

REGULAR COUNCIL MEETING  
FEBRUARY 7, 2017  
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 February 7, 2017 regular council meeting to order at 6:00 p.m.

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

Others present: Bryan Hicks, Justin Gust, Jeremy Branon, Melissa and Kevin Lunsford, Terry Ottosen, Derek and Kim Knecht and Cheryl Loeffler.

**Approval of Minutes**

**ACTION**

Darcie Sainsbury moved to approve the minutes as presented from the January 17, 2017 regular council meeting. The motion was seconded by George Davidson and approved 4 to 0.

**Approval of Claims**

**ACTION**

Valerie Rogers moved to approve the claims for February 7, 2017 as presented with EFT# E535-538 totaling \$4871.25 and check numbers 18693-18719 totaling \$44,531.31; seconded by Emily. The motion passed 4-0. EFT #536 and check #18693 were voided.

	02-07-2017
Claims	39,830.79
Payroll	9,571.77
Total Paid	\$49,402.56

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

**ACTION**

Emily moved to approve the absence of KayDee Gilkey from the 1-17, 2017 regular council meeting; seconded by Darcie. The motion was approved 4-0.

**Engineer's Report**

After Bryan and Derek examined the water system, they determined that the well houses and well heads, disinfection system and security systems as well as source capacity would all be potential candidates for the Department of Health planning grant.

**ACTION**

Val moved to have Bryan Hicks and Century West proceed to fill out the Department of Health grant with well-head improvement and rehabilitation being the focus; seconded by Darcie. The motion was approved 4-0.

**OLD BUSINESS**

**Grant application for tree maintenance**

The town received notification that we were denied funding for this grant.

**Planning Commission appointment**

After reviewing both Justin Gust and Kim Knecht's qualifications, KayDee asked the council to approve her appointment of Justin Gust to the Planning Commission.

## **ACTION**

Darcie made a motion to approve the mayor's appointment of Justin Gust to the Planning Commission, seconded by George Davidson. The motion was approved 4-0.

### **Update on town's permitting process**

The Planning Commission met on Monday, February 6<sup>th</sup> and reviewed the town's current process for building permits along with the Interlocal Agreement with Spokane County, which shows has been in effect since 1991. After some discussion, it was determined that having Spokane County Building and Planning is the best option for the town. Their inspectors are not residents of Fairfield; they have the experienced inspectors and the knowledge and the ability to enforce the rules if someone is non-compliant with their building project. The commission suggested to the council to maintain the current permit process.

The commission also discussed properties that are neglected and/or abandoned and how to get them brought back to being compliant. They would like to meet with the Improvement Board to discuss a joint effort to develop a prioritized list of the properties that are non-compliant with the ordinances to present to council. Currently, an official complaint from citizens needs to be made to activate code enforcement.

The council asked Cheryl to post that there is an empty seat on the Improvement Board.

### **Sand to Fairfield Care**

Jeremy Branon was present tonight representing Fairfield Care and he would like to volunteer for the town to apply sand to Hilltop Lane on an as needed basis to help the town's public works work load. The council asked Cheryl to verify this with MRSC.

## **NEW BUSINESS**

### **Planning Commission**

#### **Building Permit #2017-01 Garage at 110 S 1<sup>st</sup>**

Application needs to be amended.

#### **Building Permit #2017-02 Garage at 108 S Fairweather**

Everything is in order and presented very nicely with this permit. The Planning Commission recommended approval of the garage to the council.

## **ACTION**

Valerie made the motion to approve Building Permit #2017-02 for a garage at 108 S Fairweather; seconded by Emily. The motion was approved 4-0.

### **Avista LED Streetlight Conversion Agreement**

This agreement is to have Avista convert existing streetlights to LED streetlights within town limits. The town will be invoiced for the number of conversions and then submit the invoice to the Transportation Improvement Board (TIB) for reimbursement.

## **ACTION**

Emily made the motion to approve signing the LED Streetlight Conversion Agreement between Avista, the Town of Fairfield and TIB; seconded by Darcie; the motion was approved 4-0.

### **Resolution 2017-02 Authorizing and Approving Participation in the Washington Public Employees' Retirement System (PERS)**

## **ACTION**

Emily made the motion to approve Resolution 2017-02 with the chosen options of tax deferred status and the member to pay all previous service costs (both employer and employee contributions); seconded by Darcie. The motion was approved 4-0.

**Public Works Report**

The 2016 Biosolids report is complete and it will be sent by certified mail with return receipt to the Dept. of Ecology's Eastern Regional office, the state DOE office and Spokane Regional Health District.

Derek suggested that the DOH grant concentrate on well #4 for improvement/rehabilitation.

**Compliments/Complaints**

Street and snow removal: 407 W Industrial Way

Lack of accessibility to recycling with snow.

**Other:****Dates to remember:**

Cheryl Gone 2-9-17 for two meetings (Chamber and SRTC)

Office closed 2-20-17 for President's Day

At 7:15, a five-minute recess was taken and will be followed by an executive session.

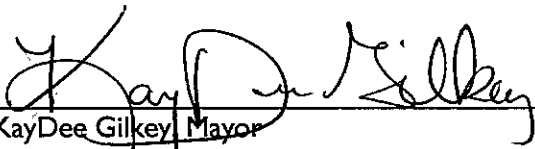
**Executive session**

An executive session was opened at 7:20 to discuss personnel. The session should last approximately 15 minutes. No actions will be carried out.

The executive session ended at 7:40 and regular council resumed.

**Adjourn**

With no further business, the council meeting adjourned at Adjourned 7:40



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KayDee Gilkey, Mayor



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Cheryl Loeffler, Clerk/Treasurer