

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 Finance Director 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 8/8/2018 Council Meeting. The final agenda for the September Regular City Council Meeting was also reviewed. The addition of a discussion regarding the alley cleanup was requested by Council Member John Housden

MOTION: *Council Member Erickson made the motion to approve the August 8, 2018 minutes. Council Member Hurtado seconded the motion and it passed unanimously.*

MOTION: *Council Member May made the motion to approve the September final agenda with the addition of alley clean up discussion. Council Member Erickson 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, September 12, 2018, the Council, by a majority vote, does approve for payment those vouchers included in the payment list and further described as follows:

August 2018 Manual Claim Fund vouchers 2731-2733, 58790-58806, 58809-58811, 58823, 58824, 58834 and 58839-58841 in the amount of \$111,522.76 as well as September 2018 Council Claim Fund vouchers 1246, 1247, 2632, 58481, 58488-58490, 58494-58544, 58546-58557 in the total amount of \$627,228.86.

Also included in September vouchers is the void check voucher 58788 in the amount of \$959.28, (paid as overtime and should have been paid as comp time for Tyler Stotts).

August 2018 Payroll checks 2701-2730, 58726, 58727, 58731-58733, 58788, 58789, 58807, 58808, 58812—58822, 58825-58833 and 58835-58838 in the total amount of \$143,946.58.

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

PUBLIC COMMENT:

AIRPORT MASTERPLAN UPDATE – STEVE MARSHALL:

Steve Marshall of JUB presented the current Airport Master Plan Update Working Paper #1. He discussed the plan purpose, issues and identified the four-phase planning process for the update.

TRAILER COURTS – PEDRO DELACERDA:

Mr. DelaCerde presented with questions regarding mobile home removal and reset. Mayor Smyth recommended he present to the City to discuss this on a staff level. Public Works Director Webster will have City Attorney Zimmerman check into the current codes.

ALLEY CLEAN UP – JOHN HOUSDEN:

Council Member Housden stated that the alleys are very overgrown with trees and yard debris continues to be placed in the right of way. Mayor Smyth directed Public Works Director Webster and Chief Cariker to go through the alleys and check into this.

SUNSET PROPERTY WELL STATUS – SAID VELASCO:

Mr. Velasco presented to Council to check the status of the test well drilling on the Sunset property, which he owns. Public Works Director Webster stated we are still awaiting the test results and he will contact him with any new developments in the meantime.

CEMETERY DUMP PILE – MIKE LAVOIE:

Mike Lavoie, property owner in Brewster, asked if the cemetery yard debris pile would be open and available to city residents for use this fall. Public Works Director Webster stated that it will be open October 25th, and more dates and times are being discussed.

BUSINESS SALES TAX QUESTION – MIGUEL C AMPOS:

Miguel Campos presented on behalf of several business owners with the complaint of a particular business selling items, and not collecting tax on them. They believe this is unfair, and that because the business in question is owned by City Council Member Hurtado, they feel the City is overlooking this issue. After much discussion, it was noted that while the non-reporting of sales tax is an issue, the City does not regulate tax reporting to the Department of Revenue, nor is it giving preferential treatment to the business in question. Finance Director Ruiz noted that this topic has been brought up in the past by other business owners regarding other businesses operating in Brewster. The City recommended to the persons with the complaint that they contact the DOR, and Ruiz stated she has the name and number of the person to contact. The City will, however, check into this further and review the DOR reports – although it may be inconclusive.

POLICE CHIEF NATTALIE CARIKER:

STATS AND UPDATES:

Chief Cariker reviewed the department stats and updates. Complaints for the month were average when compared to the past year and overtime had 24 of the 29.5 hours reimbursed for emphasis patrols.

CHIEF DYLAN GAMBLE – FIRE DEPARTMENT UPDATES:

Fire Chief Gamble stated they had a busy month with 24 calls, mostly in the county. Council Member Erickson suggested to have the new recruits participate in home and property inspections for potential fire dangers in the spring. Gamble will meet with Finance Director Ruiz to go over the Fire Department Budget for 2019.

MAYOR ART SMYTH:

RESOLUTION NO. 2018-07, APPROVAL OF 6-YEAR STREET PLAN:

MOTION: Council Member Erickson made the motion to approve Resolution No. 2018-07, approving the 6-year Street Plan with changes to the order of priority numbers for streets to be repaired as reviewed in the attachment. Council Member Rieb seconded the motion and it

passed unanimously.

9/12/2018

ORDINANCE NO. 906 – SENIOR UTILITY RATES:

MOTION: *Council Member May made the motion to adopt Ordinance No. 906, adding section 13.04.062 to the BMC establishing rates for water, sewer and garbage services for all customers and for low income senior and low-income disabled customers. Council Member May seconded the motion and it passed unanimously.*

FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Finance Director Ruiz reviewed the monthly finance report. There were no questions. Ruiz stated that the date for the 2019 Budget Workshop needs to be set. Council agreed that it will be at 5pm on October 10th just prior to the regular City Council Meeting.

MOTION: *Council Member May made the motion to set the date and time for the 2019 Budget Workshop for 5:00 pm on October 10th in the Council Chambers. Council Member Hurtado seconded the motion and it passed unanimously.*

ORDINANCE NO. 905 – 2018 BUDGET AMENDEMENT:

MOTION: *Council Member Hurtado made the motion to adopt Ordinance No. 905, the 2018 Budget Amendment. Council Member Rieb seconded the motion and it passed unanimously.*

LEE WEBSTER – PUBLIC WORKS DEPARTMENT:

PUBLIC WORKS UPDATES:

- Crews can work on the alleyways and trees issues as Council recommends
- Centerline painting by the WSDOT is completed.
- DCPUD has not received any bids on the park restroom project. They are going to wait until spring of 2019 and put it back out for bids.
- Shoreline Reinforcement Project is near completion. Rains Contracting will replace all sprinkler lines that were damaged from the project. Council Member Housden noted that some of the cement blocks are not set correctly presenting a trip hazard. Webster asked Housden to walk these blocks with him to show the areas of concern so it can be addressed by the contractor.
- Horizon/Verizon Tower installation is moving forward. It will go out to bid in the 4th quarter of 2018 with construction planned to begin in May-June of 2019.
- Dewatering device has been sold to the City of Waitsburg and they are very pleased with it.
- The Canyon Well 75hp pump had a clay valve failure. Currently two City employees are having to “babysit” the well until the replacement valve arrives and is installed. O’Connell Drilling fixed what they could and set up a bypass. The new valve should be here in a couple of days, with the 6” valve still being about 6 weeks out for arrival. The well pump has a bit of a wobble in it now, and may need to be replaced this winter or next spring when the water demand is down. The cost of replacing the faulty valves is around \$11,000.
- Nathan Brown would like to coordinate an alley spring cleanup/City clean up through the local church groups. Webster stated that the City can provide dumpsters and garbage bags. The group is also interested in doing a puncture vine awareness and ways to abate them.
- City owned facility inspections will begin this year.

- Public Works Director Webster is seeking ratification on a motion to purchase the 1993 International dump truck with snow plow, which was approved for a total of \$20k at the August Council Meeting. The total purchase price - including tax and license - was \$21,500. He is seeking approval for the additional \$1,500.

MOTION: *Council Member Hurtado made the motion to ratify the purchase authorization of the 1993 International dump truck with plow, for \$1,500 more than the original motion of \$20K made at the August Council meeting. Council Member Rieb seconded the motion and it passed unanimously.*

JUB UPDATES:

- The warranty period for the water tank replacement project ends on October 24th. A walkthrough will be performed to identify the remaining warranty items to be addressed prior to the period ending.
- Blue Star Enterprises is ready for their closeout, with a final change order submitted to adjust the bid quantities and installed quantities has been submitted as well as the final application for payment. Additional test well sites are being explored around the City. Currently, the well project has been held up due to the lack of a well site, however, they will continue to move ahead with finding good quality water.
- GIS mapping of the sewer system is continuing. We will start sewer line jetting to get ahead of lateral GIS mapping (locating the lines to the residences).
- Water system cleaning evaluation is moving forward with potential location identification for cleaning alternatives. This will most likely be completed in the spring to minimize service disturbances during harvest.
- The General Sewer Plan kick off meeting was held last week and they are beginning to gather information.

REC CENTER UPDATES:

- Public Works Director Webster checked into the roof replacement costs for the Rec Center. He stated it would cost right around \$60K for 3-tab/composite shingles and upwards of \$165K for standing seam metal roofing. This is something that needs to be considered in the coming year and will be discussed further at the October 10th Budget Workshop.
- Mayor Smyth noted that he recently visited the Boys & Girls Club, located at the Rec Center. He said he was very disappointed to see how dirty and unkempt it was. He stated that the City will clean, paint and perform small repairs so that it will be clean and presentable to the patrons. The Boys & Girls Club will be required to keep it clean and perform monthly cleanings and minor repairs.

ADJOURNMENT: With there being no further business to come before the Council, the meeting was adjourned at 7:35 p.m.

Mayor Art Smyth

ATTEST: _____

City Clerk/Finance Director, Misty Ruiz
____(cz)