

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

**MOTION:** *Council Member Rieb made the motion to excuse Council Member Villagrana from the Council Meeting. No one seconded the motion and the motion failed.*

❖ PLEDGE OF ALLEGIANCE

**ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:**

The minutes from the 11/09/2016 City Council Meeting and Special Budget Meeting were reviewed. The final agenda for the December Regular City Council Meeting was also reviewed. The following changes/additions to the discussion were requested:

- Council Member Rieb requested the addition of the Chief's Pay as a discussion item with possible action.
- Mayor Smyth requested to move agenda items #1-#5 from the Mayor discussion to Public Comment.
- Council Member May asked for the addition of Street Lights under the Mayors topics for discussion.
- Council Member Housden asked to add a Park and Recreation Update.
- Council Member Rieb and May both asked for the addition of an Executive Session to review the performance of a Public Employee.

**MOTION:** *Council Member Housden made the motion to approve the final agenda as noted above, as well as the November 9, 2016 Council 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, December 14, 2016, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

November 2016 Manual Claim Fund vouchers 1964, 1965, 1986-1990, 56506-56510 and 56527-56530 as well as December 2016 Council Claim Fund vouchers 1017, 1018, 2003, 2004, 56531-56533 and 56537-56608 in the total amount of \$957,347.81.

November 2016 Payroll check numbers 1953-1963, 1966-1985, 56502-56505 and 56511-56526 in the total amount of \$119,510.33.

**MOTION:** *Council Member May made the motion to approve the above noted payroll and bills as submitted. Council Member Erickson seconded the motion and it passed unanimously.*

**PUBLIC COMMENT:**

**RESOLUTION NO. 2016-22 – (Repealing Resolution No. 2016-19):**

**MOTION:** *Council Member Erickson made the motion to approve Resolution No. 2016-22, setting several fees and rates including water and sewer service; environmental and land use applications; Angle Trailer Park, swimming pool, RV park and City parks, equipment usage; cemetery; airport; licenses, permits, and NSF check returns; and Police department services and repealing the previous Resolution. Council Member May seconded the motion and it passed unanimously.*

**PUBLIC HEARING – GEBBERS DEVELOPMENT:**

The Mayor opened the Public Hearing for the Gebbers Development. No questions were brought forth, and the hearing was closed. Public Works Director Lee Webster briefly described the proposed project, which will include a 6 building housing unit located on South Indian Avenue. The City Attorney has reviewed the Development and Pre-Annexation and Sewer and Water Extension Agreement between the Mac & Cass Partnership (Developers) and the City of Brewster.

**ORDINANCE NO. 884:**

**MOTION:** *Council Member May made the motion to adopt Ordinance No. 884, approving a Development Agreement between the City of Brewster and the Mac & Cass Partnership, LP, concerning the development of Parcel No. 30-24-14-00-77 and authorized the Mayors signature on this agreement. Council Member Erickson seconded the motion and it passed unanimously.*

**ORDINANCE NO. 883:**

**MOTION:** *Council Member May made the motion to adopt Ordinance No. 883 repealing Chapter 13.12 of the BMC; repealing the code provisions relating to water rights transfers. Council Member Erickson seconded the motion and it passed unanimously.*

**ORDINANCE NO. 885:**

**MOTION:** *Council Member Rieb made the motion to adopt Ordinance No. 885, amending Chapter 2.40 of the BMC, amending the City code provisions concerning the City Volunteer Fire Department. Council Member May seconded the motion and it passed unanimously.*

**CHIEF OF POLICE- CONTRACT PAY:**

**MOTION:** *Council Member Housden made the motion to approve a 1% pay increase for the year 2017, in addition to the previously approved 1% increase, for the Chief of Police (2% total for the 2017 calendar year). Council Member May seconded the motion and it passed unanimously.*

**CHIEF OF POLICE NATTALIE CARIKER:**

**STATS AND UPDATES:**

Cariker reviewed the stats and overtime numbers for her department. She also noted that the body cameras have been ordered and have arrived. A Policy and Procedure for the cameras will need to be in place prior to their use. The GPS units are in and are awaiting union approval before they are installed. Chief Cariker believes these two items will be a great asset for officer and public safety. Manny Hurtado, local business owner and resident, asked about the possibility of more community education on laws and “what is and isn’t allowed in the City of Brewster”.

He believes bilingual assistance at these informational gatherings would be a plus and will contact Chief Cariker to help coordinate the meeting with law enforcement.

Cariker also discussed the upcoming community events, including the Kids Christmas Party on December 17<sup>th</sup>. She also noted that the department is looking into obtaining EVOC training, and hoping to do this in Grant County. The new patrol car has been ordered and will be arriving in March.

**MAYOR ART SMYTH:**

**ORDINANCE NO. 882:**

Public Works Director Lee Webster reviewed the recommendation from the Brewster Planning Commission. The following motion was made:

***MOTION: Council Member May made the motion to adopt Ordinance 882, amending subsection E of section 17-70-090 of the BMC permitting installation of broadcast and relay tower wireless communication facilities in the public use district of the City under certain conditions. Council Member Erickson seconded the motion and it passed unanimously.***

**OKSNIP/OKANDOGS AGREEMENT FOR SERVICES:**

***MOTION: Council Member May made the motion to approve the independent contractor agreement for dog collection services between the City of Brewster and OKSNIP/OKANDOGS. Council Member Rieb seconded the motion and it passed unanimously.***

**SENIOR CENTER AGREEMENT:**

***MOTION: Council Member May made the motion to approve the agreement between the City of Brewster and the Brewster Senior Center. Council Member Rieb seconded the motion and it passed unanimously.***

**OKANOGAN COUNTY TRANSPORTATION & NUTRITION REQUEST FOR FUNDS:**

***MOTION: Council Member Housden made the motion to approve payment of the community fund support invoice in the amount of \$2,000.00 from the Okanogan County Transportation and Nutrition. Council Member May seconded the motion and it passed unanimously.***

**STREET LIGHTS:**

Council Member May noted that there are several street lights out that need to be addressed. She has been contacted by several people who are concerned with not being able to see people at intersections and crosswalks, particularly on Bridge Street. Public Works Director Webster noted that he did give a list of lights that were out and in need of replacement to the PUD recently, and he believes the light on Bridge was on the list.

**PARK & RECREATION UPDATE:**

Council Member Housden reviewed the committee's discussion with the school regarding plans for the parking lot that the school has proposed for the City owned land below the site of the new middle school. The general consensus is to work together in a collaborative effort. City Attorney Chuck Zimmerman recommended that we find a creative way to establish joint ownership, including the possibility of a lease as recommended by Council Member May. Zimmerman noted that this is something that will need to be discussed further and reviewed.

**CLERK TREASURER/FINANCE DIRECTOR MISTY RUIZ:**

**MONTHLY FINANCE REPORT:**

Clerk Treasurer/Finance Director Misty Ruiz reviewed the monthly cash and investment activity as well as fund balances. Council Member Housden was concerned about the pool balances, and Ruiz explained that these numbers are due to many unforeseen expenses at the pool in 2016, primarily for repairs and maintenance. Ruiz suggested that the Council members attend a PUD Commissioners meeting to discuss certain utility (power) rates. Council Member Rieb and Council Member May agreed to attend.

**PUBLIC HEARING FOR 2017 FINAL BUDGET:**

Mayor Smyth opened the Public Hearing for the 2017 Final Budget. No comment was brought forth.

**ORDINANCE NO. 879:**

***MOTION: Council Member Rieb made the motion to adopt Ordinance No. 879, and ordinance adopting the budget for the City of Brewster for the fiscal year ending December 31, 2017. Council Member May seconded the motion and it passed unanimously.***

**09 GRANT FUNDING PRIORITIZATION LIST REVIEW:**

Ruiz reviewed the 2017 Okanogan County Prioritization List, which was compiled and conducted by the Economic Alliances infrastructure committee. Although there is no .09 Funding available at this time, it shows the City of Brewster Drinking Water-Manganese Problem as being fourth on the list at this time.

**RESOLUTION NO. 2016-20:**

***MOTION: Council Member Rieb made the motion to approve Resolution No. 2016-20, designating the City Clerk/Finance Director as the authorized representative of the City to execute funding documents with the United States Department of Agriculture-Rural Development for funding related to improvements to the city Water and/or wastewater systems. Council Member May seconded the motion and it passed unanimously.***

**RESOLUTION NO. 2016-21:**

***MOTION: Council Member May made the motion to approve Resolution No. 2016-21, authorizing the City Clerk/Finance Director to execute Federal funding related documents. Council Member Erickson seconded the motion and it passed unanimously.***

**LEE WEBSTER – PUBLIC WORKS DEPARTMENT:**

**PUBLIC WORKS UPDATES:**

- Director Webster discussed the TIB Street projects, what is going to happen and what is not in 2017.
- DCPUD will be expanding the restrooms at the Cove Park in 2017.
- The upper reservoir has been filled with water and leak testing is being performed. With the change in the weather, temperatures have been too low to do adequate testing and repairs (if needed). Otherwise, the project is moving along very well and things are looking very good at this point.
- He stated that the City is still awaiting a response on the Water System Plan Amendment submitted last month.
- The crew has been doing their best with snow removal on the streets and sidewalks and is doing the best they can considering the circumstances.

**15-MINUTE EXECUTIVE SESSION – TO DISCUSS LAND PURCHASE AND REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE:**

At 8:00 PM, Mayor Smyth stated that the Council Meeting will now convene into an Executive Session to discuss a potential Land Purchase as well as to review the performance of a public employee.

At 8:15 pm, Mayor Smyth stated that the Executive session had concluded and the meeting will now convene back into regular session.

**ADJOURNMENT:** With there being no further business to come before the Council, the meeting was adjourned at 8:15p.m.

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Mayor Art Smyth

ATTEST: \_\_\_\_\_  
City Clerk/Finance Director, Misty Ruiz