

## REGULAR COUNCIL MEETING

MARCH 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 March 1, 2016 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Valerie Rogers, George Davidson and Emily Thomas. Alene Felgenhauer was absent due to the flu.

Others present: Monte and Cheryl Morgan, Tom Smith, Kim and Derek Knecht and Cheryl Loeffler

### Approval of the Minutes

#### ACTION

Harry Gibbons motioned to approve the minutes from January 16, 2016 regular council meeting; seconded by Valerie Rogers. The motion was approved 4-0.

### Approval of Claims

#### ACTION

George Davidson motioned to approve the claims listed on the check register dated March 1, 2016 for EFTs #E450-E451 totaling \$1,062.39; check numbers 18307-18319 totaling \$8,398.72 as presented. Harry Gibbons seconded the motion. The motion was approved 4-0.

	<b>03-01-16</b>
Claims:	\$6,203.33
Payroll:	3,257.78
Total Claims:	\$9,461.11

Check register signed by George Davidson, Valerie Rogers and Harry Gibbons

### Guest

#### Monte and Cheryl Morgan

Mr. & Mrs. Morgan gave a brief presentation about their organization's effort to save the John Wayne Pioneer Trail. They are asking for Fairfield to write a resolution to show support to keep the Trail open, maintained and patrolled with state park funds. The council will review sample documents for the next council meeting.

### OLD BUSINESS

#### Industrial Way Property

KayDee met with Jim Adams at the property on Industrial Way. The footage in question sits right next to the road and would be too small to sell or use. There is some question about not having a legal description since the survey from 1984 was never recorded. Cheryl will check with a title company and county assessor for possible solutions.

### BIAS Conference

Cheryl gave a brief review of the BIAS conference. Visited with Heather from RCAC about different funding sources and the importance of taking different capital projects to the IACC in October to find funding sources.

### NEW BUSINESS

#### Community Center Fee Revisions

The Community Center committee met on February 25 and adjusted the prices for renting the facility. The cleaning fees were also revised for the smaller parties.

## Public Works Report

### WATER

- Still waiting on WQMS to be posted on DOH website.
- Problems with well #2, possible pump replacement w/ wiring compliance upgrade. Gathering estimates.
- Chlorine testing is on schedule and at the low end of the scale.
- Well houses are scheduled for painting when weather breaks.

### WWTF

- U.V. system has been cleaned and is working to the best of its ability; upgrade is about two weeks away from delivery.
- Discharge will be occurring soon as E.Q. pond is containing until U.V. parts are in.
- Roads are being prepped with the pond edges.
- Testing is on schedule.
- Online DMR reporting is now up and running.
- Bio-solids report has been done for the year 2015.

### PARKS

- Parks are still primarily closed and will open with warmer weather.
- A few citizens have been picking up skate-park garbage.
- Grass seeding will start at the end of the month in needed areas.
- Restrooms will open at the end of the month.

### ROADS

- Road sign replacement will start this month.
- Potholes are being monitored and repaired as possible.
- Moldboard blades have been replaced on the grader and road work will commence when time allows.
- Roadside maintenance will take place this month.

**OTHER:** Boiler yearly inspection will take place by the state inspector on 03/02/2016. Fire extinguishers will be tested this month for yearly inspection requirements. Getting bids on steel doors with frames for town shop to repair and deter vandalism that seems to be ongoing. Security systems will be completed first part of this month.

### ACTION

Recognizing the need to replace the pump on well #2 quickly, Harry motioned to approve an estimate up to \$23,000 plus sales tax to replace the pump on Well #2, seconded by Valerie. The motion was approved 4-0.

### Past Due Accounts

The past due utility and rental accounts were reviewed. The renter of the Hamilton Building is late with rent. Late fees will be tacked on to the rent per rental agreement.

### Compliments/Complaints

**Second dog complaint:** Continuing to leave deposits in the park and community center. Having pictures would be very helpful to verify owner and animal. SCRAPS will also be contacted.

**Condition of roads:** Complaint about the potholes on 3<sup>rd</sup> from Hamilton to Bradshaw, Railroad by the brewery, Industrial Way. Most of the areas of concern have been addressed.

### Other:

KayDee went to the County Commissioners meeting today to thank them for providing the historical preservation fund. We are the first town outside of Spokane to have this interlocal agreement.

### RMSA Loss Control Survey results

Roger Neal sent the results of the Loss Control Survey

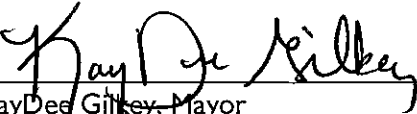
- Motor vehicle reports on drivers of town vehicles
- Recommended insurance and indemnification language which they encourage to use when renting town properties to outside organizations.

- Suggestion to adopt procedures to issue a "hot work permit" and work standards anytime the town or a contractor is conducting "hot work" such as cutting, welding, brazing or soldering, torch applied roofing etc. outside of a designated shop area.

**Dates to remember:** None at this time.

**ADJOURN**

With no further business, the council meeting adjourned at 7:41 p.m.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer