

Mayor Jan May called the meeting to order at 6:03 p.m. Council Members present were Art Smyth, John Housden, Tim Rieb and Ramiro Villagrana. Also present were Public Works Director Lee Webster, City Clerk Treasurer 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 3/11/2014 City Council Meeting were approved as submitted. The final agenda for the April 8th City Council Meeting was also approved as submitted.

MOTION: *Council Member Housden 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, April 8, 2015, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows: March 2015 Manual Claim Fund vouchers 1204-1211, 54374-54385, 54398 and 54399 as well as April 2015 Council Claim Fund vouchers 54411-54482 in the total amount of \$133,341.16.

March 2015 Payroll check numbers 1212-1240, 54311-64314, 54368-54393, 54395-54397 and 54400-54406 in the total amount of \$130,487.38.

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

COUNCIL POSITION VACANT NO. 4 – CANDIDATE INTERVIEWS:

Mayor Jan May welcomed those candidates present this evening. Candidates present were Keith Johnson, Pedro DeLaCerde and Avis Erickson. (Dave Smith Jr and Mike Webster were not present).

Mayor May asked each candidate to introduce themselves, and give a brief description of why they felt they were the best choice for the vacant Council position. Council Members then went on to ask each candidate specific questions related to being a Council Member.

Mayor May asked those candidates present, if they are not chosen for the City Council position, if they would be interested in filling the other vacant board positions on the Brewster Housing Authority and the Planning Commission. They all stated that they would.

At 6:25 pm, Mayor May announced a 15-Minute Executive Session to discuss the qualifications of the candidates for City Council. (RCW 42.30.110 (1) (h)). At 6:40 pm, Mayor May announced the conclusion of the Executive Session, and regular session reconvened.

Mayor May thanked each candidate for their interest in becoming a Brewster City Council Member. She is extremely pleased with number of qualified applicants.

MOTION: *Council Member Rieb made the motion to appointment Avis Erickson to City Council Position No. 4. Council Member Smyth seconded the motion and it passed unanimously.*

Avis Erickson was then sworn in to Council Position #4 by Mayor Jan May.

BREWSTER HOUSING AUTHORITY BOARD VACANCY:

Mayor Jan May appointed Keith Johnson to the vacant Brewster Housing Authority Board Position.

MOTION: *Council Member Rieb made the motion confirming the Mayors appointment of Keith Johnson to the Brewster Housing Authority Board. Council Member Smyth seconded the motion and it passed unanimously.*

PLANNING COMMISSION BOARD VACANCY:

Mayor Jan May appointed Pedro DeLaCerde to the vacant Planning Commission Board Position.

MOTION: *Council Member Smyth made the motion confirming the Mayors appointment of Pedro DeLaCerde to the Planning Commission Board. Council Member Rieb seconded the motion and it passed unanimously.*

PUBLIC COMMENT:

KARL WORD – CINCO DE MAYO:

Karl Word, Chamber representative, presented to Council this evening to discuss the Cinco de Mayo application that was submitted for review. He stated that the event will be exactly the same as last year. He would like to request a noise variance, as there will be music provided. He also asked for allowance of the “dancing horses” and the pens that will be provided to contain them between shows. (These horses were at the event last year; however, it is his understanding that there were some issues with them not being listed on the event application and wants to address that specific entertainment tonight).

MOTION: *Council Member Housden made the motion to approve the Chambers application for the Cinco de Mayo event to be held Sunday, May 10th with a variance given for music (no more than a 2 block radius for loudness) as well as allowing the dancing horses and the pens to contain them between shows. Council Member Smyth seconded the motion and it passed unanimously.*

Mr. Word noted that the Goehry Memorial Basketball Court will be completed within the next 2-3 months. He is still working with Nike for possible upgrades to the soccer fields as well.

MAYOR MAY:

RESOLUTION NO 15-03, AMENDING RATES WATER/SEWER:

The previously recommended water/sewer rate increases were reviewed by Council. Council Member Housden believes that we should pass Resolution No 15-03, as long as we keep in mind what is best for our citizens. Council Member Rieb agrees, stating that these rates will need to be reviewed frequently with adjustments made accordingly. Mayor May agrees, stating that we will give breaks on the water and sewer rates for our citizens if we are able to do so in the future.

MOTION: *Council Member Housden made the motion to approve Resolution No. 15-03, amending the City of Brewster Water & Sewer Rates. Council Member Smyth seconded the motion and it passed unanimously.*

RESOLUTION NO 15-04 – DECLARING PORTIONS OF CERTAIN REAL PROPERTY SURPLUS TO THE NEEDS OF THE CITY WATER SYSTEM, AND SETTING A DATE FOR THE PUBLIC HEARING TO CONSIDER THIS SURPLUS:

MOTION: *Council Member Smyth made the motion to approve Resolution No. 15-04, and setting the Public Hearing date for May 13, 2015. Council Member Housden seconded the motion and it passed with a vote of 4-0-1. (Council Member Erickson abstained from the vote).*

RESOLUTION NO. 15-05 EMERGENCY DECLARATION – WATER SYSTEM RESERVOIRS:

MOTION: *Council Member Smyth made the motion to approve Resolution No. 15-05, declaring a State of Emergency with respect to the condition of the City Water System Reservoirs. Council Member Rieb seconded the motion and it passed unanimously.*

BREWSTER SENIOR CENTER AGREEMENT:

Council reviewed the renewal contract for the Senior Center. This is the same as in the past. Council agreed to increase the fee from \$2,000 to \$2,250 for this contract.

MOTION: *Council Member Smyth made the motion to approve the agreement between the City of Brewster and the Brewster Senior Center, and to raise the annual fee from \$2,000 to \$2,250. Council Member Rieb seconded the motion and it passed unanimously.*

MISTY RUIZ – CITY CLERK TREASURER:

FINANCE REPORT:

Clerk Ruiz reviewed the cash and investment activity report and bank reconciliation report. She will go over these reports with Council Member Erickson at the office if needed to go over the funds and balances if she would like.

FCS GROUP REQUEST FOR CONTRACT AMENDMENTS:

MOTION: *Council Member Housden made the motion to approve the FCS Group Contract Amendment #1, and authorize the Mayor to sign it. Council Member Smyth seconded the motion and it passed unanimously.*

2014 ANNUAL REPORT:

Clerk Ruiz briefly discussed the Annual Report and its completion. The report is being reviewed by Toni Nelson.

CHANGE IN LINE OF CREDIT AMOUNT:

Clerk Ruiz asked for Council authorization to change the line of credit amount (CDBG Grant requirement) from \$1.5 million to \$2.6 million.

MOTION: *Council Member Smyth made the motion to approve the increase in the line of credit from \$1.5 million to \$2.6 million, and to authorize appropriate signatures to do so. Council Member Rieb seconded the motion and it passed unanimously.*

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES/ PROJECT UPDATES:

- The Angle Trailer Court Project will be done by the end of the month. The air vault was deleted and money was saved. This will be applied towards shut off valves – at no fee to us.
- The City was notified that on 9/1/15, there will be an 8-ft draw down on the Wells Pool Reservoir that will affect our local river levels for approximately three weeks. The DCPUD will be doing erosion control and other shoreline maintenance during this time.
- The Boys & Girls Club had their soft opening on 3/23. There were 70 kids at this opening, and there are currently 108 paid members.
- McKinstry will be here soon to begin the concrete work on the library. After they are finished there, they will be going to complete work at the pool.
- Webster stated that we recently replaced a clay valve in the pressure reducer for the canyon well pump. This was at a cost of \$5,644. This had to be replaced to avoid damage to the recently replaced pump.
- The crack in the pool that was found on the recent resurfacing/repair was repaired for a cost of \$2,122. This was an injection repair.

BUILDING INSPECTION- SPECIAL INSPECTION FEES:

Webster asked Council what their views were on the current building inspection charges. There have been some projects lately that have required an excessive number of re-inspections, due to customer/contractor errors and failure to comply with the instruction of the building inspector. He asked if there should be an additional fee charged if there are more inspections required than what is to be expected for the project, or special inspections.

MOTION: *Council Member Smyth made the motion to approve the additional fee of \$100 for any special inspections that are required for construction or remodel projects, in excess of what is considered “normal” inspection visits by the Okanogan County Building Department as set in our Resolution for Building Inspection Services. Council Member Rieb seconded the motion and it passed unanimously.*

REC CENTER HVAC REPAIR/REPLACEMENT ESTIMATES:

Public Works Director Lee Webster again addressed the need to repair/replace the HVAC unit at the Rec Center. The costs of repairing vs. replacing were again reviewed.

MOTION: *Council Member Rieb made the motion authorizing Public Works Director Lee Webster to move forward with the blower repair with Cascade Mechanical at a cost of \$1,169.00. Council Member Smyth seconded the motion and it passed unanimously.*

CITY OF BREWSTER CITY PARK/FIELD USE FEES:

MOTION: *Council Member Smyth made the motion authorizing the City Staff to begin drafting a Resolution to repeal the City Park Use related fees and authorizing the Public Works Director to regulate their use. Council Member Rieb seconded the motion and it passed unanimously.*

CEMETERY DEBRIS PILE:

Public Works Director Lee Webster stated that he obtained estimates for grinding and hauling of the yard debris pile at the Cemetery. A grinding bid came back at \$14,400, with an approximate hauling bid of \$5,500. Considering those costs, he contacted the local fire department, who came and burned the pile for us.

On that thought, considering the costs to remove the pile, and burning not always being the best option, he asked Council if they would be interested in having the Cemetery yard debris dump area open to City residents one day per week, for a certain amount of hours, with a City crew member present to verify that each person using the debris pile is a City resident and to inspect what they are bringing. Anyone wishing to bring yard debris to the Cemetery would need to present a City Utility Bill with their name, and identification to match the address. The question was raised whether or not to continue to allow commercial use and Council was not in favor of this.

MOTION: *Council Member Housden made the motion to discontinue Commercial use of the City Cemetery Debris Pile for dumping of yard waste. Council Member Smyth seconded the motion and it passed unanimously.*

MOTION: *Council Member Smyth made the motion authorizing the Public Works Director to set the schedule for use of the City Cemetery Debris Pile by non-commercial users who are residents within the City limits, and their need to provide proof of being a City of Brewster Utility Customer. Council Member Housden seconded the motion and it passed unanimously.*

BREWSTER POLICE DEPARTMENT:STATS AND UPDATES:

Chief of Police Ron Oules stated that new hire, Michael Robbins, has completed his academy training and will begin his three-month FTO within the next couple of weeks.

Stats were reviewed. He noted that the burglary/intrusion numbers are up; however some of these are due to false alarms. These businesses are aware and are trying to do all they can to fix the problem.

He noted that within the next few months, his department will be addressing the junk vehicles within the City limits. Calls on stray and wandering dogs are up, and his officers are working on this as well. Follow up data from the radar trailer that the department had set in various locations last month showed that there were 22K recorded vehicles in 18 days. The fastest recorded speed was 121 mph, which hopefully, was a system error. Average speeds recorded were within 5mph or less of the speed limits where the trailer was set.

SET DATE AND TIME FOR SPECIAL MEETING:

Mayor May stated that there will be a Special City Council Meeting on Tuesday, April 14th at noon to discuss the Water Comp Plan amendment, Safe Routes to School Project progress and the proposed resolution regarding Park Use Fees.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned 8:45 p.m.

Mayor Jan May

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz