previous to designate Clerk Misty Ruiz as the signor of the Wage and Income Survey Professional Services Agreement, not Mayor Webster. Council Member May seconded the motion and it passed with four in favor, one (Smyth) abstained.**

**MISTY RUIZ – CITY CLERK TREASURER:**

**MONTHLY FINANCE REPORT:**

Ruiz stated that the financial reports are similar to last month with the exception of accounts payable. It is a bit higher this month with loan payments coming due, the RV Park expansion, equipment repairs, etc. Cash coming in to the City is still more than what is going out each month.

**ANNUAL FINANCIAL REPORT REVIEW:**

Clerk Misty Ruiz stated that she has finished the Annual Report. Toni Nelson, Vision Consultant, reviewed it as requested. The Council now has to approve the Annual Report and its submission to the State.

**MOTION: Council Member Smyth made the motion to approve the 2012 City of Brewster Annual Report and its submission to the State Auditor’s Office. Council Member Rieb seconded the motion and it passed unanimously.**

**FINANCIAL INSTITUTION ANALYSIS/POSSIBLE CHANGE (RES. 13-03) AND DESIGNATION OF BANK SIGNORS – RES. 13-05:**

Clerk Misty Ruiz had presented three separate banking institution comparisons for Council to review – Wells Fargo, NCNB and Sterling Savings. She noted that when comparing fees, NCNB clearly has the lowest rates and earnings credits for accounts. She recommends NCNB for our municipal banking needs. If Council agrees, they will approve Resolution 13-05, designating as such, as well as Resolution No. 13-05, which will designate Mayor Webster, Clerk Misty Ruiz and Deputy Clerk Desha Dawson as signors on this account.

**MOTION: Council Member Smyth made the motion to approve Resolution 13-03, designating North Cascades National Bank as the official bank of the City of Brewster, as well as Resolution 13-05 designating signature authority on such account. Council Member Rieb seconded the motion and it passed unanimously.**

**JD SMITH – PUBLIC WORKS DEPARTMENT:**

**PUBLIC WORKS UPDATES:**

**PLANNING COMMISSION UPDATE:**

A request for zoning changes has been submitted for Eastbay and Columbia Shores. This will change the R1 zoning and be all inclusive of the shoreline properties, rather than just those two. The planning commission did an amendment to change the zoning and setbacks from the current 20ft set back to 5ft, and no less than 50ft from the high water mark. The SEPA checklist is done, and it is out for the 60 day comment right

now. After that, the planning commission will make its recommendation to Council. Public Works Director JD Smith anticipates this occurring in August.

WATER SYSTEM MAINTENANCE/MANGANESE:

Public Works Director JD Smith stated that there are currently five areas that have dead end legs on the city water line. These were all sampled and sent to Cascade Analytical for testing. The results should be in soon. He is requesting to have divers check our water supply tanks. This was last done in 2007, at which time significant sediment was noted in the tanks. This was cleaned as much as possible. Smith presented quotes from dive companies recommended by Evergreen.

Council Member Smith asked if we saw any benefit from the previous dive/check/cleaning. Public Works Director JD Smith stated yes. Council Member May stated she believes the manganese issue has been pretty consistent for the past 8-10 years, and considering she is on one of the dead end legs of the line, she sees this quite often. Many customers are reporting low flow. When the meters are checked, many are plugged with manganese. Council Member May asked if there was anything that could be done to remedy this problem. Public Works Director JD Smith stated that he has consulted with Mike Pendergraft of Evergreen Rural Water. He said we could super-chlorinate our water – which may or may not help, but suggested that we try cleaning our holding tanks, flushing our lines, replacing plugged meters, etc. Council Member Smyth suggested the possibility of obtaining a different water source in a different location.

Council Member May is still highly concerned with level of manganese in our system. Council Member Smith stated we need to get some answers on how to deal with the issue soon. Public Works Director JD Smith will contact Mike Pendergraft of Evergreen to see if he can attend the next Council meeting to help answer questions on how we can go about dealing with the manganese problem.

5-YEAR EQUIPMENT REPLACEMENT PLAN:

Smith stated that he and an Assistant Public Works Director Lynn Lawson have prepared and reviewed a 5-year vehicle replacement plan, and funding. A sheet documenting this plan was presented to Council. Public Works Director Smith stated that the Silver Dodge truck is now parked and has been replaced with the red Ford F150 Public Works Director truck for use by the crew for the time being.

WATER USE EFFICIENCY UPDATE:

Smith stated that these reports will be sent out to customers next month. A newsletter on water conservation and tips on finding leaks, etc. will also be sent out to our utility customers as well.

TIB 6-YEAR STREET PLAN-INFO ONLY:

Public Works Director JD Smith noted that the correct street maintenance plan has not been recorded correctly in the past. Gloria Bennett from TIB will be coming here in July to meet with Public Works Director JD Smith and Eric Smith of Erlandsen's to go over this and help correct the issue. Currently, our cutoff date to submit our 6-year Street Plan is August 23<sup>rd</sup>.

**CHIEF OF POLICE RON OULES: (Not present, information given by Mayor)**

STATS AND UPDATES:

Mayor Webster gave the report this evening for Chief of Police Ron Oules, who was not present. It is noted that there has been an increase in calls for burglaries and vehicle

prowls. False alarm response billings have continued. Overtime is higher this past month due to burglary investigations. Chief of Police Ron Oules asked that the Mayor extend his thanks to the Council for approving the reinstatement of the 6<sup>th</sup> officer as this has made a significant difference to the community and its safety.

RESOLUTION NO 13-04 – PUBLIC SAFETY SALES TAX:

Resolution 13-04 had been presented to Council previously for review. This resolution, if passed by Council, would allow a proposed sale and use tax increase of one-tenth of one percent for the City of Brewster to be placed on the ballot during the November 5<sup>th</sup> general election. The sales tax and use increase monies collected will only be used for law enforcement/public safety in the City of Brewster. Clerk Misty Ruiz stated that the city will receive .01 cents per every \$10.00 of sales.

**MOTION:**                **Council Member Smith made the motion to approve Resolution No 13-04. Council Member Smyth seconded the motion and it passed unanimously.**

At 7:40 pm, Mayor Webster announced that Council will take a 10-minute recess prior to the Executive Session. At 7:50 pm, Mayor Webster called the meeting to order.

20-MINUTE EXECUTIVE SESSION TO EVALUATE A COMPLAINT AGAINST AN EMPLOYEE:

Mayor Webster announced that Council will now convene into a 20-minute executive session to evaluate a complaint against an employee.

8:10    Extended 20-minutes.

8:30    Extended 5-minutes.

At 8:35, Mayor Webster announced that Council will now convene back into regular session. No action was taken.

ADJOURNMENT:    With there being no further business to come before the Council, the meeting was adjourned at 8:36 p.m.

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Mayor Lee Webster

ATTEST:

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City Clerk/Treasurer, Misty Ruiz