

REGULAR COUNCIL MEETING

JANUARY 2, 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 KayDee Gilkey called the January 2, 2018 regular council meeting to order at 6:00 pm.

Mayor Gilkey swore in new council member Melissa Lunsford.

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

Others present: Bryan Hicks, Jamie and Perry Paden, Kevin Lunsford, Devin Billington, Danny Reiersen and Cheryl Loeffler.

Approval of the Minutes

Valerie Rogers moved to approve the minutes as corrected from the regular council meeting of December 19, 2017 and the December 27, 2017 special council meeting minutes as presented; seconded by George Davidson. The motion was approved 3-0 with Darcie and Melissa abstaining.

Approval of Claims

Approval of Claims

Emily Thomas moved to approve the claims for December 31, 2017 as presented with numbers 19039-19054 totaling \$15,052.62 and claims dated January 2, 2018 as presented with EFT for \$3,569.72 and checks # 19055-19060 totalling \$8,447.62; seconded by Melissa Lunsford. The motion passed 5-0.

	12-31-2017		01-02-2018
Claims	\$12,188.58	Claims	\$8,447.62
Payroll	\$3,814.04	Payroll	\$3,569.72
Total Paid	\$16,002.62		\$12,017.34

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

ACTION

Emily Thomas moved to excuse Darcie Sainsbury from the Dec 19 and Dec 27 meetings due to illness and a family emergency; seconded by Valerie Rogers. The motion passed 4-1 with Darcie abstaining.

Engineer's Report

1st Street Sidewalk project

Bryan Hicks reported that SRTC has approved the additional \$24,000 in funding for the 1st Street Sidewalk Project. The town will also be contributing \$1000. We are waiting to receive the official notice before the Notice of Award to can be issued to Wm. Winkler Co, the lowest bidder. If the weather is suitable, the project may start in early Spring. It should be a three-week project. Bryan presented the Construction Management Agreement for \$16,041.00 which has been reviewed and approved by WSDOT for council approval.

ACTION

Valerie moved to approve the 1st Street Sidewalk Project Construction Management Agreement for the amount of \$16,041.00 between Century West and the Town of Fairfield; seconded by Darcie. The motion was approved 5-0.

Rattler's Run

Bryan has been actively looking into resolutions for the flooding issue on Rattler's Run. It was discussed to contact Big Sky Industrial and have them clean out the culverts in that area. That process should not cause disruption to the soil and would probably not need any permits. Bryan will continue talking with Walt Edelman from the Conservation District about other ways to solve this problem.

Railroad Crossing defect

Bryan will contact Terel Anderson of UPPR about the crossing defect on Ticknor.

OLD BUSINESS

201 N McNeil Update

The Conditional Use Permit for the new dog grooming business is put on hold for brief time due to medical issues. Terry Ottosen will be helping her with the application and SEPA when she is ready.

NEW BUSINESS

Credit cards for public works

Josh Johnson's credit card will be destroyed and will need to be replaced for the new public works employees.

ACTION

Darcie moved to approve obtaining credit cards for Danny Reiersen and Devin Billington with a credit limit of \$5000; seconded by George. The motion was approved 5-0.

Appoint departments for council

The council are all happy with the departments that they are responsible for. The mayor reappointed them for the next year, with the exception of Melissa who was appointed to streets.

Streets	Melissa
Parks	Valerie
Water	Emily
Sewer	George
Finance	Darcie

Mayor Pro-Tem

Valerie Rogers will remain the mayor pro-tem for the next six months.

Utility hardship packet

Emily has put together a packet that has an application for the utility payment plan along with the ordinance guidelines and a list of resources that could have funds available to help people pay their utilities. The town is also looking into starting "round up" grant program which is funded by donations. People would then apply for these funds to help pay their past utility bills. The council will review the packet for the next council meeting.

Open Community Meeting

The next council meeting on January 16th will be held at the community center. The public will be asked to bring their ideas of how to utilize the \$37,642 acquired from the sale of the property at 101 W Hamilton Street.

The community is also being asked to come to this meeting to honor Harry Gibbons as his years of being a public servant for Fairfield comes to an end. Emily will make a cake for this event. February 1st will be designated as "Harry Gibbons Day", which is also his 88th birthday.

Public works report

Streets

- Continued snow plowing and clearing of streets
- Grader blade has been repaired
- Purchased snow blower for sidewalks
- Side by side is at Seehorn's for front-end repairs

Sewer

- Sewer issues at 2nd and Carlton. After investigating the problem, Dave Tysz determined that it was a town issue.
- Roto-rooter was called down and the town did the repairs which consisted of a drain pipe and two couplings

Water

- Well #1 was repaired on Dec 2th by NME Specialties
- On Dec 26th some wires burnt causing the well to shut down. We are in the process of getting an electrician to repair it

Repairs

- Devin got the white Ford pickup running and it is now usable
- The sander has been put on the plow

Compliments/Complaints**Other**

Kathy Marcus was put on retainer back in 1993 to work on the town's Growth Management Plan and has done the updates for the yearly Six-Year Transportation Plan and Capital Improvement Plans. Due to failing health, she has turned in her resignation, effective 12-31-17.

Dates to remember

Jan 15th Office closed for Martin Luther King Day

ADJOURN

With no further business, the council meeting adjourned at 7:51 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer