

REGULAR COUNCIL MEETING
JULY 17, 2018
6:00

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 Pro-Tem Valerie Rogers called the July 17, 2018 regular council meeting to order at 6:00 pm.

Mayor and Town Council members present: Melissa Lunsford, Jamie Paden, George Davidson; Valerie Rogers and Emily Thomas. KayDee Gilkey is on vacation.

Others present: Perry Paden, Justin and Heather Gust, Kayla Billington, Devin Billington and Cheryl Loeffler.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the minutes as read from the regular council meeting of July 3, 2018; seconded by Jamie Paden. The motion carries 4-0.

Approval of Claims

Emily Thomas moved to approve the claims for July 17, 2018 with EFTs #493-494 totaling \$2,237.67 and checks #19291-19301 totaling \$7,098.87 seconded by George Davidson. The motion carries 4-0.

	07/17/2018
Claims	\$5,183.15
Payroll	4,153.39
Total Paid	\$9,336.54

Check register signed by George Davidson, Melissa Lunsford and Jamie Paden.

OLD BUSINESS

Guest

Shane Anderson 509 S 1st Street

Shane was not present at the meeting tonight.

Cara Deviny

306 S 1st Street

Cara Deviny of All2Properties, LLC is a business that purchases buildings, renovates them and sells them. She would like to purchase the home at 306 S 1st Street and is proposing to disconnect sewer and not have to pay or pay a drastically reduced rate as there is no water usage capability at that residence in its existing state. The house is currently uninhabitable. She is proposing a one-year period utility "hold off". During that time, she will renovate the home and re-establish it as an occupy-able residence which in turn will allow the town to host one more family into its community. This is for Fairfield's community growth, structural preservation, and economic development, at the very least. It is zoned commercial and would be perfect for a home business scenario.

After discussions, Emily will write up a policy for a Neighborhood Improvement and Rehabilitation Incentive policy and application for this situation.

ACTION

George moved to approve a reduction on the sewer charge for 306 S 1st to one-half of the current rate for one year or until water is turned back on, whichever comes first, at which time the rate returns to the normal charge; contingent on the purchase of said property, seconded by Jamie. The motion carries 4-0.

A policy for residents reduced rate charge will be discussed at a future council meeting.

KBITS Information Technology Services

Kayla Billington, owner of KBITS Information Technology Services proposed a computer hardware, software and information technology consultation, user training and support services package for the computers that the town owns. Currently this would include Windows XP and Windows 7 used by public works for operating the water system and Windows 10, which is the one Cheryl uses. Her services would include researching and installing the operating systems updates monthly, scanning for viruses and additional two hours for consultation, support and training. With the town experiencing a small breach of cyber security, it is a good idea to set the email addresses up to run under an administrator, which she can do for us. She would also help with accessing the security cameras. The cost is \$200 per month for these services. She will draw up a contract to present to both the council and the town's attorney and will sign a non-disclosure agreement. It will run month to month for now and reassess at budgeting.

ACTION

Melissa moved to approve the expenditure of \$200 month-to-month contract with KBIT for IT services with reassessment of the contract at budget time. Contract will be effective August 1, 2018 and will include a non-disclosure agreement; seconded by George. The motion carries 4-0.

The computer with Windows XP needs to be replaced soon; it is the main computer for the telemetry system. Perry Paden shared that the Johnson Service Group will be upgrading their computers in the near future and will donate two of their replaced laptops to the town.

OLD BUSINESS

Family Movie Night

Devin and Cheryl will help Jamie bring the gas grill to the park and the wooden tables from the community center. Cheryl will be picking up the hot dogs and supplies. Melissa will help and make sure the restrooms are in good shape.

Park conditions

A few people had reported that the restrooms in Thiel Park were not usable due to vandalism. Melissa and her husband cleaned everything up plus swept up the broken glass in the gazebo area. A report to Crime Check was also made. Devin then reported that he checks them every day and the condition has improved since that event. The council gave staff the authority to close the restrooms if the condition deteriorates again. The \$50 reward for reporting vandalism will also be posted again.

We will begin looking into charging a fee for reserving the gazebo area for private parties. Other communities will be contacted for their policies for park rentals.

There have been motorcycles using Hart Park as a motorcycle track and then running around in The Pit. Devin will look into installing cameras. The park rules and regulations from Spokane and Spokane Valley were provided to the council for review and further discussion.

312 W Hamilton Complaint

There was a miscommunication as to who was making the contact regarding this complaint. Cheryl will issue the letter.

NEW BUSINESS

Memorandum of Understanding (MOU) between Spokane Solid Waste and Fairfield for recycling

Cheryl met with Deb Geiger and Lindsay Chapman from Spokane County Solid Waste. There is grant money available for recycling from the Department of Ecology. We will be reimbursed 75% of the fees that we incur quarterly for recycling for this year. They will also provide some signage for the recycling bin.

They will also do some research into providing funds for two chipping events, a composting class, tire amnesty program along with information regarding concrete and fluorescent light disposal sites and a highway litter pick-up campaign.

ACTION

Jamie moved to approve the MOU between Spokane Solid Waste and the Town of Fairfield for a recycling grant to be reimbursed at 75%; seconded by Emily. The motion carries by 4-0.

Public works report

Sewer: Due to accuracy of samples, convenience, and price, the sewer and water samples will be taken to Anatek Labs in Spokane.

Streets: there have been no major projects.

Parks: Issues have reduced and are not present at the moment. Cameras are now monitoring the park for any future issues that may arise.

Water: Chlorine levels are up to the 0.2 range as required by DOH.

General: Paul Sifford has come out to go over any issues we may have had. He will be back out on Wednesday the 18th to run sewer tests with us.

Compliments/Complaints

None tonight.

Other

Military Wall of Honor

Perry Paden would like to have a ceremony when the plaques are placed on the Military Wall of Honor and would like to have as many council members present as possible. The first one will be July 29th at 3:00 p.m.

Progress payment #8 for 1st Street Sidewalk

ACTION

Emily moved to approve the 1st Street Sidewalk Project Progress Payment for \$1123.07; seconded by Melissa. The motion carries 4-0.

Liquor license renewal for The Market

ACTION

Jamie moved to approve the annual renewal of The Market's liquor license, seconded by Melissa. The motion carries 4-0.

Dates to remember

- July 16-26 & August 6-8** KayDee out of town
- July 19** Cheryl out
- July 24** Planning Commission meeting
- July 26** Community Picnic & Family movie
- August 4** Community Yard Sale

ADJOURN

With no further business, the council meeting adjourned at 8:17



Valerie Rogers, Mayor Pro-Tem



Cheryl Loeffler, Clerk/Treasurer