

REGULAR COUNCIL MEETING

DECEMBER 2, 2014

6:00 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 KayDee Gilkey called the December 2, 2014 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Alene Felgenhauer, George Davidson, Valerie Rogers and Emily Thomas.

Others present: Bryan Hicks, Denise Pratt, Jeannie Jesseph, Derek L and Derek A Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Harry Gibbons motioned to approve the minutes as read from the November 18, 2014 regular council meeting, seconded by George Davidson. The motion carried.

Approval of the Claims

ACTION

Alene Felgenhauer made a motion to approve payroll EFTs #E305 & E306 totaling \$1,526.45; #E308 and checks #17748-17768 totaling \$23,831.35 as presented. Harry Gibbons seconded the motion. The motion carried.

Claims: \$12,858.50

Payroll: 12,499.30

Total Claims: \$25,357.80

Check register signed by: Harry Gibbons, George Davidson and Alene Felgenhauer.

Guest

Denise Pratt

Denise showed the council pictures and described how she works on the float. She would like to move it the Lion's Club barn in Rockford to build it alongside the Freeman Float. Fundraising to purchase materials and trailer was discussed with possibilities of selling something at Flag Day and the SE Spokane County Fair. Also discussed participating in the two local parades for the next couple of years to get the funds built up.

Engineer Report

Main Street Project

Bryan will inform Dan at Accelerated Construction (ACE) that the scaffolding in front of the pharmacy is down and they could work on the sidewalk issue. ACE has not worked on the lip at the post office at this point.

Main Street drainage issue

Bryan is still trying to connect with the homeowners about the run-off in front of their homes following the first phase of the Main Street project.

2014 Replacement of Deteriorated Waterline

Utility easements were provided to Bryan for the properties that will be involved with the waterline project. They will be notified by mail about the project and that access to the utility easements will begin soon for surveying and the actual project.

The Professional Services Agreement for \$17,840 between Century West and the Town of Fairfield for the 2014 CDBG project was presented to council. This agreement also includes having Landtek, LLC survey the property lines. This has been approved by Pat Stretch. Bryan asked council to approve this agreement.

ACTION

Valerie motioned to approve the Professional Services Agreement for \$17,840 between Century West and the Town of Fairfield for the 2014 CDBG project; seconded by Harry seconded.

Transportation Improvement Board (TIB) grant application

The results from the TIB funding cycle were released right before Thanksgiving. The Town of Fairfield's application for the sidewalk replacement on 1st Street was not approved with a score 43 out of 100.

OLD BUSINESS

Sign in Park

KayDee did visit with Karen from Cameron Riley but has still not been able to talk with Jim Cameron on how the sign will be secured.

Thiel Park Vandalism

Deputy Nye reported that he is looking for an actual witness to the fire in the men's restroom in Thiel Park. Even with the video, the evidence is circumstantial at this point. He is continuing the investigation.

Community Center doors

The new door should be here the 2nd week of December.

State Auditor's Report

KayDee, George and Harry came to the exit review. The Town received two management letters regarding cost allocations and public works contracts. A time study for payroll will be done twice a year to verify how payroll is allocated. The employees will do one now for the 2015 payroll. A check list will be utilized when obtaining bids for public works projects.

NEW BUSINESS

Community Center Kitchen use

There is a business that would like to rent the Community Center kitchen to process fudge. Cheryl and Jeannie will do more research into how other commercial kitchens similar to ours charge.

Tree Maintenance

John Jesseph will be working on street trees this month. Derek provided three areas that require a boom truck - 4th and Seward, the willow trees at the end of Rattlers Run and about 410 Industrial Way.

Avista removed branches on a tree on Carlton that has made it very unbalanced and could be a liability for the Town. Cheryl will contact Paul Kimmel about the liability of Asplund since they performed the trimming. If Asplund won't fix it, the Town will add this to the list for John's company.

Budget review

Preliminary budget was provided for council to review changes. The furnace that was installed in the post office in 2013 and early 2014 cost \$4,757.53 and was to be paid with the Post Office reserve fund. Cheryl asked that the \$1200 collected each year not be transferred to the Post Office Reserve fund but left in the General fund for the 2015 and 2016 budgets to recoup the cost.

ACTION

Harry motioned to keep the Post Office Reserve of \$1200 in the general fund for the 2015 and 2016 budgets to repay for their furnace installation; seconded by George. The motion carried.

The final budget will be approved next meeting.

PUBLIC WORKS REPORT

WATER

- Testing is on schedule and with favorable results.
- Roof patch repair has been done on well#1, resolved leaky roof issue.
- Chlorinator in well #5 has been repaired and is functioning properly.

WWTF

- U.V. system is online at 100% kill rate.
- Still "NO" discharge to the creek, maybe by the end of December.
- Testing is on schedule and within limits.
- Scheduled appointment w/ Ellie K. was cancelled by Ellie due to health reasons and will be re-scheduled.
- Wetland #1 discharge #2 is clogging once again and will be scheduled for camera inspection for a possible root intrusion or wedged foreign object.

PARKS

- Parks are shut down for the season; walking paths will be maintained for snow removal.

ROADS

- Roads are being maintained for winter travel, sanding when needed.
- Some final tree trimming will be done this month of overhanging low branches that could impede traffic with a wet snow accumulation.

OTHER

Lake Street has had some problems with cars using it and then turning up the hill onto 4th. This is not a through street. There are valves at the end of Lake Street and blockades have been placed there in the past but they seem to disappear.

ACTION

Harry motioned to have Derek dump dirt between 4th and Lake to stop people driving through, seconded by Emily. The motion carried.

LATAH MAMMOTH SUPPORT LETTER.

Lisa La Bolle and Heidi Turnbough are applying for grants to build a replica of the Latah Mammoth and they are asking for support from the local communities. The council agreed this is a good idea. KayDee will write a letter of support.

Dates to remember

12-06-14: Old Fashioned Christmas 9-3.
12-12-14: 4-H Food Drive ends. Leave food at the Bank of Fairfield
12-31-14: New Year's Eve Community Gathering

ADJOURN

With no further business, the council meeting adjourned at 7:51 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer