

**REGULAR COUNCIL MEETING
PRELIMINARY MINUTES
JUNE 4, 2013
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 4, 2013 at 7:00 pm.

Council members present: Mary Branon, Valerie Spurrell, George Davidson and Brian Kauffman.
Harry Gibbons was absent due to illness.

Others present: KJ Hanley, David Stark, Cheryl Loeffler and Derek Knecht.

Approval of Minutes

ACTION

Brian Kauffman motioned to approve the minutes from the May 21, 2013 regular council meeting as presented; seconded by Mary Branon. The motion carried.

ACTION

Approval of the Claims

Mary Branon made a motion to approve EFT payroll checks E136, E140, checks #17090-17091 totaling \$3,406.19 and check numbers 17092 through 17106; E138 for \$8,344.74 as presented. Valerie Branon seconded the motion. The motion carried.

Claims: \$8,344.74

Payroll: 3,406.19

Total Claims: \$11,750.93

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

Guests:

David Stark

David Stark came to the meeting tonight to explain that citizens from another community have raised concern about the application of Bio-Mist next to croplands. He has received a phone call from the Department of Agriculture stating that this could make it difficult for the application of product at the treatment plant and the crop that surrounds it. Due to the change in the weather Monday evening, David was not able to fog for mosquitos but plans to attempt it again on the 10th. Ed stressed that the council promised the citizens when the Town became involved with the mosquito fogging that they would abide by the law and David is well aware of the rules regarding pesticides.

Engineer update

2012 Sewer Improvement Project

All of the documents are in order from Bowen Brothers for the 2012 Sewer Interceptor Replacement Project. Ed signed the Notice of Award. Pre-construction meeting is scheduled for Thursday in Spokane and KJ expects the Notice to Proceed to be awarded after this meeting. There was some confusion as to who was to sign the Contractor's Right of Entry for the railroad. KJ started working with Renay Robinson and it was finally determined that it should be Bowen Brothers and not the Town. We will resend the email confirming that the railroad would waive the \$500 application fee for the Right of Entry.

Wilbur Ellis is still working with WSDOT on the purchase of the property so that section of the line will not be worked on with this project.

Rate Analysis

KJ and Dennis Fuller are working with the sewer fund numbers for the rate analysis that Cheryl provided. He should be ready to present it at the next meeting.

Councilman Harry Gibbon's chair

It was brought to the attention of the council that Harry Gibbons has been having a difficult time these last few months with the death of his wife and his ill health. Out of respect for the years of service, that Harry has given to the community, both as a council member and mayor, Ed is asking the council to keep Harry's seat open for him through the end of his term.

ACTION

Brian motioned to keep Harry Gibbon's council seat open for him through the end of his term and to waive the absenteeism requirements through the end of the year; seconded by Mary. The motion carried.

OLD BUSINESS

Light Pole Relocation

Ed has been working with Steve Marsh from TD&H on the financial responsibility of the relocation of the light pole. TD&H agreed to pay 27.5% but wants the town to sign a no holds harm clause. Ed asked Cheryl to send the letter and no holds harm clause to Stanley Schwartz, the town's attorney for his review. Mr. Schwartz suggested that as the clause is presently written, it releases TD&H from all work performed by Cameron-Reilly, ARC Electric and all other subcontractors. The no holds harm clause was written for the entire Main Street Rehabilitation project and not just the relocation of the light pole. The council would like Stanley to send a letter to TD&H suggesting release from the lighting project only.

The new location of light pole is still in question with the blocking of the railroad crossing sign the issue. Cheryl will contact Jacob Allen, the UPRR Manager of Track Maintenance in Spokane to help define the location.

Opportunity Grant

Inland Northwest Community Foundation did not authorize funding for the Summer Literacy Program.

NEW BUSINESS

RESOLUTION 2013-3 Reallocation of received utility taxes from street fund to current expense fund

ACTION

Mary motioned to approve RESOLUTION 2013-3 Reallocation of received utility taxes from street fund to current expense fund; seconded by Brian. The motion carried.

USDA annual report

The annual report for the USDA funding agency was completed and comments received from Rick Rose of USDA. His comments state that it is good to see Fairfield taking steps with the yearly increases to ensure that the sewer system is sustainable but the capital improvements have been hitting the fund hard. These IBIS improvements are mandated from the Department of Ecology. He also commented on the accounts receivable. Cheryl will respond to this stating that past due accounts are being worked on and liens are placed to help recoup those outstanding bills.

Flag Day

The Service Club has asked the town staff to be available for the bathrooms but with the Town providing the extra funding for the Service Club insurance, the council has felt that staffing personnel the day of the event is not necessary. The town will supply the toilet paper and a key to the dispenser for them to stock themselves.

The Service Club has been working at getting the insurance to cover the parade. We are waiting for the document that states that it is covered before the Road Closure Agreement with WSDOT is signed. Cheryl will ask Linda Brown of WSDOT why the Town has to sign this document as we are not the Event Coordinator.

Public Works Report

Derek has noticed that the volunteer trees that are coming up along the creek banks are being cut back. He stated that the Department of Ecology **requires** that all natural growth stay in the creek banks. Please leave the trees that are growing within the waterway.

WATER

- Nitrates on source testing came back negative

- Valve exercising continues
- Chlorine residuals are staying steady at .2 ppm
- New chlorine storage tank for Well #2 is ordered and will be installed upon arrival. Changing to ten-gallon suction feed.
- Sanitary Survey will be on June 20.

WWTF

- Testing has been within state limits on effluent waters.
- The “no discharge season” started on 1 June and should remain in effect until September and possibly October.
- Influent and upstream testing will continue twice a month. Effluent is over until discharge to the creek commences.
- Influent screen bins and drain plumbing has been clogged and cleaned.

PARKS

- Mowing, weed eating, fertilizer and park preparation for Flag Day will be final on Thurs. the 6.
- Bathrooms are cleaned and stocked weekly and checked daily.
- Water line in Hahner field will be leveled off this month.

ROADS

- Pothole repair and road grading are caught up for the year. Dirt roads have been oiled in select areas.
- Mowing has been done on the side of main roads and some arterials. This will continue thru the summer. Plow gravel is being pulled back into service so sides can stay maintained with mowing equipment.

OTHER:

Still waiting on final generator numbers before selection and install. Ed has asked Derek to have all bids for the new water generator in by the first 1st meeting in August so this project can be completed before the end of the year.

The John Deere 420 has been serviced and put into use for lawn maintenance.

Other

Palouse Scenic Byways received an email about a video being made about the communities on the byway. More research will be done on this.

Complaints/Compliments

None received tonight.

Adjourn

The council meeting adjourned at 8:52.



 Mayor Ed Huber



 Clerk/Treasurer Cheryl Loeffler