

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 Ramiro Villagrana was absent. Also present were City Clerk Treasurer Misty Ruiz, Public Works Director Lee Webster and Police Chief Nattalie Cariker, Deputy Clerk Desha Rupeiks and City Attorney Chuck Zimmerman.

❖ PLEDGE OF ALLEGIANCE

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

The minutes from the 11/08/2017 Council Meeting and Budget Meeting were reviewed. The final agenda for the December Regular City Council Meeting was also reviewed.

*MOTION: Council Member Rieb made the motion to approve the December final agenda as well as the November 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, December 13, 2017, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

Void Check No. 57868 (overpayment).

November 2017 Manual Claim Fund vouchers 2399, 2421, 2422, 2435, 57821-57835, 57849-57851, 57855, 57856, 57863-57864 in the amount of \$76,378.46 as well as December 2017 Council Claim Fund vouchers 1233, 1234, 2437, 57854, 57868, 57869 and 57876-57948 in the total amount of \$685,669.12.

November 2017 Payroll check numbers 2385-2396, 2400-2420, 57763-57766, 57836-57848, 57852, 57853 and 57857-57862 in the total amount of \$146,793.14.

*MOTION: Council Member May 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:**

**MARTIN HURTADO – FARMERS MARKET REVIEW:**

Hurtado stated that the renewal date is nearing for the Farmers Market license for the market they supervise at their business location. He has asked that this be reviewed to allow more flexibility in the types of vendors they can allow with respect to food items. He said that Chelan Farmers Market has good guidelines in place and would like to mirror theirs. It was recommended that this be submitted to our local Health Department, as it is ultimately their guidelines for food safety that will need to be followed. Hurtado will do this and follow-up with Council at a later date.

JUB ENGINEERING – PROJECT UPDATES:

Michelle Johnson from JUB presented the project updates. The Water Tank Replacement Project is complete, and has been performed under budget. The Manganese Removal Project is still in process. The potential test well sites have been selected and we will move forward with the agreement for drilling test wells on three sites. A meeting is scheduled with the DOH regarding the potential well sites, as review and approval from the DOH is required. The project is on schedule. They are asking for Council approval to advertise test wells for bid with City review.

**MOTION:** *Council Member May made the motion to approve the request to advertise test wells for bid, when the rights are obtained, after City review. Council Member Rieb seconded the motion and it passed unanimously.*

POLICE CHIEF NATTALIE CARIKER:STATS AND UPDATES:

Chief Cariker reviewed the Police Department stats and overtime. She noted that she has attended the Brewster School Truancy Board meetings and is working with them on this issue. She also stated that she and her Officers have been conducting regular patrols at the school watching for speeders, etc. They have been working on the junk vehicle issues as well as contacting owners of dogs at large and educating them on the City codes and licensing requirements. To date, the City has issued 100 dog licenses, which is a new record.

CHIEF MIKE WEBSTER – FIRE DEPARTMENT UPDATES:

Not present.

MAYOR ART SMYTH:ORDINANCE NO. 902 – MUNICIPAL COURT JUDGE COMPENSATION 2018-2021:

**MOTION:** *Council Member Housden made the motion to adopt Ordinance No. 902, establishing compensation for the Municipal Court Judge and Judges Pro Tem for 2018-2021. Council Member Rieb seconded the motion and it passed unanimously.*

ASSIGNMENT OF BREWSTER AIRPORT LEASE AGREEMENT, LOTS 55-63:

**MOTION:** *Council Member Reib made the motion to approve the Brewster Municipal Airport Lease Agreement for lots 55-63. Council Member Erickson seconded the motion and it passed unanimously.*

CLERK TREASURER MISTY RUIZ:MONTHLY FINANCE REPORT:

Clerk Treasurer Ruiz reviewed the Finance Report. There were no questions.

ORDINANCE NO. 901 – AMENDING ORD NO. 895 (2017 ADOPTED BUDGET:

**MOTION:** *Council Member Erickson made the motion to adopt Ordinance No. 901, amending Ordinance No. 895, the City's 2017 adopted budget Ordinance. Council Member May seconded the motion and it passed unanimously.*

PUBLIC HEARING – 2018 FINAL BUDGET:

Mayor Smyth declared the Public Hearing for the City of Brewster 2018 Final Budget open. No comment was brought forth. The Public Hearing was then closed.

ORDINANCE NO. 897 – 2018 FINAL BUDGET:

**MOTION:** *Council Member Rieb made the motion to adopt Ordinance No. 897, adopting the budget for the City of Brewster for the fiscal year ending December 31, 2018. Council Member Erickson seconded the motion and it passed unanimously.*

RESOLUTION NO. 2017-13 – PAYMENTS PRIOR TO COUNCIL APPROVAL:

**MOTION:** *Council Member May made the motion to Resolution No. 2017-13, authorizing the City Clerk-Treasurer to make payment of certain bills or vouchers prior to Council approval. Council Member Rieb seconded the motion and it passed unanimously.*

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES:

Public Works Director Lee Webster noted that the trimming and/or removal of the diseased and dead trees at the Cove Park is complete. The tree carver will be here after Christmas to start on the tree carving art project previously approved. The lighting project at the Airport is near completion, however, the runway will remain closed through the end of this year. The gutter system has been installed on the old portion of the City Hall and the Police Department.

Webster has asked for Council approval to surplus an old sod cutter that is not longer functioning.

**MOTION:** *Council Member Erickson made the motion to authorize the surplus/disposal of the old sod cutter, as the Public Works Director deems necessary in the best interest of the City. The sod cutter will be disposed of "as is". The estimated value is \$50. Council Member May seconded the motion and it passed unanimously.*

RATES AND FEE SCHEDULE CHANGES AND AMENDMENTS:

Public Works Director Webster reviewed the changes and amendments made to the rates and fees schedule. The areas changed or amended include: RV Park Rates, Environmental fees/Land Use fees and defining language in the water fees schedule and shut off fees for repairs.

**MOTION:** *Council Member Housden made the motion to approve the above noted amendments to the City of Brewster Rates and Fees schedule. Council Member Erickson seconded the motion and it passed unanimously.*

SNOW REMOVAL AGREEMENT:

**MOTION:** *Council Member Rieb made the motion to approve the Agreement for Temporary Use of Real Property for snow removal purposes between the City of Brewster and Emmanuel Hurtado. Council Member Housden seconded the motion and it passed unanimously.*

EVENT APPLICATION – LAS POSADAS:

**MOTION:** *Council Member Housden made the motion to approve the above requested event application. Council Member Erickson seconded the motion and it passed unanimously.*

PLAY EQUIPMENT – COVE PARK:

Council Member Erickson stated that the City has received a \$20K donation to be put towards the purchase and installation of new playground equipment at the City Park.

**ADJOURNMENT:** With there being no further business to come before the Council, the meeting was adjourned at 6:40 p.m.

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

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