

Mayor Art Smyth called the meeting to order at 6:00 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, Emmanuel Hurtado and John Housden. Also present were Public Works Director Lee Webster, Chief of Police Marcos Ruiz, Finance Director Misty Ruiz, Deputy Clerk Desha Rupeiks, City Attorney Chuck Zimmerman, City Planner Kurt Danison and Michelle Johnson of JUB Engineering. Also present was Chamber President Mike Mauk and for public comment, Anna Marie Dalbey.

The Regular Council meeting minutes from 3/10/2021 were reviewed. The final agenda for the April City Council meeting was also reviewed with the addition of Mental Health Month Proclamation, Quarterly Finance Report and Council Member Avis Christensen announcement.

MOTION: *Council Member Christensen made the motion to approve April final agenda with additions above. Council Member May seconded the motion and it passed unanimously.*

MOTION: *Council Member May made the motion to approve the 3/10/2021 Regular Council meeting minutes. Council Member Hurtado 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 April 14, 2021, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

March 2021 Manual A/P Total:	\$46,776.11
April 2021 Council A/P Total:	\$645,388.10
March 2021 Payroll Total:	\$152,199.05
TOTAL:	\$844,363.26

Check numbers: 1319–1322, 61811, 61812, 61864-61869, 61871-61880, 61895-61913, 61918-61968, 3867-3907 and 3923-3927,

Also approved was void check, Municipal Court, #1311 for \$34.89 (incorrect amount). Void check numbers 61885-61894, printing error).

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:

ANNA MARIE DALBEY – ZONING QUESTION 110 N. 4TH STREET – AND KURT DANISON, CITY PLANNER STAFF REPORT:

Anna Marie Dalbey, a local realtor, was present via phone to discuss a variance or a zone change to a property her company has listed for sale. The building located at 110 N. 4th is a C1 (commercial) zone and she has requested Council allow the building to be sold for residential use. She noted there is a dire need for single family residences in our community and would like to be able to market this building for single family residential occupancy.

City Planner, Kurt Danison, reviewed the staff report on this request for conversion of a commercial building in the central business district to a single-family residence. Danison went on to review the background of the request as well as the current zoning.

Danison noted that while the City Council has the authority to override the provisions of the zoning code, he cautioned against this as the potential for unintended consequences could occur, specifically in that it would establish a precedence that could be the justification for future requests that may be contrary to the purpose and intent of the City's zoning code.

It is the recommendation of Mr. Danison and the City staff that Council deny the request to allow for conversion of the existing commercial structure in the C1 zoning district to a single family dwelling use for the following reasons; a single family dwelling is a prohibited use in the C1 zone; the subject property is an existing non-conforming lot; there are very few restrictions on the use of the property for a wide range of commercial uses and the intent of the central business district is to encourage and promote commercial activities.

At this time, the Council was not in favor of changing the zoning to permit the requested use. The property owner can contact the City to discuss this further and can submit an application, although is very unlikely that it would be approved. Ms. Dalbey stated she would talk to the property owner and have them contact the City for further questions.

CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Chief of Police Marcos Ruiz reviewed the department updates. The department is running smoothly. The department is also looking to restart the Explorer Program. This program has been beneficial with introducing and educating people who are interested in a Law Enforcement career.

FIRE CHIEF DYLAN GAMBLE:

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

MAYOR ART SMYTH:

SET PUBLIC HEARING DATE FOR VARIANCE REQUEST, 302 S. 1ST STREET:

MOTION: Council Member Housden made the motion to set the Public Hearing date for the 302 S. 1st Street variance request submitted by Brad Mason for May 12th, 2021 at the Regular City Council Meeting. Council Member Christensen seconded the motion and it passed unanimously.

PUBLIC EVENT APPLICATION – 4TH OF JULY CELEBRATION:

The Brewster Chamber 4th of July Celebration event application was reviewed. The only area of concern was the parade route. Chamber President Mike Mauk noted that the parade route may likely be changed to start at the high school parking lot, or possibly the SDA Church at the corner of 7th and Main. Chief Ruiz encouraged this change for traffic flow concerns and complemented the Chamber on the completeness of the application.

MOTION: Council Member Christensen made the motion to approve the Chamber of Commerce 4th of July Celebration Event Application. It is to be understood that the approval of the event application by the City of Brewster is not a guarantee that the Governor of Washington will allow said event to take place due to Covid restrictions at that time. Council Member May seconded the motion and it passed unanimously.

FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Finance Director Ruiz reviewed the monthly and quarterly finance reports. Ruiz also reviewed the Perpetual Care Fund investment purchase for the City. Council had no questions or concerns.

ANNUAL REPORT REVIEW:

Council reviewed the City of Brewster Annual Report for fiscal year 2020. The following motion was made:

MOTION: Council Member May made the motion to approve the City of Brewster Annual Report for fiscal year 2020. Council Member Hurtado seconded the motion and it passed unanimously.

MENTAL HEALTH MONTH PROCLAMATION:

Finance Director Ruiz read aloud the Mental Health Month Proclamation, designating The month of May as Mental Health Month. This proclamation will be signed by the Mayor to show the support of the City of Brewster for this designation.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

Public Works Director Lee Webster reviewed project updates for the Public Works Department. He noted that all is going well, and as noted in the JUB update, the waterline project is progressing. The pavement repair will take place as soon as weather permits, and they have performed the pavement testing. There are sections of the roadway on Bridge that will be milled and planed down to create a smooth surface prior to repair. This will also take place on North 7th near the Ace Hardware where there is a rough area that has needed repair for several years.

He also noted that there will be 2021 Graduating Senior Banners displayed throughout Brewster to honor Brewster Graduates.

Council Member Housden asked whether the City would have issues with obtaining chemicals for the swimming pool due to nationwide shortages. Webster stated that we have all the chemicals needed for this season.

JUB UPDATES – MICHELLE JOHNSON:

The main line installation is complete and is now in final testing. Once the testing is complete, the existing system tie-ins will take place. The correction action proposal from the contractor for Bridge Street has not been received, but asphalt cores have been collected for structural integrity and to help with the determination of the corrective work approach. The well and well house project is moving along as expected with completion of the Lower Reservoir Well House building. Drilling at the Canyon site will require modifications to the water right request. All other processes are being completed as well. JUB is working on a draft scope of services for the wastewater upgrades that will be reviewed with staff later this month. The wellhead protection covenant was explained.

WELL HEAD PROTECTION COVENANT:

MOTION: Council Member Hurtado made the motion to approve the City of Brewster Well Head Protection Covenant. Council Member Rieb seconded the motion and it passed unanimously.

COUNCIL MEMBER AVIS CHRISTENSEN:

Council Member Christensen announced, with much sadness, that she must resign her position on the Brewster City Council effective immediately. She is moving outside of the City limits and because being a resident in the City limits of Brewster is a requirement to serve on the Council, she must resign. She thanked the Mayor, her fellow Council Members as well as the City staff and citizens of Brewster for giving her the opportunity to serve. She stated she has enjoyed working with and for the citizens of Brewster. The Mayor and Council thanked Ms. Christensen for her hard work, dedication, and contributions to the success of the City.

The Mayor noted that there is now a vacancy on the City Council that will need to be filled. The person who fills this vacancy will serve until the fall election results are certified. Candidates seeking to fill this position will need to file for the position next month to be on the ballot this fall. He encouraged anyone with suggestions, or if someone would like to serve on the City Council, to contact the City or him.

Because Council Member Christensen also served as Mayor Pro Tem, election of a new Mayor Pro Tem is necessary at this time.

MOTION: Council Member Hurtado made the motion to elect Council Member Tim Rieb as Mayor Pro Tem. Council Member Housden seconded the motion and it passed unanimously.

4/14/2021

The Mayor appointed Council Member Hurtado to the Park and Rec Committee for the City Council.

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 7:10 p.m.

Mayor Art Smyth

ATTEST:

Finance Director, Misty Ruiz