

Mayor Art Smyth called the meeting to order at 6:04 p.m. Council Members present were Tim Rieb, John Housden, Pedro De la Cerda and Jan May. Also present were Public Works Director Lee Webster, City Clerk/Finance Director Misty Ruiz, City Attorneys Kait Schilling and Chuck Zimmerman as well Deputy Clerk Desha Rupeiks.

**MOTION:** *Council Member Rieb made the motion to excuse Council Member Glenn Farrington from the July Council Meeting. Council Member May seconded the motion and it passed unanimously.*

**JULY, 2022 FINAL AGENDA:**

The final agenda for the July City Council meeting was reviewed, with the addition of discussion related to ballot box location, utility billing mailing/late fees, Boys & Girls Club lease and a 10-minute Exempt Session to discuss Collective Bargaining (no action).

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

**CONSENT AGENDA:**

- a. Council Regular meeting minutes – 6/16/2022
- b. Accounts Payable Approval for June 2022 Manual, June 2022 Payroll and July 2022 Council A/P.

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.

|                                     |                     |
|-------------------------------------|---------------------|
| June Manual A/P Total:              | \$30,169.43         |
| June 2022 Payroll Total:            | \$170,948.05        |
| <u>July 2022 Council A/P Total:</u> | <u>\$305,579.94</u> |
| <b>TOTAL:</b>                       | <b>\$506,697.42</b> |

**Check numbers:** 1349, 4512-4524, 4527-4555, 5000, 63163-63165, 63217-63254, 63259-63261 and 63263-63325.

**CONSENT AGENDA:**

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

**PUBLIC COMMENT:**

**KEVIN NEWPORT – OCSO CANDIDATE:**

Kevin Newport discussed he is running for Okanogan County Sheriff. He discussed his reasons for running and his plans for the department if elected.

**BALLOT BOX FOR CITY OF BREWSTER:**

Council Member John Housden addressed the need for the City of Brewster to have a ballot box drop location. There are several potential sites for the placement of the box and Finance Director Ruiz will contact the auditor's office to see what our options are.

**MAYOR ART SMYTH:**

**JUDGE PRO TEM SHANNON MOREAU:**

Mayor Smyth announced the appointment of Shannon Moreau as Judge Pro Tem.

**SHORELINE MASTERPLAN UPDATE:**

***MOTION: Council Member May made the motion to authorize moving forward with the Shoreline Masterplan Updates and setting a public hearing date for August 16<sup>th</sup> at 6:00 pm at City Hall. Council Member Rieb seconded the motion and it passed unanimously.***

**CHIEF OF POLICE MARCOS RUIZ:**

Police Chief Marcos Ruiz reviewed department updates and stats. He said that calls for service are up. The 4<sup>th</sup> of July went very well and having the PD Gazebo set up at the park was a great place for the department to be centrally located to engage with the citizens as well as having LE set up in a very busy area.

**CITY CLERK/FINANCE DIRECTOR MISTY RUIZ:**

**MONTHLY FINANCE REPORT & QUARTERLY FINANCE REPORT:**

Finance Director Ruiz reviewed the monthly finance as well as the quarterly finance reports. There were no questions or concerns from Council.

PLATEUA ARCHAEOLOGICAL INVESTIGATIONS - MONITORING FOR WELL HOUSE PROJECT:

**MOTION:** *Council Member Housden made the motion to approve the Plateau Archaeological Investigations, LLC, Brewster Well House Project price proposal, in the amount of \$8,040.00, for 5 days of cultural resource field monitoring. Council Member Rieb seconded the motion and it passed unanimously.*

PLATEAU ARCHEAOLOGICAL INVESTIGATIONS – OLD HIGHWAY 97 CULTURAL RESOURCE SURVEY:

**MOTION:** *Council Member Housden made the motion to approve Plateau Archaeological Investigations, LLC, Old Highway 97 Reconstruction Project Cultural Resource Survey in the amount of \$6,528.97. Council Member May seconded the motion and it passed unanimously.*

ECOLOGY INCREASED FUNDING:

Finance Director Ruiz announced that the City had received an additional \$2 million dollars from the Department of Ecology.

TONY NEWTON MEMORIAL REGATTA – AMBULANCE FEES:

**MOTION:** *Council Member Housden made the motion contribute up to \$1,000 to the Tacoma Inboard Racing Association as reimbursement for paid receipts for advertising the Tony Newton Memorial Regatta to be held September 9<sup>th</sup> and 10<sup>th</sup>, 2022, in Brewster using hotel-motel funds if the advertising expenses are for attracting tourists to visit Brewster for the event. Council Member Rieb seconded the motion and it passed unanimously.*

UTILITY BILLING/LATE FEES:

The company that mails our monthly billing did not send out our June billing until July 11<sup>th</sup>. This is not sufficient time for our customers to receive their bill and pay it by the 18<sup>th</sup>. Finance Director Ruiz is asking for Council approval to waive the late fees for the June billing.

**MOTION:** *Council Member May made the motion to authorize waiving the late fees for the June Utility Billing due to late mailing by our processing company. Council Member Rieb seconded the motion and it passed unanimously.*

**PUBLIC WORKS DIRECTOR LEE WEBSTER:**

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

**JUB UPDATES:**

Webster reviewed the JUB updates. All projects are moving along nicely.

**MOTION:** *Council Member Rieb made the motion to approve a deductive change order for \$460.70 for Holt Services (Well Project). Council Member De la Cerda seconded the motion and it passed unanimously.*

**WSDOT RADAR FEEDBACK SIGN:**

**MOTION:** *Council Member May made the motion to approve the agreement between the WSDOT and the City of Brewster for the installation of a Drivers Feedback Sign at SR 173 and milepost 10.95 NB. Council Member Rieb seconded the motion and it passed unanimously.*

**BOYS & GIRLS CLUB LEASE:**

**MOTION:** *Council Member May made the motion to authorize the Mayor and City staff to work with the City attorneys to negotiate the terms of a 15-year extension of the existing lease or a new lease with the Boys & Girls Club and to sign the lease extension or new lease. Council Member Rieb seconded the motion and it passed unanimously.*

**PUBLIC WORKS -OTHER:**

- Applications for the fog seal project are being submitted.
- Ziplly high-speed fiber was planning to start their project in November, however, they are having issues with obtaining the fiber.
- The trees on main street are causing issues with the sidewalks. PWD Webster is asking Council for direction on removal or replacement. Council had no objection to PWD Webster removing the trees he deems should be removed.

**10-MINUTE EXEMPT SESSION – COLLECTIVE BARGAINING:**

At 7:15 pm, Mayor Smyth announced that Council will convene to an Exempt Session to discuss collective bargaining. This will last for 10-minutes, with no action taken. The session adjourned at 7:25 pm.

**ADJOURNMENT**

With there being no further business to come before the Council, the meeting was adjourned at 7:25 p.m.

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Mayor Art Smyth

ATTEST:

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City Clerk/Finance Director, Misty Ruiz  
cz/dr