

**REGULAR COUNCIL MEETING
MAY 1, 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 Huber called the regular council meeting to order on May 1, 2012 at 7:00 pm.

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

Others present: KJ Hanley of Century West, Randy Noble and Matt Wright of TD&H, Bill Enzler, John and Jeannie Jesseph, Derek Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Harry Gibbons motioned to approve the April 17, 2012 regular council minutes as presented, seconded by Mary Branon. The motion carried.

ACTION

Approval of the Claims

Mary Branon motioned and Harry Gibbons seconded to approve claim vouchers #16622 through #16637 for \$12,441.75 and EFTs for \$2,957.72 as presented. The motion carried.

Claims: \$ 8,622.59

Payroll: 6,776.88

Total Claims: \$15,399.47

Check Register signed by: Mary Branon, George Davidson and Brian Kauffman

ACTION

Brian Kauffman motioned to excuse Valerie Spurrell from the 4-17-2012 council meeting due to a family emergency; seconded by Mary Branon. The motion carried.

GUEST SPEAKER

Bill Enzler from the Fairfield Service Club presented an update on the 2012 Flag Day. They do not plan to have the hamburger booth. The permit is over \$600 for the one day. Bill also commented that the FFA will not be having the ham dinner. There will be the Fireman's breakfast and a few food vendors in Thiel Park.

With the shortage of food vendors, the suggestion is to put a 1.5 cf dumpster by the Community Center and a large one at the north end of the park.

There should be four porta-potties. The Service Club suggests putting one on McNeil, one on Fairweather, two at the south end of Thiel Park.

Bill asked if someone from the Town staff would be available that day. Ed asked Derek to check with Derek A to have him scheduled to work Flag Day.

The Service Club is making new Flag Day signs that will replace the wooden ones that hang on the Welcome to Fairfield signs at each edge of town. They will be made out of material used for semi-trucks and the lettering is vinyl. They would like to leave them up year round. The sign at the south end of town is in rough shape and the club asked permission to paint it.

The homeowner of 204 Eastview Lane was on the agenda but did not show for the meeting. She had a renter that left in May of 2011 without paying their utility bill. The current bill is now \$237.54. The council waited for her to come until the end of the meeting. At that point, there was discussion about the past due bill and the council gave Cheryl direction on the response to give her. The ordinance states very clearly that the owner is responsible for the bill. Since there has not been a payment since August of 2011, the council will give her 15 days to pay this bill. If no payment is made, a lien will be placed on the home.

Engineer's Report

Century West

Sewer System Improvement Project

KJ Hanley of Century West discussed the letter that the town received from University Legal Assistants and the reply that Dennis Fuller composed. Essentially, the group is checking to make sure that everyone is actively trying to keep water quality good. The response outlined the amount of I&I reduction projects that Fairfield has completed and that there are more projects in the future.

The 2011 Sewer Improvement Project is scheduled to begin May 7. Patrick Stretch from CDBG has given the go ahead to utilize all grant monies for 2nd Street. KJ asked the council to accept the Notice to Proceed to Bowen Brothers for this project.

ACTION

Mary motioned to accept the Notice to Proceed for Bowen Brothers Construction for the 2011 Sewer Improvement Project; seconded by Brian. The motion carried.

TD&H

The bid opening was held this afternoon with five bids opened. The apparent low bidder was Cameron-Reilly at \$286,188.45. Their bid numbers were all correct and all the paperwork was in order. The engineer's estimate was \$340,000, which leaves \$100,000 of the granted TIB funds. Randy will check with Gloria Bennett about using the remaining funds to install new lighting in the park.

Randy asked for the council's permission to have Ed sign notice of award to Cameron-Reilly and to approve the construction engineering document both contingent on approval from TIB.

ACTION

Harry motioned to award the Main Street Rehabilitation Project to Cameron-Reilly at \$286,188.45 and to approve construction engineering document contingent on approval of TIB; seconded by Brian. The motion carried.

Matt Wright will be project representative from TD&H. He will be doing inspections and testing. The preconstruction meeting will be the end of May or first part of June. Randy said that an update would be provided for every council meeting.

Jim Cameron will be looking for locations for the used materials to be dumped.

Randy suggested that the council think about having a dedication ceremony after the project is complete.

OLD BUSINESS

New deputy clerk

Ed interviewed three applicants last week with Jeannie Jesseph being. Today was her first day. She will be working four days a week for four hours each day. She will start at \$11/hour and have a 90-day probation period. The signature cards and Visa card at the Bank of Fairfield will be updated. She will focus on the youth activities first.

ACTION

Mary motioned to approve the pay for Jeannie Jesseph at \$11 per hour; seconded by Brian. The motion carried.

Community Center

Senior Souper

Cheryl discussed how the Senior Souper was progressing. This will continue to be discussed.

Kirk's Doors finally made contact and the door handle has been fixed. Since these doors have been such a headache, Cheryl will look into getting some bids for two new doors. This will only be for budget purposes.

Recycling

Empire Disposal notified the Town that the bin should be available by the 2nd week of May. It will have the doors on the side for easy dumping. Potential locations are still being considered.

Utility tax

The first quarter of 2012 utility tax check was received for \$12,478.85 making total collected so far \$28,726.18.

Arbor Day Event

Garth Davis from Spokane Conservation District had invited the council and Tree Board to the Arbor Day Celebration at their office on April 27th. Ed, Cheryl and John Jesseph all attended. There were several cities represented there and all given their Tree City Awards. John made the comment that Fairfield has been a member for eight years and as far as he knew, this was the first time that we had been invited to attend. Garth gave the Town of Fairfield many accolades about the progress of tree planting and that the cooperation between the Tree Board and the Town Council is very strong. John also made the comment that Fairfield is the only town that the Conservation District provides trees to twice a year. Fairfield usually receives between 10-15 FREE trees a year from them.

Projects for the 2012 season for the Tree Board were discussed. John asked council's permission to plant trees in "The Pit". Ed asked for a written plan with snapshots of the type of tree that will be planted, which can be provided as soon as Garth provides the information to John. More trees will probably be planted by the WWTF in the fall.

NEW BUSINESS

Janitorial contract

Andrea Fitzsimmons has contracted with the Town of Fairfield to clean the office and public restrooms since 2002 and is still being paid the same rate of \$10 per hour. Ed and Cheryl met with her last week and went over the original contract. There was some concern on the Town's part that she was to be paid prevailing wage, which is \$12.37/hour. After checking with MRSC, it was determined that since she is a sole proprietor, prevailing wages do not factor in. Ed suggested that since she has not had an increase for ten years that she be raised to \$12.37 effective 5-1-2012. The contract will be changed to read the professional shall be compensated with council motion. She is to submit her invoice in an hour format instead of it being a blank invoice from now on.

ACTION

Harry motioned to approve pay increase to \$12.37; seconded by Mary. The motion carried.

Road Closure

ACTION

Brian motioned to approve Parade Agreement #ER P06-12 from WSDOT, road closure for 2012 Flag Day parade; seconded by Harry. The motion carried.

Public Works Update

Water

- Two leaky meters were discovered during the scheduled reading this year. Locates have been called in and repair will be completed shortly after.
- Chlorinator tables need repaired and/or replaced in all three well houses.
- Chlorine residuals are staying within limits.

WWTF

- Pump #2 has failed in lift station #2. This series of two pumps are responsible for evacuating the EQ pond. Contractors are being contacted to repair #2 and service pump #1.
- Testing is on schedule.
- Road maintenance has been done around the lagoons with some gravel to be added in the soft spots.
- The sewer project is about to start on Carlton from 2nd to 3rd.
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PARKS

- A new light has been installed by Avista that lights up the new pedestrian bridge and parking area on the north end.
- All the mowers have been serviced and are in operation, including the John Deere 420 with mower deck.
- The new Grasshopper mower has been ordered and should arrive late this week or early next week. The John Deere can still be used in difficult areas.

ROADS

- Road shoulder maintenance and pot-hole repair is an ongoing process with the heavy rains washing out the roads.
- Bids are coming in on the purchase of some Street and Stop sign replacements and posts as well. The signs are to be of high-density diamond grade, which will meet the retro-reflectivity requirements.
- Road oiling procedures have been defined and the event is ready to be scheduled. Sign-up sheets are being mailed with the utility bills.

OTHER

Work is being done on some damage to a window at the back of the library. There is a possibility that it will need to be replaced.

Other:

Ordinance #369 will be on the agenda for the May 15th meeting.

The first council meeting in July is the 3rd. Ed asked if the members wanted to change the date but everyone is fine with having the meeting stay the same.

Each council member received the budget position dated 5-1-2012.

Review Complaints & Compliments

4-19-12: Dog complaint

4-23-12: Dog complaint

4-20-12: Dog complaint

4-23-12: Abandoned trailer

All of the above complaints were given letters and fines if appropriate. There was discussion about no one taking responsibility for the loose dogs and taking the letters and fines seriously. It was determined that if these dogs could be contained then Spokanimal contacted to pick them up at the owner's expense might get some attention from the owners.

Adjourn

The regular meeting adjourned 8:59 pm.


Mayor Ed Huber


Clerk/Treasurer Cheryl Loeffler