

**REGULAR COUNCIL MEETING
FEBRUARY 7, 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 February 7, 2012 at 7:00 pm.

Council members present: Harry Gibbons, George Davidson, Valerie Spurrell and Brian Kauffman. Mary Branon was absent due to a family illness.

Others present: Randy Noble of TD&H, Jon & Emily Thomas, Derek Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Brian Kauffman motioned to approve the January 17, 2012 regular council minutes as presented, seconded by Harry Gibbons. The motion carried.

ACTION

Approval of the Claims

Claim vouchers #16518 through #16550 for \$38,385.92 and EFTs for \$3,258.54 were approved for payment as presented by Brian Kauffman, seconded Harry Gibbons. The motion carried.

Claims: \$31,439.47

Payroll: 10,204.99

Total Claims: \$41,644.46

Check Registers signed by: Brian Kauffman, George Davidson and Valerie Spurrell

ACTION

Harry motioned to approve the absence of George Davidson from the 1-17-2012 council meeting due to health reasons; seconded by Brian. The motion carried.

Guest

Jon and Emily Thomas are considering purchasing some property that is zoned residential and would like to put in a U-pick-type operation, which would be use that is more commercial. They are concerned about having to change the zoning for this, about getting the water & sewer to the property and what the council's feel on this type of project. The council did not see any major obstacles for this project. Cheryl will contact Kathy Marcus about the zoning or perhaps a conditional use permit and Jon will work with Derek about the water & sewer lines.

Engineer's Report

TD&H

Randy Noble presented an update for the Main Street Rehabilitation Project. Randy and Derek met with Terrel Anderson and Jake Allen from the Union Pacific Railroad (UPRR) on January 19 to review the rail crossing. They have are committed to reducing the crossing cost by 50% but are requesting that the cost estimate be done by the railroad's headquarters in Omaha. This number should be available by March 1. Once the Transportation Improvement Board and the Town have approved this crossing cost, the railroad will initiate an agreement with Fairfield for the work. The tentative schedule will be to have the project advertised for construction March 5, 2012 with construction starting after the Flag Day Celebration.

Century West

The contract for the pedestrian bridges expired prior to the final charges against the grant. The Department of Transportation was concerned that if the project was audited, this could be a problem and suggested that an amendment to extend the time on the contract be approved.

ACTION

Harry motioned to approve the Supplemental Agreement #1 for the Main and Ticknor Pedestrian Safety Project; seconded by Brian. The motion carried.

OLD BUSINESS

Recycling in Fairfield

The council discussed the pros and cons of bringing recycling into town. The cost per 6-yard dumpster to the Town would be \$30 a week. The council's suggestion would be to bring in two dumpsters to start with, which would be \$60/week or \$240 a month. A comparison chart was used to show possible savings to residents if recycling was available and used. A public hearing will be on Tuesday, February 21st at 6:30 to discuss this with the public. Postcards will be sent out to each household and businesses to inform them of the meeting.

Computers

The computers for public works and the deputy clerk have been purchased. They were in the 2012 budget with 1/3 coming out of the general fund, water and sewer funds.

2012 Sheriff Contract

The figures for the 2012 Spokane County Law Enforcement Contract will be \$30,557, which is down \$2,158 from the 2011 contract.

Utility tax payment

The Town has received the 4th quarter utility tax payment of \$9,739.61. These funds are designated for the Main Street Rehabilitation Project.

Community Center

The opening of Levi's Room is scheduled for February 11 at 1:00. There will be a small ribbon cutting ceremony at 1:15 and refreshments that will be provided by the Larrison family. There will also be a free showing of "Lords of Nature" to bring a larger crowd. Larry Whitesitt will be providing the movie.

With the different game tables in that room, the existing pool table is too large. The Bothman family has offered a smaller pool table, which will leave more room for the foosball table and ping pong table. The council has decided that the existing table can be given away to anyone who is interested and willing to haul it away in the very near future. If anyone is interested, please contact Town Hall by the February 17.

There will be a meeting on the February 9 with the new Youth Activities Board.

Cheryl and Alene have asked the council to review the way the rental agreement for the community center is written. They did it two different ways. It was decided that it might be easier to understand or to explain if the chair/table rental fee was added into the base rate of \$125 and \$250 with the option of having a garbage fee. The damage deposit will be a flat rate of \$150 refundable but a charge of \$25/hour cleaning fee would be deducted if any cleaning needs to be done after the walk through. It is good to have a consistent standard of the condition of the facility after each use. Up to this time, Cheryl has done the cleaning following an event on her own time. Ed and the council both agree that she should be compensated for the cleaning so these funds would be used to pay for that service. The council asked Cheryl to write up a proposal for that cleaning for the next council meeting.

The Community Center Board met on the 4th of February and discussed having a spring-cleaning day where the furnace room, storage rooms, and kitchen get a good thorough cleaning. The Monarch Cook Stove has been stored in the furnace room for some time now and the board is recommending to the council to sell the stove. Alene researched on the internet and found that similar stoves are being sold around \$650. The council gave approval to place the stove on Craig's list starting at \$650 but and not go any lower than \$500 with the purchaser to haul the stove.

Community Development Block Grant (CDBG)

There will be a Public Hearing for the 2012 Fund Allocation on March 1st at the Public Health District in Spokane. Anyone can attend these public hearings or can send their comments via email. It is good for the advisory board to hear from the

council and the public how important this funding is to our community.

NEW BUSINESS

Ordinance #368 2012 Budget Amendment #1

This reflects the accurate beginning balances.

ACTION

Harry motioned to accept Ordinance #368 Budget Amendment #1 as it is shown to reflect actual beginning balances of the 2012 budget; seconded by Brian. The motion carried.

Vacation hours

Cheryl has reached the maximum amount of vacation hours available and according to the Personnel Policy, an employee must have council approval to go over the 160 hours. On her anniversary date, she was only able to add 64 of the 80 hours.

ACTION

Harry motioned to make an exception and approve the additional 16 hours vacation above the 160 hours for Cheryl Loeffler's vacation benefit; seconded by Brian. The motion carried.

BIAS Conference & classes

The Annual BIAS conference is Feb 22-23 in Spokane at the Davenport Hotel. Cheryl would like to attend both days for \$299 and Alene would like to attend on Thursday for \$199. There are scholarships for \$200 each from AWC to help cover the costs. It would be more economical for Cheryl to spend the night Wednesday instead of driving back and forth. The room will be \$87 but will be split with another community.

ACTION

Harry motioned to approve the attendance to the BIAS conference February 22-23 for both Cheryl and Alene and allow Cheryl to spend the night Wednesday night; seconded by Brian. The motion carried.

RMSA claim report

The Town of Fairfield had no claims in 2011. This is two years in a row without an insurance claim.

Past Due Accounts

Council reviewed the past due accounts, the liens placed and a signed payment agreement. The list is from the December 2011 billing cycle. The public service ordinance and billing procedures need to be updated.

Public Works Update

Derek has been looking into quotes for an emergency generator for well 5. VTI Construction from Spokane will come out and walk through well #5 with Derek and give ideas on what is available for the size of generator that the Town needs. By next council meeting, Derek will have more specifics. He would like to fence the pump house at the same time.

WATER

- Chlorinator Tank and Injector pump have been re-plumbed and /or replaced in well #5, working great.
- Took bacteriological sample/ Chlorine residual of .2.

WWTF

- Have been juggling high flows from rain and snow melt utilizing the E.Q. Basin but have managed to stay within permit levels.
- pH levels are dropping on the effluent side.
- F.O.G. sample has been taken to satisfy D.O.E. requirements.
- Two residential sewer issues. The main lines were opened and inspected and Dye tested. This was performed above and below the problem areas with no issues or flow problems in main lines.

PARKS

- Picking up debris and garbage from parking lots. So far has been mainly uneventful.

ROADS

- Working at filling potholes and washouts.
- Replacing and repositioning road signs.
- Snow removal went well, sander is still working great.
- Apron in front of City hall/ Post Office will have to be addressed this spring. Water is draining against the foundation on street side of city hall and seeps into basement. Hydraulic water stop has been applied to remedy the water leak for now.
- Seasonal flood issues on Rattlers Run that will have to be addressed this season.

OTHER

- John Berchtold w/Carr Sales has given a price quote on replacing city shop lights with newer efficient models with a major incentive of Avista Rebate. This includes the food bank all the way down to the exit signs for the best results on yearly savings. (Please see packet w/ price quote and yearly savings with rebate allowance.) Carr Sales will also give a quote for the office, post office and community center.
- Mower Bids have been put together for review (open for comment). The council will take these home for review.

Other:

The Town is a reimbursable employer, which is one who has selected to make payments in lieu of quarterly unemployment contributions. This means that when unemployment is paid out, the Town must reimburse the state dollar for dollar.

Review Complaints & Compliments

Several compliments for Derek and Derek were received for their snow removal work after the last storm.

A thank you card was written to the Town from the Boleck family for allowing their use of the community center at no charge for Marty's funeral.

Adjourn

The regular meeting adjourned 9:27 pm.



 Mayor Ed Huber



 Clerk/Treasurer Cheryl Loeffler