

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were Avis Christensen, 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**

The Regular Council meeting minutes from 2/12/2020 and Special meeting minutes from 2/24/2020 were reviewed. The final agenda for the March City Council meeting was also reviewed. The addition of Resolution No. 2020-03 was added to the agenda.

***MOTION: Council Member Hurtado made the motion to approve the 2/12/2020 Council meeting and 2/24/2020 Special meeting minutes. Council Member Rieb seconded the motion and it passed unanimously.***

***MOTION: Council Member Rieb made the motion to approve March final agenda with the addition of the item noted above. Council Member Christensen 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 March 11, 2020, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

February 2020 Manual Claim Fund vouchers, March Council 2020 Claim Fund vouchers and March Payroll check numbers 1288, 1289, 3353-3394, 60624, 60633, 60634, 60694-60720, 60722-60724 and 60727-60776 in the total amount of \$560,491.12.

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

**PUBLIC COMMENT**

**STEVE MARSHALL – JUB AIRPORT UPDATE/WSDOT/FAA GRANT APPLICATION:**

Steve Marshall and Diane Zipperer from JUB presented the Airport Master Plan Update, Working Paper #2, including the purpose, objectives and issues. After the presentation, the following documents were presented for Council approval:

**SUPPLEMENTAL ENGINEERING AGREEMENT NO. 1, ANDERSON FIELD MASTER PLAN UPDATE A.I.P. 03-53-0009-005 2017:**

**MOTION:** *Council Member May made the motion to approve the Supplemental Engineering Services Agreement No. 1, Anderson Field Master Plan Update AIP 03-53-0009-005 2017, between JUB and the City of Brewster. Council Member Rieb seconded the motion and it passed unanimously.*

**AIRPORT AID APPLICATION:**

**MOTION:** *Council Member Housden made the motion to approve The WSDOTA Airport Aid Application for the Anderson Field pavement maintenance project, in the amount of \$83,510, and authorize the Mayor to execute the grant application if the FAA related grant award is received. Council Member Rieb seconded the motion and it passed unanimously.*

**MOTION:** *Council Member Housden made the motion to approve the FAA Grant Application for the Anderson Field pavement maintenance project. Council Member Rieb seconded the motion and it passed unanimously.*

**RESOLUTION NO. 2020-03:**

**MOTION:** *Council Member May made the motion to approve Resolution No. 2020-03, a Resolution of the City of Brewster to the Washington State Department of Transportation and Aviation guaranteeing matching funds ability for the amount of \$15,802 allocated by the City of Brewster. Council Member Rieb seconded the motion and it passed unanimously.*

**JUB AVIATION ENGINEERING SERVICES AGREEMENT:**

**MOTION:** *Council Member Hurtado made the motion to authorize the Mayor to sign the JUB Aviation Engineering agreement for the Anderson Field pavement maintenance project. Council Member Christensen seconded the motion and it passed unanimously.*

**CHIEF OF POLICE MARCOS RUIZ:**

**DEPARTMENT UPDATES:**

There was a burglary recently that was pretty extensive. This is family related. The officers have been working on this.

There are no current reported cases of COVID-19 as of today's date.

On March 3<sup>rd</sup>, there was an officer involved shooting in Riverside, WA. Chief Ruiz authorized his officer on duty to help provide coverage for OCSO up to Malott during the few hours it took for them to secure the scene, as many of the County Sheriff's were called to the Riverside scene to help.

Vernon Reyes has been given a conditional offer of employment, and he will start on Monday, March 16th.

There is a position open currently with the Brewster Police Department. Chief Ruiz will be advertising for an entry level officer or lateral for this position. Once applications are received, the Council would like the Mayor to have the authority to approve the Chief's choice out of the applicants for this position.

***MOTION: Council Member Housden made the motion to authorize the Mayor to approve the Chief's choice from among the applicants for the vacant Brewster Police Officer position. Council Member Hurtado seconded the motion and it passed unanimously.***

**FIRE CHIEF DYLAN GAMBLE:**

Fire Chief Dylan Gamble stated that the 4<sup>th</sup> of July fireworks fund has right around \$10k in it. He may need a bit of financial help but is hoping to have enough time between now and the 4<sup>th</sup> to have adequate funds for the show.

***MOTION: Council Member Christensen made the motion to approve an expenditure by the City of up to \$6,000 to help pay for the 2020 Brewster Fire Department Fireworks display. Council Member Hurtado seconded the motion and it passed unanimously.***

Gamble also stated that the department will undergo training for ventilation and forcible entry. He currently has fourteen volunteers who are very consistent at showing up for calls. Gamble also announced that long-time volunteer firefighter Jim McChristian is retiring this year, and thanked him for his many years of service.

MAYOR ART SMYTH:

SENIOR CENTER UPDATE:

*MOTION: Council Member Christensen made the motion to authorize the Mayor to enter into an agreement for transfer of real property (Brewster Senior Center) and to complete negotiations on the transfer of ownership, and to execute a lease and all of the documents the Mayor deems appropriate. Council Member Hurtado seconded the motion and it passed unanimously.*

ORDINANCE NO. 929 – BMC CHANGE CLARIFYING MANDATORY GARBAGE COLLECTION:

*MOTION: Council Member Christensen made the motion to adopt Ordinance No. 929, amending subsection B of section 8.08.050 of the Brewster Municipal Code and clarifying that the City requires mandatory collection of garbage by all occupied properties in the City of Brewster. Council Member Rieb seconded the motion and it passed unanimously.*

ORDINANCE NO. 930 – SUNRISE DISPOSAL INC. LICENSE TO COLLECT, TRANSPORT AND DISPOSE OF SOLID WASTE AND AGREEMENT FOR GARBAGE COLLECTION SERVICES:

*MOTION: Council Member Hurtado made the motion to adopt Ordinance No. 930 granting Sunrise Disposal Inc a non-exclusive license to collect, transport and dispose of solid waste generated within the City limits, and to approve the Agreement for Services between Sunrise Disposal Inc. and the City of Brewster. Council Member Rieb 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.

PERPETUAL CARE INVESTMENT:

Finance Director Ruiz informed Council that the Perpetual Care Bank Bond was being pulled due to the interest rate being too high. She will be reinvesting this with North Cascades Bank. This is informational.

BUDGET AMENDMENT, ORDINANCE NO. 931:

Finance Director Ruiz stated that Ordinance No. 931 is presented tonight due to changes in the water/sewer/airport funds due to existing and upcoming projects.

***MOTION: Council Member Rieb made the motion to adopt Ordinance No. 931, amending Ordinance No. 922, the City's 2020 adopted budget Ordinance and approve this title as a summary of the Ordinance. Council Member Housden seconded the motion and it passed unanimously.***

ANNUAL REPORT:

Ruiz stated that she has begun the process of preparing the Annual Report for the City of Brewster. This is a 96-page report. She also stated that the DOH incorrectly reported what the City owed on the Reservoir Project, but Ruiz persisted and the DOH ultimately corrected the error.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

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

- We have received a quote for the chip seal project with the County, which is to be completed this year. A fog seal will be applied to this chip seal as well for longevity.
- The Public Works crew have received their CPR, flagger and First Aid certifications.
- The City is going to be replacing a damaged light post on Main Street, however, finding one that matches our existing ones has proven difficult.
- The AMR (radio meter reading system) is up and running. It is not linked with our billing system; however, it has given us the ability to check for leaks daily and view alarms.
- Sidewalk and street sweeping are currently underway and going well.
- The new Vac Truck is set to be here in June.
- Council Member Housden asked if the City was going to be repainting the crosswalks, as some are getting very faded. PWD Webster noted that when weather permits, this is on the list.
- PWD Webster reviewed the JUB updates regarding the well house project, waterline work and City shop project. He asked Council to consider the authorization to bid both the Well House and the Waterline Projects with review and acceptance of City Staff and Rural Development (as previously discussed in the JUB updates).

**MOTION:** *Council Member Housden made the motion authorizing the bid of both the Well House and the Waterline Projects with review and acceptance of the City staff and Rural Development. Council Member Hurtado seconded the motion and it passed unanimously.*

**ADJOURNMENT**

With there being no further business to come before the Council, the meeting was adjourned at 7:25 p.m.

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Mayor Art Smyth

ATTEST:

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Finance Director, Misty Ruiz

cz/dr