

5/13/2020

Mayor Art Smyth called the meeting to order at 6:30 p.m. The Council meeting was conducted via telephone conference call (GoToMeeting) pursuant to Governor Inslee's Proclamation No. 20-28. A roll call was taken to document those in attendance.

Council Members present by phone were Avis Christensen, Emmanuel Hurtado, Tim Rieb, Jan May and John Housden. Also present were Public Works Director Lee Webster, Chief of Police Marcos Ruiz, Finance Director Misty Ruiz, City Attorney Chuck Zimmerman, Deputy Clerk Desha Rupeiks and Michelle Johnson of JUB.

The Regular Council meeting minutes from 4/8/2020 were reviewed. The final agenda for the May City Council meeting was also reviewed.

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

MOTION: *Council Member Christensen made the motion to approve the May final agenda, with the addition of the Swimming Pool discussion. Council Member May 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 May 13, 2020, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

April 2020 Manual Claim Fund vouchers, May Council 2020 Claim Fund vouchers and April 2020 Payroll checks, numbers 1294, 3433-3443, 3446-3469, 60806-60808, 60865-60884 and 60888-60946 in the total amount of \$503,861.84.

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

PUBLIC COMMENT

None.

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CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Department updates were reviewed. Council had no questions or comments. The letter from Chamber President Mike Mauk was referred to City Attorney Chuck Zimmerman. He will contact Mr. Mauk to discuss the questions in the letter.

FIRE CHIEF DYLAN GAMBLE:

MOTION: Council Member Housden made the motion to excuse Fire Chief Dylan Gamble from the May Council meeting. Council Member Christensen seconded the motion and it passed unanimously.

MAYOR ART SMYTH:

COVID 19 RISK MANAGEMENT BULLETIN NO. 91

City Attorney Chuck Zimmerman reviewed the WCIA Risk Management Bulletin #91, May 2020. The bulletin outlined the importance of complying with the Governor proclamations during the Covid-19 public health emergency. Zimmerman stated that he knows there is extreme frustration, he strongly encourages the City to continue to follow the safeguards set in place by the Governor, until the order is removed or changed by the courts.

BREWSTER COMMUNITY SWIMMING POOL:

Much discussion was held regarding whether or not to open the Brewster swimming pool for the 2020 season, considering the current health situation. The cost of operating the pool under the current phasing conditions may not be feasible as well as the increased liability to the City and staff if the pool cannot be operated under the Governor's guidelines for social distancing and large crowds. Again, after much discussion and debate, the following motion was made:

MOTION: Council Member Housden made the motion to not open the Brewster Community Swimming Pool for the 2020 season due to financial feasibility and current Covid-19 guidelines. Council Member Christensen seconded the motion and it passed unanimously.

4TH OF JULY FIREWORKS DISPLAY:

There was again much discussion on whether or not to go ahead with the Brewster 4th of July Celebration and fireworks display considering we may still be in regulatory phasing at that time. However, Council would like to table this discussion to the June

Council meeting so a more informed decision can be made depending on where Okanogan County is with respect to phasing and crowd allowances.

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MOTION: *Council Member Christensen made the motion to table the discussion regarding the Brewster 4th of July Fireworks Display until the June Council meeting. Council Member May seconded the motion and it passed unanimously.*

KING SALMON DERBY LETTER:

MOTION: *Council Member May made the motion to preliminarily authorize moving forward with the allowance of the Brewster King Salmon Derby July 31st through Aug 2nd, contingent upon which phase of the Covid-19 reopening Okanogan County is in at that date. Council Member Hurtado seconded the motion and it passed unanimously.*

FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Finance Director Ruiz reviewed the monthly finance report. She noted that there has been a decrease in sales tax revenues when compared to last year at this time.

ANNUAL REPORT REVIEW:

MOTION: *Council Member Hurtado made the motion to approve the 2019 Annual Report. Council Member Rieb seconded the motion and it passed unanimously.*

FCS GROUP CONTRACT EXTENSION:

MOTION: *Council Member Rieb made the motion to approve the 20190711 Brewster Water & Sewer Rate Study Contract extension with the FCS Group. Council Member Housden seconded the motion and it passed unanimously.*

PUBLIC WORKS DIRECTOR LEE WEBSTER:

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

- Webster stated that the crew has started the pre-leveling on the streets that will be chip sealed by the county.
- The old catwalk at the City treatment plant is no longer in use and has been

surplused to the DNR. It had no value to the City of Brewster and was taking up valuable space at the treatment plant.

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AIRPORT PROJECT: RECOMMENDATION TO AWARD:

MOTION: *Council Member May made the motion to award the Airport runway rehabilitation, taxiways and apron project, AIP 3-53-0009-007-2020 to Road Products, Inc, bid amount of \$120,324.00, and to authorize the Mayor to execute the contract for the project, subject to the City obtaining award of grant funding. Council Member Hurtado seconded the motion and it passed unanimously.*

OK CO CRAB FORM 102:

MOTION: *Council Member Hurtado made the motion to approve the Okanogan County Road Department Request for Reimbursement of Work for the City of Brewster chip seal project, up to \$85K. Council Member Rieb seconded the motion and it passed unanimously.*

EASEMENT ACTION:

MOTION: *Council Member Christensen made the motion to authorize the Mayor to execute easements for the City waterline project with the Okanogan County Housing Authority and the Brewster School District as prepared by and recommended by the City consulting engineers, the City attorney and the City Director of Public Works. Council Member May seconded the motion and it passed unanimously.*

JUB UPDATES – MICHELLE JOHNSON:

Michelle Johnson of JUB Engineering was present via phone. She presented updates on all current projects, which are moving along as expected at this time considering the current circumstances.

She noted that they have received the close-out documents from the State for the well drilling contract with O'Connell Drilling. She recommends that Council authorize the release of the retainage for the 2019 drilling project to O'Connell Drilling at this time.

MOTION: *Council Member Rieb made the motion to approve the release of the 2019 Drilling Contract retainage in the amount of \$18,027.74 to O'Connell Drilling & Supply. Council Member Housden seconded the motion and it passed unanimously.*

WATERLINE PROJECT/CONTRACT AWARD ACTION:

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Ms. Johnson stated that four bids were received for the Waterline Project, with the lowest bid coming from Apollo, Inc in the amount of \$3,317,119.13, which is under the Engineer estimates. The recommendation to Council at this time is to consider contract award contingent upon legal counsel, USDA Rural Development, and JUB Engineering review.

MOTION: *Council Member Housden made the motion to authorize the Mayor to execute the contract for the waterline project with the apparent lowest responsive bidder, Apollo, Inc, in the amount of \$3,317.119.13, which includes all applicable WA State sales tax, to complete all of the waterline project work, following further technical review of the bid proposals and a recommendation for approval by the City consulting engineers. Council Member Christensen seconded the motion and it passed unanimously.*

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 7:36 p.m.

Mayor Art Smyth

ATTEST:

Finance Director, Misty Ruiz