

Mayor Pro Tem Avis Christensen called the meeting to order at 6:06 p.m. The Council meeting was conducted via telephone conference call (Go To Meeting) pursuant to Governor Inslee's Proclamation No. 20-28. A roll call was taken to document those in attendance.

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

The Regular Council meeting minutes from 11/11/2020 were reviewed. The final agenda for the December City Council meeting was also reviewed.

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

Void check number 61405 for (\$810.61-stale check), 61339 (\$312.10-overpayment), 61069 (\$52.78-overpayment), 61524 (\$900.00-wrong amount) and 61543 (\$1,387.47-wrong amount).

November 2020 Manual claim vouchers, December Council 2020 claim fund vouchers and November Payroll claim voucher numbers 1310, 1312, 3749, 61418-61422, 61476-61514, 61516-61523, 61528-61532 and 61534-65152, 61544-61578 and 61586 in the total amount of \$710,043.11

MOTION: Council Member May made the motion to excuse Mayor Art Smyth, Fire Chief Dylan Gamble and Council Member Emmanuel Hurtado from the Council meeting. Also included in the motion was the approval of the 11/11/2020 regular Council minutes, accounts payable and payroll and the December final agenda. Council Member Rieb seconded the motion and it passed unanimously with a vote of 4-0.

PUBLIC COMMENT - None.

CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Chief Ruiz reviewed department stats and happenings. All is going well. Council had no questions or concerns for the Chief.

MAYOR PROTEM AVIS CHRISTENSEN:

JUB UPDATES – MICHELLE JOHNSON:

Michelle Johnson of JUB Engineering was present to give updates regarding City projects including the manganese removal project – (well house and waterline work) as well as the General Sewer Plan and broadband fiber. Questions were raised with respect to the paving job on Bridge Street, and who was responsible for the repairs. Johnson stated that Apollo is ultimately responsible for the subcontracted pavers and that this will more than likely be addressed in the spring. No other questions or concerns were brought forth for discussion.

FCS GROUP – WATER & SEWER RATE STUDY AND SDC UPDATE:

Gordon Wilson and Tagge Akker of the FCS Group reviewed the Water/Sewer Rate Study and SDC Updates. The recommendations are to continue the current practice of adopting a five-year water utility rate schedule, 3.0% increase per year 2021-2025, and continue with the current practice of adopting a five-year sewer utility rate schedule with a 5.5% increase per years 2021-2025. The group recommended to adopt an updated charge of \$4,193 per meter capacity equivalent; scale up with AWWA multiples for meter sizes greater than 5/8x3/4 for water system development charges and a charge of \$5,883 per sewer connection equivalent; scale up with multiples based on connection size for sewer system development charges.

Council Member Housden would like to discuss this further, and is not comfortable making a decision now. He also entertained the possibility of having a public comment opportunity regarding the rates. Further discussion will be held at the January City Council Meeting, with possible approval at that time.

FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Finance Director Misty Ruiz reviewed the monthly finance report. Council had no questions or concerns. She noted that the Library has a flooring project commencing soon. Ruiz also requested that Council consider approving the pay off of the current City Hall copy machine and authorize the purchase of a new one, at \$25K, plus tax. With these projects, as well as others, there may need to be a review and approval of a budget amendment before the end of the year. Ruiz anticipates a special meeting in December for this.

MOTION: *Council Member Rieb made the motion to approve the purchase of a new copy machine for the City of Brewster, at a cost of \$25,000 plus tax, and to pay off the current copy machine balance of \$8,000. Council Member Housden seconded the motion and it passed unanimously, vote of 4-0.*

EMS AGREEMENT:

MOTION: *Council Member May made the motion to approve the Interlocal Agreement for Emergency Medical Services between the City of Brewster and the Douglas Okanogan County Fire District #15. Council Member Housden seconded the motion and it passed unanimously, vote of 4-0.*

PUBLIC WORKS DIRECTOR LEE WEBSTER:

- Webster reported that we were not selected for TIB grant monies/projects in the upcoming year.
- JUB is working on estimates for repairing Old Highway 97. The chip seal done in 2020 has left the road in bad condition (too hot, too much traffic). Looking at early 2021 for repair.
- Ziply Fiber has submitting a right of way application for a fiber install on Hospital Way.

MAC & CASS PARTNERSHIP - ADDITIONAL TROVILLO HOUSING UNIT REQUEST:

The Mac & Cass Partnership has submitted a second upgraded and amended request to add 2 more housing units, for a total of 10. Ordinance No. 936 was also presented which would approve the second amended and restated development, pre-annexation and water and sewer extension agreement for the units located at 1115 West Indian Avenue, in the City of Brewster UGA. This request is to have public hearing/comment time.

It was decided to set a special council meeting date of December 30th at 6 pm.

MOTION: *Council Member Housden made the motion to set a special meeting date of December 30th, at 6pm via GoTo Meeting, to hold a public hearing regarding the Mac & Cass Partnership – additional Trovillo Housing Unit request. Council Member Rieb seconded the motion and it passed unanimously with a vote of 4-0.*

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 7:30 p.m.

Mayor Pro Tem Avis Christensen

ATTEST:

Finance Director, Misty Ruiz

CZ