

**REGULAR COUNCIL MEETING  
DECEMBER 4, 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-ProTem Mary Branon called the regular council meeting to order on December 4, 2012 at 7:00 pm.

Council members present: Harry Gibbons, George Davidson, Valerie Spurrell and Brian Kauffman.  
Mayor Huber was absent due to being out of town for work.

Others present: Derek Knecht and Cheryl Loeffler.

**Approval of Minutes**

The 11-20-12 budget position was provided to the council and should be added to the minutes.

**ACTION:**

Harry motioned, Brian seconded to approve the minutes as corrected from the November 20, 2012 regular council meeting as corrected. The motion passed.

**Approval of the Claims**

**ACTION**

Brian Kauffman motioned and Harry Gibbons seconded to authorize claim vouchers #16859 through #16900 for \$30,532.52 and EFTs for \$4,953.07 as presented. The motion carried.

Claims: \$20,062.05

Payroll: 15,423.54

Total Claims: \$35,485.59

Check Register signed by: Brian Kauffman, George Davidson.

Checks #16859 and 16875 were voided

**Engineer's Report**

TD&H

Randy Noble sent a report to update on the project that is copied below.

**Roadway Construction:**

UPRR Light Pole Concerns

Photos of completed work were sent to UPRR.

UPRR objects to the location of the light pole closest to the spur track and has requested the light pole to be relocated to 12' from the nearest track.

Options:

**1. Leave light pole in place** – risk losing UPRR participation in cost of crossing.

We have researched UPRR's web site for their standards – none found. We have found that the WAC allows "poles" to be no closer than 8'-6" from the center of the track (this is also a BNSF standard). This light pole base is 8'-5½" from the track centerline. Even though we comply with the WAC, UPRR wants the light to be 12' from the nearest track. We would not recommend Fairfield risk the loss of UPRR's participation in the cost.

**2. Remove light pole** – leave pole base; Secure electrical; Utilize the pole in a future project. We have requested a proposal from ARC Electric for this option – proposal not yet received.

**3. Relocate light pole-** Requires removal of sidewalk, installation of conduit, placement of pole foundation, and replacement of concrete. We have requested a proposal from ARC Electric for this option – proposal not yet received.

Once we have received the proposals from ARC Electric, I will contact Ed to arrange a meeting to review the costs and determine in which direction Fairfield would like to proceed.

### **Change Order - Street Lighting:**

- ARC Electric is complete with the work – lighting is ready to be turned on.
- I anticipate receipt of ARC's invoice this week. I will forward it to Cheryl upon receipt.

Marvin from ARC was down this afternoon to turn on the lights. Two of them did not come on at all with a few other glitches that are being worked out.

### **Century West**

The council will invite Dennis and KJ to come to the 1<sup>st</sup> meeting January for the presentation to the public about the town's water pressure. Derek and Derek have been testing the pressures around town to provide Century West with the information.

The Town received the rejection letter for the TIB sidewalk project. We scored very low on this. The council would like to have KJ check with Gloria Bennett about this.

### **OLD BUSINESS**

#### **Spokanimal**

There was second dog at large complaint in which the complainant was advised to call the sheriff's office, who said to call SpoKanimal. Council advised Cheryl to write the dog owner another letter with the appropriate fine attached. Cheryl did talk with Officer Meyer from SpoKanimal about persistent dogs that get out. Her suggestion is for the town to purchase a live trap and place it in the yard wherever the complaint comes from. After the dog was trapped, the cage would then be moved to either the Town shop or behind Town Hall and SpoKanimal notified to retrieve the trapped animal. The dog owner would then be assessed the all costs associated with this. According to Officer Meyer, this had been done in previous years. We will look into this procedure further.

Since all rescued animals have to be licensed before they leave SpoKanimal's facility, Cheryl asked Officer Meyer if they could sell Fairfield's dog license to the animals that would be coming to Fairfield instead of selling them a Spokane County license. SpoKanimal would then send Fairfield a check for the number of tags that were sold. The council agreed to send them some licenses to do this. Cheryl will double check with Officer Meyer to make sure there are no fees that would be attached to this service and then provide SpoKanimal with ten (10) 2013 tags to start out with.

#### **Review 2013 Preliminary Budget before approval**

The 2013 preliminary budget was again provided to the council for their review. It will be finalized at the 12-18-12 meeting.

#### **Approval of 2013-2014 TIB funding for East Main Street Railroad to McNeil Avenue**

The Town's portion of the grant will be \$32,950 to come from utility tax. The 2013 budget has 65% of the total allocated as an interfund transfer from the General Fund to the Street Fund.

### **ACTION**

Harry motioned to approve the State of Washington Transportation Improvement Board (TIB) and Town of Fairfield Agreement to grant \$626,000 for the 2013-2014 Main Street Rehabilitation Project and the Town of Fairfield's 5% portion to be \$32,950 to be paid from the utility tax, seconded by Brian. The motion carried.

#### **Old Fashioned Christmas Review**

Cheryl reported that the day was a great success. The raffle was ran by Liberty students involved in the Future Business Leaders of America (FBLA). This amount will be split between the TNT and FBLA. The TNT group bought and sold ornaments. These are still available and can be sold next year as well. The music that was provided was excellent and free. Jeannie reported that at least 100 children took part in the Children's Workshop. Jeannie and Cheryl want to thank everyone that helped put this on.

Cheryl did express her concern about having this event come directly from Town Hall. Even though all the time that was put in on Saturday and Sunday was volunteered, the amount of hours during the week does take away from the regular workload. A committee would be the ideal way to do this. With the new light poles, it would be fun to have them decorated. The idea of people "adopting a pole" was mentioned. With guidelines, this could be a great way to get the town decorated at very little cost for next year.

**NEW BUSINESS**

**Hours for Christmas Eve and New Year's Eve**

**ACTION**

Brian motioned and Harry seconded to approve closing the office at noon on 12-24 and 12-31 for the holidays. The motion carried.

**Meetings in January**

The first meeting in January falls on January 1. With five Tuesdays in this month, we could have the meetings moved to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday.

**ACTION**

Brian motioned, Valerie seconded to move the January meetings to the 8<sup>th</sup> and 22<sup>nd</sup>. The motion carried.

**Approval of tree trimming bids**

Three bids were received for the fall/winter tree care. Each bidder was asked to provide a daily fee for three days of tree trimming, removal and stump grinding with a four-man crew. The equipment needed will be a chipper and chip truck, stump grinder and bucket truck.

- Northwest Plant Health Care 7394.04
- Tree Specialists \$4500.00
- Inland Tree Service \$3600.00

**ACTION**

Brian motioned, Harry seconded to accept the bid of \$3600 from Inland Tree Service to provide three days of tree trimming, removal and stump grinding with a four-man crew with a chipper and chip truck, stump grinder and bucket truck.

**Public Works Report**

Derek was unable to get his typed report prepared before the meeting.

The sampler went down but has been repaired.

The flows are still under permit level-even with all of the rain we have been having.

They have been pressure testing around town. Static pressures were better than expected. He has sent them to KJ. The hydrant at Fairfield Care hydrant has a slow leak, which needs some attention very soon.

Sand only has been ordered from Central Pre-Mix. The salt will be added separately, as needed.

Air-Pro installed the new furnace in the shop and it is working good.

The four new tires were purchased from Seehorn's Tire Factory. They have not been billed yet because they are looking into getting government pricing for these tires.

Cheryl observed someone driving over the rock that placed over the meter by the recycling bin. Derek explained that he has tried a variety of ways to mark the meter but everything has failed. The rock was placed so Empire Disposal would know where the meter is.

**Other**

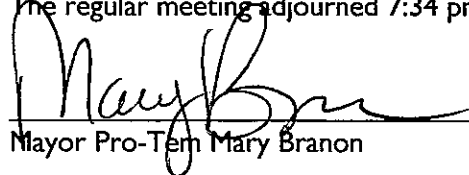
Staff potluck at 6:00 on the 18<sup>th</sup>.

**Complaints/Compliments**

None tonight.

**Adjourn:**

The regular meeting adjourned 7:34 pm.

  
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 Mayor Pro-Tem Mary Branon

  
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 Clerk/Treasurer Cheryl Loeffler