

Mayor Pro-Tem Tim Rieb called the meeting to order at 6:00 p.m. The Council meeting was conducted via telephone conference call (GoToMeeting) pursuant to Governor Inslee's Proclamation No. 20-28. A roll call was taken to document those in attendance.

Council Members present by phone were Emmanuel Hurtado, Jan May, Glenn Farrington and John Housden. Also present were Public Works Director Lee Webster, Finance Director Misty Ruiz, Chief of Police Marcos Ruiz, Fire Chief Dylan Gamble and Deputy Clerk Desha Rupeiks. City Attorney Kait Schilling was in attendance as was Michelle Johnson of JUB Engineering.

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

NOVEMBER 18, 2021 FINAL AGENDA:

The final agenda for the November City Council meeting was reviewed.

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

PUBLIC HEARING 2022 FINAL BUDGET/PROPERTY TAX/EMS LEVY:

The Public Hearing for the City of Brewster 2022 Final Budget, Property Tax Levy and the EMS Levy was declared open. No public comment was brought forth. The Public Hearing was then declared closed.

CONSENT AGENDA:

- a. Council Regular meeting minutes – 10/21/2021
- b. November Council A/P, void check# 62572, October Manual A/P and October Payroll (see amounts, voucher numbers and certification notation below)
- c. Resolution No. 2021-07 – Property Tax Levy
- d. Resolution No. 2021-08 – EMS Levy
- e. Resolution No. 2021-06 – Procurement Policy
- f. Interlocal Agreement with Okanogan County for 2022 Building Inspection Services
- g. Approval of Moto-Shoot Target, in the amount of \$11,689.24
- h. Application for payment – Apollo Inc, in the amount of \$206,455.89.

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.

October 2021 Manual A/P Total:	\$20,693.98
November 2021 Council A/P Total:	\$240,325.55
<u>October 2021 Payroll Total:</u>	<u>\$148,704.63</u>
TOTAL:	\$409,724.16

Check numbers: 1335, 1336, 4170-4182, 4187-4215, 62493-62495, 62546, 62458, 62550-62578 and 62581-62630. Void Check number 62572 (rate change, reprint).

CONSENT AGENDA:

MOTION: *Council Member Hurtado made the motion to approve the Consent Agenda, consisting of items a-h, identified in the above listing. All items listed are approved with this single motion. Council Member Farrington seconded the motion and it passed unanimously.*

ORDINANCE NO. 942 – 2022 FINAL BUDGET ORDINANCE:

MOTION: *Council Member Farrington made the motion to adopt Ordinance No. 942, approving the 2022 Final Budget for the City of Brewster. Council Member Housden seconded the motion and it passed unanimously.*

CHIEF OF POLICE MARCOS RUIZ:

Chief Ruiz reviewed the department stats and happenings. Halloween went well, with the officers handing out a lot of candy. Council had no questions.

FIRE CHIEF DYLAN GAMBLE:

Fire Chief Gamble noted the department is doing well. The City owned fire truck will be going to get repaired as well as annual maintenance. He discussed the possible purchase of the air bottle filling station, which will cost around \$85K. Clerk Ruiz noted that there is money in the budget should Council decide to authorize the purchase.

CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Clerk/Finance Director Ruiz reviewed the monthly finance report as well as the quarterly report. She noted that all departments are doing well. The revenues are good, and expenditures are low. Ruiz also reviewed the DOR audit results.

JUB UPDATES- MICHELLE JOHNSON:

Michelle Johnson of JUB went over project updates. The Waterline project is finishing up and a final change order for bid adjustments quantities and final work should be ready for Council by December. The final programming and start up phase for the Well House project is nearing completion. Once the programming coordination is complete, the city will be able to use the well as its main source. There is an onsite meeting scheduled for December 7th. A pre-construction meeting is being set up for the drilling of the Canyon Well. The agreements have been sent to Holt Services for this as well.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

PROJECT UPDATES:

Public Works Director Webster noted that the crews have been working on clean up and getting equipment ready for snow removal. The Cove Park new playground equipment may take place next spring as they are currently experiencing worker shortages. The suggestion of turning West Indian Avenue in to a one-way street has been discussed with the County, and they are asking for us to write a formal request.

Council Member Housden asked if the hydrant that had been damaged this summer up on Highway 97 had been repaired. PW Director Webster stated that because this was an old connection, the repair will be a bit more extensive than expected and it is anticipated that this will be done in the spring of 2022. Because this was damage caused by a third-party, the trucking company/insurance will be covering the costs of the repair.

COUNCIL MEETINGS - IN-PERSON VS. GOTO MEETING:

MOTION: Council Member Housden made the motion to hold the December Regular City Council Meeting via GoTo Meeting. 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 6:35 p.m.

Mayor Pro Tem Tim Rieb

ATTEST:

Clerk/Finance Director, Misty Ruiz