

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

MOTION: *Council Member Housden made the motion to excuse the absence of Council Member Villagrana. Council Member Rieb seconded the motion and it passed unanimously.*

❖ PLEDGE OF ALLEGIANCE –

ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:

The minutes from the 4/13/2016 City Council Meeting were reviewed. The final agenda for the May Regular City Council Meeting was also reviewed. It was requested to add Jerry Riggan to Public Comment for a leak adjustment request. Council Member Housden asked to be placed on the agenda at e.6 to discuss the cemetery debris pile.

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

MOTION: *Council Member Erickson made the motion to approve the above noted minutes. Council Member May 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, May 11, 2016, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

April 2016 Manual Claim Fund vouchers 1725-172, 55755-55760 and 55768-55770 as well as May 2016 Council Claim Fund vouchers 55771-55854 in the total amount of \$271,334.50.

April 2016 Payroll check numbers 1695-1724, 55671, 55672, 55741-55754 and 55761-55767 in the total amount of \$118,148.03.

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

PUBLIC COMMENT:

LEAK ADJUSTMENT REQUESTS – JERRY RIGGAN AND ARIANA APARICIO:

Two utility account customers (Aparicio Acct 48.1 and Riggan Acct 449.0) were present to discuss their leak adjustment requests. Upon the first read of the season (meters are not read from Nov-Mar) it was discovered that they had water leaks. Both have

addressed and repaired the leak. They have presented to request monetary adjustments on their utility billing for the overage charges, based on historical use.

MOTION: *Council Member May made the motion to approve the above requested utility Water Leak Adjustments for Jerry Riggan and Ariana Aparicio. Council Member Rieb seconded the motion and it passed unanimously.*

STEVE JAMES – JUB RESERVOIR PROJECT UPDATES:

Steve James of JUB was present to discuss the bid opener for the Reservoir Replacement Project. Four companies submitted bids for the project. After review and discussion, it was the recommendation of JUB Engineering to award the project to the lowest bidder. The following motion was made:

MOTION: *Council Member May made the motion to award the contract for schedules A and B to the apparent low bidder, Apollo, Inc., and to waive as informalities the completion of attachments 7E and 7F and authorize the Mayor to execute all documents awarding the contract contingent on prior funding agency review and approval. Council Member Rieb seconded the motion and it passed unanimously.*

RESERVOIR REPLACEMENT DIRECT APPROPRIATIONS CONTRACT:

MOTION: *Council Member Rieb made the motion to authorize the Mayor to execute the Department of Commerce Direct Appropriations Contract for the Reservoir Replacement Project CD16-96503-013. Council Member May seconded the motion and it passed unanimously.*

MANGANESE RECOMMENDATIONS:

Steve James, of JUB, reviewed the recommendations on the best approach to dealing with the manganese in our water. After performing the well studies, it is their recommendation that we look in to drilling a new well at the river and the canyon. As soon as the preliminary well tests are available, they will be looking to move forward with this, including securing funding. Funding costs will give availability and flexibility to drill test sites before a final site is selected.

CERTIFICATEION OF AVAILABLE FUNDS TO COMPLETE PROJECT;
ATTACHMENT IV, RESERVOIR REPLACEMENT:

MOTION: *Council Member Rieb made the motion to designate City Clerk Treasurer Misty Ruiz as the signing authority, and authorize her to execute this contract on behalf of the City of Brewster. Council Member May seconded the motion and it passed unanimously.*

PUBLIC EVENT APPLICATIONS:

The Mi Pueblo Market Mother's Day Celebration (5-14) and the Brewster Salmon Derby (8/4-8/7) Event Applications were reviewed. The following motion was made:

MOTION: *Council Member May made the motion to approve the Mi Pueblo Market Mother's Day Celebration and the Brewster Salmon Derby event applications as submitted. Council Member Rieb seconded the motion and it passed unanimously.*

BREWSTER POLICE DEPARTMENT:**STATS AND UPDATES:**

Interim Police Chief Nattalie Cariker reviewed the stats and overtime reports for the department. She noted that the department will have a Reserve Officer on duty in May. She also discussed the information she has received regarding the dog catcher from Bridgeport, including fees and hours. It was noted that it would cost around \$500 for approximately 10 hours of services per month, if we decided to pursue this. She stated that the WSP, DCSO and OCSO will be helping with extra patrols during the upcoming events planned in Brewster.

Cariker noted that she has signed the City of Brewster PD up for the National Night Out event in August. This is a great opportunity for our department to enhance relationships between the community and law enforcement. She will keep the Council informed of the activities that will be planned for this event. Also discussed was the new patch design contest. It is open to the citizens of Brewster, and the school is also involved.

MAYOR SMYTH:**SECOND EXTENSION OF THE CITY OF BREWSTER / GEBBERS AGREEMENT:**

City Attorney Chuck Zimmerman reviewed the Second Extension of the City of Brewster/Gebbers Agreement. The agreement is an amendment so that the completion deadline set forth in Section 10 of the Agreement is extended to September 10, 2016, and the completion of the Agreement shall occur on or before that date.

MOTION: Council Member Housden made the motion to approve the Second Extension of the City of Brewster/Gebbers Agreement, and setting a completion date of on or before September 10, 2016. Council Member Rieb seconded the motion and it passed unanimously.

MISTY RUIZ – CITY CLERK TREASURER:**MONTHLY FINANCE REPORT:**

City Clerk Treasurer reviewed the monthly finance report. Council had no questions at this time.

ANNUAL REPORT REVIEW:

Council had received and reviewed the City of Brewster 2015 Annual Report. Ruiz stated that Toni Nelson will be performing an independent review as well.

MOTION: Council Member May made the motion to approve the City of Brewster 2015 Annual Report as submitted. Council Member Rieb seconded the motion and it passed unanimously.

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:**PUBLIC WORKS UPDATES:**

- The hydrant flushing has been completed. Notices were sent out in the billing and broadcast on KOZI.
- The position in the water department is still open. We will accept applications through May 13th, with interviews conducted the following week.

- The Airport Improvement Plan 5-year schedule with the FAA has been completed. The projects will be split and spread out through the year 2017. We will need to spend \$50K in 2017 for the masterplan and the light rehabilitation project – which is required. The professional services agreement has been approved and signed. We will be performing all of the required projects as planned, and all will stay on schedule.
- Public Works Director Lee Webster has checked in to the possibility of performing a street rehabilitation. There is a company that he has located that performs high emulsion overlay. The process uses our existing street material, mixed with another product. TIB money will not cover this method; however, on his initial research of the product and method, it does appear to work very well and much better than a chip seal. He will get more solid numbers, and keep council informed of what he is able to find out.
- The pool repairs are completed. The pool has been filled and is warming. The installation of the diving board should be completed by month end.
- Dave Kliewer and Steve Meeks of JUB will be coming to look at the City Hall and the PD building for replacement or repair, and potential funding options. They are both donating their time to do this for us.
- The administrative permitting process for the re-zoning of Bridge Street is currently being worked on and reviewed by the Planning Commission.
- The North Central Washington Economic Development group and the Okanogan County Long Term Recovery group have received a grant to perform studies regarding the economic impact of the recent fires in our area. We will participate in this study, as well as attending the meetings.

FAA/WSDOT GRANT APPLICATION-RATIFICATION OF SIGNATURES:

MOTION: *Council Member May made the motion to approve the ratification of signatures on the FAA/WSDOT Application. Council Member Housden seconded the motion and it passed unanimously.*

PUBLIC HEARING FOR THE SIX-YEAR STREET PLAN:

Mayor Smyth declared the Public Hearing for the 6-year Street Plan open at 6:55 pm. No public was present to testify. Mayor Smyth closed the Public Hearing at 6:56 pm.

RESOLUTION 16-06 – SIX-YEAR STREET PLAN:

MOTION: *Council Member May made the motion to approve Resolution 16-06, amending and updating the Six-Year Transportation Improvement Program and directing the Public Works Director to file the Six-Year Transportation Program and this resolution with the Secretary of Transportation and the Transportation Improvement Board for the State of Washington. Council Member Rieb seconded the motion and it passed unanimously.*

SURPLUS OF CITY EQUIPMENT:

Public Works Director Lee Webster asked for authorization to surplus three (3) HPI600 Printers. These printers are no longer used by the City and need repairs in order to function. There is an individual who would like to purchase them for \$10 each.

MOTION: *Council Member Rieb made the motion to approve the surplus of the three (3) HPI600 printers and authorize the Public Works Director to sell them for \$10 each. Council Member Housden seconded the motion and it passed unanimously.*

CEMETERY YARD DEBRIS PILE:

Council Member Housden said he is interested to see how having it open the one Saturday a month will be. He is interested to see how many people will actually use it on that day, and track how many people are using it altogether. He encouraged other Council members to volunteer as well. He did state that this Thursday, the hours would be from 9 to 2:30pm, instead of 9-3pm. He also asked about getting the information to the citizens in the way of radio ads or the newspaper, as well as the utility billing.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned 7:05 p.m.

Mayor Art Smyth

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz