

REGULAR COUNCIL MEETING
NOVEMBER 1, 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 November 1, 2016 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, George Davidson, and Emily Thomas. Valerie Rogers was absent due to school activities.

Others present: Bryan Hicks, Kim Knecht, Mélissa Lunsford, Derek Knecht and Cheryl Loeffler.

Approval of Minutes

The minutes were reviewed and amendments were suggested.

ACTION

Emily has made amendments in the 10-18-2016 approved minutes to strike the emergency contacts for sewer and water under the Employee Accruals heading and in the Ponding section to strike wording related to the alleyway; seconded by George.

ACTION

Darcie Sainsbury moved to approve the minutes as amended from the October 18, 2016 regular council meeting. The motion was seconded by Harry Gibbons. The motion was approved 4 to 0.

Approval of Claims

ACTION

George moved to approve the claims listed on the check register dated November 1, 2016, for ETFS # E514-516 totaling \$1,274.90; check numbers 18585-18605 totaling \$141,284.75 as presented; seconded by Harry.

The motion passed 4-0.

	11-01-16
Claims:	\$135,833.70
Payroll:	6,725.95
Total Claims:	\$142,559.65

Check register signed by Darcie Sainsbury, Harry Gibbons and Emily Thomas

Engineer's report

Bryan has been working on a solution with Versatile Industries for "Lake Brewster". The wet weather in October has caused delays with their other jobs so they are scrambling to wrap up those projects; plus, it being late in the season and the condition of Fairfield's soil all reflects in their bid of over \$27,000 for this project. The project should take just a few days to complete but they cannot supply a firm start date now. They will try everything possible to keep a cap on the costs. Gloria Bennett is still optimistic that funds will be available from TIB for this but still must present it to her boss. The project will not go forward until we know TIB's decision.

The topography is dictating how the water is handled and the most cost-effective way is to direct it towards Governor Moore Road.

ACTION

Harry moved to approve the Change Order #2 as presented, contingent on the project being funded by TIB; seconded by Darcie. The motion was approved 4-0.

OLD BUSINESS

101 W Hamilton

The collection agency has had phone contact with the previous renter and are still pursuing collecting funds owed to the town.

Building keys

Four of the locks at 101 W Hamilton have been re-tumbled. KayDee, George and public works each have a key.

Acquiring a Loss Control Grant to change-out the locks on all town buildings had been talked about earlier in the year. Each building would have one key for all its doors. Paddle locks that all use the same key could also be purchased. Cheryl will apply for a loss control grant but the funds need to be invoiced before the end of November. Each lock would be approximately \$25 to change.

ACTION

Harry moved to request a Loss Control Grant to replace locks on town-owned buildings to help reduce the number of keys needed, seconded by George. The motion carried 4-0.

Loan payments

Cheryl met with Toni Nelson from MRSC last week about budget issues. Toni reported that USDA will sometimes enforce refinancing if the loan is paid down early. Emily has reviewed the loan documents and found no language for penalties. With the interest rates being the same on all the loans, she suggested it could be the largest loan to pay down first.

Loss Control Grant

The town received \$3,000 from RMSA (risk management insurance) to purchase solar radar sign, which has been ordered.

AWC Regional meeting

KayDee's reported on the regional meeting put on by AWC.

NEW BUSINESS

Traffic Operations within jurisdiction

KayDee will attend this meeting on November 15 with WSDOT. Bryan will help list the things that WSDOT is asking for regarding transportation concerns, areas of improvements and plans/projects for Fairfield.

Public Works Report

Water

- Chlorine is staying a constant .2 p.p.m.
- Gross Alpha and Radium testing have been done on all three water sources last month for Compliance.
- Last meter reading for the year has been completed.

WWTF

- Flows are still coming up with extremely wet weather.
- Still at a NO discharge.
- Flows are split between two lower lagoons until topped off.
- Site has been winterized.

Parks

- Trash is picked up daily.
- Leaves are being mulched when dry enough.
- Lighting is being up-graded.

ROADS

- Sign repair and replace will be happening the rest of the year when time allows.
- Grading is completed for winter.
- Road flooding issue is still being reviewed for best solution and budget for problem area on Brewster.

Compliments/Complaints

None

Other:

Integra Paperless Solutions

Company approached town to digitize planning maps. Century West has the newer projects readily available but not the older projects. Cheryl will contact the company with the council's questions and determine the number of previous projects.

Dates to remember:

Public hearings

Nov 15th tax levy & preliminary budget

Public hearing

Dec 6 -Final budget

Office Closed

November 11th, Veteran's Day

November 24-25 Thanksgiving

Cheryl

November 10-14 possible trip to MT

Adjourn

With no further business, the council meeting adjourned at 7:20 pm.



Kay Dee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer