

REGULAR COUNCIL MEETING

OCTOBER 21, 2014

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 October 21, 2014 regular council meeting to order at 6:00 p.m.

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

Others present: Bryan Hicks of Century West, Sarah Holmberg, Josh Stanley, Derek and Derek A. Knecht and Cheryl Loeffler.

Approval of Minutes

Cheryl noted that the date for the Arbor Day Tree Planting was changed from the 15th to the 21st.

ACTION

Valerie Rogers motioned to approve the minutes as corrected from the October 7, 2014 regular council meeting, seconded by Harry Gibbons. The motion carried.

Approval of the Claims

ACTION

Alene Felgenhauer made a motion to approve payroll EFTs #E293-E294 and E296 totaling \$1,828.04 and E295 and E297 checks #17710-17720 totaling \$57,659.12 as presented. Harry Gibbons seconded the motion. The motion carried.

Claims: \$55,505.32

Payroll: 3,981.84

Total Claims: \$59,487.16

Check Register signed by: Harry Gibbons, Alene Felgenhauer and George Davidson

Engineer Report

Main Street Project

Accelerated Construction (ACE) is requesting progress payment #3 for the work performed through September. Any additional charges to the town should be only for the Change Order #4, which is the sidewalk work at the Bank of Fairfield and the repair of the drainage issue at 1st and Main Street. There are still miscellaneous items on the punch list, but most are very minor. To date, ACE has been charged one liquidated damages (\$1,885) for exceeding the contract time. They will have five days to complete the change order and the punch list and then it will be discussed whether to have inspection overtime assessment or liquidated damages assessed to them at the end. Bryan did talk to Dan Willms about the parking lot at Seehorn's Tire Factory and those repairs will be done when they are in town for the change order.

ACTION

Alene motioned to approve Progress Payment #3 to Accelerated Construction and Excavation for \$53,685.68, seconded by Harry. The motion carried.

Valerie expressed concern about the water pooling in front of the pharmacy with the small amount of rain that fell last week. She was advised to document with pictures and/or videos the way the water runs/pools when it does rain next and Bryan will keep a close watch on this.

Bank Sidewalk

Bryan and Cheryl met with Jay Wernz, Laurie Jones and Tim Cassels of the Bank of Fairfield on Monday to find a solution to the steep section of the sidewalk. After looking at all the different designs that Bryan has submitted, the decision was made by the bank to go ahead with the landscape strip. ACE has budgeted \$22.50 per plant for a total of

\$225. Cheryl will work with Laurie Jones on the plants. ACE will hold back on ordering and installing the plants until we finish coordinating with the bank on plant selection.

Post Office entryway

After reviewing the Post Office entry, Bryan will have ACE grind the lip where the concrete patch meets the new sidewalk. For the cracks, his 'Before' pictures show that many of the cracks were there before the work was done but there does appear to be some that are new. His suggestion is to grout the area where the small piece of concrete has popped out and then use a concrete sealer over the entire area to seal the cracks. This would seal the surface and give it a more aesthetically pleasing finish. The alternative is to remove the rest of the concrete and replace it. The council agreed to grouting the one area and sealing the concrete.

Bridge Maintenance

Bryan has talked with Dale Harder about the bridge inspection report of the bridge on Main Street. The County does not perform maintenance/repair activities for other agencies. However, he said that they could complete the updated load rating for the Town through an agreement. Dale asked if the Town had the original design drawings from 1914 for the bridge, which would help them prepare a load rating. Apparently, he only has copies of the design drawings from when the bridge was widened in 1975.

Some of the minor items like pressure washing the bearing pads and relapping the guardrail sections could possibly be done by Derek and Derek. However, the more complicated items like patching concrete, and placing riprap along the shore would likely need an engineering design, permitting and a contractor to perform.

Dale suggested contacting Spokane Valley who has contracted out maintenance/repair work on many of their bridges in the past. Bryan will contact them to find out more information about whom they used.

OLD BUSINESS

Open janitor position

The closing date for applications will be November 3rd at 3:00 pm.

Previous complaint updates

The potential fire hazard at 306 E Norton has been mowed. At this time, no further action is required.

Improvement Board flyer

Stacey Fisk revised the flier for Neighbors Helping Neighbors. It was sent to Roger Neal of RMSA for approval.

ACTION

Valerie motioned to approve the 2nd draft of Neighbors Helping Neighbors, pending approval from Roger Neal; seconded by Alene. The motion carried.

NEW BUSINESS

Sign in Park

The Thiel Park sign is beginning to lean. Bob Oberholte will be contacted for his recommendations to secure the sign.

Parking in Park

A car was parked in the north parking area of Thiel Park for an extensive time and appeared abandoned. The sheriff's office was contacted but would not identify the car's owner to the Town or remove the car without potentially violating the town's ordinance, which mostly deals with junk vehicles. It was suggested by Andy Fisk, Improvement Board member, to post the park as a tow away zone if vehicles are left over 24 hours. No charge parking permits could be issued if someone needed to leave a vehicle there for longer than 24 hours. This will need to be added to the Nuisance Ordinance.

**The parking lots for the Town of Fairfield's parks are designed and directed to be used only for the visitors of the Town of Fairfield's parks. All units parking here must be parked no longer than 24 hours unless prior approval received from council. Any misuse of parking regulation will subject vehicle to impoundment and/or a penalty to be issued by Town of Fairfield. Any vehicle/trailer or combinations left in the parking areas after

10:00 p.m. may be ticketed and or towed at the owner's expense. This was sent to MRSC and approved. A towing company will be contacted and named on the tow away sign.

Past Due Accounts

The past due accounts from the August billing cycle were reviewed. Total past due is \$20,686.10 with \$10,435.11 being 90 days or older. There are currently 8 liens placed.

PUBLIC WORKS REPORT

WATER

The Bowen Brothers Construction was contacted to work on these water emergencies:

- Emergency leak on Spokane Street resulted in a total loss of one residential service and affecting services on Spokane and Seward Street, resulting in a new service line and termination of two previous services at the Main.
- Urgent leaky services also prompted the separation of four services existing on two lines. By law, residents are required to have/or supplied individual water service connections for metering, termination and safety issues. Two such cases were discovered on First Street and have now been remedied. Meters have been installed in the utility easement and are now accessible for maintenance. Three new services, four moved meters to property line or easement and two major water leak repairs.
- Testing is on schedule and looking great.

The electrical issues that happened simultaneously during the installation one of the meters for 505 S 1st Street have been deemed by Avista as caused by the neutral line being broken by tree branches, which is the homeowner's responsibility. This information was passed on to AWC and the homeowner.

WWTF

- Ponds are all switched over to start discharge to the stream; two ponds need to be completely filled before this will occur.
- U.V. light system will be online by the end of the month.
- Southeast aerator is scheduled for change in early November.
- Derek and Derek were stopped before the meeting and informed of a "sewer-type" smell over the in the Spokane & Second area. They lifted the manhole cover and found an item that resembled a broomstick, which was NOT causing any problem but aroused suspicion that someone could be lifting the lid and physically putting items in the hole, which is a big violation. They could not find any areas with sewer-type smells but did notice more of a chemical or sour smell that was not identified.

PARKS

- Lindsey Chutas from Spokane Conservation District assured the Town that the sprinklers would be automated in the upper park and adjusted and added to in the lower park before winter.
- Some vandalism has occurred in the men's restroom at the skate park and is currently under investigation by the Sheriff's dept.

ROADS

- Waiting on adequate moisture to grade the roads for winter.
- Some road side ditch repair has been done on Industrial Way.
- Gravel will be stock piled this month for winter maintenance and road repair.

OTHER: UTV has been delivered and will now be utilized as the main transportation in town for routine maintenance and winter sidewalk snow removal.

Derek expressed some concern about the installation of the dry well to resolve the run-off problem at the top of Main Street. KayDee will talk with Bryan before anything starts.

OTHER

Josh Stanley introduced himself as the new president of the Fairfield Service Club and talked about the plans to revamp the club and plans to become more involved with actual service projects around town.

Dates to remember

Budget workshop will be held Tuesday, Oct 28 at 6:00 here at Town Hall.

The public hearing for the 2015 tax levy will be November 4

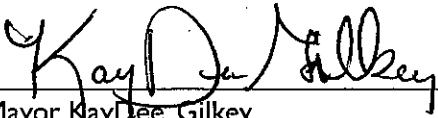
Yard debris day - November 8

COMPLAINTS/COMPLIMENTS

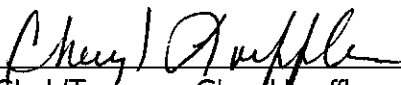
While the work was being done on Spokane Street, Labor & Industries did a spot inspection and both Bowen Brothers and the Dereks passed with flying colors. KayDee acknowledged all the work they have done and thanked them on how well this inspection went.

ADJOURN

With no further business, the council meeting adjourned at 7:47 pm.



Mayor KayDee Gilkey



Clerk/Treasurer Cheryl Loeffler