

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were John Housden, Tim Rieb and Avis Erickson. Council Members Jan May and Ramiro Villagrana were 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 Julie Norton.

❖ PLEDGE OF ALLEGIANCE

**MOTION:** *Council Member Housden made the motion to excuse Council Member Jan May and Council Member Ramiro Villagrana from the City Council Meeting. Council Member Rieb seconded the motion and it passed unanimously.*

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

The minutes from the 8/10/2016 City Council Meeting were reviewed. The final agenda for the September Regular City Council Meeting was also reviewed.

**MOTION:** *Council Member Rieb made the motion to approve the final agenda as noted above. Council Member Erickson seconded the motion and it passed unanimously.*

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

August 2016 Manual Claim Fund voucher numbers 1853-1857, 56181-56190, 56206-56208 as well as September 2016 Council Claim Fund voucher numbers 56225, 56226, 56230-56297 in the total amount of \$512,383.71. Void Check numbers 56010 (lost in mail) and replaced with check #56234.

August 2016 Payroll check numbers 1842-1852, 1859-1878, 56100-56103, 56180, 56191-56205 and 56209-56224 in the total amount of \$130,777.20.

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

**PUBLIC COMMENT:** None.

**CHIEF OF POLICE NATTALIE CARIKER:**

**STATS AND UPDATES:**

Chief Cariker reviewed her stats for the month of August. She also reviewed upcoming department activities including the Health Fair, attending community events and high school sporting events as well as coordinating with the Chamber to assist with the

Trunk or Treat. She discussed their continued work on junk vehicles. Cariker informed Council that officer Adam Nichols had been hired to fill the vacant officer position. Cariker asked for Council approval of the event application for the Police vs. Fire Department Softball Tournament to be held at the City Park on September 25<sup>th</sup> at 2 pm.

**MOTION:** *Council Member Erickson made the motion to approve the event application for the Police vs. Fire Department Softball Tournament on September 25<sup>th</sup> at 2 pm at the City Park. Council Member Rieb seconded the motion and it passed unanimously.*

**CLERK TREASURER MISTY RUIZ:**

**MONTHLY FINANCE REPORT:**

Ruiz reviewed the monthly finance report. No questions were raised. Ruiz also stated that the first water project payment (Reservoir Replacement Project) will be made soon.

**ANNUAL BUDGET MEETING – SET DATE/TIME:**

Council agreed to set the Annual Budget meeting and review for the same day as the next regular City Council Meeting on October 12<sup>th</sup>, and the meeting will be held at 5 pm, one hour prior to the Council meeting.

**LEE WEBSTER – PUBLIC WORKS DEPARTMENT:**

**PUBLIC WORKS UPDATES:**

Steve James, JUB, was present to give updates on the Reservoir Replacement Project. The contractor has started the concrete pour for the upper tank, and the lower tank site has been dug out and is prepped for concrete.

Public Works Director Lee Webster reviewed his department updates. He stated that the City Hall painting is completed. The final alley cleanup will take place at the end of September and notices will be sent to all residents explaining what the changes will be in the upcoming year. He also asked that the Council review the draft ATV/ORV ordinance, with further discussed to take place during the October Council.

Webster reviewed the Washington State TIB funding award for the 2017 North Central Regional Chip Seal Project for SR 173. The City crew will perform all of the crack seal and pre-leveling.

**WATER COMP PLAN AMENDMENT – SERVICE AREA:**

The informational meeting was held prior to the Council meeting this evening. Steve James, JUB, reviewed the Water System Plan Addendum #2 and Resolution 16-10 regarding such. After passage of the Resolution, it will be sent to the DOH for final approval.

**MOTION:** *Council Member Housden made the motion to approve Resolution 16-10, adopting amendments to the City of Brewster Comprehensive Water Plan. Council Member Rieb seconded the motion and it passed unanimously.*

**INDIAN AVENUE/1<sup>ST</sup> STREET/RV PARK PRESERVATION PROJECT:**

Public Works Director Lee Webster stated that the bid opener for the 1<sup>st</sup> Street project was held. Sierra Santa Fe was the lowest bidder. The City crew will be performing all of the prep work to the street.

**MOTION:** *Council Member Rieb made the motion to award the 1<sup>st</sup> Street Project to Sierra Santa Fe, and to execute the Small Works Contract. Council Member Erickson seconded the motion and it passed unanimously.*

RESOLUTION NO. 16-09 – VACUUM TRUCK PURCHASE:

Dave Reynolds of the Public Works Water Department presented to give his impression and recommendation of the vacator truck that he recently test drove for the City. The following motion was made after discussion:

**MOTION:** *Council Member Housden made the motion to approve Resolution No. 16-09, identifying the existence of a special market condition pursuant to RCW 39.04.280; and authorizing the Mayor to purchase a 2003 Mac Truck with a 2100 Series Vacator Truck on behalf of the City. Council Member Rieb seconded the motion and it passed unanimously.*

ROOF REPAIR REQUEST/QUESTIONS:

**MOTION:** *Council Member Erickson made the motion to award the Roof repair bid to Smart Choice, and authorize the Mayor to execute the Small Works Contract. Council Member Rieb seconded the motion and it passed unanimously.*

**ADJOURNMENT:** With there being no further business to come before the Council, the meeting was adjourned at 7:37 p.m.

\_\_\_\_\_  
Mayor Art Smyth

ATTEST: \_\_\_\_\_  
City Clerk/Treasurer, Misty Ruiz