

## REGULAR COUNCIL MEETING

APRIL 15, 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 April 15, 2014 regular council meeting to order at 6:08 p.m.

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

Others present: KJ Hanley, Dennis Fuller, Jeannie Jesseph and Cheryl Loeffler

### Approval of Minutes

#### **ACTION**

Alene Felgenhauer motioned to approve the minutes from the April 1, 2014 regular council meeting as presented; seconded by Harry Gibbons. The motion carried.

### Approval of the Claims

#### **ACTION**

Harry made a motion to approve payroll EFTs #E230-E233 totaling \$5,359.15 and checks E234 and 17476-17490 totaling \$9,889.65 as presented. Valerie seconded the motion. The motion carried.

Claims: \$7,766.18

Payroll: \$7,482.62

Total Claims: \$15,248.80

Check Register signed by: George Davidson, Alene Felgenhauer and Valerie Rogers.

### **Engineer Report**

#### **Main Street Reconstruction Project**

KJ Hanley and Dennis Fuller from Century West walked the sidewalk portion of the Main Street project with Mayor Gilkey to help answer questions about the project that have come up. Providing the weather agrees and the Town receives good bids, the anticipated start date for this project will be Monday, June 16. The sidewalk on the north side of Main Street will be totally replaced. On the south side, the first section of sidewalk to be worked on will be in front of Fitness with Friends. The business owner has had flooding issues in the past, and before June 16<sup>th</sup> he will be working on the drainage problem directly in front of his property. Due to the business owner's work, the first 5-feet of sidewalk will be removed and will be gravel during Flag Day. During the construction work on Fitness with Friends, a 5-foot wide path of sidewalk will be maintained to allow for pedestrian traffic. Once the Town starts work on the Main Street Reconstruction Project, the first order of business will be to replace the sidewalk in front of Fitness with Friends. This will allow the Town to maintain a 5-foot sidewalk against the building during construction. The next section to be worked on will be the east end of the sidewalk. The wheelchair accesses by the post office and the community center will be replaced. The area in front of town hall will also be replaced. It will be noted in the construction plans that the sidewalk area in front of the doctor's office must be worked on when the office is not open. The doctor's schedule will be provided to KJ. KJ has received approval from Gloria Bennett from TIB for the additional sidewalk as long it is structurally needed. KJ then asked the council for their approval of the project, contingent on TIB's approval.

#### **ACTION**

Harry motioned to approve the Main Street Reconstruction Project, contingent on TIB approval; seconded by Alene. The motion carried.

### **2013 Sewer Improvement Project**

The project has been put out for bid with the pre-bid meeting on the 18<sup>th</sup> at 10:00. The bid opening will be April 29<sup>th</sup>. KJ provided some information that will be used in the newsletter to inform the public of this project.

## **New Engineer**

Dennis Fuller informed the council that KJ will be leaving Century West in May. His projects will be turned over to Brian Hicks.

## **OLD BUSINESS**

### **Open Council Position**

#### **ACTION**

George motioned to accept Emily Thomas for council position #5; seconded by Harry. The motioned passed.

### **TNT Update**

Val Rogers reported that Maureen Rinker has resigned as lead volunteer as of last Thursday. TNT has qualified as a "soup kitchen" with Second Harvest. Currently, we are picking food up there once a week. The food is available for the people that volunteer to cook meals for the kids and also to help fill in a meal for the kids. If you are interested in cooking a meal, please contact Val Rogers. She will be happy to help you get what you need.

### **Scenic Byway Project**

KayDee wrote up the information that will be provided for the kiosk sign. Fairfield, Latah and Rockford have been included in the original grant for the cost of these signs.

### **Revised Solid Waste Interlocal Agreement**

The revised interlocal agreement was signed by the mayor and mailed on Friday, April 4<sup>th</sup>.

### **Improvement Board application**

Mayor Gilkey recommended Rachel Tiegs for the Improvement Board, Alene seconded the recommendation. Rachel was approved by the council.

## **NEW BUSINESS**

### **Dust Control**

Custom Spray will again be in Fairfield to apply dust control to the streets. Derek commented that the application worked good last year on Jackson and he would like to reapply it there this year and to add Norton between the shop and Busch Distributors. The council did not have any other areas that the town needed. The application will cost \$1.25 per linear foot plus sales tax, which is the same as last year. Anyone who wants Custom Spray to apply the product at their home please let the office know so you can get the discounted rate. Everyone will be responsible for their own marking of the area and to pay for the application. The sooner we can get the list to Custom Spray, the sooner they will be able to get down here. Michelle from Custom Spray did comment that the boss will be coming down with the truck to make sure that everything goes smoothly.

### **Loss Control Survey**

Roger Neal from MRSC was in Fairfield in March and has sent his recommendations. There is some employment practices training that the mayor and supervisors need, defensive driving for employees that drive town vehicles, assessment or management method for street signs, rental agreement must include insurance from renters with Fairfield listed as additionally insured and land use training for the planning commission and council. Some of this training can be done with videos provided by RMSA-U, free of charge. Kathy Marcus will be contacted for the land use training as soon as the vacant position on the Planning Commission is filled.

### **Loss Control Grant Application**

One of the recommendations from Roger Neal was to have lighting on the four corners of the Community Center, which makes this a great possibility for loss control funding. Applications are due April 30<sup>th</sup>.

### **Special Occasion Liquor Permit**

The Service Club has applied for a Special Events Permit to serve beer and wine for Flag Day, June 14, 2014.

#### **ACTION**

Harry motioned to approve the Special Events Permit #091581 for the Fairfield Service Club, seconded by Alene. The motion was approved.

### **Cat Traps**

The town would like to purchase two cat traps that could be available for the citizens to use. The person wanting to use the trap would leave a \$50 deposit at the office and when the trap is returned undamaged, the deposit would be returned. The council agreed to this. SCRAPs will take the trapped animal at no charge to the citizen.

### **Planning Commission Vacancy**

Gabe Newsome has resigned from the Planning Commission. The council regrettably accepted Gabe's resignation from the Planning Commission. The position will be posted until filled.

### **PUBLIC WORKS REPORT**

No public works report tonight.

### **OTHER**

The post office asked for council's permission to place a mailbox 317 E Main Street. The council discussed this and decided that the mailbox could be an obstacle for snowplowing and other road maintenance.

#### **ACTION**

Alene motioned to deny the request for placement of a mailbox in the Town's right-of-way at 317 E Main, seconded by Harry. The motion carried.

### **Yard Debris**

The office has been receiving calls inquiring about how to handle all of the yard waste. After discussion, the council will maintain the decision to hold a chipping event in the fall. The Town of Rockford is installing a composting facility that will be open to the public; it is just not ready at the current time. They would like to have a representative from Fairfield be on the board. George Davidson volunteered to be the representative for the composting facility.

### **Community Center Maintenance**

Rick and Cheryl Loeffler have volunteered to do the yard work and clean the community center since 2009. They have both decided to step back and relinquish these duties. The cleaning position will be posted with a job description written up. The funds to pay this position will come from the cleaning fee charged to the renters of the facility. Derek and Derek will take over the lawn care. A self-propelled mower will need to be purchased to mow the front strip along with the museum and library.

### **Countywide Noxious Weed Assessment**

Spokane County Noxious Weed Control Board is considering placing a countywide noxious weed assessment to be placed on all parcels in Spokane County. If this is approved, parcels inside municipalities would be charged \$2. The Spokane County Noxious Weed Control Board's statutory responsibility is to regulate the control of noxious weeds on all lands found within the boundaries of Spokane County.

### **COMPLAINTS/COMPLIMENTS**

Some concern was expressed about the amount of undesirable soil material that is piled on the property beside 312 N 3<sup>rd</sup>. The material is from previous sewer line projects, which saved taxpayers money and the project funds could then be used to extend the projects. There was an agreement with the previous contractor and the property owner that he would spread the material out but the weather turned. Cheryl will contact Abe Bowen, the contractor to see when he can bring equipment back to Fairfield to finish the project.

### **Adjourn**

With no further business, the council meeting adjourned at 8:04 pm.

  
\_\_\_\_\_  
Mayor Kay Dee Gilkey

  
\_\_\_\_\_  
Clerk/Treasurer Cheryl Loeffler