

Mayor Pro Tem Tim Rieb called the meeting to order at 6:05 p.m. Council Members present were Jan May, John Housden and Glenn Farrington. Also present were Public Works Director Lee Webster, Chief of Police Marcos Ruiz (via phone), City Clerk/Finance Director Misty Ruiz, City Attorney Chuck Zimmerman, Michelle Johnson of JUB (via phone) and Deputy Clerk Desha Rupeiks.

MOTION: *Council Member Farrington made the motion to excuse Mayor Art Smyth from the City Council Meeting. Council Member May seconded the motion and it passed unanimously.*

MOTION: *Council Member Housden made the motion to excuse Council Member Emmanuel Hurtado from the City Council Meeting. Council Member May seconded the motion and it passed unanimously.*

The Regular Council meeting minutes from 7/15/2021 were reviewed. The final agenda for the August City Council meeting was also reviewed. The addition of the masked vs. phone in meetings discussion, surplus of the patrol canine (Taz), engineering agreement #1, and alley/street question (Housden) were noted. The removal of the quarterly report from the agenda was also requested.

MOTION: *Council Member May made the motion to approve the August final agenda. Council Member Housden seconded the motion and it passed unanimously.*

MOTION: *Council Member May made the motion to approve the 7/15/2021 Regular Council meeting minutes. Council Member Housden seconded the motion and it passed unanimously.*

MOTION: *Council Member Farrington made the motion to approve the 8/5/2021 Special Council meeting minutes. Council Member Housden 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 August 19, 2021, the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows:

July 2021 Manual A/P Total:	\$45,971.69
August 2021 Council A/P Total:	\$1,208,940.99
<u>July 2021 Payroll Total:</u>	<u>\$173,777.55</u>
TOTAL:	\$1,428,090.23

Check numbers 1327-1330, 4043-4056, 4059-4085, 4099-4101, 62201, 62259-62268, 62273-62293, 62303-62311, 62314-62370, 63875-63899, 63903 and 63904.

Void Checks include: 62213 (lost in mail) 62160 (printed in error) 62261, 62269-62272 and 62294-62302 (check order print error from file cabinet).

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

PUBLIC COMMENT:

Chamber President Mike Mauk was present and noted the Salmon Derby was a great success. They sold roughly 250 tickets and weighed a total of 95 fish for the three-day derby. He thanked the City Parks Crew for all of their help with set up of barriers.

MAYOR PRO TEM TIM RIEB:

ECONOMIC ALLIANCE INFRASTRUCTURE COMMITTEE RECOMMENDATIONS:

The Economic Alliance Infrastructure Committee Recommendations were reviewed. Many projects were submitted, which the committee prioritized. Brewster’s requested projects were not at the top of the list; however, they are being considered.

MASKED IN-PERSON VS GO-TO MEETING VIA PHONE:

MOTION: *Council Member May made the motion that we go back to the phone-in, “Go-To” meetings for the next two months until the mask mandate is removed. She also asked that it be added to the agenda for discussion at each Council meeting to determine on a month-to-month basis. Council Member Housden seconded the motion and it passed unanimously.*

CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Chief Marcos Ruiz stated that his officers are handling calls as they can. They are spending quite a bit of time explaining to residents why we cannot respond to certain types of calls.

Chief Ruiz noted that Officer Aguilar is no longer with the department. Chief Ruiz asked Council to consider surplus sale of the department narcotics dog, Taz (K-9) for \$1.00 back to Aguilar. The dog, Taz, has only had one handler, Aguilar, and they do not adjust well to changes in handlers and become a part of the handler's family. Ruiz feels the best thing to do in the interest of the department and to the dog is to allow Aguilar to retain Taz.

MOTION: Council Member Housden made the motion to authorize the surplus of Brewster K-9, Taz, in the amount of \$1.00 to handler, Javier Aguilar. Council Member May seconded the motion and it passed unanimously.

CITY CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Ruiz reviewed the monthly finance report. A large water project payment was made. She also noted that the audit is still in process and that there may be a finding on or purchasing procurement policy. She does not agree with this, as we have a policy in place and have followed it line by line, however, the auditors did not feel it was "robust" enough, so it will be changed.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

Public Works Director Lee Webster reviewed the following Public Works Updates:

- Webster noted he received a confirmation letter stating the City of Brewster had been awarded \$882,000 for our Old Hwy 97 Reconstruction Project.

MOTION: Council Member Housden made the motion to authorize the Mayor, Public Works Director and City Finance Director to complete an RFP process for professional engineering services, to negotiate the terms of an agreement with their recommended, selected engineering firm and then to bring the negotiated agreement back to Council for Council review and consideration of approval. Council Member May seconded the motion and it passed unanimously.

- TIB applications for 7th and Main were submitted. We should hear back some time in November.
- The nets have been set up at the softball fields.
- Playground equipment has been delivered, we are just awaiting the take down of the old equipment and site prep.
- Goat heads (puncture vine) is very bad this year and the crews have been working hard to remove them. So far, they have removed six truck loads.
- An ordinance is being prepared for September Council to address commercial buildings and building permit requirements.
- Chip seal is to begin in multiple streets throughout the City beginning August 18th. The turn around under the jet at the end of Main Street will also be double chip sealed.

ALLEY/STREET QUESTION:

Council Member Housden asked about the alley extension that loops from Douglas down to Bridge. He believes this is an extension of 3rd Street that was originally used as an access; however, it is being used more and more frequently. Many homes are being built in this area and feels we need to take a look at improving this roadway to accommodate the increase in traffic. Public Works Director Webster will check into this further.

JUB UPDATES:

Michelle Johnson of JUB, attending the meeting via phone, gave the following project updates:

- Waterline Project: JUB and Apollo went over the punch list today. An updated list will be provided to Apollo.
- The two change order items – colored concrete for Bridge and Main as well as additional bollards – are being worked through with PWD Webster and Apollo.
- Well House Project is awaiting some electrical gear that has been delayed.
- The water rights application for the New Canyon Well is under review by DOE, and was postponed 30-days. It should be complete by September.
- Bids for the New Canyon Well were opened yesterday. There were three bidders. It is the recommendation of JUB that Council consider award of the well drilling contract to Holt Services Inc., contingent upon review of legal counsel and the funding agency.

MOTION: *Council Member May made the motion to accept and award Holt Services Inc., as the lowest qualified bidder for the New Canyon Well Project and to authorize the Mayor to execute the contract and any other documents necessary to move forward with the New Canyon Well Project. Council Member Housden seconded the motion and it passed unanimously.*

AMENDMENT TO OWNER-ENGINEER AGREEMENT, AMENDMENT NO.1, EXHIBIT K:

MOTION: *Council Member May made the motion to approve the owner (City of Brewster) and Engineer (JUB Engineering) agreement, Amendment No. 1, exhibit K, for the City of Brewster Water Facilities Upgrades 2017-2020 Improvements additional services performed by engineer and modification of payments to engineer. The amended amount is \$560,600.00. Council Member Farrington seconded the motion and it passed unanimously.*

ADJOURNMENT

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

Mayor Pro Tem Tim Rieb

ATTEST:

City Clerk/Finance Director, Misty Ruiz