

REGULAR COUNCIL MEETING
SEPTEMBER 5, 2017
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 KayDee Gilkey called the September 5, 2017 regular council meeting to order at 6:00 pm.

Mayor and Town Council members present: KayDee Gilkey, Darcie Sainsbury, George Davidson, Valerie Rogers and Emily Thomas.

Harry Gibbons was absent due to prior a commitment.

Others present: Bryan Hicks, Melissa Lunsford, Lon and Terry Ottosen, Jo Jo, Lucy, Hyrum and Andy Thomas and Cheryl Loeffler.

ACTION

Approval of the Minutes

Valerie Rogers moved to approve the minutes from the regular council meeting of August 15, 2017 as read, seconded by Emily Thomas. The motion was approved 4-0.

ACTION

Approval of Claims

Darcie Sainsbury moved to approve the claims for September 5, 2017 as presented with EFT #E391-395 totaling \$4,991.41 and check numbers 18930-18947 totaling \$17,778.15; seconded by Valerie Rogers. The motion passed 4-0.

	09-05-2017
Claims	\$15,668.59
Payroll	7,100.97
Total Paid	\$22,769.56

Check register signed by George Davidson, Valerie Rogers, Darcie Sainsbury

Engineer's report

1st Street Sidewalk Project

The bidding climate has turned unfavorable so the funding agency has approved not advertising the project until possibly the last week of October and then have a long bid period. The notice to proceed would be issued sometime in May of 2018 for the project to be completed before Flag Day.

Clear zone policy

WSDOT made a Design Manual revision in July that affects the design documentation package that was prepared to comply with the federal funding requirements. Instead of being able to simply reference WSDOT design standards for clear zone requirements (the minimum distance from the road to a fixed object such as a utility pole), WSDOT no longer has a clear zone standard for urban areas with curbs and has delegated that responsibility to the local cities/towns.

The policy for streets with barrier curb or curb and gutter, the following is required:

- Sidewalk adjacent to the curb - Rigid objects shall be placed 2 feet behind the sidewalk or 10-ft min. from the edge of the travel lane;
- Separated sidewalk- Rigid objects shall be no closer than 2 feet from the back of the curb or 10-ft min. from the edge of the travel lane;
- No sidewalk - Rigid objects shall be no closer than 2 feet from the back of the curb or 10-ft min. from the edge of the travel lane;

- Speed limit 40 mph or less - The clear zone distance is 2 feet behind the back of the curb or 10-ft min. from the edge of the travel lane.

For all other pavement edges and design speeds, clear zone requirements per AASHTO's "A Policy on Geometric Design of Highways and Streets" or WSDOT Design Manual shall be used.

Trench and road at 207 Johnson Street

Bryan has been in contact with Versatile Industries about the condition of the alley and the trench at 207 Johnson Street. Versatile's comment was the condition of the trench is due more to the wet weather than their work. The repairs will fall back onto the town to get the area into acceptable condition by scraping the area and filling it with about six inches of gravel. With everything being so dry, now would be best time to do the work and get the best results.

FEMA

Funds have been obligated for Rattler's Run Road, resurfacing the sidewalks, the manhole covers on Ticknor and reimbursement for work already completed at Third and Lake. FEMA will pay 75%, state pays 12.5% and the town will pay the remaining 12.5%. The funding for the park cleanup has not been approved yet. We can add our portion into the 2018 budget.

OLD BUSINESS

Resolution 2017-03 Approving the cooperative agreement for the CDBG Funds between the Town of Fairfield and Spokane County.

HUD now requires a resolution from each community that participates in the consortium, which Fairfield agreed too on 3-7-17.

ACTION

Darcie moved to approve Resolution 2017-03, Approving the cooperative agreement for the CDBG Funds between the Town of Fairfield and Spokane County, originally approved on March 7, 2017; seconded by Val. The motion was approved 4-0.

Resolution 2017-04 Findings of Fact, Decision and a Resolution of the Town Council of the Town of Fairfield, Washington, amending chapter 17.28.060, Animals in residential zones, of the Fairfield zoning code relating to allowing for certain urban farming and small and large animals associated with the same.

The council discussed removing the word fowl from the ordinance as it is repetitive with Poultry.

ACTION

Emily moved to strike "fowl" from the definition section and also the "and/or fowl" out of section 4 of "chickens" in this resolution; seconded by Darcie. The motion passed 4-0.

The resolution will be revised to reflect this motion.

Light in Hart Park

There is a new test photo cell that Brian Bothman from Avista is looking into as a replacement for the light in the basketball court. Cheryl will check in with him to see where the progress is with this.

The street light that is on the corner of Fairweather and Main does not light the parking area.

NEW BUSINESS

Budget position

The council reviewed the current budget position. There were no red flags.

Budget requests

Cheryl announced that it is once again budget time and to please submit the budget requests as soon as possible. There will be a budget workshop on October 10th.

Terry Ottosen

Terry has been looking into an outdoor adult fitness area. She will work with the Community Advisory Board on this project.

Public Works Report

Report on Streets:

Continued trimming and spraying numerous roadsides and banks in town.
Pothole filled in front of Artistic Metals, two different pothole pots on Hilltop Lane. Will be asphalt patched next week after roller is running/serviced.

Report on Parks:

No new reports from weed board about thistles.
Daily trash pickup, not bad because of hot weather, not many people out.

Report on Water and Sewer:

Water meter readings last one-and-a-half weeks.
Leak at 209 W Lake Saturday morning. It is shut off, but is on his side of the meter.
Had to take four different water/sewer tests on Mon., Aug. 28 to Cheney; raw intake, Barium, Chlorine and TSS/Ammonia. Took to Cheney on Tues. morn.

Purchases made during month:

Misc. fuel purchases for lawnmower, trimmers, and shop truck. Printer at gas pumps now working correctly. Bolts and nuts for chains at lower park pavilion picnic benches.

Other Public Works

Pursuing hiring the second person.
Addressing the L&I issues. Three-quarters are completed and continues to address the rest.
Solar speed limit sign installed.

Compliments/Complaints

None.

Other Sound Boards

Bob and Becky Obernolte would like to build and install sound boards for both upstairs and downstairs of the community center. These boards would help eliminate the echoing in the building. The council approved this donation and will offer the use of the community center at no charge for an upcoming event.

Three-year audit

The auditor's office called today and scheduled the three-year audit for next week.

Dates to remember

Cheryl gone

Sept 7th afternoon

Sept 12th

State Auditor

Week of Sept 11th should be in the house.

ADJOURN

Adjourn

With no further business, the council meeting adjourned at 7:13pm.