

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were Jan May, John Housden, Avis Erickson, Tim Rieb and Ramiro Villagrana. Also present were Public Works Director Lee Webster, City Clerk Treasurer Misty Ruiz, Deputy Clerk Desha Dawson, Interim Chief of Police Nattalie Cariker and City Attorney Chuck Zimmerman.

❖ **PLEDGE OF ALLEGIANCE –**

ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:

The minutes from the 12/9/2015 City Council Meeting were reviewed. The final agenda for the January Regular City Council Meeting was also reviewed. For discussion, it was asked that the City Hall Building, Sensus/Spectrum FCC Lease and Extension of the Gebbers Agreement topics be added to the Final Agenda. It was also announced that the Executive Session would last for 10 minutes, instead of 15.

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, January 13, 2016, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

December 2015 Manual Claim Fund vouchers 1576-1589, 55377, 55378 and 55381-55388 as well as January 2016 Council Claim Fund vouchers 55409-55473 in the total amount of \$244,401.30.

December 2015 Payroll check numbers 1548-1575, 55313-55318, 55376, 55379, 55380 and 55389-55404 in the total amount of \$117,075.87.

MOTION: Council Member Rieb made the motion to approve the above noted minutes and final agenda, with additions noted above. Council Member May seconded the motion and it passed unanimously.

PUBLIC COMMENT: No public comment was brought forth.

BREWSTER POLICE DEPARTMENT:

STATS AND UPDATES:

Interim Chief Cariker reviewed the BPD stats, noting 87 complaints and 18 agency assists. Overtime is up, and will continue to run a bit high due to schedules and necessary time for investigations. Cariker noted that she will be back full time in February, and she will be teaching the DARE classes at the grade school starting in March. Boys and Girls Club is back on track with Police Department related programs for the community.

MAYOR SMYTH:

JUB WATER TANK REPLACEMENT PROJECT UPDATE:

Public Works Director Lee Webster stated he is awaiting a decision from the DOH Drinking Water Fund and Rural Development regarding funding. An agenda of the project from JUB Engineering was given to Council. Webster stated that the MEPA review went out today.

RESOLUTION NO 16-01-DISPOSAL OF SUPRLUS CITY ASSETS:

MOTION: *Council Member May made the motion to approve Resolution No. 16-01, adopting a Disposal of Surplus City Assets Policy. Council Member Rieb seconded the motion and it passed unanimously.*

CDBG CONTRACT APPROVAL:

City Attorney Chuck Zimmerman stated that he received the contract today, and has reviewed it. Mr. Zimmerman recommends approving the contract and that if any changes are necessary, they can be made at a later date. Upon his review, the contract is good.

MOTION: *Council Member May made the motion to approve the CDBG Contract and authorize the Mayors signature on said contract. Council Member Rieb seconded the motion and it passed unanimously.*

CITY HALL/POLICE DEPARTMENT BUILDING DISCUSSION:

Council Member Jan May asked to discuss the condition of the City Hall/Police Department Building. May noted that there are several structural issues that are going to need to be addressed, and rather quickly, with respect to the roof leaking into the PD, the mold and mildew issues this has created, as well as lack of drainage in the floors throughout and lack of ventilation. She is hopeful that this can be investigated further, including the cost of making the much needed repairs to prevent further damage. A loan may be necessary.

Public Works Director Lee Webster stated that the Library roof has leak issues as well, and maybe this can be addressed at the same time. Council Member Housden asked about the Rec Center, and the need to have it painted – the paint on the building at this time is in poor repair.

Further discussion ensued, with the overall consensus being that we need to take a good look at all of our facilities and get diagnostics as well as estimates for repairs. Public Works Director Lee Webster will look into this further with more information provided at the February Council.

MISTY RUIZ – CITY CLERK TREASURER:

MONTHLY FINANCE REPORT:

Clerk Treasurer Misty Ruiz reviewed the monthly finance report. Ruiz noted that the Energy Efficiency balance has been paid and that the SRTS Project as well as the Angle Trailer Court Project are near completion and will be finalized soon. Ruiz reviewed the transfers with Council.

WELLS FARGO CREDIT AUTHORIZATION:

MOTION: *Council Member Rieb made the motion to approve opening a Wells Fargo Bank interest bearing account in the amount of \$100,000 with the Mayor, Art Smyth, Clerk Treasurer Misty Ruiz and the Deputy Clerk Desha Dawson as the signing authorities. Also approved was the opening of a Wells Fargo Bank Credit Card Account with a \$50,000 limit, authorizing two Council Members to sign for this line of credit and assign department credit limits for the employee card holders. Council Member May seconded the motion and it passed unanimously.*

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES:

- Crews have been performing snow removal as needed.
- There has been an L& I claim filed for an employee who slipped and fell at work. Webster has been filling in for this employee where he can while they recover.
- There have been several complaints regarding snow removal and plowing in/blocking of people's driveways. Webster stated the crews are doing the best they can, considering the amount of snow we have received, and we will work at clearing some of the excess when time and weather permit.
- The 30hp well pump has been turned off due to high manganese on testing.
- The Old Gamble Mill Site (Shoreline development) has been opened for comment to the public.
- The PUD transformer is in at the Airport, with the final inspection being 1/14/2016.

SURPLUS EQUIPMENT AUTHORIZATION – LEROI COMPRESSOR:

Public Works Director Lee Webster stated that the City currently has an old LeRoi compressor that is no longer working and has an estimated value of \$100 "as is". He would like authorization from Council to surplus this item.

MOTION: Council Member Housden made the motion to authorize the surplus of the LeRoi Compressor. Council Member Rieb seconded the motion and it passed unanimously.

MOTION: Council Member May made the motion to authorize the Public Works Director to sell the the LeRoi Compressor for \$100, pursuant to a written plan. Council Member Rieb seconded the motion and it passed unanimously.

FERGUSON METER PURCHASE REQUEST AUTHORIZATION 2016:

MOTION: Council Member Rieb made the motion to authorizing the purchase of water meters from Ferguson Waterworks, for a total amount of \$60,000, over the 2016 calendar year to continue the water meter replacement schedule. Council Member May seconded the motion and it passed unanimously.

GEBBERS AGREEMENT – EXTENSION:

MOTION: Council Member Housden made the motion to approve a 90-day extension of the City of Brewster/Gebbers Farms Agreement. Council Member Rieb seconded the motion and it passed unanimously.

SENSUS/SPECTRUM FCC LEASE:

This is an agreement for the use of our Sensus handheld radio read meter system, through the FCC.

MOTION: Council Member Rieb made the motion to approve the Sensus/FCC agreement and authorize Mayor Smyth to sign this agreement. Council Member May seconded the motion and it passed unanimously.

10-MINUTE EXECUTIVE SESSION – UNION CONTRACTS:

At 6:55 pm, Mayor Smyth announced that Council will convene to a 10-minute Executive Session to discuss Union Contracts. City Attorney Chuck Zimmerman stated that potential Council action/decision may take place after this session with respect to Public Works and Police Department Contracts, as well as 2016-2018 pay increases for non-union employees.

At 7:05 pm, Mayor Smyth announced the conclusion of the Executive Session. Council convened back into regular session. The following action was taken:

MOTION: *Council Member Rieb made the motion to approve the 2016-2018 Labor Agreement for the Brewster Police Department. Council Member Erickson seconded the motion and it passed unanimously.*

MOTION: *Council Member Housden made the motion to approve the 2016-2018 Labor Agreement for the Public Works Department/Clerks. Council Member Rieb seconded the motion and it passed unanimously.*

MOTION: *Council Member May made the motion to approve a 2% pay increase per year, for years 2016, 2017 and 2018, for Non-Union Employees. (Clerk Treasurer Misty Ruiz, Police Lieutenant Kelly Hook and Public Works Director Lee Webster). Council Member Erickson seconded the motion and it passed unanimously.*

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned 7:09 p.m.

Mayor Art Smyth

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz