

**REGULAR COUNCIL MEETING
JUNE 19, 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 June 19, 2012 at 7:00 pm.

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

Others present: Randy Noble of TD&H, KJ Hanley of Century West, Bill Enzler and Henry Davis of the Service Club, Kathy Marcus, Ty and Rebecca Fulton, Brittany Davies, Derek Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Harry Gibbons motioned to approve the June 5, 2012 regular council minutes and June 12, 2012 special council minutes as presented, seconded by Brian Kauffmann. The motion carried.

ACTION

Approval of the Claims

Mary Branon motioned and Harry Gibbons seconded to approve claim vouchers #16676 through #16683 \$9,183.01 and EFTs for \$4,954.12 as presented. The motion carried.

Claims: \$ 6,537.10

Payroll: 7,600.03

Total Claims: \$14,137.13

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

PUBLIC HEARING: TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND CAPITAL IMPROVEMENT PROGRAM (CIP) SIX YEAR PLAN 2013 TO 2017

Mayor Huber explained to the audience that this is a listing of high priority projects. They must be on this six-year plan to be eligible for any type of federal or state funding.

Mayor Huber opened the public hearing for discussion and public comments at 7:02

Brian: Did not see any necessary changes other than the ones that have already been discussed at previous meetings.

Bill: Comments about the price of various items such as the drinking fountain in Hart Park and park benches.

The dates will be changed to 2017 in the document.

With no further comments, the public hearing closed at 7:15.

ACTION

Mary motioned to approve Resolution 2012-2 updating the Transportation Improvement Program and the Capital Improvement Program to include the addition of sidewalks on 1st Street from Carlton to Spokane Avenue for \$165,000; change the Main Street Improvement to Railroad Avenue to Fairweather Avenue and add continuation of street lighting in the TIP and addition of an all-purpose utility vehicle for \$14,000 in the parks section of the Capital Improvement program; seconded by Harry. The motion carried.

Engineer's Report

Century West

Sewer System Improvement Project

Century West Engineering has found the work for the 2011 Sewer System Improvements Project, including the punch-list items, complete and acceptable. Based on this review, they recommend that the Town of Fairfield accept the 2011 Sewer System Improvements Project as complete. This will start the two-year warranty.

When all the releases are received from Department of L&I, Department of Revenue and the Employment Security Department, the retainage can be paid to Bowen Brothers.

Harry commented about how good the project looks.

ACTION

Harry motioned to accept the project as complete and approve the Notice of Completion of the Public Works #30275.024.02, 2011 Sewer System Improvements Project seconded by Brian. The motion carried.

University Legal Assistance letter

The town has received a second letter from the University Legal Assistance addressing their concerns of the discharge from the wastewater treatment plant. Century West prepared a letter providing more information regarding the Town's I&I plan along with a map indicating the improvements made and potential future projects for reduction of the I&I. The letter also explains the results of the testing. The letter will be signed by the mayor.

TD&H

Randy Noble from TD&H explained that Cameron-Reilly has started the East Main Street project as scheduled. The curbing work on the south side of Main Street as well as the sidewalk on the south end of Thiel Park will begin on Thursday. While excavating a light pole foundation at the NW corner of E Main and Railroad, Colvico unearthed an underground storage tank. DOE was contacted who indicated the tank could be removed. Since this is in the location of a light pole foundation, we must remove the tank. Randy has asked Cameron-Reilly to secure the services of a contractor who regularly engages in this type of work.

Cameron-Reilly's proposal of \$76,000 for the street lighting was rejected by TIB. Randy is asking council's approval to solicit bids from the Small Works Roster and then upon receipt and review of the bids, requesting council's approval to proceed with the award, contract signature and notice to proceed. All of this is contingent of TIB acceptance. The council would like to see the bids before they approve them and award the contract. A special meeting will be called when the bids come in to accept the bid.

ACTION

Mary motioned to remove the underground tank and approved TD&H to solicit bids on the small works roster for the lighting; seconded by Brian. The motion carried.

Union Pacific indicates installation of the crossing will be the week of 7-16 and paving is scheduled to occur the week of 7-23.

Ed asked about having Cameron-Reilly pave the area in front of the office. The area is very broken and there were some flooding issues in the records room during the winter. Randy suggested that chip sealing the area would be much more economical since there are plans for continuation of the Main Street project. He would contact Gloria Bennett about adding Main Street onto the WSDOT chip-sealing project. The State will be going through Fairfield and chip sealing some of 2nd and also from Hwy 27 to 4th Street on Portland in July.

Randy presented a letter concerning Century West and TD&H both applying for TIB funding. This will be discussed during executive session at the next meeting.

OLD BUSINESS

Recycling

Ed explained to the audience that the council has identified three areas that could work as a possible location for the recycling bin: Industrial Way, corner of Johnson and Norton behind the town shop or behind Town Hall. They have ran into opposition at all of the locations. At this point, no decision has been made. Kathy Marcus was present at tonight's meeting as the Town of Fairfield's planner and to explain the zoning-especially of the area behind the Town Shop. She explained that the recycling bin would be considered a convenient accessory to whatever the primary use of the property is. It is not a recycling plant, it is only a container. It should not have to be rezoned or even have a conditional use permit. She referred to having the post office next door and placing a mail drop box three blocks away. The drop box is not the

post office, it is only a convenient accessory on the property that it sits on. Kathy went on to explain that there are recycling bins at all of the schools in Hayden, Idaho where she lives. There has not been any problem with people dumping garbage at any of those sites.

The council does not want to place any hardship for any part of the town, either residential or business. The Town does not mind putting it in our back yard, behind Town Hall.

Harry: just wanted clarification on no permit or rezoning needed. It is not a primary use but an accessory use of the property.

Ed and the council explained again that there had NOT been any decision made for a location. They were open to all comments but a decision would be made tonight.

Ed asked the audience for any comments on the location behind Town Hall.

Brittany Davies: Her family lives at South 108 Johnson Avenue, directly across the alley from the back of Town Hall. They do not have any problem with it being located behind Town Hall. She did ask if a sign to slow traffic that goes through there could be placed to remind people to watch their speed.

An email came from the Kjacks that live across the street commenting that they did not have any objection either.

Bill Enzler: Bill was here representing the Service Club. Their concerns are that since the site would be out of the public view, there would be people dumping their garbage there at night. The smell would be bad and there would be garbage that they did not want to have to deal with.

Henry Davis: Henry is also here representing the Service Club. He worked at a recycling center for 9 years and mentioned that the sound of glass being deposited into an empty container is very loud and that neighbors would not be happy with that noise at 2:00 in the morning. He suggests having a 90-day review to hear complaints and/or concerns.

Ed then asked if anyone had comments about the Johnson Avenue location.

Henry Davis: Representing himself now does not want it on Johnson Avenue as he could potentially buy the house that is across the street from that site.

Rhonda Veile sent an email expressing no opposition to the location of Johnson and Norton.

There were no comments about the Industrial Way location.

The bin and surrounding area would be checked daily by town employees and weekly by the Empire Disposal drivers. Ed asked Derek to add that into his daily routine. Ed and the council agree that the 90-day review sounds reasonable.

Mayor Huber then explained how he dug his heels when the Skate Park was proposed and how it has turned into a very positive addition for the Town of Fairfield. We need to give the recycling a chance to prove that it will be a good thing for the Town as well.

After listening to everyone's comments, the opposition to the site behind Town Hall met with the least resistance. The council chose the area behind Town Hall for the location of the bin. There will be a 90-day review and Ed asked the people that were at tonight's meeting to attend that meeting with their thoughts-both positive and negative. Empire Disposal will be notified that Tuesday, June 26th will be the day for delivery.

The Town would like to offer to the Service Club storage for the painted garbage cans but they had already decided prior to this meeting of another storage area.

Flag Day Recap

Park condition

The vendor's vehicles were allowed to drive into Thiel Park and left some deep depressions in the grass. Derek questioned the possibility with the wet weather to move things over across the creek. There would be easier access for the vendors along with the less chance of damage to the ground. Derek did say that they had turned the sprinklers off a week before

Flag Day. There needs to be a Plan B in case of bad weather.

Youth activities fundraisers

Cheryl reported that despite the horrible weather, the waffle cone booth and the lemonade stand brought in \$256.

Service Club door

The locking mechanism of the Service Club door has never worked correctly. The members would like to have a new mechanism installed. Derek will look at that tomorrow.

Ed asked the members about their key tracking policy. They are forming a policy. The keys need to be marked with "Do not Duplicate" and numbered.

Summer lunch program update

At this point, we are moving forward. Confirmation has not been received but USDA sent the trainer and she commented that they would not have sent her if the Town was not approved. Jeannie and Cheryl had training on Monday on the program. All food handlers need to have a food handler permit card. Jeannie worked with Lorell Storm of Fairfield Care about ordering the food through them. The anticipated starting date is Monday, June 25, noon to 1:00 p.m. It will be open to anyone ages 1-19. There is no proof of financial burden required in order to participate. The more participation we have, the more reimbursable meals we serve. The biggest burden right now is getting the word out to everyone.

Summer Swim program

The Summer Swim program begins Wednesday, July 11. The fee will be \$2 and this year, Tekoa will be providing a free lunch. The kids need to be at Thiel Park and ready to load the bus before noon every week. The application and permission slips are available at Town Hall. Liberty will be charging \$1.34 per mile for use of the bus plus there will be the wages of the chaperones. These fees at the end of the program will be divided between Waverly, Fairfield and Latah.

NEW BUSINESS

Cemetery CD

After discussing the interest rates at US Bank, American West and the Bank of Fairfield, the council decided to leave the Fairfield Cemetery Certificate of Deposit (CD) at the Bank of Fairfield but have only a 12-month term. The Cemetery Board also agreed to have \$1,666 removed from the current CD balance and deposited into the Bank of Fairfield's account for this year's cemetery maintenance. The interest is now automatically rolled into the expense account every quarter.

Review of outstanding utility bills

The council reviewed the outstanding utility bills from the billing cycle of 4-30-2012. Three of the liens placed have been paid. There was some discussion about landlord/tenant relationship rules. MRSC will be contacted for clarification.

PUBLIC HEARING: ORDINANCE #370 AN ORDINANCE OF THE TOWN OF FAIRFIELD, WASHINGTON, ADOPTING RULES AND REQUIREMENTS FOR CUSTOMERS OF THE TOWN'S SEWER UTILITY AND OTHER MATTERS PROPERLY RELATED THERETO

Mayor Huber opened the public hearing 9:35 and did the first reading of the ordinance.

Mary: Suggested removal of Section 5 that refers to a deposit for the sewer utility and disconnection. Since the sewer cannot be disconnected, this is an unnecessary section.

Section 8 also refers to disconnection of the sewer.

The council suggested to leave the sections that refer to water shutoffs since the water and sewer utilities are billed at the same time.

The 2nd reading of the ordinance will be at the next council meeting.

With no further public comments, the public hearing was closed.

Public Works Update

WATER

- Meters are still being changed on a schedule that has coincides with the construction in town.
- Locating and exercising valves on the water system surrounding construction, in case of a needed shutdown.
- Chlorine residuals are well within limits. Testing is on schedule.

WWTF

- Still at a "No discharge" into the creek. The pond levels are doing well.
- Leveling of the dirt and removal of rock has been accomplished and will now be mowed and weed eaten.
- Two aerators have been shut down do to no discharge and will save some electricity. They will be serviced and turned on in August.
- Pat McGuire will be taking over as Fairfield's DOE contact for the time being, in place of Cynthia Wall.

PARKS

- Thiel Park parking has been re-stripped
- Grass area did not fare so well during the Flag-Day event, wet grass left deep ruts from vendor vehicles. Dirt will need to be added in areas as well as possibly being rolled smooth again and seeded.
- Outlet covers have been replaced with weatherproof lockable ones.
- Branches and garbage are picked up on a regular basis.

ROADS

- Road oiled spots are holding up well with this year's moisture.
- Construction on Main St. is coming along great and on schedule.
- Road cut out and repair will be needed on Portland Ave from Hwy 27 to Fourth St. and Second St. from Lake to Bradshaw before the chip seal crew gets here at the end of July for a top coat.

Other:

AWC will be providing an Elected Officials Roles and Responsibilities training on July 23rd and have asked Fairfield to host the training. Roger Neal will be the presenter. He will also do a Loss Control Inspection at 1:00 that same day, meeting with Derek first.

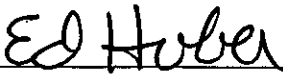
The bid from T&R Concrete did not include disposal of the concrete and the other two bids did. Ed will call the contractor and ask him to resubmit his bid for the total project to be complete. All three will be reviewed after T&R submits the new one.

Review Complaints & Compliments

6-11-12: Dog running at large. A letter along with the ordinance was sent to the dog owner. They have notified the Town of what they are doing to try to contain him. They are looking for a home where he can run and flush birds.

Adjourn

The regular meeting adjourned 10:32 pm.



Mayor Ed Huber



Clerk/Treasurer Cheryl Loeffler