

Mayor Lee Webster called the meeting to order at 6 p.m. Council Members present were Dan Smith, Art Smyth, John Scheller, Kris Dawson and Bob Fateley. Also present were Public Works Director JD Smith, Finance City Clerk Misty Ruiz, Police Chief Ron Oules and Deputy Clerk Desha Dawson.

Council Member Dan Smith moved to approve the minutes from the Regular City Council Meeting on 4/20/2011, with the addition of follow-up comment with respect to the Late Fees and that Public Works Director Smith will do a 6-month comparison, from January through July, in 2011 for review at that time with further discussion regarding the late fees. The motion was seconded by Council Member Art Smith and passed unanimously.

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.

Council Member Dawson asked if the jail fees had been paid this month. Clerk Treasurer Misty Ruiz stated that we did not have the funds available to do so at this time, however, she did contact to County and explain that we would not be sending in our monthly payment and would send one as soon as possible. Council Member Dawson also asked about the copy machine that we have, and if we had inquired as to whether or not our contract was up. She believes we may be able to find a less expensive copier to either rent or purchase. Clerk Ruiz stated she would check into this and report back at the next Council Meeting.

Mayor Webster announced that the City has currently discontinued the monthly office cleaning, bottled water service and window cleaning for the City Hall, PD and Library in order to cut costs in light of our current budget issues. We will also start having the carpets cleaned quarterly instead of monthly.

As of this date 05/23/2011 the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows: Claims Fund voucher numbers #44479 through #44551 in the amount of \$104,944.28. Payroll Fund voucher numbers #12568 through #12601 in the total amount of \$61,675.26.

ADDITIONS/CHANGES TO THE AGENDA:

Public Works Director Smith asked that Mike Ward (Biologist) be added to discuss the Biology Camp being held here next week. Mayor Webster added the appointment of the City Clerk Treasurer, Misty Ruiz.

MOTION: Council Member Smyth made the motion to approve the May 23rd, 2011 City Council Final Agenda with the above additions. Council Member Scheller seconded the motion and it passed unanimously.

PUBLIC COMMENT:

Mike Ward, a fisheries biologist from Wauconda, presented to Council to discuss the upcoming Biologist Group Event that will be happening in Brewster from June 1st through June 14th. A group of 80+ Biologists will be making their base camp here in Brewster, utilizing the park for tent camping and the Rec Center for their meals and meeting area.

Public Works Director JD Smith has been helping coordinate the event and the use of the park and Rec Center. They have also coordinated with area restaurants and businesses to assist with meals and other amenities.

The group's main focus is to perform studies of the salmon habitat in area streams and rivers. They will be testing a new monitoring protocol called "CHAMP" (Columbia Habitat Monitoring Protocol).

Mr. Ward stated that if this works well for the program, they hope to return to Brewster in the years to come. Mr. Ward thanked the City for their assistance and hopes to be working with us to coordinate this event again in the future.

MAYOR WEBSTER:

CONFIRMATION OF THE NEW CITY CLERK – MISTY RUIZ:

Mayor Webster announced the confirmation of the new City Clerk Treasurer, Misty Ruiz, with the effective date of her being assigned to this position being April 22nd, 2011. She is replacing Pam Olsen, who is retiring.

MOTION: Council Member Smyth made the motion to confirm Misty Ruiz as the new City Clerk Treasurer, effective April 22, 2011. Council Member Smith seconded the motion and the motion passed unanimously.

DESIGNATION OF BANK SIGNERS:

Mayor Webster stated at this time, he would like Council to approve the new City Bank/Savings/Investment account signers, and to authorize the removal of retiring Clerk Treasurer, Pam Olsen as a signer on these accounts.

The new signers will be Misty Ruiz, Clerk/Treasurer; Desha Dawson, Deputy Clerk; and himself, Mayor Lee Webster. These changes will be effective on today's date.

These accounts include: Wells Fargo City Checking account, Wells Fargo Municipal Court account, Wells Fargo City Savings account, LGIP Investment account and the D.A. Davidson Investment account.

MOTION: Council Member Art Smyth made the motion to approve the designation of Misty Ruiz, Desha Dawson and Mayor Lee Webster as the City Bank/Savings/Investment signers, and removing Pam Olsen as a signer, on all of the above named accounts, effective the date of this motion. Council Member Dan Smith seconded the motion and the motion passed unanimously.

Signature line:

Misty R. Ruiz, City Clerk/Treasurer

Desha J. Dawson, Deputy Clerk

Lee Webster, Mayor

COLUMBIA COVE COMMUNITY CENTER:

Jon Wyss of Gebbers Farms and Bill Tsoukalas, the Executive Director of the Boys & Girls Club in Snohomish County, presented to Council to discuss possible use of the Columbia Cove Community Center as a location for the Boys & Girls Club of America. This group is interested in a joint partnership between the City of Brewster and the Boys & Girls Club. There is not an organization of this type in our area and this may be a great opportunity for the City of Brewster and the Boys & Girls Club to work together and hopefully provide this program to the community. The City of Brewster recently closed the Rec Center to daily use due to financial constraints.

Mr. Tsoukalas stated that what the Boys & Girls Club is proposing may alleviate the financial constraints to the City to have the Rec Center open, with the only cost to the City being the Maintenance and Operation costs (basic building maintenance). Essentially, what they are proposing is to utilize our building, with the Boys & Girls Club running programs at their cost out of the Rec Center. The City would not be responsible for wages or program costs. Council Member Dawson asked about the fees they would charge. Mr. Tsoukalas stated that the fees for use would be based on the area demographics; otherwise it is supported with private donations and would be sustained by the community. In essence, the hope would be to have a fully functioning facility for use by the youth in our area at little or no cost for the City. Council Member Fateley stated that although he thinks this program is a great idea and would offer a lot to our community, he would like to make sure that it is not going to cost the City any more money than we are paying out for the M&O now, as we are barely covering those costs at this point.

Jon Wyss stated he had met with Public Works Director JD Smith regarding the current programs that are in the Rec Center such as the Head Start, Summer Food Program, indoor soccer and basketball as well as the private rentals. Mr. Tsoukalas stated that the Club would help blend any programs that are currently running with programs they plan to offer, all of them being community and youth based.

Mr. Wyss and Mr. Tsoukalas stated that the discussion tonight is to present the idea to Council and to hopefully to make it a reality. Both would like to meet in a few weeks discuss it further with the Mayor and the Council. Mayor Webster stated he believes this is a good idea and would like to discuss it further. He did ask that for the next meeting Mr. Tsoukalas present a proposal that includes what the intentions for use are as well as how they plan to blend the current programs and the proposed costs to the City. Another meeting date will be set. Mr. Tsoukalas and Mr. Wyss thanked the City for their time and look forward to meeting in the future.

RESOLUTION NO.11-07 – DESIGNATION OF REC CENTER RENTAL FEES:

Public Works Director Smith presented Council with Resolution 11-07, which amends Resolution 11-02, section 5, exhibit D, and sets the fees for the Community Center rentals. The fees are now set for resident and non-resident, security deposit and set up/clean up fees. The rates, as stated, reflect specific fees based on resident and non-resident.

MOTION: Council Member Smyth made the motion to approve Resolution 11-07, which amends Resolution 11-02, section 5, exhibit D, setting fees to be charged for Community Center rental fees, containing a severability clause. Council Member Smith seconded the motion and the motion passed unanimously.

MISTY RUIZ – CITY CLERK TREASURER:

MONTHLY FINANCE REPORT:

Clerk Treasurer Ruiz stated she did not have a monthly treasurer's report at this time.

PUBLIC WORKS DIRECTOR JD SMITH:

PUBLIC WORKS UPDATE:

SEWER: Public Works Director Smith reported that the crew had to work on a sewer plug located on Cliff Avenue. Sewer did back up into a basement of a home on Bridge Street. During the repair, it was noted that there was a very large plug of rags and grease, which made its way to the lift station and plugged one of the pumps there. This is the third sewer line issue the City has had this year with respect to grease plugs and rags (bed sheets, underwear, hand towels, socks, etc) being in the line. This is really becoming a problem and it needs to be addressed with the citizens.

WATER: There has been an issue recently with manganese building up in the lines. It is a commonly occurring substance in the water lines that is prevalent to our area. It is not harmful and is non-toxic; however the buildup of this causes low pressure issues. Public Works Director Smith stated that a hydrant flushing program is the only way to alleviate this issue and a schedule needs to be set and maintained. When we do the hydrant flushing, or in this particular case when the main core is opened, it stirs up the manganese in the lines and causes water discoloration for some of our residents. It is temporary, however does concern some customers and requires them to run the water lines in their homes for a few minutes to clear it out. Public Works Director Smith stated that his crew will begin a hydrant flush program and this will be done in the evenings on a set schedule.

WATER USE EFFICIENCY: Dye tablets for toilet tank leak detection were sent to all of our utility customers with their regular monthly billing in April.

CITY HALL SIGN: A couple of years ago, the City of Brewster sign that hangs on the pole in front of the building, was hit by a United Pipe delivery truck which broke off part of the sign. United Pipe is covering the cost of the repair. Public Works Director Smith has been in contact with Graybeal Signs out of Wenatchee who will be constructing the new sign and replacing the City Hall letters attached to the front of the building as well.

POLICE CHIEF RON OULES:

STATS AND UPDATES:

The monthly stats look good and are in line with normal. Overtime is basically non-existent, as it is all reimbursed through emphasis patrols.

Police Chief Ron Oules stated that the department has submitted for a vest replacement grant, which if received, would cover \$2,400 of the \$7,000 it will cost to replace all of the vests for the officers.

Mayor Webster announced that at this time, 7:40 pm, he would be adjourning for a 5-minute recess, after which the Council would be convening into an Executive Session.

15 MINUTE EXECUTIVE SESSION TO EVALUATE A COMPLAINT AGAINST AN EMPLOYEE:

At 7:45 pm, Mayor Webster announced that the Council Meeting will now convene into an Executive Session, lasting 15-minutes, to evaluate a complaint against an employee.

At 8:00 pm, Mayor Webster announced that there would be a 30 minute extension of the Executive Session to continue further discussion.

At 8:30 pm, with no further discussion and no action, Mayor Webster announced that the Council will now convene back into Regular Session.

ADJOURNMENT:

With there being no further business to come before the Council, the meeting was adjourned at 8:31 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Treasurer, Misty Ruiz