

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. Council Member Ramiro Villagrana was absent. Also present were Public Works Director Lynn Lawson, City Clerk Misty Ruiz, Deputy Clerk Desha Dawson and City Attorney Chuck Zimmerman

❖ **PLEDGE OF ALLEGIANCE –**

ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:

The minutes from 1/14/2014 City Council Meeting, with attachment #1 for CDBG Public Hearing were reviewed. Council Member Rieb asked for the addition of Okanogan Council of Government meeting update to the agenda. Mayor Webster asked for the addition of Safe Routes to School Project update and Public Works Director Position.

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, February 11, 2015, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

January 2015 Manual Claims Fund vouchers 54197, 54198, 54199, 54211 and 54212 as well as February 2015 Council Claim vouchers 54224-54287 in the total amount of \$217,637.54.

January 2015 Payroll check numbers 1151-1179, 54134-54137, 54200-54210 and 54213-54219 in the total amount of \$120,619.41.

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

PUBLIC COMMENT:

Council Member Rieb announced that the Okanogan County Emergency Management Program is actively searching for a new director. He is unsure in what capacity the program will continue, but they are searching for a director at this time.

MAYOR WEBSTER:

BLUE WATER SANITATION LAGOON LEASE EXTENSION-AMENDMENT NO. 2:

MOTION: *Council Member Smyth made the motion to approve the Blue Water Sanitation lease agreement, with amendment #2. Council Member Rieb seconded the motion and it passed unanimously.*

BOYS AND GIRLS CLUB/OCCDA AGREEMENTS:

MOTION: *Council Member Smyth made the motion to authorize the Mayor to sign the OCCDA and Boys and Girls Club Facility Lease Agreements. Council Member May seconded the motion and it passed unanimously.*

SAFE ROUTES PROJECT/PAKI PERALTA, ERLANDSENS:

Paki Peralta of Erlandsen & Associates reviewed the value engineering for the Safe Routes Project. He stated that this has been done as a courtesy to the City, at no cost. He reviewed the ways they have rebid the project to further instill savings to the City. He also suggested requesting participation from the Brewster School District for a portion of the crossing light system. (Mr. Peralta and Mayor Webster plan to attend the next BSD Board Meeting). Mr. Peralta, at this time, proposes that Council approve the 13-15K in necessary funds required by the City to move forward, and to proceed with going out to bid on the project in March, 2015.

MOTION: *Council Member Smyth made the motion to proceed ahead with the Safe Routes to School Project, including authorization of the \$13-15K in additional funds, and to put the project out to bid in March, 2014. Council Member Housden seconded the motion and it passed unanimously.*

EMPLOYEE CONTRACT – CITY CLERK TREASURER:

MOTION: *Council Member Smyth made the motion to approve the Clerk Treasurer Contract. Council Member May seconded the motion and it passed unanimously.*

CITY/GEBBERS GROUP GLOBAL LAND ISSUES SETTLEMENT AGREEMENT:

MOTION: *Council Member Rieb made the motion to approve the City of Brewster/Gebbers Farms Inc Global Land Use Agreement. Council Member May seconded the motion and it passed unanimously.*

FIRE DISTRICT ANNEXATION:

MOTION: *Council Member May made the motion to rescind the previous motion of support (Ordinance No. 867) for the Fire District Annexation proposal and direct City Attorney Chuck Zimmerman to draw up the Ordinance stating as such. Member Rieb seconded the motion and it passed with a vote of three (3) in favor, none opposed, and one (1) abstained. (Council Member Smyth abstained).*

ORDINANCE NO 864 – KEEPING OF CHICKENS WITHIN CITY LIMITS:

MOTION: *Council Member Smyth made the motion to adopt Ordinance No. 864, authorizing the keeping of chickens within the City limits of Brewster. Council Member Rieb seconded the motion and it passed with a vote of three 3 in favor, and one (1) opposed. (Council Member Housden-opposed).*

LEGISLATIVE UPDATE:

Mayor Webster stated that during his attendance to many Legislative meetings over the past few months that things are moving slowly, in a positive direction with respect to our reservoir replacement. Our name is out there and many of those he has talked with are in full support of our request. Time will tell with respect to what kind of funding, and how much, we may receive.

MISTY RUIZ – CITY CLERK TREASURER:

FINANCE REPORT:

Ruiz reported that the January numbers are not final as of yet. She is still working on closing out the year. There are some changes on the investments, as there were some errors on the transfers when we switched software companies and these are being fixed.

WCIA INSURANCE:

Clerk Misty Ruiz stated that we have paid our City Insurance Premium for the year at a cost of \$88K. This is a huge savings in comparison to the \$200K we have paid in years past with our previous insurer.

METER PURCHASE AUTHORIZATION:

Clerk Ruiz asked for authorization to complete the purchase of the meters for the meter change out project (to radio read meters), which will cost right at \$12K. Currently, the departments are only authorized to spend up to \$5K on purchases without Council approval. She is asking for this to be approved so that the project can be completed. (Ruiz stated that there is \$50K in the budget for the meter replacement project).

MOTION: Council Member May made the motion to approve the purchase of water meters for the water meter replacement project, at a cost of \$12K. Council Member Smyth seconded the motion and it passed unanimously.

FCS GROUP RATE STUDY RECOMMENDATION:

The FCS Group has completed their rate study and has made their recommendation with respect to our rate structure and proposed increases. Council Member Rieb does not feel this is something we should do at this time, and would like to find a way to implement increases at a more acceptable rate and time frame. Clerk Ruiz suggested that the members of the Council Finance Committee schedule a meeting with the FCS group to discuss it in more detail.

MOTION: Council Member Rieb made the motion to table the discussion regarding the FCS Group Rate Study/recommended increases until the March 11th City Council meeting. Council Member Smyth seconded the motion and it passed unanimously.

LYNN LAWSON – PUBLIC WORKS DEPARTMENT:PUBLIC WORKS UPDATES/ PROJECT UPDATES:

- Tree removal is underway at the Angle Trailer Court and City Park. The crews have been removing dead and/or dangerous trees.
- The Bridge Street service line replacement has been completed. This line was plugging with manganese and needed to be replaced.
- Asphalt patch and repair has been started on some of the roadways around town.
- The sewer jetter/rodder has been repaired and is back in service. Lawson stated that even though this one is running (for now) it will more than likely need to be replaced in the near future. It is a necessity for any of our sewer line emergencies. Preliminary inquiries on replacement costs run around \$60-65K on a group bid process. He stated that Council should start to consider replacement of this piece of equipment, as it will eventually fail and not be repairable.
- Old sweeper is in the process of getting a “second opinion” on whether or not it is able to be repaired for another season of use. If it is not, we can still rent the one Bridgeport has, however, the hope is to get ours functional without sinking a bunch of money into it.
- The Rec Center doors are in need of some minor repairs. Someone pulled the doors so hard trying to force them open that they bent the locking mechanisms on the base of the door frames. The front doors were replaced and are only opened with a FOB key system. Lawson also noted that the ceiling heat/blower unit has come apart and needs replaced. This will be a major repair. The original installation was horrible. He stated it will cost \$4-6K to replace the unit.
- A leak test was performed on the upper reservoir. On recent testing, after repair by Concrete Experts, it showed a 60% reduction in the leak rate when compared

to previous. It is uncertain how long this temporary reduction will continue, as it is possible that the repair may suffice for a year, but it could last for a month. It is just an unknown.

- Lawson stated that the pool repairs have started and everything is moving along nicely.
- Basketball striping at the City basketball court will be completed this spring.

On a personal note, Public Works Director Lynn Lawson stated that after much thought and consideration, he decided to resign from the position of Public Works Director for the City of Brewster. Mr. Lawson provided the City with a letter of resignation on January 22, 2015. He has worked for the City for 30+ years, and thanked everyone for the opportunity. He has accepted a position at the Brewster Flats Irrigation District. His last day of employment for the City will be March 13, 2015. Mayor Webster and the Council thanked Mr. Lawson for his years of dedication to the City and wished him the best on his new endeavor.

Lee Webster stated that he and Jan May had discussed whether he would be interested in resigning as Mayor and accepting the position of Public Works Director. Mayor Webster stated had put a lot of thought into this recently and believes that the timing would be good for him to consider serving as the City Public Works Director if that was desired by the City. Serving as the Public Works Director would enable him to complete the work that he has been doing for the past nine (9) years and see the current pending projects through to completion.

Council Member Rieb asked if the City could appoint a new Public Works Director at this meeting and whether it could be Mayor Webster. City attorney Chuck Zimmerman stated that the Mayor is the appointing authority for the position of City Public Works Director. In order for Mayor Webster to be considered for the position, he would first need to resign as Mayor. The new Mayor would then appoint whoever the new Mayor decided to appoint and the appointment would be subject to confirmation of the City Council.

After further discussion, at 8:10 p.m., Lee Webster announced his resignation from the position of Mayor of the City of Brewster, effective immediately.

Following the resignation of Mr. Webster, Mayor Pro Tem Jan May stepped in to run the meeting of the City Council. Mayor Pro Tem May stated that she would be willing to serve as Mayor for the unexpired term of the position which will be through December 31, 2015. Council Member Smyth also expressed an interest in filling the vacant position of Mayor.

MOTION: Council Member Housden made a motion to appoint Jan May as Mayor of the City of Brewster. Council Member Rieb seconded the motion and it passed unanimously.

Jan May then recited the oath of office for the position of Mayor with City Clerk-Treasurer Misty Ruiz and Jan May signed an oath of office for the position of Mayor.

MOTION: Council Member Housden made a motion to appoint Art Smyth as Mayor Pro Tem. Council Member Rieb seconded the motion and it passed unanimously.

Jan May stated she was formally appointing Lee Webster to the open position of Public Works Director subject to Council confirmation. Mayor May asked the Council to approve her appointment of Mr. Webster and authorize her to negotiate and execute an

Employment Agreement on behalf of the City with Mr. Webster. The terms of the Employment Agreement would be similar to the terms of the agreements between the City and the Chief of Police and City Clerk-Treasurer. The salary for the Public Works Director would be negotiated but would not exceed the current salary of the outgoing Public Works Director. For purposes of vacation benefits, Mr. Webster would be treated as a ten year employee of the City in recognition of his years of service to the City as Mayor.

MOTION: Council Member Smyth made a motion to confirm Mayor May's appointment of Lee Webster as the Public Works Director for the City of Brewster and to authorize Mayor May to negotiate and execute an Employment Agreement with Mr. Webster with a salary not to exceed the current salary of the outgoing Public Works Director and with vacation benefits treating Mr. Webster as a ten-year employee of the City and with the remaining terms of the Employment Agreement to be similar to the terms of the Employment Agreements with the Chief of Police and City Clerk-Treasurer. Council Member Rieb seconded the motion and it passed unanimously.

The Council discussed the now vacant Council Position No. 4 (Jan May's former Council Position), which expires on December 31, 2015. The Council expressed a desire to advertise and conduct interviews to fill this position.

MOTION: *Council Member Rieb made a motion to direct City Clerk-Treasurer Misty Ruiz to work with Mayor May to advertise the open Council Position No. 4 and seek applications from candidates to fill the position. Council Member Smyth seconded the motion and it passed unanimously.*

BREWSTER POLICE DEPARTMENT:

STATS AND UPDATES:

Chief of Police Ron Oules was not present at this Council meeting. Clerk Ruiz reviewed the stats, which had been previously presented for review.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned at 8:30 p.m.

Mayor Jan May

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz