

**REGULAR COUNCIL MEETING
OCTOBER 2, 2012
7:00 P.M.**

Note to persons reviewing this document: This is not a verbatim transcript. While an attempt has been made to document pertinent points, these minutes contain only a summary of the discussion and voting.

Mayor Ed Huber called the regular council meeting to order on October 2, 2012 at 7:00 pm.

Council members present: Harry Gibbons, Mary Branon, George Davidson, Valerie Spurrell and Brian Kauffman.

Others present: Henry Davis and Cheryl Loeffler.

Approval of Minutes

ACTION

Brian Kauffman motioned to approve the September 18, 2012 regular council minutes as presented, seconded by Harry Gibbons. The motion carried. Mary Branon abstained from voting.

ACTION

Approval of the Claims

Brian Kauffman motioned and Harry Gibbons seconded to authorize claim vouchers #16800 through #16819 for \$13,067.22 and EFTs for \$1,902.03 as presented. The motion carried.

Claims: \$ 9,380.35

Payroll: 5,588.90

Total Claims: \$14,969.25

Check Register signed by: Brian Kauffman, George Davidson and Mary Branon.

Check #16799 was voided due to a printing error.

ACTION

Harry motioned to excuse Mary Branon from the September 18, 2012 regular council meeting due to a work-related function; seconded by Brian. The motion carried.

Engineer's Report

Century West

KJ Hanley sent an engineer's update via email:

The 2012 CDBG Sewer Project is moving forward. KJ has been working with Cheryl to get more information on the easement with the railroad. Confirmation was received from UPRR that if we move the sewer line, a new permit will be required, which usually takes 30 to 45 days. The records for one easement on the property that is currently owned by WSDOT has still not been located. Once that easement is verified, KJ will coordinate with WSDOT to discuss the project and then finalize the design to start the permit paperwork with UPRR.

Spokane County CDBG released their call for projects for 2013. CDBG has scheduled a workshop on October 9th to discuss the upcoming funding cycle. KJ will attend the workshop to see if there are any tips or changes from previous years. The applications are due to CDBG by November 10th.

Public hearing for Resolution 2011-5 Tax levy for 2012

Mayor Huber opened the public hearing at 7:03.

Ed explained that by law, each year the Town is allowed to ask for an additional 1% property tax. The increase would give Fairfield an additional \$846.47 for the 2013 budget. This additional amount is divided between all properties in Fairfield.

There was no public comment.

Public hearing closed at 7:05

ACTION

Mary motioned to approve Resolution 2012-5 authorizing a 1% increase to the regular property tax levy, seconded by Harry. There were four yes votes and one no vote. The motion passed.

There will be a budget workshop on Oct 9 at 6:30 at the Community Center. This is an open public meeting and the public is welcome. Cheryl handed each council member the Cash Flow Report for 2012 for review.

For budget purposes, Ed has asked each staff member to describe on paper the steps that they took to improve their job skills and what they have learned over the year.

OLD BUSINESS

90-day recycling review

The recycling container was placed on June 28. It has been dumped four times and is ready to be dumped again. Cheryl reported that there have been no complaints from the public. Comments that do come in are all positive and very thankful for placing this in the town. Shawn and Brittany Davies that live directly behind the area have had no issues with increased traffic, speeders, noise or smell. They did suggest placing a small garbage can nearby for people to use.

The Service Club would like to make sure that it is placed more to the west of the parking area.

BJ, the driver from Empire Disposal commented that it would be easier to work with if it was located behind the town shop. The council would like to keep it where it is unless a problem arises.

There are people that live outside of the town limits that use the container. The council would like to invite Commissioner Mark Richards to the council meeting to discuss the need for recycling in Southeast Spokane County and since there are county residents using this one, perhaps the commissioners could help with some funding. This would also be a good meeting to invite Nina Culver from the Spokesman Review.

Lighting contracts

The Town has received one bid for the lights and one for labor to retrofit the lights in the town buildings. We are still waiting for a couple more to come in.

Water meter upgrades

It was determined that the Town of Fairfield does have an easement for the property in question so the meter that is inside the home can be placed at the property line. Any connections found that are not metered, will be capped.

Ordinances 369 and 370 Water and Sewer Ordinances

The council reviewed the revised section regarding meters inside the home, which states that the homeowner is responsible for the meter and plumbing inside the home. The Town will provide a new meter at the property line and connect the residence to the system. The old meter will become a part of the homeowner's plumbing. The town's attorney will review just the sections that have been revised and if there are no changes from him, the council will approve both ordinances at the next council meeting.

Dogs at large – Sheriff & Spokanimal

Sheriff Ozzie Knezovich was notified after the last council meeting about the problem the town is having with dogs at large. He had two sheriffs come down last week to check on the dogs but there had not been any more reports of them running. Until the arrangement is solidified, the sheriff's office will be called to handle the problem dogs. Jeannie Jesseph also sent a welcome letter to the new residents of Fairfield listing different events that the town has and the requirement to license their dogs. A few have come in since the letter went out.

NEW BUSINESS

Community Service Agreement

Jeannie drafted an agreement for court ordered community restitution. The council reviewed this and suggested having another one for people that just want to do community service. They suggested having a signature line for a Town representative. These will all be implemented into the agreement.

Credit card

ACTION

Brian motioned to authorize Jeannie Jesseph to acquire a Bank of Fairfield Visa Card; seconded by Harry. The motion carried.

Public Works Report

WATER

- Major water source testing is completed for the season.
- Water leak was found at CHS, Inc. in the parking lot. The leak was exposed and repaired and this section will be closed until water dissipates.
- Park sprinklers will be shut down this month.
- Restrooms will be shut down before threat of a major frost.

WWTF

- On schedule for lift station maintenance.
- Receiving bids for door replacement on the screen room.
- Still at a no discharge for the month, waiting on normal levels to rise, which will be possibly mid-month.

PARKS

- Mulching has begun.
- Debris and garbage being removed daily from both parks.
- Grasshopper mower threw a belt and has been repaired under warranty.

ROADS

- Waiting on moisture to do some grade work.
- Pot hole repair material is on order.

Other

The Town received a letter from a citizen requesting to have the overage deducted from their last water bill. The meter was checked today for leaks and the numbers were not moving. The homeowner stated that they were gone most of July and August and did not water the lawn. Cheryl checked into the account and the meter had not been read in June. Cheryl will redo the bill and extend the consumption to four months instead of the usual two.

FirstStep Internet

An email from Joe Savoy from FirstStep Internet was received late this afternoon. They have been approached to fulfill an American Recovery and Reinvestment Act (ARRA) / Broadband Technology Opportunities Program (BTOP) grant to bring broadband internet service for the library in Fairfield. This connection to the Fairfield library is part of a larger \$140mil project across the State that is being led by NoaNet. They are inquiring to collocate on either of the city water tanks in Fairfield to bring service to the library. They would not be in direct competition with other internet providers. The sole purpose is to bring service to the library to fulfill the grant and not for distribution. The radios used would be FCC licensed in the 11ghz, 18ghz or 23ghz ranges. The frequency usage is controlled by the FCC and would not pose any possible interference to any other radios that may be installed at these or other locations in town.

First Step Internet proposes to collocate two antennas to either water tank in Fairfield, one for receiving signal from Mica Mountain and the other to provide service directly to the library. The antennas installed are small 1 and 3 feet in diameter. Both antennas would need to be installed to a railing or small standoff mount. Each antenna would run to a media enclosure that would house equipment to power each antenna. The power consumption is very minimal. First Step would be responsible for the installation of power if necessary.

The council agreed to allow FirstStep Internet use either water tower to provide internet service to the Library. They must provide the town with proper documentation for licensing, bonding and insurance.

Review Complaints & Compliments

None.

The council will take a five-minute break and return at 8:10.

Executive Session

Mayor Huber called an executive session to discuss potential legal contractual issues. The executive session will last no longer than 30 minutes. No action will be taken during the executive session.

Executive session ended at 8:35 and went back into regular council meeting.

Adjourn:

The regular meeting adjourned 8:35 pm.



Mayor Ed Huber



Clerk/Treasurer Cheryl Loeffler