

Mayor Pro Tem Tim Rieb called the meeting to order at 6:08 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 Tim Rieb, Jan May, Glenn Farrington and John Housden. Also present were Public Works Director Lee Webster, Finance Director Misty Ruiz, Chief of Police Marcos Ruiz, Deputy Clerk Desha Rupeiks and City Attorney Chuck Zimmerman. Mayor Art Smyth joined the meeting after roll call.

DECEMBER 16, 2021 FINAL AGENDA:

The final agenda for the December City Council meeting was reviewed. The addition of item e.6) Discussion/possible action regarding a sewer back up, will be added under Public Works.

MOTION: Council Member May made the motion to approve the December final agenda with additions. Council Member Rieb seconded the motion and it passed unanimously.

CONSENT AGENDA:

- a. Council Special meeting minutes – 11/17/2021
- b. Council Regular meeting minutes – 11/18/2021
- c. December Council A/P, void check #62669, November Manual A/P and November Payroll (see amounts, voucher numbers and certification notation below)
- d. DOT/FAA Outlay Report & Request for Reimbursement – Ratification of Signatures
- e. Community Action Council Water Assistance Program Vendor Agreement

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.

November 2021 Manual A/P Total:	\$236,438.38
December 2021 Council A/P Total:	\$211,425.59
November 2021 Payroll Total:	\$179,355.86
TOTAL:	\$627,219.83

Check numbers: 1337, 1338, 4126-4258, 4272-4278, 62579, 62580, 62631-62667 and 62671-62723. Also void check number 62669 (rate change, reprint).

CONSENT AGENDA:

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

CHIEF OF POLICE MARCOS RUIZ:

The monthly memo was sent out to Council. There were no questions or concerns. Chief Ruiz did mention that they participated in the Cops-N-Kids Christmas shopping program and it was a great success. A short audio clip of the Log Church Christmas Carols being sung by the children was played for Council.

CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Clerk/Finance Director Ruiz reviewed the monthly finance report. Numbers are in line with past months. An application for payment for the USDA was submitted, and this will clear up the books for the water funds. The Department of Retirement Systems audit is completed and was good.

JUB UPDATES:

Public Works Director Webster reviewed the JUB updates - the new well went on line December 7th, however there were communication issues with the radio antenna (too small) so a new one has been ordered. The notice to proceed for the drilling of the new well with Holt Services has a January 3rd start date. It is projected to take about 2 weeks. The diameter of the drilling/casing will be 16 inches.

PUBLIC WORKS DIRECTOR LEE WEBSTER:

PROJECT/UPDATES: In September of this year, there was a sewer line back up at 720 W. Jay Avenue. The City will pay for the costs of the cleanup/repair in exchange for a signed release from the homeowner.

MOTION: Council Member May made the motion to approve the payment of \$3,306.00 as the final payment for the Mary Joyce Steele property sewer backup at 720 W. Jay Avenue in September of 2021 in exchange for a signed release. Council Member Rieb seconded the motion and it passed unanimously.

APPROVE SELECTION OF JUB ENGINEERS AS AIRPORT ENGINEERS IN RESPONSE TO RFP:

MOTION: *Council Member May made the motion to approve the selection of JUB Engineering as the Airport Engineers in response to the RFP. Council Member Rieb seconded the motion and it passed unanimously.*

APPROVE AGREEMENT WITH JUB ENGINEERS - AIRPORT ENGINEERING SERVICES:

MOTION: *Council Member Rieb made the motion to approve the Professional Engineering Services Agreement with JUB Engineers for Airport Services. Council Member Housden seconded the motion and it passed unanimously.*

OLD HIGHWAY 97 RECONSTRUCTION ENGINEERING AGREEMENT/JUB:

MOTION: *Council Member Farrington made the motion to approve the Architects and Engineering Professional Services Cost-Plus Fixed Fee Consultant Agreement with JUB Engineers for the Old Highway 97 Reconstruction Project in the form provided in the Council packet, subject to approval of the City Funding Application with Okanogan County. Council Member May seconded the motion and it passed unanimously.*

COUNCIL MEETINGS - IN-PERSON VS. GOTO MEETING:

After discussion of the meeting format for the January 2022 Council meeting, Council consensus was to continue with the call-in meeting format for the January meeting and switch to the in-person meeting format for the February meeting.

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 6:32 p.m.

Mayor Art Smyth

ATTEST:

Clerk/Finance Director, Misty Ruiz