

REGULAR COUNCIL MEETING
AUGUST 7, 2018
6:00

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 Pro-Tem Valerie Rogers called the August 7, 2018 regular council meeting to order at 6:00 pm.

Mayor Pro-Tem and Town Council members present: Melissa Lunsford, Jamie Paden, George Davidson; Valerie Rogers and Emily Thomas. KayDee Gilkey is away for work.

Others present: Bryan Hicks, Perry Paden, Beau and Amy Wheeler, Devin Billington, Josh Haas and Cheryl Loeffler.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the minutes as read from the regular council meeting of July 17, 2018; seconded by Jamie Paden. The motion carries 4-0.

Approval of Claims

Jamie Paden moved to approve the claims for August 7, 2018 with EFTs #495-501 totaling \$5,758.83 and checks #19302-19319 totaling \$16,647.12 seconded by George Davidson. The motion carries 4-0.

	08/07/2018
Claims	\$15,490.66
Payroll	6,915.29
Total Paid	\$22,405.95

Check register signed by George Davidson, Melissa Lunsford and Jamie Paden.

Guest

Beau and Amy Wheeler

Beau and Amy discussed with the council the setbacks they have encountered since their housefire in February. They have found a 1976 manufactured home they are able to purchase and are asking for council's consideration to allow them to put it on the property. They were advised to complete the building permit and to be present at the Planning Commission meeting on the 14th with any information they have on this mobile home.

Engineer's Report

Rattler's Run Road

Hydraulic permit was granted which will now allow the area to be cleared and sediment removed from both sides of the road. We have been granted permission to clear out the culverts up to the year 2020. If the culvert size is increased, they must be an approved fish-bearing culvert. Bryan has remained in contact with Walt Edelman from Conservation district and Amanda Parish from the Land's Council for different funding opportunities for this project.

With the south end of Rattler's Run Road owned by the County, we need to ask the County to write a letter of concurrence stating that they agree with the functional reclassification from local access to major collector (rural).

1st Street Sidewalk Project Closeout

City Center sign has been repaired and re-installed. Waiting for final documentation to close out the project.

FEMA Amendment #270

State emergency management office coordinated with FEMA and provided an additional \$49,282 to offset the increase in bid prices for the resurfacing of Main Street's sidewalks. We will wait until January to put it out to bid again.

ACTION

Melissa moved to approve the FEMA Amendment #270 for increased funding for the resurfacing of the Main Street sidewalks; seconded by George. Motion carries 4-0.

TIB application for next funding cycle

Bryan has been looking for potential preservation projects based on the pavement ratings. Some options considered:

1. Bradshaw from Highway 27 to town limits and Brewster (McNeil to Fairweather) both have extensive alligator cracking and need extensive improvements.

To get the most amount of benefit from the pavement preservation funds, Bryan suggested the following options:

Pavement patching and Chip seal

2. Group segments that encompass patching identified in small works packet to reduce Town out of pocket costs
Carlton: 3rd to dead end
Hamilton: 3rd to End of pavement
2nd and 3rd between Carlton and Hamilton
Seward, 1st to 2nd

Some additional segments considered include:

3. Prairie View 3rd to town limits (Possibility based on higher traffic volume), generally in good condition still, can probably wait for a later application cycle
4. Hilltop Lane to Fairfield Care

Option #2 provides most bang for our buck. Bryan will include additional segments from options 3 and 4 if target funding amount allows.

ACTION

Melissa moved to allow Bryan to complete the TIB application for the preservation funding; seconded by Jamie. Motion carries 4-0.

OLD BUSINESS

Family Movie Night

The BBQ and movie night were well attended but not many new residents were there. In the past, invitations to the “newcomers” were sent out. Having the Fire Department there was good publicity. The next movie night is August 23rd. The Fire Department agreed to participate with us again. It was suggested to get a large banner to hang announcing the next Family Movie Night.

IT Services Proposal

The council reviewed the revised contract along with the recommendations from our attorney and the council all agreed to the changes. They also want to have in place that the town owns all the data and must be returned at the end of the contract or whenever requested and to make sure that the computer that Johnson Search Group just donated is listed. Kayla Billington will revise the contract with the changes and resend it for the next council meeting.

312 W Hamilton Complaint

The daughter sent an email explaining that they are making progress but need an extension of time. A letter will be sent asking them to come to the Planning/Improvement Board meeting on 8-14 with a timeline for completing this project.

Solar project grant

The Town did not receive funding during this cycle, but Apollo will begin working with Dept of Commerce in September.

Resolution 2018-02A

The wording needs to be changed to address any meter reading requested.

ACTION

Jamie moved to approve the change of wording to “Not providing the requested meter reading or location of meter” in the 2018-02-A Fee Schedule; seconded by George. Motion carries 4-0.

Emily will write something up for the newsletter and to put in the bills explaining that all meters need to be clear of any type of debris and easily accessible.

NEW BUSINESS

Cross-connection Policy & Resolution

The town has a resolution addressing cross-connections. Devin would like to update this policy and resolution to address new construction or plumbing modification requires and add DCPV.

ACTION

Emily moved to approve the updated cross-connection policy and resolution 2018-05; seconded by Jamie. Motion carries 4-0.

314 E Main Street

The homeowner has determined that they are on septic and not the town’s sewer system. Cheryl will discuss this with the attorney.

Public works report

Sewer: Devin was able to go to a one-day class in Lewiston put on by IRWA going over lagoons. This will benefit Fairfield with the knowledge we picked up.

Streets: We are aware that 3rd Street and Jackson need gravel. This will be taken care of as soon as the backhoe is available again

Parks: Soil is being brought into the area between the lower park and the railroad. This will help smooth out the ground in that area. Devin discussed turning the strip between Thiel Park and the railroad into gravel. Gravel will be easier to maintain than the grass. The roughness of the ground is hard on both equipment and staff.

Water: We have upgraded the pump in Well # 5 for more chlorine input. Well #2 also has a used upgraded pump. Well #1 should receive a higher rate pump as well when put back into service. We have found some and are continuing to locate water meters that have been lost with public works turnover and keeping record of the locations at town hall.

General: Josh Haas has been hired as our Public Works 2.

ACTION

Melissa moved to gravel the parking area with a grass buffer to avoid gravel in the creek; seconded by George. Motion carries 4-0.

Compliments/Complaints

The complaints that came in will be addressed with a letter from the clerk’s desk stating that a complaint has come in and to request that they attend the next Improvement/Planning Commission meeting to discuss the complaint.

Other

No unauthorized vehicle signs to be put in all three parks.

The park time sign is tipping over, looks like someone has tried to pull it over.

Dates to remember

August 13-17 Devin in training for BAT
August 24 Cheryl gone

ADJOURN

With no further business, the council meeting adjourned at 8:58



Valerie Rogers, Mayor Pro-Tem



Cheryl Loeffler, Clerk/Treasurer