

REGULAR COUNCIL MEETING

JUNE 2, 2015

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 June 2, 2015 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, Tom Smith, Deb Carney, Frieda Stevens; Adrian and Derek Knecht and Cheryl Loeffler.

Approval of the Minutes

ACTION

Alene Felgenhauer moved to approve minutes as read for the May 19, 2015 regular council meeting; seconded by Valerie Rogers. The motion was approved.

Approval of Claims

ACTION

Harry gibbons made a motion to approve claims dated June 2, 2015 for payroll EFTs #E362-E364 totaling \$1,631.51; checks numbers 17965-17985 totaling \$15,992.86 as presented. Alene Felgenhauer seconded the motion. Motion passed.

Claims: \$10,801.32

Payroll: 6,823.05

Total Claims: \$17,624.37

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

Engineer

Main Street Reconstruction Project

Century West Engineering completed their review and final inspection of the Main Street Reconstruction Project and found the work, including the punch list items complete and acceptable. They are recommending that the Town of Fairfield accept the project. Retainage cannot be released to Accelerated Construction (ACE) until all documents are received from the Dept. of Revenue, L & I and the Employment Securities. It was reported to Bryan that there are some areas where the sidewalk is cracking. Bryan stated that these will fall under the warranty of the sidewalks. He likes to wait and see if more cracks develop during this warranty period and then have the company come down and fix all at once, unless the area appears dangerous.

The project was under budget by about \$5000. ACE was assessed for excessive overtime during the project, which will be deducted from the additional engineering services.

Construction Engineering Scope of Work Amendment #1 is requesting reimbursement for additional inspection and construction management costs outside the original scope of work. The additional engineering costs are eligible to be deducted from the overtime penalties to be charged the contractor.

ACTION

Alene motioned to approve the Main Street Reconstruction Project Construction Engineering Scope of Work Amendment #1; seconded by George. Motion carried.

ACTION

Valerie motioned to accept Century West's recommendation for final acceptance of the Main Street Reconstruction Project; seconded by Emily. The motion carried.

Waterline Restoration

The project is near completion with the surface restoration remaining. The new waterline has passed all the necessary tests so everyone is hooked up to the new main. S&L should be ready to clear out this coming week. The job should come in under budget by an estimated couple thousand dollars. Bryan presented pay estimate #1 for council approval.

Bryan has not received the pricing for the sign that will indicate the location of the hydrant that remains in the same location.

ACTION

Alene motioned to approve pay estimate #1 of \$107,806.27 to S&L Underground for the 2014 CDBG Water Improvement Project; seconded by Harry. The motion carried.

SRTC sidewalk application

There were only two applications in the rural category. KayDee did go to the public hearing and even still the preliminary scoring shows Fairfield's project in second place behind Centennial Trail. This is not the final score though.

OLD BUSINESS

Coyote issue

A letter was received asking the council to vacate their decision to allow the shooting of a firearm at the coyote. KayDee has visited with both Sheriff Knezovich and Deputy Nye and their advice is have the homeowner call Crime Check to notify them that a firearm could possibly be discharged within town limits to eliminate a coyote. This would give a case number and then to call back if they do shoot the firearm and identify themselves with the case number. This would help reduce the amount of sheriff interaction. After discussion, the council will wait to vacate this decision until they hear back from the attorney.

Citizen Appreciation Day

Mayor Gilkey presented Deputy Ron Nye with a proclamation and certificate declaring May 28, 2015 "Deputy Nye Day in Fairfield". Sheriff Knezovich was present as well. Both were very touched by the recognition and appreciative of this effort. He works closely with the town and Liberty School District. The presentation was at Liberty School.

Surplus property notice

Cheryl has been searching for documentation of the requirements for buyers of this surplus property. Alene will come in tomorrow to go through the zoning ordinance. No information on minimum bid will be provided until the town's attorney is consulted.

Tank cleaning

Derek received the quote of \$3,540.28 including sales tax from Reliable Diving to clean both water tanks. This is the only company around that does this. They will be in Latah on June 16th and would like to coordinate the jobs.

ACTION

Emily motioned to accept Reliable Diving's bid of \$3,540.28 to clean both water tanks; seconded by Alene. The motion carried.

Property complaint

The homeowners supplied council with a letter describing their situation and current pictures of their work. The Improvement Board was provided the response and the pictures as well and commented that the homeowners did a good job and property has been cleaned up and should be considered a closed topic. There was some discussion about the appropriate manner to get pictures for proof of a code violation.

ACTION

Alene motioned to close the property complaint at 504 W Portland; thank them for their hard work and note that the council does not condone trespassing to obtain pictures; seconded by Harry. The motion carried.

NEW BUSINESS

Road Conditions with run-off

With the huge rains we have had in the last few weeks, run-off has been a major problem all over town. Derek would like to stress that the town can only maintain the roadway and we can only maintain roadside issues such as pavement break-up. The town cannot fix driveways that come right off the street.

Poker Run

Rattlers Run Farms would like to have permission for a Poker Run into Fairfield on September 12th to Thiel Park and the brewery. Riders will be on vintage dirt bikes and 4-wheelers.

ACTION

Valerie motioned to approve the Poker Run on 9-12-15 and to allow vintage dirt bikes & four wheelers on town streets; that day; seconded by Alene. The motion carried.

Street closures

Zythum Brewing

Zythum Brewing would like to close off Railroad Avenue the length of their building for a street party on Flag Day from 4-10 pm after the activities in the park have shut down. They would like to set up a beer garden and live music outside. Access will still be open to the bank alley and to the gas pumps. Zythum will be donating a keg of beer to the Service Club beer garden and will be having a designated keg such as "PBR" in their beer garden with those proceeds given to the Service Club.

ACTION

Harry motioned to allow Zythum Brewing to close off Railroad Avenue from Main Street to bank alley on Flag Day, June 13, 2015 from 4-10 pm for a street party and to allow open containers in the secured area; seconded by Alene. The motion carried.

St. John Hardware

St. John Hardware is hosting a dinner and combine clinic on June 22nd at the Community Center. They are asking permission to close Johnson Avenue from Main Street to the alley to park a large combine and header.

ACTION

Alene motioned to approve the closure of Johnson Street for a few hours on June 22nd for St. John Hardware's combine clinic; seconded by Harry. The motion carried.

PUBLIC WORKS REPORT

WATER

- Waterline project along the south end of town is coming to a close with a few minor details to be wrapped up.
- Ordinance reminders as the weeds get taller, if you have a hydrant and or town water meter on your property, please do everyone a favor and keep them clear of any and all debris and weeds etc. The fire dept. needs clear visibility and access 24/7 for our fire protection.
- Testing is going great. V.O.C.'s on sources #1 and #5 came back with favorable results.

WWTF

- Grounds are being maintained.
- No discharge to creek.

PARKS

- New swings are installed and working great!
- Have loaded gravel bedding around park playground equipment.
- Prepping for Flag-Day event.
- Reviewing video recording to find possible evidence of animal cruelty in the park.

ROADS

- Roads are graded and ready for oiling.
- Washouts from flash floods are being worked on and repaired accordingly.
- Some various drainage issues are being addressed.

OTHER: Flag Day prep is underway with restriping, bleacher moving, trash and Honey Bucket etc. Baseball Field is being kept prepped. Parking at the upper park is being improved.

The railroad crossing needs to be restriped. Most of the other areas on Main Street are good. Derek would like to purchase the necessary equipment to make restriping areas economical and less labor intensive.

ACTION

Alene motioned to purchase the equipment for striping the crosswalks and railroad crossings to be able to do the work ourselves, seconded by Harry. The motion carried.

OTHER Z-NATION

North by Northwest Film would like to film in Fairfield for one of their episodes of Z-Nation. They would be using Kelley's Thrift, Main Street and the area in front of the museum as well as the community center for their meals. They will be here the week of June 8th and back again on the 15th. They will contact the businesses that will be affected by the street closures.

ACTION

Valerie motioned to allow North by Northwest and Z-nation to film in Fairfield and to allow them to handle the traffic control on Main Street and rent the community center for meals the week of June 8th and again on June 15th; seconded by Alene. The motion carried.

Six-Year Plan

The CIP/TIP Six-year plan was handed out to the council and they were reminded to review it for additions and removal of projects. Kathy Marcus will be here at the next meeting.

Summer Lunch Program

Emily Thomas will be the go-to person for the Summer Lunch Program. She will need a Costco membership and gift card and a Visa credit card for shopping other than at Costco with a \$500 limit.

ACTION

Harry motioned to approve a Costco membership, Costco gift card and Visa credit card with \$500 limit for Emily Thomas to make purchases for the summer lunch program; seconded by George. The motion carried.

Dates to remember

KayDee will be attending Place-Based Cultural Tourism as a Sustainable Economic Development Strategy meeting June 3 in Pullman.

Cheryl will be going to Davenport for TIB grant class Thursday, June 4

KayDee will be gone week of June 16. Harry Gibbons is the mayor pro-tem.

No one could commit to the AWC Conference June 23-25 but Cheryl can go to the RMSA annual meeting and dinner. RMSA will pay for the overnight stay plus provide \$350 loss control grant for attending. She will not be at work on Thursday.

Cheryl would like to take vacation July 1-6.

Community Center

The community center was rented by Barbara Allen May 27-30 for the set-up and actual estate sale, thinking she would use the facility monthly for this business. KayDee negotiated a price of \$450 for the entire time but did not ask for the damage deposit or cleaning fee. She did clean the facility to satisfaction and no damage was noted.

COMPLAINTS/COMPLIMENTS

Town hall received several thank yous from citizens for Derek and Adrian for the excellent road repair after the storms.

KayDee announced the council would be going into executive session to discuss personnel issues. The session should last no longer than 20 minutes and no decisions will be made.

The council took a 5 minute break at 7:45
Executive session started at 7:50 and ended at 8:10.

ADJOURN

With no further business, the council meeting adjourned at 8:10 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer