

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

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE IN MEMORY OF COUNCIL MEMBER TIM RIEB

NOVEMBER 17, 2022 FINAL AGENDA:

The final agenda for the November City Council meeting was reviewed. No public was present to provide comments, so this item was removed from the agenda.

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

CONSENT AGENDA:

- a. Council Regular meeting minutes – 10/20/2022
- b. Special Meeting minutes – 10/20/2022
- c. Accounts Payable Approval for October 2022 Manual, October 2022 Payroll and November 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.

October Manual A/P Total:	\$45,045.22
October 2022 Payroll Total:	\$201,348.05
November 2022 Council A/P Total:	\$428,206.78
TOTAL:	\$674,600.05

Check numbers:

4677-4717, 5007, 5008, 63531, 63532, 63545, 63591-63626, 63628-63661 and 63663-63690.

CONSENT AGENDA:

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

CHIEF OF POLICE MARCOS RUIZ:

DEPARTMENT UPDATES:

Chief Ruiz stated that Halloween went well. They handed out a lot of candy, most of which was donated by Walmart. Officer Curtis is on staff full-time, and he is doing very well. The updates on use of force have been completed and will be submitted to the Attorney General once the final review is completed.

MAYOR ART SMYTH:

2023 FINAL BUDGET – PUBLIC HEARING:

The public hearing for the City of Brewster 2023 Final Budget was opened. No one was present for comment. The public hearing was closed.

ORDINANCE NO. 947 – 2023 FINAL BUDGET:

MOTION: Council Member Housden made the motion to adopt Ordinance No. 947, the City of Brewster 2023 Final Budget. Council Member May seconded the motion and it passed unanimously.

UNION CONTRACTS 2023:

MOTION: Council Member Farrington made the motion to approve the 2023 Union Contracts for the Public Works, Clerks Office and Police Department and authorize the Mayor to execute the contracts. Council Member May seconded the motion and it passed unanimously.

SURPLUS OF FIRE CHIEF VEHICLE – 1997 CHEVY TAHOE:

MOTION: Council Member Housden made the motion to authorize the surplus of the Fire Chief vehicle, a 1997 Chevy Tahoe and to authorize staff to dispose of the vehicle in a manner they deem economically reasonable. Council Member Farrington seconded the motion and it passed unanimously.

CITY CLERK/FINANCE DIRECTOR MISTY RUIZ:

MONTHLY FINANCE REPORT:

Finance Director Ruiz reviewed the monthly finance report. Reimbursement on the Water Project was less than expected but this was anticipated. Ruiz also discussed the WA State Department of Commerce Utility Arrearages Grant. The grant needs a bit more clarification on the total amount of funding, however, Ruiz is asking for Council approval of the application as well as authorizing the Mayor's signature for submittal.

MOTION: *Council Member May made the motion to approve the WA State Department of Commerce Utility Residential Customer Arrearages Grant and authorize the Mayor to sign the Grant Agreement. Council Member Housden seconded the motion and it passed unanimously.*

Council Member Housden asked what the status of the Angle Trailer Court lot fees was. He noted that we had opted not to raise the base rate for the lot fees as we were only increasing the leasehold excise tax in 2022. The tenants have not had a rate increase since 2019, due to Covid. It was recommended that the 2023 rate increase be 3% of the current 2019 rate. Finance Director Ruiz will amend the rate schedule.

MOTION: *Council Member Housden made the motion to increase the Angle Trailer Court Lot Rent Fees by 3%, based on the 2019 rates. This rate will be effective in May of 2023. Council Member May seconded the motion and it passed unanimously.*

PUBLIC WORKS DIRECTOR LEE WEBSTER:

JUB UPDATES:

Public Works Director Webster reviewed the JUB updates, including the Well House and Waterline Work, Canyon Well and the Canyon Well House. Action is requested on Change Order No. 3, for the Canyon Well House, in the amount of \$11,463.30. This is to change from a 12" flow meter to an 8" flow meter and dismantling joint.

MOTION: *Council Member Farrington made the motion to approve the Change Order No. 3, for the Canyon Well Project, in the amount of \$11,463.30. Council Member Housden seconded the motion and it passed unanimously.*

ADJOURNMENT

With there being no further business to come before the Council, the meeting was adjourned at 6:30 p.m.

Mayor Art Smyth

ATTEST:

City Clerk/Finance Director, Misty Ruiz
cz/dr