

REGULAR COUNCIL MEETING
JANUARY 19, 2016
6:00 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 KayDee Gilkey called the January 19, 2016 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Alene Felgenhauer, Valerie Rogers, George Davidson and Emily Thomas.

Others present: Bryan Hicks, Walt Edelen, Bill Palmer, Sheila Dyer, Derek Knecht and Cheryl Loeffler

Approval of the Minutes

ACTION

Harry Gibbons motioned to approve the minutes from January 5, 2016 regular council meeting; seconded by Valerie Rogers. The motion was approved.

Approval of Claims

ACTION

Alene Felgenhauer motioned to approve the claims listed on the check register dated December 31, 2015 for EFTs #E444-E445 totaling \$457.21; check numbers 18260-18264 totaling \$2,830.03 as presented. Harry Gibbons seconded the motion. The motion was approved.

George Davidson motioned and Harry Gibbons seconded to approve the claims listed on the check register dated January 19, 2016 for EFT #E440 and #18274 totaling \$1,122.39 and check numbers 18257-18259 and 18265-18273 totaling \$42,977.99 as presented. The motion was approved.

	12-31-15	01-19-16
Claims:	\$3,059.62	\$37,993.89
Payroll:	227.62	6,106.49
Total Claims:	\$3,287.24	\$44,100.38

Check register signed by: Alene Felgenhauer, Emily Thomas, Harry Gibbons and Valerie Rogers

Guest

Laura Rydell

Ms. Rydell was unable to attend the meeting due to a conflict in scheduling but gave the Liberty School Bond to KayDee to present. Remember to send your ballot in by February 9th.

Walt Edelen from Spokane Conservation District

Mr. Edelen presented the "Floodplain by Design" funding opportunity that would be used to find a long-term solution to the flooding of Rattler's Run Creek. His office would be filling out the application on behalf of the town. The application is due the end of January. He is asking the town for a letter of support to move forward with the application.

ACTION

Alene motioned to write a letter of support to have Spokane Conservation District and Walt Edelen apply for the "Floodplain by Design" grant opportunity on behalf of the Town of Fairfield; seconded by Harry. The motion carried.

North Palouse Community Food Bank (NPCFB)

Sheila Dyer, president of NPCFB, expressed that the board members met last night and would like to offer \$500 a year to the town to help defray the costs of the maintenance and operations. The council was very thankful for their offer and advised them to put the \$500 towards building up their own reserve fund for unforeseen expenses.

Engineer

Bryan Hicks is working on the JARPA for maintenance of Rattler's Run Creek.

He has recently visited with Gloria Bennett from Transportation Improvement Board regarding the federal reclassification of Rattler's Run Road and also coordinating with Spokane County with the resurfacing project.

OLD BUSINESS

2016 Fee Schedule

Cheryl has contacted Heather Cannon of RCAC about reviewing our fee schedule in regards to water and sewer charges, especially in how apartments and assisted living quarters are being charged for water and sewer with only one line. Some of the council and Bill Palmer have been doing some research with other communities on how they charge and discovered that every entity does it differently. One suggestion is to charge the water per meter and sewer charged a percentage for the size of the unit i.e. 1 bedroom would be charged 50%, 2 bedrooms 75% and 3 bedrooms 100%. There will be further discussion at the next meeting.

NEW BUSINESS

Vacation Accrual

The council was provided the Accrual Report and all three employees have exceeded the allowed 160 hours of accrued vacation. The council expressed that these hours need to be used and will look at it again in March.

Reader board surplus

McIntosh Grange would like to purchase the reader board and the letters that we bought from SCOPE. The council is asking \$50 for it, which is what the town paid last year.

2015 4th quarter utility adjustments

The council reviewed the two adjustments made and was signed by Alene Felgenhauer.

Public Works Report

WATER

- DW reports are negative for coliforms, chlorine levels are .2ppm
- Two service line leaks have been repaired this month.
- Fence is complete around well #5 and the generator to meet D.O.H. requirements.

WWTF

- Still "NO" discharge to the creek, about 3 weeks left.
- Ordering H.O. parts should be in and ready about 3 weeks from now.
- Maintaining screen room.
- Installed buckets on effluent piping to allow sampling from below the surface.
- Preparing Bio-solids report.

PARKS

- Sign is installed and lit up at Thiel Park.
- Parks are still closed with no vandalism to report.

ROADS

- Plowing and sanding are on track.
- Mold board blades are being ordered for Grader. (Current ones are worn out)
- Gravel and pothole maintenance will be done as time and weather allow.
- Keeping up with flood areas and creating drain space.

OTHER: The Fairfield Town sign at the south entrance is knocked over and wood is rotten, in need of replacement. We are preparing road "name" signs for installation when the ground thaws. Public Works will be taking vacation between weather events as it is possible.

Compliments /Complaints

There have been several positive comments about the digital reader board in Thiel Park.

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Other:

Ken Fuchs invited the council and their spouses to the Fireman's appreciation dinner on January 31st at Zythum. Social hour begins at 5:30 with dinner about 6:30. Choice between prime rib and turkey. Head count and preference needed.

Council agreed that the town should continue being a member of the North Palouse Chamber of Commerce. The \$30 membership will be paid.

The installation of the reader board was completed last week. KayDee will contact Empire Signs for their bill so it can still be paid out of December's budget. The council has already approved this payment at a previous meeting.

Dates to remember:

Cheryl is going to Palouse Scenic Byway meeting January 25 at noon in Pullman

CAB January 26 at 6:30

BIAS conference February 16-18-Alene is going all days; Cheryl will be going on Wednesday only.

Cheryl vacation gone Feb 18-24

Executive session

At 7:32, the council took a brief recess and went into executive session for possible litigation. The mayor anticipates executive session to last 30 minutes. No decisions or actions will take place.

The council came out of Executive session at 8:16 and reconvened in the public meeting.

ACTION

Emily Thomas motioned to accept the proposal between Century West, Accelerated Construction and Excavation (ACE) and the Town of Fairfield as follows pending ACE's approval of the proposal as presented; seconded by George.

Century West to pay \$2,000.00

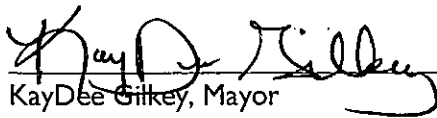
ACE \$3,725.05

Town of Fairfield \$3,725.05

The vote was 4 yeas and 1 abstention. The motion was approved.

ADJOURN

With no further business, the council meeting adjourned at 8:20p.m.


KayDee Gilkey, Mayor


Cheryl Loeffler, Clerk/Treasurer