

REGULAR COUNCIL MEETING

DECEMBER 6, 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 December 6, 2016 regular council meeting to order at 6:00 p.m.

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

Others present: Jamie Paden, Melissa Lunsford, Laura Sykes, Beth and Jessie Totty, Liz Muth, Ed Huber, Kim, Killian and Derek Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Harry Gibbons moved to approve the minutes as presented from the November 15, 2016 regular council meeting. The motion was seconded by Darcie Sainsbury and approved 5 to 0.

Approval of Claims

ACTION

Harry Gibbons moved to approve the claims in the billing cycle ending December 6, 2016 as presented for EFT # E520-523 totaling \$5,811.03; check numbers 18616-18646 totaling \$25,805.74; seconded by George. The motion passed 5-0.

	12-06-16
Claims:	\$12,572.99
Payroll:	19,043.78
Total Claims:	\$31,616.77

Check register signed by Darcie Sainsbury, Valerie Rogers, Emily Thomas and George Davidson

Guests:

Decorating in the park

Beth and Jess Totty and Laura Sykes presented their idea to have a tree decorating day in Thiel Park. The trees in the park are either way too tall to decorate or they only have a few branches so they would request to have trees brought in. Cheryl Loeffler could provide a tree and decorations could be made of things to feed the birds. They would like to get the Christmas spirit stronger in Fairfield and have both kids and adults working together on this project could help. It could be done as a TNT activity, which would help more supervision.

ACTION

Darcie moved to have a community-involved day to decorate Christmas trees in Thiel Park with TNT being the lead to inspire holiday spirit in our community, seconded by Valerie Rogers. The motion was approved 5-0.

Engineer's Report

Overlay Project (emailed)

Versatile completed the storm facility repair for the Overlay project last week. Overall, the work went very well. The soils conditions were much better than expected which provided some cost savings.

They did encounter a couple minor surprises. The existing brick catch basin that was abandoned several years back disintegrated when they tried to excavate it. They encountered two sanitary sewer services and a water service line whose locations were previously unknown. The sewer pipes were clay that easily broke when uncovered. They also encountered an old storm drain pipe originating from the Co-Ag building that connected to the abandoned storm pipe. Derek was able to furnish spare parts to repair the utility crossings and minimize any impacts to the contractor, so the repair costs were minimal.

Versatile provided prices of \$1,950 to replace the catch basin, \$500 to reconnect the storm pipe and \$500 to repair the utility crossings. These additional costs were more than offset by quantity underruns in pipe, crushed rock and

replacement of unsuitable material. Based on preliminary quantities provided by Kory, the final cost will be about \$1-2K less the original change order price.

Bryan did recommend to help wrap up the project, in the spring, the hillside where the new storm pipe discharges should be re-seeded for long term stabilization of the soil to prevent erosion. In the meantime, some erosion control silt fence should be placed at the base of the hillside to prevent sediment from migrating towards the creek. He left a message with Versatile to see if they might have some to install. If we obtain it through them, it should be an eligible expense.

The final Pay Estimate, Recommendation of Final Acceptance and TIB closeout form should be prepared and ready for review at the next council meeting to wrap up the project.

Public Hearing 2017 FINAL BUDGET

Mayor Gilkey opened the public hearing at 6:13.

Public Employee Retirement (PERS)

- The Town is not required to purchase of previous service work as previously thought. All contributions can begin today, not the employee hire date. As discussed at a previous council meeting, the three options that would be available for the purchase of previous work are: employee pays both employer and employee contributions; employee and employer both pay or new employer percentage billing: employer pays a portion of the required contributions with the balance to be paid by employee. If the choice is made to purchase previous service work, it must be consistent with each employee.
- The town's contribution rate currently is 15.95%, and employee's portion is 6.5% of pre-tax income. The state formula is assessed every couple of years before increases. Last increase was 2015.
- If accepted, all full-time employees must participate.

KayDee expressed that the town has amazing employees and that this retirement program is an additional benefit that we could provide for our employees.

Q: How many employees does the town have?

A: Currently there are three full time, one part time relief and one janitor.

Q: is the formula different for other communities?

A: No, it is the same across the state. The rate is based on the economy; when economy is booming, the percentage is lower.

Q: When there is employee turnover, can the PERS be a condition of employment?

A: Yes, they would have to sign up for retirement when hired.

KayDee will ask each employee if they want to join and have the attorney work on an addendum to the personnel handbook for the employees to sign.

Streets

There will be \$31,000 available in 2017 to purchase snow equipment. These funds will come from the utility tax.

Derek has been doing quite a bit of research and the \$31,000 should be adequate to get a good piece of equipment.

Q: Will this budget be approved tonight?

A: It may have to be carried over to the next meeting

Comment:

A citizen is pleasantly surprised at how remarkably good the budget looks and congratulated the council for doing their job managing the public's funds. Having been removed from council for a few years, that seeing things as a citizen gives a different perspective.

Key focus for a council and the budget should be roads, water, sewer and to look at what other priorities the town council has and what is of value to the citizens.

The chipping events:

In the past, the chipping events were funded by Dept of Ecology grants and when the grants have gone away, the town started paying for the entire event with utility tax funds. At the event this past spring, an estimated 90 individuals participated. Each event is close to \$2,800 and in 2017, there are two chipping events in the budget. A suggestion was made to charge an event user-fee of perhaps \$25 to help defray the cost and perhaps build the fund up enough to make

the event self-sufficient. A "permit" that would be placed in the vehicle window could be handed out for identification purposes.

Dust control:

Everyone in town uses the streets so it should be a priority to have some money set aside to improve them. There are 3.75 miles of unimproved streets in Fairfield and several of the streets are not eligible to receive grants for any improvement. Some of these streets are high traffic areas and residents that live along some of these areas have been paying to have dust control products applied in front of their homes. Not only does the product help with dust control but it helps with wash boarding and pot-hole prevention, which cuts down on the time public works must spend on street maintenance. It would be cost inhibitive for the town to apply dust control products to every gravel street. One suggestion is to have a cost-share program set up so more areas could be covered. If a group worked together with public works to identify where the priority areas are and the council determined how much money should be set aside each year, then the town could subsidize the areas where the residents wanted to have the product applied.

Q: What do you do about the area if the resident was unable to pay?

A: If the resident was unable to pay for the product that would be applied in their area, unfortunately, that area would be skipped over.

Another way may be to have the residents send in complaints to see which roads need the most attention.

Derek, Harry and Ed will work together to determine where to begin.

The council requested Cheryl to place \$2,600 for a chipping event and \$2,600 to streets for dust control.

Final approval of budget will be at the next meeting.

With no further comments from the public, Mayor Gilkey closed the public hearing at 7:21.

OLD BUSINESS

2017 Property Tax levy change

The county assessor notified the town that if approved, an additional \$213.76 would be added to the levy amount. These funds come from the tax refund.

ACTION

Valerie moved to approve add the property tax refund of \$213.76 to the 2017 levy; seconded by Darcie. The motion was approved 5-0.

Sheriff's Contract

There was an error in the calculation of the 2017 Sheriff's contract. The contract rate will be \$26,966, which is \$26 more than last year.

Old Fashioned 2017 Christmas

There were 24 vendors that came and 3 that did not. All of them reported that it was a good day for them and responded to the survey positively. Attendance was down due to the state football championship game but sales were up. Jamie Paden volunteered to shadow Cheryl this year and is very excited for next year. At the last minute, we put together a "punch-card" for people to take to the different functions around town, i.e. museum, food bank lunch, library and the open businesses to get them into the other businesses. They were to return the completed sheet to the community center for an opportunity to win the vintage Santa that we purchased. There were only three returned but the other locations had more traffic than last year so this turned out a success. We will promote this more next year. The Spanish Class from Liberty ran the Children's Workshop again this year.

NEW BUSINESS

There was no new business tonight.

Public Works Report

Derek has purchased new locks, paddle locks, safety sign equipment and more stop signs. These will be paid for with loss control grant funds.

The water leak behind town hall has been fixed.

The drainage issue on Brewster has been remedied, hydro seeding will be done in the spring.

Roads are freezing up. The plow truck will be used now for snow removal and will make a purchase of replacement snow removal equipment as soon as we have the new budget.

McNeil and Ticknor parking

There was concern expressed from the residents at the corner of McNeil and Ticknor that the white parking stripe was placed incorrectly and allows cars parked on Ticknor to park too close to their driveway apron, which causes a hazard when pulling out of their driveway. They are requesting that the white line be corrected to the proper distance according to the RCW. They also requested a yellow line painted on the lower side of the driveway to show where cars are not to be parked.

This corner is a dangerous corner and there is not much room for street parking. The access to the Pit is across the street from this residence so there are children and adults that use the sidewalk and cross the street to get there. The area both west and east of the driveway apron has now been painted yellow which eliminated all of the street parking.

KayDee has done research with Bryan Hicks, Stephen Bishop and MRSC about the parking at this residence and parking in Fairfield in general. The only recorded ordinance that deals with parking is from 1906 and deals with buggies. With the lack of the town's ability to enforce parking ordinances, the council determined that they would not pass any parking ordinances.

Derek is asking the council for direction whether to remove the yellow paint and allow parking on the corner or to keep it the way it is and not allow parking in that area.

ACTION

Valerie moved that all the area painted yellow both to the east and west of the driveway at the corner of Ticknor and McNeil remain as it is currently painted; seconded by Emily. The motion was approved 3-0 with George and Harry abstaining.

Sidewalk

While addressing the parking issue at McNeil and Ticknor, public works discovered that the dirt had been dug down away from the sidewalk and the steps and some undermining of the sidewalk. The resident had filled in most of the areas with dirt to help with the erosion by meeting time.

Compliments/Complaints

Other:

Dates to remember:

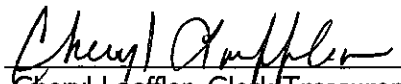
Budget amendment	Next council meeting
Final budget approval	Next council meeting
Cheryl gone	Dec 19, 22-23(possibly)
Office Closed	Dec 26 for Christmas

Adjourn

With no further business, the council meeting adjourned at 8:43 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer