

**REGULAR COUNCIL MEETING
DECEMBER 17, 2013
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 December 17, 2013 at 7:00 p.m.

Mayor and Town Council members present: Ed Huber, Mary Branon, Harry Gibbons, Valerie Rogers, George Davidson and Brian Kauffman.

Others present: KJ Hanley, Guy Williams, Derek and Derek A. Knecht, Cheryl Loeffler.

ACTION

Mary motion to excuse Mayor Huber from the 11-17 and 12-3 regular council meeting due to work related activities and Brian Kauffman and Harry Gibbons from the 12-11-13 special meeting; seconded by George Davidson. The motion carried.

Approval of Minutes

ACTION

Brian Kauffman motioned to approve the minutes from the December 3, 2013 regular council meeting as presented; Mary Branon motioned to approve the special council meeting on 12-11-13, both were seconded by Valerie Rogers. The motion carried. There were two abstaining.

Approval of the Claims

ACTION

Brian Kauffman made a motion to approve payroll EFTs #E192-196 totaling \$4,123.65 and check numbers 17306, 17307 and 17329-17339 totaling \$20,256.57 as presented. Mary Branon seconded the motion. The motion carried. Check #17330 was written out of sequence last pay period.

Claims: \$18,200.47

Payroll: 6,479.75

Total Claims: \$24,380.22

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

Guest

David Stark-Applicator's license renewal.

David did not attend tonight's meeting.

Guy Williams Cemetery board president

Guy Williams proposed the following appointments for council approval:

Guy Williams	President
Barbara Neal	Vice President
Cheryl Fulton-Fischer	Secretary
Cheryl Loeffler	Treasurer
Gary Ostheller	Sexton

ACTION

Mary motioned to approve the 2014 Cemetery Board appointments as outlined by Guy Williams; seconded by Harry. The motion carried.

Guy then presented Mayor Huber with the board's first Legacy Award for his years of working with the Cemetery Board.

Engineer's Report

Railroad to McNeil Rehabilitation Project

KJ Hanley presented the final set of the Railroad to McNeil Rehabilitation Project plans for council review before sending them off to TIB for approval. There were no major changes. Everyone thought that laying sod would work better than hydro seeding the area by Hart Park. KJ hopes to have it approved by TIB and then out to bid the end of January or first part of February 2014. The project will start work after Flag Day.

2013 Sewer Improvement Project

KJ is coordinating with Washington State Department of Transportation. This project is moving forward.

Updated sewer permit with Department of Ecology (DOE)

There is no real certainty what direction the DOE will take with discharging into the creek. Currently, Fairfield's discharging rate has been reduced significantly but it is in our best interest to start looking for alternatives. At one point, there was some property north of the WWTF that was offered to the Town to purchase. KJ and Derek will begin looking at that area to determine if it would be a feasible location for expansion. Ed will also make contact with the property owner to see if it would still be available to purchase.

OLD BUSINESS

Old Fashioned Christmas

There was an anonymous donor that purchased the lights on the poles.

Cheryl reported that the event was very well attended-even with it being so cold. There were 24 vendors and everyone seemed to be very happy with their sales. Children's Workshop went well and having the Spanish Class from Liberty run it helped to free up Jeannie. They would like to make this an annual fundraiser for them. Food Bank made over \$300 from the lunch and bake sale.

New Year's Eve

Plans are progressing. We need people to sign up for various jobs the night of the event. Tickets for dinner need to be sold so Sharon Saselli knows about how much lasagna to prepare. Please contact Cheryl if you can help anytime during this event.

SCRAPS

The Interlocal Agreement has not been returned from the county commissioners but it should be arriving any day. The Town's licensing data has been sent to SCRAPS for their records. We do not have to have the wording in the contract to be a license vendor.

S.C.O.P.E. rental agreement

A revised rental contract was prepared for council review. This includes the one-year rental rate of \$250 plus utilities. The council also added revisions to include that care and purchase of the flags will be their responsibility and that the contract will be reviewed annually in September, for renewal consideration.

ACTION

Brian motioned to approve the contract with S.C.O.P.E with revisions stated for a one-year \$250 contract; seconded by Harry. The motion carried.

George will take the revised contract to Rick Scott of the Sheriff's Department for their approval. It will be signed by council after it goes through their regimen.

Ordinance #373 Budget Amendment #1

ACTION

Mary motioned to approve Ordinance #373 Budget Amendment #1 for the 2013 budget; seconded by Valerie. The motion carried. Brian abstained.

NEW BUSINESS

Accrued Vacation

Derek has been unable to take his vacation in 2012 or 2013 so he is now at the maximum accrual allowed per the Employee Handbook. His anniversary date is January and he will then be at the next level. Ed asked the council to allow an extension until March 31, 2014 for Derek to reduce his vacation balance. He also has some comp time earned which is to be used before vacation time and Ed asked for council approval to use that after his vacation accrual is spent.

ACTION

Brian motioned to allow one-time use of vacation time before comp time and an extension up to March 31, 2014 for Derek Knecht to bring his vacation balance down to meet his accrual balance. Any accrual not used during that time will be lost; seconded by Mary. The motion carried.

Fee Schedule

Mary motioned to approve 2014-1 with stated changes, seconded by Brian. The motion carried.

Past Due accounts

Accounts past due 12-16-13 were reviewed. The total amount past due was \$12,111.22, which is significantly lower.

Public Hearing for Ordinance #375 2014 Budget

Mayor Ed Huber opened the public hearing for the 2014 Budget at 9:08.

The water capital fund has been hit hard with the new generator, hydrant replacement at Fairfield Care and the main line break with hydrant replacement at the corner of Main and Johnson, which just happened last week.

The utility tax collected will be used for the Town's portion of the Main Street Rehabilitation, recycling and if the water capital fund is hit hard again in 2014. When the utility tax was initiated, the generator was to be purchased with those funds but the capital fund was used instead.

With no public comment, the hearing was closed at 9:20.

ACTION

Mary motioned to approve Ordinance #375, adopting 2014 budget; seconded by Brian. The motion carried.

Public Works Report

Water

Numerous leaks have been found in the system - Main line, valve and hydrant, all the way to personal service lines. Repairs at this time are complete.

Testing is going great, staying within normal ranges.

Valve exercising is continuing.

Locating equipment has been very useful.

WWTF

Flows have been very low at the pond with the very cold weather.

We are at the 3rd week of discharging and effluent flows are still lower than past years.

Scheduled lift station maintenance is coming up next month on lift motors #1 and #2.

Parks

Parks are shut down for the season with only minimal maintenance.

Roads

Pot-hole repair and washboard areas are being serviced as time allows.

Main Street will be a gravel patch with the recent water repair until spring renovations take place.

Snow removal and de-icing have started.

Getting a ten yard-dump to haul gravel from the County on bid-price for road surface and repair. Ed will work at getting a truck to haul gravel from the county.

Other: Year-end reports are being put together for water and sewer monitoring in 2013. Preparing for a brand new year!

Other

Town Hall will close at noon on Christmas Eve and New Year's Eve.

The swearing in of the new mayor and council will be at the first meeting in January. Ed will come back and open the meeting.

Complaints/Compliments

Dog Complaint: 301 W Spokane Street 2nd and 109 W Carlton

Both of these complaints required SpoKAnimal to come down. Owners were addressed by Officer Walker but no action was taken.

Adjourn

With no further business, the council meeting adjourned at 9:39 pm.



Mayor Ed Huber



Clerk/Treasurer Cheryl Loeffler