

**REGULAR COUNCIL MEETING  
FEBRUARY 5, 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 Pro-Tem Brian Kauffman called the regular council meeting to order on February 5, 2013 at 7:00 pm.

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

Mary Branon motioned to excuse Harry Gibbons and George Davidson from the January 22, 2013 regular council meeting due to illness; seconded by Valerie Spurrell. The motion carried. George and Harry abstained.

**Approval of Minutes**

**ACTION**

Mary Branon motioned to approve the minutes from the January 22, 2013 regular council meeting, seconded by Valerie Spurrell. The motion carried.

**ACTION**

**Approval of the Claims**

Mary Branon motioned and Valerie Spurrell seconded to authorize claim vouchers #16981 for \$5,365.84 dated 12-31-12 and claim vouchers #16964-16982 \$26,162.99 and EFTs for \$3,339.62 dated 2-05-13 as presented. The motion carried.

	<u>12-13-12</u>	<u>2-5-13</u>
Claims:	\$ 5,365.84	\$22,308.97
Payroll:	<u>00.00</u>	<u>7,193.64</u>
Total Claims:	\$ 5,365.84	\$29,502.61

Check Register signed by: Mary Branon, George Davidson and Harry Gibbons.

Avista billing for December did not arrive in time for the 13<sup>th</sup> month cycle due to delay in meter reading on their end. Contacted Lexy Rosebrook from State Auditor's office and she authorized dating the December payment 12-31-12 so that the 2013 would not be compromised.

**Engineer's Report**

Randy Noble sent an email following the last council meeting stating that TD&H is requesting a letter with the council's decision about the light pole location. Ed prepared this and the letter was sent on January 31. A copy of the letter was included in the council packet. At the time of tonight's meeting, there was no comment from TD&H.

**OLD BUSINESS**

**Potentially dangerous dog update**

The owner of the potentially dangerous dog located at 201 N 2<sup>nd</sup> sent a certified letter to Town Hall stating that she would not be paying the fees that have been charged to her until the case is finalized. As per Ordinance #346, all fees and expenses that the Town incurs due to use of animal control (SpoKanimal) will be passed onto the pet owner. Resolution 2012-1 gives authority to charge late fees for past due bills and the authority to give these accounts to the collection agency for nonpayment. A letter was prepared for her along with copies of the ordinance and resolution.

**Post Office**

As a result of the public meeting, the decision was made to retain the Fairfield Post Office with window service 6 hours daily from 10-5. This will begin March 9, 2013. Access to the mailboxes will still be 24 hours a day.

**Resolution 2013-1 Fee Schedule**

The language for utility upgrade was sent to MRSC for advice. The council asked Cheryl to send it to Dennis Fuller for his advice as well. The adoption of the resolution will be moved to next council meeting.

### **Utility payments**

Past due accounts from the 12-31-13 billing cycle were reviewed. Only account numbers and balances were provided to the council. Harry asked Cheryl to put together a comparison on the percentage of past due account other small communities have.

### **NEW BUSINESS**

#### **Hardship request for Snow Removal**

The resident at 107 Fairweather is ill and unable to clear her sidewalks of snow and move wood in for heat. She is asking for a hardship snow removal request from the council.

#### **ACTION**

Mary motioned to approve the hardship snow removal request from 107 Fairweather, contingent on finding volunteers to do the work; seconded by Val. The motion carried.

#### **AWC Members Standards**

Association of Washington Cities (AWC) Board of Directors has adopted member standards that will help educate the members, provide technical assistance and reduce claim exposure. These standards were implemented 1-1-13. Cheryl will prepare a spreadsheet to keep track of what standards Fairfield will need to meet and by whom.

#### **Community Center use**

Hangman Creek Chamber of Commerce would like to use the facility for a newcomer's dessert in May. There are community hours that could be made available for the chamber to use so the user fee can be waived.

#### **ACTION**

Mary motioned to allow community hours for the Hangman Creek Chamber of Commerce's Newcomer's Dessert to be held in May; seconded by Valerie. The motion carried.

There was discussion about adding an hourly rate of \$25 to the application for groups less than 25. Having this would allow a smaller organization to have meetings in the facility and bring in some additional revenue for the building. This had been included on a previous application and it will be added back.

The Community Center Revitalization Board has not been active for quite some time and needs to get back involved. Currently, there is at least one chair open. Cheryl will work at getting this board active again.

Information about a 24x30 propane grill and stainless steel cart was provided to the council tonight. The cost for these is \$1100 plus tax. Looking at the pictures, the grill would not work in the space we have. It needs to be horizontal instead of deep for easier use. The council suggested that this would be a great thing for the community center board to look into. The funds provided by the Woman's Improvement Club could be used for this grill.

#### **Tire Amnesty Day**

Notification was received from the Department of Ecology that there are grant funds available to do tire collection. It could be done in conjunction with the Yard Debris Day this spring. Cheryl will get more information from Rockford and the DOE.

#### **Spring Yard Debris Day**

Suzanne Tresko from Spokane Regional Solid Waste has provided dates for the 2013 Spring Yard Debris Day. Each community was to choose three dates. Fairfield chose April 27, May 4 and April 20. She will notify us of the actual date. She also commented that there have been some major cuts in her office and until further notice; this will probably be the last of the Yard Debris Collections. Other ways of disposing of the yard debris will have to be investigated.

#### **Website**

Brian stated that the website is complete and he is asking for council approval to pay Dreamhost to host the site at \$25 a month.

## ACTION

Mary motioned to approve the expenditure of \$300 (12 x \$25) payable to Dreamhost for a one-year contract; seconded by Valerie. The motion carried.

The contract will be reviewed in November for budget.

## Public Works Report

### Water

- Soft start has been installed in well #2 and is working great.
- Clay valve will be shut down now and removed this spring in #2.
- Well House #1 soft start will be done by the end of February along with needed electrical upgrades.
- Telemetry System will be installed in the Town Maintenance Shop for closer monitoring.
- New fire suppression tap and new valve have been installed at Fairfield Care.

### WWTF

- Lift Station degreaser has been changed over to a 50-gallon barrel with a pump for a price break on purchase. Material is stored on site in the Influent building.
- Still juggling high flows between aeration and settling ponds.
- New grinder pump for lift station #1 is still 3 weeks out.
- Bid is in for replacement of double doors in the screen room but still seeking two other viable bids.

### PARKS

- Paths have been cleared of snow with the backhoe and shoveled and de-iced by hand.(very time consuming-a lot of deicer)
- Branches and debris will be removed as snow melts.

### ROADS

- Road signs and posts are being replaced and straightened as time and weather permit.
- Grading of gravel roads will commence when moisture levels lighten up.

**OTHER:** Public Works attended a workshop on the new "Call before you dig laws" and new locating requirements being implemented statewide. If you have any questions on this subject please contact Public Works.

### Other:

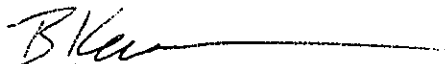
Commissioner Shelly O' Quinn will be at the next council meeting.

### Complaints/Compliments

None.

### Adjourn:

The regular meeting adjourned 7:59 pm.



Mayor Pro-Tem Brian Kauffman



Clerk/Treasurer Cheryl Loeffler