

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were John Housden, Tim Rieb, Avis Erickson, Jan May and Emmanuel Hurtado. 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 2/14/2018 Council Meeting were reviewed. The final agenda for the March Regular City Council Meeting was also reviewed.

**MOTION:** *Council Member Rieb made the motion to approve the March final agenda, with the addition of Martin Hurtado and the Brewster Chamber under Public Comment, and Playground Equipment and Rec Center HVAC Bids under the Public Works Comments. Council Member Erickson seconded the motion and it passed unanimously.*

**MOTION:** *Council Member Hurtado made the motion to approve February Minutes as submitted. 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, March 14, 2018, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

February 2018 Manual Claim Fund vouchers 1238, 1239, 2517-2520, 58164 and 58178-58180 in the amount of \$17,001.24 as well as March 2018 Council Claim Fund vouchers 1240, 1241, 2527, 58188-58190 and 58195-58245 and 58247-58259 in the total amount of \$158,462.14.

February 2018 Payroll check numbers 2491-2500, 2502-2516, 2521-2526, 58063-58067, 58165-58177 and 58181-58186 in the total amount of \$134,792.22.

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

As of this date, March 14, 2018, the Council, by a majority vote, does approve for payment check number 58246 in the amount of \$1,169.29 for the Armory Quick Lube.

**MOTION:** *Council Member Erickson made the motion to approve the above noted bill. Council Member May seconded the motion and it passed 4-0-1 (Council Member Emmanuel Hurtado stated he has an ownership interest in the Armory Quick Lube and therefore he abstained).*

**PUBLIC COMMENT:**

**MARGARITA VILLAGRANA ACCT. 63.0 – LEAK ADJUSTMENT REQUEST:**

*MOTION: Council Member Rieb made the motion to approve the leak adjustment request submitted by Margarita Villagrana, account #63.0, in the total amount of \$114.29. Proof of repair was submitted. Council Member May seconded the motion and it passed unanimously.*

**MARTIN HURTADO – ARMORY N.1 VARIANCE QUESTION:**

Martin Hurtado, owner of the Armory N.1 building (previously the Annex) presented to request a variance on a building permit. City Attorney Chuck Zimmerman stated that this is something that can be addressed at a staff level. Zimmerman recommended that Mr. Hurtado meet with County Building Inspector Larry Surface and PWD Webster to discuss this further and should it be feasible to move ahead, he will then need to present a plan to the City. Hurtado stated he would follow this recommendation.

**BREWSTER CHAMBER OF COMMERCE – CHERRIES JUBILEE:**

Anna Marie Dalbey, Chamber President presented to Council to discuss an Event Application they have submitted for June 16<sup>th</sup>, 2018. The Chamber is hoping to create an event called Cherries Jubilee. It will be one day only and feature a car show, fun run, parade, vendors and a 3 on 3 basketball tournament. The proper departments have received a copy of this and will review it with further discussion to be held at the April City Council Meeting.

**POLICE CHIEF NATTALIE CARIKER:**

**STATS AND UPDATES:**

Chief Nattalie Cariker gave the department updates and stats. She noted that there are several high school seniors who are interested in law enforcement and will be job shadowing, ride along with the officers and meeting with other agencies. She also stated that the DARE program has restarted for 2018.

**CHIEF DYLAN GAMBLE – FIRE DEPARTMENT UPDATES:**

Fire Chief Dylan Gamble gave the department updates. He stated that there were 25 people at fire practice last week. The recruit classes are held on Tuesday nights at 7pm. The heat sensing camera was ordered as well as Carbon Monoxide detectors. Gamble also stated that the Fire Bureau rating personnel are coming next week to check all the equipment and trucks and he is confident things will go well with that.

**MAYOR ART SMYTH:**

**SENIOR CENTER AGREEMENT EXTENSION:**

*MOTION: Council Member Erickson made the motion to approve The Senior Center Agreement Extension through December 31, 2018 and included in the agreement is funding in the amount of \$2,250.00 for the year 2018. Council Member Hurtado seconded the motion and it passed unanimously.*

ENTERPRISE SERVICES INTERAGENCY AGREEMENT:

**MOTION:** *Council Member May made the motion to approve the Interagency Agreement between the City of Brewster and the Washington State Department of Enterprise Services authorizing the Mayor to execute the Agreement. Council Member Rieb seconded the motion and it passed unanimously.*

CLERK TREASURER MISTY RUIZ:

MONTHLY FINANCE REPORT:

Ruiz presented the monthly finance report. There were no questions or concerns.

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

COMMUNITY CENTER HVAC SYSTEM REPLACEMENT/BIDS:

Public Works Director Lee Webster reviewed the three companies who submitted bids for the Community Center HVAC Replacement. Those companies are M&J Heating and Cooling, Lakeside Heating and Air and Cascade Mechanical. After a brief discussion the Council made the following motion:

**MOTION:** *Council Member Housden made the motion to accept the lowest bid of \$14,630.16 submitted by Cascade Mechanical for the Community Center HVAC System Replacement. Council Member May seconded the motion and it passed unanimously.*

PLAYGROUND EQUIPMENT - ALLPLAY SYSTEMS:

**MOTION:** *Council Member Housden made the motion to accept and approve the bid/quote from Allplay Systems for the playground equipment structure and installation in the amount of \$38,861.95. Council Member Rieb seconded the motion and it passed unanimously.*

PUBLIC WORKS UPDATES:

- Webster stated that the Parking Lot Lease Agreement with the Brewster School will be going to the School Board for approval next month.
- The sewer mapping will begin in April.
- JUB updates include:
  - Water Tank Replacement Project – the final punch list was submitted to Apollo and has been completed. The tank mixer and PRV vault replacement were added at the end of the project. The equipment has been ordered and will be in by the end of April.
  - Manganese Removal Project – The potential test well sites have been narrowed down. JUB continues to work with the property owners regarding long term lease or purchase agreements. The test well package is out for requested quotes. The project is on schedule, they are working on finding quality water and the will work on completing the purchase of the well sites.
  - Sewer mapping is scheduled to begin in April. The General Sewer Plan has been funded and will likely require the City to solicit proposals for sewer related engineering and asked that the City confirm this with legal counsel.
- Webster reported that the follow-up trip to Olympia went well and the City received a round of applause from the Representatives in recognition of our

projects.

3/14/2018

**15 MINUTE EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION:**

At 7:10 pm, Mayor Smyth announced that the Council will now convene to a 15-minute Executive Session to discuss Potential Litigation.

7:25 pm – 15-minute extension announced.

7:40 pm – 15-minute extension announced.

7:55 pm – 15-minute extension announced.

8:10 pm – Conclusion of the Executive Session. No action taken.

**ADJOURNMENT:** With there being no further business to come before the Council, the meeting was adjourned at 8:10 p.m.

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

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