

REGULAR COUNCIL MEETING

APRIL 7, 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 April 7, 2015 regular council meeting to order at 6:01 p.m.

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

Others present: Guy Williams, Todd Gilkey, Dave Cornwall, Ken Fuchs, Steve Primmer, Jeannie Jesseph and Cheryl Loeffler

Approval of Minutes

ACTION

Harry Gibbons motioned to approve the minutes as read from the March 17, 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 April 7, 2015 payroll EFTs #E341-E346 totaling \$4,319.78, checks numbers 17894-17921 totaling \$17,939.36 as presented. George Davidson seconded the motion.

Claims: \$15,678.85

Payroll: 6,580.29

Total Claims: \$22,259.14

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

Guests

SE Spokane County Fire District #2 Commissioners

The council had asked the commissioners to come to the meeting to go over a few questions they had on the 2015 contract. Currently, there are three fire department rigs housed at 202 N Railroad. All utilities are paid by the town for this building. The heating fuel is an expensive item. The temperature does not have to higher than 50 degrees. They will check on this and reduce the thermostat to help with this cost. Harry will meet with Ken Fuchs, Fire Chief at the station in the near future to look over things.

A better accounting of the water used for hydrant testing and filling trucks will be kept and turned into either the office or public works for our documentation and reporting.

The opening and closing while checking the hydrants was addressed. Ken will make sure that the volunteers will be trained adequately to help reduce the risk of water hammering.

George asked the commissioners how the contract pricing came about and if the price is ever lowered in bad economic times and lower property values. Dave Cornwall explained how the original cost was determined back in 2000 when the Town fire department joined into the County fire department. All the commissioners agreed that it would be in everyone's best interest to come to a town council meeting at least once a year and to work on the contract together with the town instead of just sending it out automatically. Cheryl will set up the first workshop sometime in October.

The contract is for two-year intervals and the one presented should have been for 2014-2015. To make it clearer, we will ask the district secretary to change section 8 of the presented contract to read annual charge in 2015 to be \$22807.68. The next contract will be on schedule with a 2.5% increase for the years 2016-2017.

With no more questions or concerns from either group, Mayor Gilkey asked the council to approve the 2015 fire contract with the noted change.

ACTION

Alene motioned to approve the Agreement for Government Operation of Fire and Emergency Medical Protection Facilities to pay an annual charge to the district with the change to section 8 to read 2015 to be \$22807.68; seconded by George. The motion carried.

Engineer Report

Bryan Hicks sent this report:

Main St Project

Submitted exhibits to Accelerated last week for two alternatives to repair the pharmacy entrance sidewalk and requested cost proposals. Dan is currently working on costs for each alternative and should hear back from him later this week.

The first alternative involves removing four sidewalk panels and re-grading to depress the center of the sidewalk and draw water away from the door entrance. The second alternative involves removing two sidewalk panels and installing a trench drain uphill from the pharmacy entrance to draw water away from the door. We are still waiting to get the proposals.

CDBG Water Line Project

The water line project was advertised April 2 after approvals were received from Dept. Of Health, and WSDOT and a verbal OK was received for the Spokane Rentals easement modification.

Bids will be received April 23.

We have received verbal OKs on the easements from Spokane Rentals and the Andersons. We are just waiting to receive the signed documents back. Linda Horn has declined to grant the easement for the fire hydrant lateral. The fire hydrant lateral has been broken out as a separate additive alternate for bidding. This allows us to include the additional work if Linda changes her mind about the easement before we award the project. Otherwise, we will move forward with the rest of the water line replacement and replace the fire hydrant at its current location at the back of the Horn property.

TAP Application

Currently preparing the Transportation Alternatives Program (TAP) grant application for the First Street Sidewalk Project. Applications are due to SRTC by April 30.

OLD BUSINESS

2015-03 Resolution Relating to the Adoption of the Spokane County Comprehensive Solid Waste Management Plan Update and Spokane County Flow Control Ordinance for the Town of Fairfield.

Spokane County is requiring a signed resolution adopting the Spokane County Comprehensive Solid Waste Management Plan as stipulated in the Interlocal Agreement under Attachment "B" I.d and the resolution adopting the Spokane County Solid Waste Flow Control Regulations as set forth in the Interlocal Agreement in Attachment "C" C.I. The document was sent to Stephen Bishop for proofing before presenting to council.

ACTION

Alene motioned to approve Resolution 2015-03-Resolution Relating to the Adoption of the Spokane County Comprehensive Solid Waste Management Plan Update and Spokane County Flow Control Ordinance for the Town of Fairfield; seconded by Harry. The motion carried.

Resolution 2015-04 Small Public Works, Consultant and Vendor Rosters

Jeannie has been working very hard at getting the rosters up to date. When working on the vendor section, it became apparent that Resolution 2015-01 did not address this correctly. She has been working with John Carpita of MRSC and this new resolution covers all aspects of the required rosters adequately. The SOQ requirement for the consultant was extended to every five (5) years as the council is satisfied with Century West as the primary consultant for the town. Jeannie also checked with the state auditor's office about the requirements for the vendor list and this will meet their requirements as well.

ACTION

Valerie motioned to approve Resolution 2015-04 Small Public Works, Consultant and Vendor Rosters; seconded by Emily. The motion carried.

Street Flags

John & Jeannie Jesseph have taken the winter street flags down and stored them downstairs of Town Hall. The council began looking at the catalog for flags that could be used during the spring/summer months. Bob Obernolte has been trying to come up with an inexpensive but attractive way to keep the flags from blowing around with the wind. Cheryl has also requested a sample of the brackets from Street Décor to see what they would look like on the poles. The council would like Bob to provide his design for the flag brackets as well.

NEW BUSINESS

Mobile Home Title Elimination

The Town was contacted by Kirk Lally's attorney about obtaining the mayor's signature on the title elimination for his mobile home that has been located at W 607 Marll Court since 2000. A title elimination is needed after a mobile home is placed in its permanent location. The one for Kirk's home was not done correctly by the original owner.

ACTION

Valerie motioned to approve signing of the title elimination for W 607 Marll Court; seconded by Harry. The motion carried.

Loss Control Grants

Cheryl filled out applications for the RMSA Spring Loss Control Grants for pea gravel in Thiel Park, replacement signage, electrical work at the Community Center and pit run gravel for Rattler's Run Road. Each grant is for \$1000.

Fairfield Cemetery

2014 Annual Meeting Minutes

The annual minutes from the 2014 Fairfield Cemetery Board meeting were presented to the council. President Guy Williams discussed the board's suggestion to change the structure of gravesite purchases to no longer selling full plots and to raise the price of one gravesite to \$300. Cheryl Fulton-Fischer had done extensive research about the prices that surrounding cemeteries are charging and determined that \$300 is a fair price. The officers of the board were all reelected for another year as well at this meeting.

ACTION

Alene motioned to approve the Fairfield Cemetery Board's 2014 annual meeting minutes; seconded by Harry. The motion carried.

Cemetery grounds

The condition of the cemetery grounds was discussed. Guy has picked up the branches recently but the large pile of old branches still needs to be taken care of, preferably before Memorial Day. Cheryl will put together a clean-up day and a Bar-B-Que for the helpers out there to get this pile taken care.

Mowing

John Thomas was the only one to submit a bid for the 2015 mowing contract:

Mowing Fairfield Cemetery including both lower and upper areas with basic weed control and trimming around headstones; cleanup and removal of broken tree limbs and garbage.

Bid will be on a per mow basis. \$250 for a complete (upper and lower areas)

Partial mow will be \$100 for lower area (below the road) only,

\$175 for upper (above the road) only includes weed-eating around headstones.

Ken Fuchs discussed applying a growth regulator and weed control to help inhibit the growth so the number of times to mow could possibly be reduced. Ken will look into getting some product donated from his suppliers. The Town would be responsible for the application of the product. John does have a private applicator's license so Cheryl will check to see if it would be applicable to the cemetery grounds.

ACTION

Harry motioned to award the 2015 Fairfield Cemetery mowing contract as described above to John Thomas, seconded by Alene. The motion carried. Emily abstained from voting.

Sexton replacement

Gary Ostheller has been the sexton for the Fairfield Cemetery for several years. He would like the town to begin looking for his replacement. The job description will be placed in the upcoming newsletter.

PUBLIC WORKS REPORT

WATER

- Testing is on schedule and acceptable.
- Plans are nearly final for the South end waterline project.
- All Town backflow devices are being checked this month.

WWTF

- Clearing grounds and dykes of rocks and debris for grounds maintenance and mowing.
- Testing is on schedule.
- Lift Station Service and inspection will take place on April 16th.
- Pricing a H.O. system to help eliminate Fecal Coliforms.

PARKS

- Parks are open for service, restrooms and gazebo etc.
- Sprinkler systems will be online by the end of April and operating as we dry out.
- Weed and feed will be complete this month with some grass seeding in bare spots.

ROADS

- Road grading and pothole repair is being conducted when conditions are favorable.
- Stop and name signs are on a replacement schedule until completion in the fall of 2015.

OTHER: Fire extinguishers have been inspected, tested and tagged for the year. Tires have been removed in the park and we are preparing for some equipment upgrades. Red 2500 Town Chevy had to have brake and seal service done on to the rear-axle. Much needed front end work is to be completed at a later date. Estimate will be available for Council review.

OTHER

An under-the-counter dishwasher has been donated to the Community Center and needs to be installed which will require some carpentry, electrical and plumbing. The question was sent to MRSC about interlocal agreements between communities with the response being RCW 39.34.080 which says since both towns can do public works, one town can perform work for the other. The caveat is that the dollar volume per project must not exceed either Town's bid limits, which is \$40 K for single craft projects. If the work is done by employees of either town, neither prevailing wages have to be paid nor the small works roster used. The Town of Latah's public works has looked at the project and will submit prices for the installation.

An interlocal agreement will be drawn up for the dishwasher project and then possibly starting some discussions with public works of the surrounding communities about having an interlocal agreement between the communities.

PORTLAND STREET: Ken Fuchs asked about the possibility of paving Portland Avenue. At times, the potholes are very bad on that street with the exception of in front of his property which he has paid to have the dust control product put down in front of his property. Valerie explained that Portland Avenue would have to be declared an arterial in order to receive any funding for paving. To have that done, the arterial designation of Carlton Avenue would have to be changed because Fairfield can only have one main arterial. The suggestion of applying the dust control on the entire street could maybe help with the problem.

Custom Spray has just sent out reminders about dust control. Residents that are interested in having that done should contact Cheryl at Town Hall to get on the list.

Fuel savings: Fairfield purchased the UTV in October of last year for the main purpose of saving money with fuel costs. Jeannie put together this chart comparing gasoline purchases from November to February 2013 to November to February 2014. These numbers do not include diesel fuel.

November 2014	\$235	November 2013	\$136
December 2014	\$49	December 2013	\$323
January 2015	\$85	January 2014	\$272
February 2015	\$81	February 2014	\$229
Total	\$450		\$960

This is a 53% savings.

If you see Derek and Derek in the UTV throughout the day remember the huge savings this vehicle is providing the town and if you get the chance, thank them for pursuing this purchase.

Dates to remember

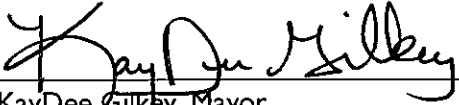
AWC conference is in Wenatchee June 23-26.

COMPLAINTS/COMPLIMENTS

None tonight.

ADJOURN

With no further business, the council meeting adjourned at 7:37 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer