

Mayor Art Smyth called the meeting to order at 6:01 p.m. The Council meeting was conducted via telephone conference call (GoToMeeting). A roll call was taken to document those in attendance.

Council Members present by phone were Tim Rieb, Jan May Glenn Farrington and John Housden. Also present were Public Works Director Lee Webster, Chief of Police Marcos Ruiz, Clerk/Finance Director Misty Ruiz, City Attorney Kait Schilling, Deputy Clerk Desha Rupeiks, Michelle Johnson of JUB and Brewster Librarian Daniel Blanchard.

The Regular Council meeting minutes from 8/19/2021 were reviewed. The final agenda for the September City Council meeting was also reviewed.

MOTION: *Council Member May made the motion to approve the above noted Council meeting minutes. Council Member Rieb seconded the motion and it passed unanimously.*

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

MOTION: *Council Member Housden made the motion to excuse Council Member Hurtado from the September Council Meeting. Council Member Farrington 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 September 16, 2021, the Council, by a majority vote, does approve for payment the vouchers included in the voucher payment list and further described as follows:

August 2021 Manual A/P Total:	\$16,684.21
September 2021 Council A/P Total:	\$344,148.25
<u>August 2021 Payroll Total:</u>	<u>\$158,320.04</u>
Total:	\$519,152.50

Check numbers: 1331, 1332, 4086-4098, 4102-4128, 4142, 62312, 62312, 62371-62414, 62419, 62424-62472, 63901 and 63902. Also approved was void check 62405 (\$463.33)-duplicate payment. The amount had previously paid with credit card.

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

PUBLIC COMMENT:

Daniel Blanchard of the Brewster Library was present. He thanked the City for the use of the swimming pool for the end of summer party. He was also very thankful for the fresh masks that the City has supplied each week as well as the new paint outside, the scheduled lawn care, window cleaning and new drinking fountain.

Mr. Blanchard also discussed the possibility of some signage on Hwy 97 to help inform and direct people driving through to our downtown area businesses and library. Council liked this idea and directed him to speak with City Hall at a staff level for more information, which he will do.

CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Chief Marcos Ruiz reviewed the BPD happenings and updates. He reviewed several issues the department has handled in the last month ranging from protection order violations, dog issues, vehicle accident at the Cove Park and loud mufflers. He noted that he understands the loud exhaust issue and speeding is a plaguing issue for our community, as well as others, and he is going to be looking into ways to help curb the problem with overtime shifts, mobile speed bumps and the possible purchase of a portable speed reader trailer.

MAYOR ART SMYTH:

APOLLO CHANGE ORDER:

The deductive change order #3 is not completed, and we are awaiting an update for when this will be completed and presented for approval.

PUBLIC EVENT APPLICATION – TONY NEWTON MEMORIAL REGATTA:

MOTION: *Council Member Farrington made the motion to approve the Tony Newton Memorial Regatta (hydroplane races) as submitted. Council Member May seconded the motion and it passed unanimously.*

ORDINANCE NO. 941 – COMMERCIAL CONSTRUCTION LICENSED DESIGN PROFESSIONAL REVIEW:

MOTION: *Council Member May made the motion to adopt Ordinance No 941, amending the BMC, requiring a licensed design professional to design commercial construction work in the City prior to submittal of applications, permits and plans to the City. Council Member Rieb seconded the motion and it passed unanimously.*

IN PERSON/GO-TO MEETING DISCUSSION:

MOTION: *Council Member Housden made the motion to continue the phone-in, "Go-To" meeting for the month of October, 2021. This will be discussed and determined on a month-to-month basis. Council Member Farrington seconded the motion and it passed unanimously.*

CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Clerk/Finance Director Misty Ruiz reviewed the monthly finance report. There have been no new changes. She is currently working on the 2022 Budget and will be talking with the Council Members later this month. There were no questions or concerns.

SET BUDGET WORKSHOP DATE:

The Budget Workshop will take place with individual meetings between Council members and the department heads, as it has been determined no in person meetings will take place at this time. Clerk/Finance Director Ruiz will set up times with each Council Member.

SPECIAL MEETING NOTICE – AUDIT EXIT, SEPT. 24TH AT 10AM:

The Audit Exit meeting has been set for September 24th at 10am. This will be via Go-To Meeting, and no in person meeting will be held. Council is not required to attend the Go-To Audit Exit meeting; however, an agenda has been created and distributed to news media in the event that two or more council members log into the meeting, therefore creating a quorum.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

JUB UPDATES – MICHELLE JOHNSON:

Waterline Project: JUB and Apollo have reviewed the project for final completion. They are still working on a few outstanding items including the colored concrete for Bridge/Main and corrective action on a connection at Hospital Way.

Well House Project: The delayed electrical equipment arrived and has been installed. The pump has been started and run to waste for samples this week. Final startup is scheduled for the week of the 28th pending water samples.

Canyon Well: The DOE has approved the water rights for the New Canyon Well. Agreements have been sent to Holt Services, Inc for drilling of the new well.

PROJECT UPDATES: Public Works Director Lee Webster reviewed the following:

- The chip seal is completed and went very well.
- The Old Hwy 97 project is moving along very well. The funds are being secured. Webster needs two council members to score the RFQ's on October 29th. Council Member Rieb and Council Member Housden will do this at 10 am on the 29th.
- Paint striping on the City streets was completed today by the WSDOT.
- A walkthrough with JUB for the sewer project predesign will be done soon.
- Puncture vine clean up is still in progress. If anyone sees any areas that need to be cleaned up, please let him know.
- A ratification of signatures is needed on the substantial completion form for the water project –

MOTION: *Council Member May made the motion to ratify the signatures on the Water Project substantial completion form. Council Member Rieb seconded the motion and it passed unanimously.*

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 6:40 p.m.

Mayor Art Smyth

ATTEST:

Clerk/Finance Director, Misty Ruiz