

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

❖ PLEDGE OF ALLEGIANCE

ADDITIONS/CHANGES TO THE AGENDA/MINUTES APPROVAL:

The minutes from the 12/14/2016 City Council Meeting were reviewed. The final agenda for the January Regular City Council Meeting was also reviewed.

MOTION: *Council Member Housden made the motion to approve the final January agenda as noted above, as well as the December Minutes. Council Member Erickson 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, January 11, 2017, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

December 2016 Manual Claim Fund vouchers 2026, 2027, 56610, 56622-56630, 56636, 56638-56651 as well as January 2017 Council Claim Fund vouchers 1019, 1021 and 56656-56696 in the total amount of \$230,925.07.

December 2016 Payroll check numbers 1991-2002, 2005-2025, 56534-56536, 55609, 56611-56621 and 56631-56635 in the total amount of \$121,175.55.

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

PUBLIC COMMENT:

ERIC DRIESSEN – BREWSTER SCHOOL DISTRICT:

Mr. Driessen presented updates regarding the Brewster School projects. He discussed the plans for the Library, and stated at this time the swimming pool project has been placed on the back burner. Driessen noted that the Middle School Construction Project is set to begin this year, and be finished in the fall of 2018. He went on to discuss the triangular dirt lot owned by the City that the school is interested in either leasing, purchasing or sharing ownership with the City. He reviewed the plans for the lot, including the possibility of moving and rebuilding the Karl Goehry Memorial basketball court in an agreed upon location by both parties (if necessary) at the school's expense. (Driessen has talked with Karl Word regarding this). Council Member Erickson stated that although drainage of the proposed paved parking lot below the middle school is in the plans, she would like it addressed further as this area does have some drainage issues.

CHIEF OF POLICE NATTALIE CARIKER:

STATS AND UPDATES:

Chief Cariker reviewed the stats and overtime records for December 2016. She stated that two BPD officers had applied/interviewed with Douglas County Sheriff Office, and one was offered a position with DCSO. That officer's last day will be February 1st.

Cariker also asked Council to entertain the idea of putting a criminal justice tax increase on the fall 2017 ballot to be voted on by the citizens of Brewster. This would increase Brewster's sales tax by 1% (from 8.1% to 8.2%). The increase in the sales tax will be paid by not just the residents of Brewster, but anyone who spends money here as well, helping offset some of the police protection and jail services fees.

MOTION: Council Member Rieb made the motion to direct the City Attorney to draft the Resolution requesting the criminal justice funding. Council Member May seconded the motion and it passed unanimously.

MAYOR ART SMYTH:

VERIZON WIRELESS – RIGHT OF ENTRY:

MOTION: Council Member Housden made the motion to authorize the Mayor to sign a right of way entry agreement with Verizon Wireless. Council Member Erickson seconded the motion and it passed unanimously.

AMENDMENT NO. 1 – BUILDING LEASE AGREEMENT FOR BOYS & GIRLS CLUB OF SNOHOMISH COUNTY RATIFICATION OF SIGNATURES:

MOTION: Council Member Housden made the motion to approve Amendment No. 1 to Building Lease Agreement for the Boys & Girls Club of Snohomish County, effective February 1, 2017, and ratification of the Mayors signature on the amendment agreement. Council Member May seconded the motion and it passed unanimously.

EVENT APPLICATION – BREWSTER KING SALMON DERBY 2017:

MOTION: Council Member Housden made the motion to approve the 2017 Brewster King Salmon Derby event application for the dates of August 3rd-6th, 2017. Council Member Rieb seconded the motion and it passed unanimously.

CLERK TREASURER MISTY RUIZ:

MONTHLY FINANCE REPORT:

Clerk Treasurer/Finance Director Misty Ruiz reviewed the monthly finance report as well as the 4th quarter expenditure report. She stated that the fund balances are good and we continue to make progress in building our reserve funds. Ruiz also reviewed the year end transfers and explained the process. She asked the Finance Committee to review the year end balances and transfers, and sign off on them if they approve.

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES:

- The Reservoir replacement project is shut down due to weather at this time, with the project resuming as soon as the weather permits.

- The street light on Griggs (mentioned at the December Council) was found to have a bad sensor. It is the hope that many of our outdated street lights will be replaced with more efficient lighting with a grant through OCOG.
- Webster stated he has been on the local radio emphasizing the need for people to be proactive with efforts to keep their pipes from freezing in the cold temperatures, giving ideas and precautions to use.
- The City will begin accepting request for qualifications for an Airport Engineering Firm, as required by the FAA for upcoming projects.
- Next month, Public Works Director Lee Webster stated that he, Clerk/Finance Director Ruiz, Mayor Smyth and Council Members May and Erickson will be going to Olympia for the first week of Legislative Session to address the needs of the City as well as to get up to date on legislative activities to come.
- Council Member Housden asked if the crew could address the leak issue in the SW corner of the Public Works building. Public Works Director Lee Webster stated that a majority of the roof issues will be addressed in the spring when the company that was awarded the bid for the project returns to the area. He would like to address the Library roof as well, and Webster stated that this can be revisited once the company is back in the area.

INCOME SURVEY WORK PLAN:

Notices were sent out with the December bills regarding the upcoming income survey. This survey will be performed by a third party contractor. Much emphasis has been given to informing the residents of the importance of participating and that it is completely anonymous, no personal or identifying information is collected, and the survey is only to show what each resident earns annually. This data will be used when the City applies for funding, and ultimately can this funding can help to significantly offset the costs that could be passed on to the residents in the event of upgrades and repairs to our infrastructure.

5 MINUTE EXECUTIVE SESSION TO DISCUSS POSSIBLE LAND LEASE OR SALE:

At 7:15pm, Mayor Smyth announced that the meeting will now convene to a 5-minute executive session to discuss potential land lease or sale. At 7:20pm, Mayor Smyth announced the closing of the executive session and stated that the meeting will now convene to regular session. No action was taken at the conclusion of the executive session.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned at 7:20 p.m.

Mayor Art Smyth

ATTEST: _____
City Clerk/Treasurer, Misty Ruiz