

**REGULAR COUNCIL MEETING  
PRELIMINARY MINUTES  
July 2, 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 July 2nd, 2013 at 7:00 pm. Council members present: Harry Gibbons, Valerie Spurrell, George Davidson and Brian Kauffman. Mary Branon was absent because of travelling for work.

The meeting was held in the Service Club room since it was over 90 degrees in Town Hall.

Others present: Shawn and Debbie Carney and Cheryl Loeffler. Derek Knecht came in after the meeting was adjourned.

**Approval of Minutes**

**ACTION**

Brian Kauffman motioned to approve the minutes from the June 18, 2013 regular council meeting as presented; seconded by Valerie Spurrell. The motion carried.

**Approval of the Claims**

**ACTION**

Brian Kauffman made a motion to approve EFT payroll checks E145- E146 and #17119-17120, and 17123-17124 totaling \$6,542.30 and checks #17121 and #17125-#17139; E147 for \$21,805.37 as presented. Valerie Spurrell seconded the motion. The motion carried.

Claims: \$21,805.37

Payroll: 6,542.30

Total Claims: \$28,347.67

Check Register signed by: Brian Kauffman and George Davidson and Valerie Spurrell.

**ACTION**

Brian motioned to excuse Harry Gibbons from the council meetings held on May 7, May 21, June 4 and June 8, 2013 due to a serious illness; seconded by Valerie. The motion carried. Harry abstained.

**Guests:**

**Shawn and Debbie Carney of Zythum Brewing Company, LLC**

Shawn and Debbie presented a proposal to produce their snack food at the kitchen of the Community Center while their facility is being worked on. A few updated pieces of equipment and some rearranging of existing equipment is required before production can start. Zythum would purchase the equipment and donate it to the Town with all equipment and improvements to remain the property of the Town of Fairfield. They would also list Fairfield Community Center as an additional insured entity. They have had the kitchen approved by USDA and Zythum will apply for a commercial food production license for the Community Center kitchen. In exchange for the improvements, Zythum is requesting access to the kitchen two days per week for a few months for production and some secured storage. They will work with Town Hall to make sure

the facility is not being used for another function on those days. The "no charge" access is not to exceed September 30, 2013.

**ACTION**

Brian motioned to authorize Zythum Brewing Company, LLC to use the Fairfield Community Center for snack food production at no charge, not to exceed September 30, 2013, in exchange for equipment and improvement donation to the Center; seconded by Valerie. The motion passed with three yeas. George Davidson abstained from voting.

**Engineer Report  
Century West**

KJ Hanley was not present but did send the easement between NuChem and the Town for the council to review. Everything was the standard easement with the exception of the Town is to pay NuChem \$500 for this easement. It was questioned why there was no line for a town representative to sign. Cheryl will check into this.

**ACTION**

Brian motioned to accept the easement as presented between NuChem and the Town of Fairfield; seconded by Harry Gibbons. The motion carried.

**OLD BUSINESS**

**Light Pole Relocation**

Ed has tried to contact Jake Allen from the Spokane office of UPRR but has not heard back. The council agreed that written documentation from the railroad approving the project as it stands is what is needed to get the job closed.

**Community Service Project**

Derek met with three members of the LDS Church that is looking to do community service in Fairfield. They reviewed the three projects and think that all three are possible. Ed and the council would like to provide a meal for them after their day of working.

**Mosquito Fogging**

David Stark has been able to fog twice in June. He will be gone on July 8. The council decided to continue fogging through July as long as the daytime temperature does not exceed 85 degrees on the day he is to fog. Cheryl will contact David.

**Dan Walker Video**

Mr. Walker came to Fairfield last week and met with representatives from Latah, Fairfield and Rockford about the video he is proposing. Each town would get a two minute video to be viewed on the Palouse Scenic Byway website. He is looking for funding so each town would not have to come up with his asking \$600.

**ACTION**

Brian motioned to authorize up to \$350 expenditure on the video produced by Dan Walker for the Palouse Scenic Byway website; seconded by George. The motion passed.

Cheryl will put together some information about Fairfield and send to Mr. Walker.

There was no New Business or Public Works Report tonight.

**Executive Session**

Mayor Huber called for an executive session at 8:00 pm to discuss a litigious matter. The session should last no longer than 10 minutes and no action will be taken during executive session.

Executive session opened at 8:00.  
Executive session ended at 8:12.  
Regular council reconvened at 8:12

**Other**


Cheryl discussed that the mother board on her computer was destroyed today so the tower needs to be replaced. The wall air conditioner is not working either.

**ACTION**

Brian motioned to approve the expenditure of up to \$1000 for a new tower and window air conditioner; seconded by Valerie. The motion carried.

**Adjourn**

With no further business, the council meeting adjourned at 8:12.

  
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Mayor Ed Huber

  
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Clerk/Treasurer Cheryl Loeffler