

REGULAR COUNCIL MEETING
MARCH 17, 2015
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 March 17, 2015 regular council meeting to order at 6:00 p.m.

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

Others present: Bryan Hicks, Jeannie Jesseph and Cheryl Loeffler

Approval of Minutes

ACTION

Harry Gibbons motioned to approve the minutes as read from the March 3, 2015 regular council meeting; seconded by Valerie Rogers. The motion carried.

Approval of the Claims

ACTION

Alene Felgenhauer made a motion to approve claims dated March 17, 2015 payroll EFTs #E335-E337 totaling \$2,035.61, checks numbers 17881-17893 totaling \$17,833.61 as presented. Harry Gibbons seconded the motion.

Claims: \$13,038.96

Payroll: 6,830.26

Total Claims: \$19,869.22

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

Engineer

Waterline Replacement Project

The plans and specifications were submitted to the Department of Health (DOH) for review on Friday. The traffic control plans and water line plans were submitted to WSDOT last week for coordination and review where the highway will be crossed. Approval from both WSDOT and DOH is needed before construction but not necessarily before the project can be advertised.

Easements are needed for the fire hydrant lateral at the south end that will cross the Anderson's property and a small piece of the Horn property. He spoke with Dennis and an update is needed to the existing easement on the Spokane Rentals Property at the north end where it will connect at Portland Ave instead of following the existing route. The new easements are necessary to provide a second fire hydrant on SR-27 at the south end of the project as requested by the Town.

Bryan asked for council's permission to advertise as soon as everything ready for the waterline project. He would like to advertise no later than April 2nd if not sooner, which falls before the next council meeting.

ACTION

Alene motioned to grant council permission to advertise this project, pending final verification from Pat Stretch of CDBG, verification of easements and at least verbal approval from DOH; seconded by Harry. The motion carried.

Main Street Reconstruction Project

Bryan has not completed his response to the Winkler letter regarding the pharmacy entrance.

1st Street Sidewalk Project

The town did not receive funding for the 1st Street Sidewalk Project from Transportation Improvement Board. There is

another program, the Transportation Alternatives Program (TAP) that funds on- and off-road facilities for bicyclists and pedestrians and other enhancements to surface transportation. Eligible projects include sidewalks, bicycle facilities, traffic calming projects, projects that bring a facility into compliance with the Americans with Disabilities Act (ADA), conversion of rail corridors for non-motorized users, scenic overlooks and viewpoints, historic preservation, environmental mitigations, Safe Routes to School projects, and recreational trails. This would be for fiscal year 2018-2020 which would provide enough time to budget for the 13.5% match or approximately \$23,000. With the cycle being further out, the council gave him permission to apply for this funding.

OLD BUSINESS

Community Advisory Board

The Advisory Board consists of three subcommittees:

Reader Board

The committee has been looking at sizes, prices, styles and pixels and will be looking around for a good location and what kind of design would best fit the community. They have one bid from a sign retailer and will get more. They are researching the number of lines that is reasonable to read as someone is driving by. They would like to see the board installed and working soon.

Community Garden

Fairfield Care has agreed to have the Community Garden on their grounds. Tom Foster, Fairfield Care's representative, has joined the group. They will be meeting with Dori Babcock and Pat Munts from WSU Extension this week to walk through the garden space with the committee.

The plan for the garden is to raise food to feed our community with the food being donated to the Food Bank, Fairfield Care, the Summer Lunch Program, the Thursday Night Thing and potentially other locations. Volunteers will plant and maintain the garden.

Outdoor Leisure

This committee did a survey of local residents to find what they think the most important improvements to the Fairfield parks would be. They had 40 people respond. When the surveys were tallied, new playground equipment topped the list. A walking/bike path came in a close second. This committee will now research grants and ways to get funding to make these improvements. With the results of the survey, the committee has found spin cups on sale for \$417 apiece, which is a savings of \$225. They met with Dennis Vomastic of Northwest Playground Equipment who took a lot of pictures and measurements of playground area in Thiel Park. He will work with the committee to put together a plan for park improvements, probably done in stages. Dennis advised that we get approval from AWC before any purchases are made.

Jeannie has also been working with Roger Neal of RMSA regarding the playground and what safety requirements need to be met. The spin cups would be approved by RMSA.

The committee would like to purchase two Spin Cups at the sale price of \$417 each plus sales tax while the sale is on and then look into different avenues for installation.

ACTION

Valerie motioned to purchase two Spin Cups at \$417 plus tax each with the expectation to investigate professional installation vs volunteer installation, seconded by Alene. The motion carried.

There was discussion about the wooden caterpillar equipment that has several tires on it. With concern of the tires being a mosquito breeding area and haven for hornets and wasps, the committee would like permission to have the tires removed from that piece of equipment. This removal would not jeopardize the integrity of the equipment.

ACTION

Valerie motioned to remove the tires from the wooden climbing toy due to the tendency of being a mosquito breeding ground and wasp/hornet habitat, seconded by Emily. The motion carried.

Payments to Century West and ACE from the Main Street Project

Cheryl asked for council's permission to pay the outstanding invoices from Century West (\$2007.15) and Accelerated Construction (\$2,637.10) before receiving the funds from Transportation Improvement Board. Their policy is to hold the last 5% of the grant until closeout, which is done once all of the final costs are reported to them on the closeout paperwork. A note in the project file says that closeout might not be done until May because of some minor drainage issues. The invoice from Century West is from November of 2014.

ACTION

Harry motioned to pay these outstanding expenses to Century West (\$2007.15) and Accelerated Construction (\$2,637.10) and replenish the utility tax fund when funding comes in from TIB; seconded by George. The motion carried.

Pricing for 2" service hook-up

Pricing from three other communities was used to help determine how to charge for this 2" water line.

The line for Zythum Brewing is 14' deep and will require outside contractors to do the work. The council determined that each new commercial installation would be an individual site determination and will consider each application under its own given characteristics. This particular hook-up will include the town's cost to hire the contractor along with any materials needed plus 10% to cover the town's portion.

ACTION

George motioned to charge cost plus 10% for the installation of a new 2" hook-up at Zythum Brewing; seconded by Harry. The motion carried.

NEW BUSINESS

Flag Day Parade

Several of the council members have conflicting schedules and won't be available for the parade on Flag Day.

Mosquito fogging

With the warm winter, there have already been mosquitoes in the area. Cheryl will contact David Stark to find out when he is expecting to be ready to begin fogging.

ACTION

Alene motioned to hire David Stark to fog for mosquitoes every other week in rotation with the other towns, beginning as soon as possible, seconded by Harry. The motion carried.

Everyone on the No-Fog list will be contacted and postings will be placed around town notifying the citizens of the date.

SE Spokane County fire District #2 Contract

After reviewing the contract, the council had questions regarding utilities, maintenance and the fire hydrants. The fire commissioners will be asked to come to one of the next council meetings to go over the contract.

Vintage marshal gun

Earl Bothman was the marshal in town several years ago and the town had provided him with a 32 caliber pistol. He has returned that gun to the town. It is a unique part of Fairfield's history.

ACTION

Alene motioned to donate the marshal's 32 caliber pistol to the museum; seconded by George. The motion carried.

Budget position

The council reviewed the current budget position and their questions were answered.

PUBLIC WORKS REPORT

WATER

- Battery backup system for the water Telemetry failed on 03/17/2015 and had to be replaced. Replaced with new 3-year service model.
- Testing is on schedule for drinking water.
- Waiting for well testing schedules from DOH.
- Interior light has been changed in well #5 due to failure of old unit.

WWTF

- Tid-Bit temperature monitoring has started in the effluent fallout pipe; this information will now be a part of the monthly DMR. 30 minute readings 24/7.
- Screen cleaning units have been custom built to clean separation screen room bins and flat screens to avoid clogging.
- Testing is on schedule and is changing to on-line reporting this month.

PARKS

- Parks are greening up and we will be mowing soon.
- Park restrooms will be open by April 1st.
- Light switch at the gazebo will be changed to sensor switch, off at dawn/ on at dusk.
- Pole in Upper Hahner Field has been removed for safety issues.

ROADS

- Drainage issues on select side roads are being addressed along with pothole repair.
- Road signs are being replaced and straightened as time allows new stop and name signs are being prioritized for retro-reflectivity program.

OTHER: Spring vehicle maintenance is taking place for anticipated early growth season.

OTHER

SCOPE Building

George has spent 23 hours cleaning out the SCOPE building. The only things left are three desks, 16 safety cones, one fold-out road block sign and six letter carrier bags. He will collect the keys from all of the volunteers on the 26th, with the exception of Ray Westlake's which will be collected after Flag Day. George will keep his. There was discussion about the possibility of SCOPE using the building after Flag Day and what type of fee to charge per use.

ACTION

George motioned to have a per use \$50 rental fee and \$25 clean-up charge any time that SCOPE wants to use the building, after Flag Day; seconded by Valerie.

ACTION

Harry motioned to allow Paws & Claws, the mobile veterinarian, continued use of the SCOPE parking lot; seconded by Alene. The motion carried.

Dates to remember

3-27-15: David from BIAS will be in Fairfield conducting an annual report workshop for south Spokane county treasurers. Scholarship from RMSA will pay for Cheryl's fees.

Valerie:

Discussion about taking a stronger stance with park vandalism early to try to get it stopped before it gets out of control. Valerie will be discussing the issue with the TNT kids. The council would like to have signs posted that vandalism will be prosecuted to the fullest extent purchased. The \$50 reward will be reinstated as well.

ACTION

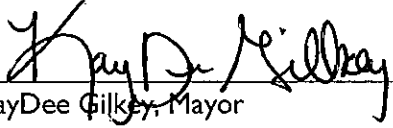
Alene motioned to purchase signs for the parks regarding prosecution for vandalism and doing a poster campaign for \$50 reward; seconded by Valerie. The motion carried.

COMPLAINTS/COMPLIMENTS

None tonight.

ADJOURN

With no further business, the council meeting adjourned at 8:01pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer