

Mayor Lee Webster called the meeting to order at 6:00 p.m. Council Members present were Art Smyth, John Housden, Jan May and Tim Rieb. Ramiro Villagrana was absent/out of town. Also present were Public Works Director Lynn Lawson, City Clerk Misty Ruiz, Chief of Police Ron Oules, Deputy Clerk Desha Dawson and City Attorney Chuck Zimmerman

❖ PLEDGE OF ALLEGIANCE –

ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:

The minutes from 11/12/2014 City Council Meeting were reviewed.

MOTION: Council Member May made the motion to approve the above noted minutes and final agenda. 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, December 10th, 2014, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

November 2014 Manual Claims Fund voucher numbers 53963-53967, 53969, 53981, 53982 and 53988-53991 as well as December 2014 Council Claim voucher 54008, 54009 and 54011-54090 in the total amount of \$367,368.99.

November 2014 Payroll check numbers 1058-1081, 53809-53813 and 53873-53894 in the total amount of \$101,295.43.

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:

EMS/FIRE DISTRICT #15:

Representatives as well as Commissioners from Fire District #15 were here to discuss the Agreement for Rent and Mutual Aid Provisions between Douglas Okanogan County Fire District #15 as well as the Interlocal Agreement for Emergency Medical Services Levy Certification Agreement.

Much discussion ensued regarding the above agreements. City Attorney Chuck Zimmerman reviewed a memo that was sent to the District, outlining the above agreements. While no one present disagreed regarding the importance of fire and EMS services in this area, there are issues that need to be discussed further, preferably between the City's Public Safety Committee Members (Tim Rieb and Jan May) and the District Commissioners. There was some discussion of possible annexation of the City of Brewster into the District – which also needs further discussion and review.

The timeline is quickly closing to come to an agreement for these contracts. Both parties feel as though there are many items that neither side is comfortable with at this time, yet agree these things need to be discussed, agreed upon and taken care of as soon as possible.

MOTION: *Council Member May made the motion to approve the Agreement for Rent and Mutual Aid Provisions between the Douglas Okanogan County Fire District #15 and the City of Brewster with an increase in the monthly rent to be paid to the City by the District to \$1,100.00 per month. Council Member Housden seconded the motion and it passed with a vote of three (3) in favor, and one abstained. (Council Member Smyth abstained from the vote).*

MOTION: *Council Member May made the motion to approve the Interlocal Agreement for Medical Services Levy. Council Member Rieb seconded the motion and it passed with a vote of three (3) in favor, and one abstained. (Council Member Smyth abstained from the vote).*

MOTION: *Council Member May made the motion to form a committee between the City of Brewster and the DOCF District #15, to meet with less than a quorum, to review and discuss the above agreements, and to negotiate the Fire Hall rent amount, and to improve communications between the two entities. Council Member Housden seconded the motion and it passed with a vote of three (3) in favor, and one abstained. (Council Member Smyth abstained from the vote).*

MAYOR WEBSTER:

WATER/SEWER RATE STUDY REVIEW – FCS GROUP:

Gordon Wilson and Tage Aker of the FCS Group presented to review the City of Brewster Water/Sewer Rate Study Results. A slide show was presented. Recommendations were given to Council for review. Mr. Wilson and Mr. Aker said they will be more than happy to answer any questions, should Council need clarification on any of the presented recommendations.

REC CENTER DOORS:

The Rec Center doors have been installed, and there are some damages to them already – in this short period of time. These are only some surface scratches, but damages nonetheless. Public Works Director Lynn Lawson wanted Council to be aware that the same vandalism activities are occurring at the Rec Center, even after discussions with the individuals who are utilizing it. Lawson also stated that his crew has determined which group is responsible for the time periods when these damages are occurring.

RV SIGNAGE (CHAMBER OF COMMERCE):

Mayor Webster reviewed the signs that will be placed at the North and South end of town as well as the North side of the bridge (on Bridge Street). These signs are large and informative and he thanked the Chamber for their hard work on getting these signs made, with the help of the WSDOT.

8:30 PM: Mayor Webster announced that Council will adjourn for a 15-Minute break.

8:45 PM: Mayor Webster called the Meeting back to order.

MISTY RUIZ – CITY CLERK TREASURER:

FINANCE REPORT:

Ruiz reviewed the cash and investment activity report for November. She said it is about as close as she can get it for now. There has been an increase in expenditures over the past few months with equipment failures and project costs.

ORDINANCE NO. 865 – 2015 FINAL BUDGET

Mayor Webster opened the Public Hearing for the 2015 Final Budget. No public was present for comment. The hearing was closed.

MOTION: Council Member Housden made the motion to approve the 2015 Final Budget, Ordinance No. 865. Council Member Smyth seconded the motion and it passed unanimously.

LYNN LAWSON – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES/ PROJECT UPDATES:

- McKinstry Updates: Installation of the HVAC at the fire hall will begin in January of 2015. The project will then progress on to the pool heaters.
- The new doors at the Rec Center have been installed. The crew is in the process of programming the door lock systems.
- The Angle Trailer Court project has been stopped for the winter and will resume once the weather permits.
- The new source meters for the Canyon Pumps are being installed. This has become quite a difficult project, but nonetheless, it is going well. The source meter installations should be completed by the end of this week.
- DOE-Water Rights: We have decided to shelve our water rights at this time, with the help of Erlandsens. Water use tracking for future projections should improve now with the installation of the new source meters.

SAFE ROUTES TO SCHOOL PROJECT UPDATE – ERLANDSEN’S:

Paki Peralta, Roger Erlandsen and Kris Erlandsen, all of Erlandsen & Associates, presented to discuss the bid outcome for the Safe Routes to School Project. It is noted that all bids were at least \$70K over the engineer projected costs. Our options are to go with the lowest submitted bid, request change orders and move some of the projects over to the City crew to save money; check other sources for available additional funding; *or* reject all bids – perform value engineering and put the project out to bid again in February of 2015. Mr. Peralta did state that if we choose to reject all bids and forego the project altogether, we would be out the \$38K we have already spent, which is an option he does not recommend.

Another funding solution recommendation Mr. Peralta had was to approach the Brewster School District to see if they would be willing to pay some of the costs associated with the cross walk system that will need to be installed as well as other

improvements to school property. This could help cut some costs of the project for the City. Mayor Webster is not crazy about approaching the school for money with only two and a half weeks left in the year, but will set up a time to meet with school board and/or the superintendent about this idea.

MOTION: *Council Member May made the motion to reject all bids for the Safe Routes to School Project and go out to project rebid after Erlandsen's has performed value engineering. The motion also includes authorizing Mayor Webster and Public Works Director Lynn Lawson to approach the Brewster School District to request funding support from the school district to cover costs of the crosswalk system and other improvements to the school property for the Safe Routes to School Project. Council Member Rieb seconded the motion and it passed unanimously.*

RESOURCE SOLUTIONS:

Mayor Webster noted that Erlandsen's has agreed to subcontract with Michelle Mizola, and a covenant will be signed soon.

BREWSTER POLICE DEPARTMENT:

STATS AND UPDATES:

Chief of Police Ron Oules was not present. Mayor Webster reviewed stats and overtime (18 hours of the OT pay is reimbursed). The agency assists were slightly increased. Mayor Webster stated his appreciation for the assistance of Officer Mitchell on a domestic violence call recently, as police presence makes the EMT's jobs a lot easier and safer when they are there in those situations. Webster also noted that the current new hire is still in the academy training program at this time and all is going well.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned at 9:45 p.m.

Mayor Lee Webster

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz