

Mayor Art Smyth called the meeting to order at 6:00 p.m. Council Members present were Tim Rieb (via phone), John Housden, Glenn Farrington, Pedro De la Cerda and Jan May. Also present were City Clerk/Finance Director Misty Ruiz, Police Chief Marcos Ruiz, Public Works Director Lee Webster, Deputy Clerk Desha Rupeiks and Michelle Johnson of JUB (via video call).

OCTOBER 20, 2022 FINAL AGENDA:

The final agenda for the October City Council meeting was reviewed, with the addition of an Exempt Executive Session (RCW 42.30.140(4) Collective Bargaining at the end of the meeting, with no action to be taken.

MOTION: Council Member May made the motion to approve the October final agenda with the above noted addition. Council Member Housden seconded the motion and it passed unanimously.

CONSENT AGENDA:

- a. Council Regular meeting minutes – 9/15/2022
- b. Accounts Payable Approval for:

September Manual A/P Total:	\$32,490.60
September 2022 Payroll Total:	\$164,518.76
October 2022 Council A/P Total:	\$660,665.46
TOTAL:	\$857,674.82

Check numbers:

4634-4673, 4675, 4676, 5005, 5006, 63506-63530, 63533-63544 and 63546-63590.

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.

CONSENT AGENDA:

MOTION: Council Member De la Cerda 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:

ANNA MARIE DALBEY – DOWNTOWN STRATEGIES:

Anna Marie Dalbey was present to discuss the Downtown Strategies progress, and to inform the City of the upcoming presentation that will occur in November. She stated that Alice Brown would be in contact to go over this in more detail in a few weeks.

LISA MALMO – ADVERTISING REIMBURSEMENT HYDROPLANE RACES/UPDATE:

Lisa Malmo presented to discuss hydroplane races that were held in September. She stated she had submitted advertising receipts for consideration of reimbursement. She also discussed the preliminary plans for the event to be held next year with a possible date change, as well as adding more activities for the family and community.

CHIEF OF POLICE MARCOS RUIZ:

Chief Ruiz stated that he has given an offer of employment for an officer position. This person is a lateral hire. They have accepted this offer and will begin work on November 1st. Ruiz also noted that agency assists are down. The BPD did contribute to the capture and arrest of a person who had pulled a shotgun in Oroville. The suspect was located in Brewster, and an arrest was made.

MAYOR ART SMYTH:

MEMORANDUM OF UNDERSTANDING – OKANOGAN COUNTY/CITY OF BREWSTER FOR BALLOT BOX PLACEMENT:

MOTION: Council Member Farrington made the motion to approve the MOU for the ballot box placement and authorize the Mayor to sign the agreement. Council Member De la Cerda seconded the motion and it passed unanimously.

NCNB CREDIT CARD APPLICATION:

MOTION: Council Member De la Cerda made the motion to authorize the application and its submission for North Cascades Bank City Credit Cards. Council Member Housden seconded the motion and it passed unanimously.

STATE AUDITORS' OFFICE – DESIGNATION OF SIGNING REPRESENTATIVES:

MOTION: *Council Member May made the motion to approve the signing designees as Mayor Art Smyth and Finance Director Misty Ruiz for the WSAO and all associated documents. Council Member Farrington seconded the motion and it passed unanimously.*

WASTEWATER SYSTEM GRANT AGREEMENT – USDA/RURAL UTILITY SERVICES:

MOTION: *Council Member Housden made the motion to approve Water & Waste System Grant Agreement, USDA Rural Utilities Service. Council Member May seconded the motion and it passed unanimously.*

NORTH CENTRAL WA TASK FORCE 2023 OPERATION AGREEMENT and OKANOGAN COUNTY/CITY OF BREWSTER NORTH CENTRAL WASHINGTON SPECIAL RESPONSE TEAM INTERLOCAL AGREEMENT:

MOTION: *Council Member De la Cerda made the motion to approve the NCWTF agreement and the NCWSRT agreement along with the annual \$3,300 fee. Council Member Farrington seconded the motion and it passed unanimously.*

PARVOVIRUS DISCUSSION – JOHN HOUSDEN:

Council Member Housden again expressed his concern over the effects of Parvovirus in dogs around our community and the importance of vaccinations. He recommended sending notices out in the billing or in a newsletter to educate dog owners about this deadly disease. He also referred to an article in the Quad City Herald where the City of Bridgeport also stated the problem is out of control.

CITY CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT & QUARTERLY FINANCE REPORT:

Finance Director Ruiz reviewed the monthly finance report and quarterly report. There were no questions or concerns from Council.

10/20/2022

SET PUBLIC HEARING FOR PRELIMINARY 2023 BUDGET AND PROPERTY TAX/EMS LEVYS:

The public hearing for the 2023 Preliminary Budget and the Property Tax/EMS Levies will be held at 5:45 pm on Thursday November 17th at the City Hall Council Chambers.

SET PUBLIC HEARING FOR THE FINAL 2023 BUDGET:

The public hearing for the 2023 Final Budget will be held on Thursday November 17th at the City Hall Council Chambers during the Regular City Council Meeting.

SAO UPDATE/ENTRANCE LETTER:

Finance Director Ruiz reviewed the State Auditors Office entrance letter and scope of their audit.

LEAK ADJUSTMENT REQUEST ACCOUNT 132.0:

During the water system upgrade, there was an error in the installation of the meter at this address, causing a leak at the meter on the homeowner line connection. This amount of overage was charged to the customer before the location of the leak was noted. It was found that the customer should not be responsible for this leak or the excess water used. A leak adjustment is requested, based on a 3-year historical average.

MOTION: *Council Member Housden made the motion to approve a leak adjustment for utility account #132.0 in the amount of \$1,077.49. Council Member De la Cerda seconded the motion and it passed unanimously.*

PUBLIC WORKS DIRECTOR LEE WEBSTER:

JUB UPDATES:

Michelle Johnson of JUB Engineering reviewed current projects and status of upcoming projects. All projects are moving along well, with the only request at this time is for the consideration of approval of Change Order #2 for the Canyon Well House. The change order is for an increase of \$66,166.54.

MOTION: *Council Member Housden made the motion to approve Change Order No. 2 for the 2021 Well House Project for the amount noted above. Council Member Farrington seconded the motion and it passed unanimously.*

PUBLIC HEARING - CHILDERS VARIANCE REQUEST:

The public hearing for the Childer's Variance Request (112 & 114 Hospital Way) was opened. No public was present for comment. The hearing was closed. The staff report had been reviewed.

MOTION: Council Member Housden made the motion to approve the Childer's Variance Request from the required side yard setback set forth in the BMC for a proposed carport located on Lot 33, Griggs RR Plat Bruster on Hospital Way with conditions as noted in the Staff Report. Council Member Housden seconded the motion and it passed unanimously.

PUBLIC WORKS -OTHER:

- TranGo would like to place a bus stop here in Brewster. It is still in the discussion phase, with information only for Council at this time.
- A one-sentence email was received from Eric Driessen of the Brewster School asking us to entertain a potential land swap (softball field for a portion of City owned property on Sunset Drive). Webster relayed this as information only.
- WWTP is performing wastewater monitoring for diseases, etc.
- The process has begun to officially remove the swimming pool splash pad (was removed years ago, we just need to complete the steps to formally remove it).

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 6:45 p.m. at which time Council entered an Exempt Session, RCW 42.30.140(4) Collective Bargaining, with no action to be taken.

Mayor Art Smyth

ATTEST:

City Clerk/Finance Director, Misty Ruiz