

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were Avis Erickson, Emmanuel Hurtado, Tim Rieb, Jan May and John Housden. Also present were Public Works Director Lee Webster, Fire Chief Dylan Gamble, Chief of Police Marcos Ruiz, Finance Director Misty Ruiz and Deputy Clerk Desha Rupeiks.

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF MARCOS RUIZ, CHIEF OF POLICE:**

Chief of Police Marcos Ruiz was sworn in to duty by Mayor Smyth. Chief Ruiz' badge was placed on him by his father, Marcos Ruiz Sr. The Mayor, the Council and all of those in attendance welcomed Ruiz to the City of Brewster and congratulated him on his appointment as Chief of Police.

The Regular Council meeting minutes from September 11, 2019 were reviewed. The final agenda for the October City Council meeting were also reviewed.

***MOTION:*** Council Member Rieb made *the motion to approve the 9/11/2019 Council meeting minutes as submitted. Council Member Housden seconded the motion and it passed unanimously. Council Member May made the motion to approve the October final agenda. Council Member Erickson seconded the motion and it passed unanimously.*

**PAYROLL AND ACCOUNTS PAYABLE:**

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 October 9, 2019, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

September 2019 Manual Claim Fund vouchers numbers 3188-3191, 60139, 60140, 60147-60154, 60165, 60167 and 60168 in the amount of \$19,208.00 as well as October Council 2019 Claim Fund vouchers numbers 1279, 1280, 60178-60186, 60189-60245 and 60247 in the total amount of \$261,616.38.

September 2019 Payroll checks numbers 3153-3187, 30069, 60072, 60141-60146, 60155-60164, 60166 and 60169-60176 in the total amount of \$136,192.82.

Also approved was void check number 60246, (0 amount, printer damaged check, unusable).

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

There were no AP checks submitted for approval by the Armory Quick Lube.

### **PUBLIC COMMENT**

#### **TRICK OR TREAT ON MAIN STREET EVENT APPLICATION:**

**MOTION:** *Council Member Rieb made the motion to approve the Brewster Chamber Trick or Treat on Main Street event application. Council Member Hurtado seconded the motion and it passed unanimously.*

#### **HARVEST CARNIVAL EVENT APPLICATION:**

(No event application is necessary; this event will be held on private property).

#### **HAUNTED HAYRIDE EVENT APPLICATION:**

**MOTION:** *Council Member Hurtado made the motion to approve the Haunted Hayride event application. Council Member May seconded the motion and it passed unanimously.*

### **CHIEF OF POLICE MARCOS RUIZ:**

#### **DEPARTMENT UPDATES:**

Chief Marcos Ruiz reviewed the department happenings. He stated that there will be changes made to coverage with the addition of more hours. Kurt Flatray, a lateral officer, has been hired and will start within the next two weeks. CJ Harmier, who is currently in the academy, is doing well and progressing accordingly. He is set to graduate in December. The department did respond to an incident on 9/29 in which there was a report of shots fired. An arrest was made.

Ruiz stated that his department will be addressing issues and complaints as they arise. He has had many complaints about vehicles with loud exhausts. He will be instructing his officers to follow the three E's – Education, Engineering and Enforcement.

The officers will be making contact with vehicles that have excessively loud exhaust systems and providing them with a copy of the RCW's of what is allowed and not allowed. The drivers will be given an opportunity to correct their exhaust so they are compliant with RCW's or they will be issued a citation.

**FIRE CHIEF DYLAN GAMBLE:**

Gamble stated that he has submitted his budget requests for 2020. There are not many changes from what was submitted last year. He also announced that the Fire Department will be hosting an open house on Thursday, October 24<sup>th</sup> from 6pm to 8pm at the firehall. He invited the Mayor and the Council to attend.

**MAYOR ART SMYTH:**

**SOURCEWELL INTERLOCAL AGREEMENT (VAC TRUCK):**

***MOTION: Council Member May made the motion to approve the Sourcewell Interlocal Agreement. Council Member Erickson seconded the motion and it passed unanimously.***

**FINANCE DIRECTOR MISTY RUIZ:**

**MONTHLY FINANCE REPORT:**

Finance Director Misty Ruiz reviewed the monthly finance report. Council had no questions or concerns. Ruiz stated that we are on track as far as our revenues and expenditures. Our cash and investment activity is in line with normal. Our property tax revenues are down around \$60K due to some property owners simply just not paying their property taxes.

**VISION UB SOFTWARE PURCHASE AGREEMENT:**

The radio read system and tower is up and ready to go, however, the current utility software system is not compatible. We will need to upgrade the software before the conversion can occur. Ruiz reviewed the proposed Vision UB2 Software Upgrade purchase agreement.

***MOTION: Council Member Rieb made the motion to authorize the Mayor to execute the Vision UB2 Software Upgrade and Purchase Agreement. Council Member Erickson seconded the motion and it passed unanimously.***

**PUBLIC WORKS DIRECTOR LEE WEBSTER:**

**PROJECT UPDATES:** Public Works Director Lee Webster reviewed the following:

- Picnic tables for the RV Park were ordered and have arrived.
- The Hospital Way road patch has been completed.
- The DOH authorized the encasement of the sewer line on State Way if that location is needed for a well in the future.
- The current source well is being drilled at the Canyon. The drill crew is at 355' at this time with good water production at approximately 500 gpm. They will be drilling to 390', with placement of a 40' screen and anticipate the gallons per minute to increase.
- The cell tower placement is moving along well, and the tower should be up by November.
- Weed cloth and gravel placement is nearly complete at the RV Park for spaces #1-#10.
- WSDOT completed the street striping today.

**ADJOURNMENT**

With there being no further business to come before the Council, the meeting was adjourned at 6:55 p.m.

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Mayor Art Smyth

ATTEST:

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Finance Director, Misty Ruiz