

REGULAR COUNCIL MEETING

APRIL 19, 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 April 19, 2016 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Valerie Rogers and Emily Thomas. George Davidson was a few minutes late.

Others present: Dennis Fuller, Paul Anderson, Darcie Sainsbury, Tom Smith, Cheryl Loeffler and Derek Knecht

Approval of the Minutes

ACTION

Valerie Rogers motioned to approve the minutes from the April 5, 2016 regular council meeting; seconded by Harry Gibbons. The motion was approved 3-0. George was not present for this vote.

Approval of Claims

ACTION

Harry Gibbons motioned to approve the claims listed on the check register dated April 19, 2016 for EFTs #E462-463 totaling \$1,374.25; check numbers 18359-18369 totaling \$9,535.58 as presented. George Davidson seconded the motion. The motion was approved 4-0.

	04-19-16
Claims:	\$7,446.73
Payroll:	3,463.10
Total Claims:	\$10,909.83

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

Engineer

Dennis Fuller from Century West was here and reported that the Joint Aquatic Resources Permit Application (JARPA) for maintenance of the creek is nearly complete.

He also updated the council on potential testing for the wastewater treatment facility.

OLD BUSINESS

101 W Hamilton account

The renter is current on the rent as of April 12 but still is behind on the utility payments. The council is requesting a letter be sent to the renter from the town attorney stating the past due utilities must be paid by the first of May with the current utilities due no later than May 15th. The council also want stated that no further late payments will be tolerated.

The original lease agreement did not address the lawn care and irrigation. This will be added to public works list of duties for the time being and George will assist with irrigation.

Yard Debris Day

The town was notified by Latah and Waverly that they are not able to participate financially. With the lack of other communities sharing the cost, this will be the only chipping event this year. The date is Saturday, April 23 from 9-3 at the fire station on Truax. Please call if you have any questions.

2016-2017 Emergency Services

ACTION

Valerie motioned to approve the 2016-2017 Agreement for Fire and Emergency Services between the Town of Fairfield and the SE Spokane County Fire District #2 for the amount of \$23,377.38 each year; seconded by Emily. The motioned was approved 4-0.

NEW BUSINESS

Sewer ordinance #382 Responsibility of Maintenance & Repair of Sewer Service Lines

This ordinance clarifies who is responsible for the maintenance and repair of the sewer service lines.

ACTION

Emily motioned to approve ordinance #382; seconded by Harry. The motion was approved 4-0

Planning Commission

The Planning Commission reported on their meeting from April 12th where the potential sale of the church on Hamilton Street and the issuance of a conditional use permit was the topic. In general, everyone is in favor of this but stressed how important it is to make sure the neighborhood is comfortable with the potential change away from the established use of the building. There will be a public hearing on May 3rd at 6 pm at 208 W Hamilton with the potential buyer there to discuss her project and answer questions. The council meeting will then move to town hall for the regular meeting.

Flag Day 2016

Valerie Rogers is looking at different fundraising activities for the Thursday Night Thing (TNT) on Flag Day and had asked Roger Neal from Risk Management to send information on running a "Bouncy House". TNT will not be doing that activity.

Computer for Public works

Derek's computer equipment needs replaced. He will use the extra desktop from the office.

Permit Fee for sewer repair

Contractors that come into town for sewer repairs on private property usually ask for a permit to sign. Derek would like to design a permit suitable for the town with a nominal fee. This would give public works the opportunity for perform inspections of the work and to verify the connections. He suggested a fee of \$25-\$50 which would cover the paperwork and some of his time for the inspection. We will design one and have it reviewed by the town attorney before it is put into use.

Removal of trees on Main Street

The owner of 101 S McNeil was having some sewer issues and wanted to remove the maple trees that are along Main Street. Both the owner and the contractor had been advised by both the office and Derek about the Tree Ordinance and the proper steps needed to remove street trees. The sewer has been repaired and the trees were not disturbed.

2015 Annual report

The annual report was completed and Cheryl and KayDee reviewed each report last week. The council was provided the Notes to Financials to review and offered a one on one to go over the report if anyone desired.

Past Due Report from 2-29-16

The council reviewed the past due report and advised that there were a few accounts 90 days over that have not had liens placed. Cheryl will review these and act accordingly.

Adjustment report for 1st quarter

The council reviewed the adjustment report from the first quarter. There were no concerns.

Budget position report

The council was given the April budget position to review.

Public Works Report

WATER

- WQMS will be posted this month with new testing schedule.
- Well #2 is up and running great, new soft start is integrated.
- Chlorine testing is on schedule.
- Well houses are scheduled for painting.

WWTF

- U.V. system has been cleaned and is working to the best of its ability; upgrade has been shipped and should be here any day. Installation will follow delivery.
- Discharge is occurring and will continue until drier weather.
- Roads are being prepped with the pond edges. Fields are ready to be mowed.
- Testing is on schedule.
- Online DMR reporting still has a few bugs.

PARKS

- Parks are primarily open.
- Garbage and debris are being removed as needed.
- Grass seeding is being done in needed areas.
- Weed and Feed will be done this month along with aeration.
- Mowing and weed eating has begun.

ROADS

- Road sign replacement has started this month.
- Potholes are being monitored and repaired as possible.
- Road sides are being smoothed out.
- Graveyard entrances have been repaired, along with park and tennis court parking.
- Roadside maintenance will take place this month.

OTHER: Spring vehicle maintenance is almost complete. Road oiling will be done soon; touch up with grader will be done prior. Ditch repair in Thiel Park this month electrical for sign and tree holes. R.V. Dump is currently closed due to vandalism.

Spokane County has been contacted about cleaning out the culvert at the entrance to the cemetery.

Welcome sign at the north end of town will be taken down and given to the Lost Dutchman Museum. Ideas are needed for some type of replacement signage.

Compliments/Complaints

None.

Other:

Harry Gibbons had to leave the meeting at this point.

Summer lunch program:

The Summer Lunch Program (SLP) is funded with a reimbursable grant which means that we spend the money and then turn in the bills. We are paid per plate and most of those funds go towards food. Last year, part of the funds was used for staffing of the organizer and administrator positions. With the deputy clerk vacancy, there are some funds available to pay someone up to 32 hours a week at \$10/hour to be the SLP Coordinator. If someone who is extremely detail oriented is interested in this position, they would have to be available to attend training on May 5th in Spokane. KayDee will talk to both Liberty and Freeman School Districts to see if anyone from their lunch program would be interested. If no one is interested, the program as it exists today will not be available this summer, unfortunately.

Weed control

Lori Enzler would like a standing agreement from the council to use her horses for weed control in the alley below 505 E Brewster.

ACTION

Emily motioned to give Lori Enzler permission to use her horses to provide yearly weed control in the area below 505 E Brewster; seconded by George. The motion was approved 3-0

Mosquito fogging

The fogger has been repaired. Fairfield could get on the same schedule as Waverly, which begins May 17th. David Stark will charge the same as previous years.

ACTION

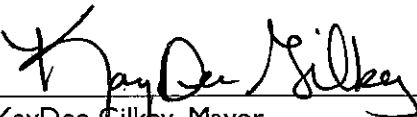
Valerie motioned to hire David Stark to fog Fairfield for mosquitos beginning in May, at the same rate as previous years; seconded by Emily. The motion was approved 3-0.

Dates to remember:

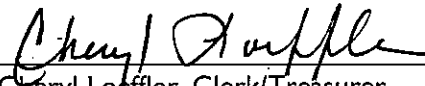
- April 21 Cheryl -Meeting in Rockford with SRTC 8:30
- April 23 Yard Debris Day 9-3
- April 25 Cheryl-Palouse Scenic Byway lunch meeting in Rosalia
- May 3rd Public hearing for Hamilton Street conditional use permit.
- May 13 Cheryl -WFOA training in Spokane-all day

ADJOURN

With no further business, the council meeting adjourned at 8:05.m.



 KayDee Gilkey, Mayor



 Cheryl Loeffler, Clerk/Treasurer