

REGULAR COUNCIL MEETING
AUGUST 2, 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 August 2, 2016 regular council meeting to order at 6:00 p.m.

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

Others present: Bryan Hicks, Kyle Rydell, Derek and Kim Knecht and Cheryl Loeffler.

Approval of Minutes

ACTION

Harry Gibbons moved to approve the minutes from the July 19, 2016 regular council meeting. The motion was seconded by George Davidson. The motion was approved 5 to 0.

Approval of Claims

ACTION

Darcie Sainsbury moved to approve the claims listed on the check register dated August 2, 2016, for ETFs # E490-493 totaling \$1,964.64; check numbers 18489-18506 totaling \$18,285.48 as presented. George Davidson seconded the motion and it passed 5- 0.

	08-02-16
Claims:	\$15,278.63
Payroll:	4,971.49
Total Claims:	\$20,250.12

Check #18488 was voided.

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

ACTION

Harry motioned to excuse Valerie Rogers from the July 19, 2016 council meeting, as she was on vacation; seconded by Darcie. The motion was approved 4-0 with Valerie abstaining.

Guest

Kyle Rydell, Liberty School District Superintendent

Kyle presented information on the cost reduction to the school bond tax rate for 2017 along with the projected increase in enrollment for the district.

Engineer's report

2016 Overlay Project

Three bids were opened on July 28th for the overlay project

Versatile Industries, Inc	\$131,913
Inland Asphalt	\$169,000
DW Excavating	\$188,158

Century West evaluated all the bids and found no mathematical errors. It was determined that Versatile Industries, Inc of lone, Washington was the lowest responsive bidder and Bryan recommended to the council that the contract be awarded to Versatile Industries, Inc for the total bid amount of \$131,913. The bids came in 7% over engineer's estimate. The low bid was submitted to Washington State Transportation Improvement Board (TIB) for review and approval was received. TIB also approved the additional funding of \$10,382 to fully fund the project.

ACTION

Valerie motioned to award the construction contract to Versatile, Inc for the total bid amount of \$131,913; seconded by Harry. The motion was approved 5-0.

TIB funding cycle

The next TIB funding cycle has called for projects. Bryan will visit with Derek and Gloria Bennett about potential preservation projects. Some potential areas are

- Bradshaw at the north end of town pulverize the alligator pavement
- Carlton Avenue up to 4th for crack sealing
- Portland Avenue. Bryan will look into its condition. It has more traffic than Bradshaw.

2016 Bridge inspections

The two bridges were inspected by Spokane County and were found to be in need of some maintenance such as placing rip rap around the wing walls and the railing overlap. Bryan will check with TIB to see if there would be any funding for bridge maintenance.

Rattler's Run Creek Clean-up

The new person at the Department of Ecology, Jason Kunz has suggested that a JARPA permit is not needed for just garbage clean-up and to go ahead and organize the volunteer source to clean up the trash and cut down non-native plant species. The creek bottom cannot be disturbed during this process. We will submit a short description of what we will be doing to DOE beforehand. The end of August, first of September would be the best time to do the clean-up.

OLD BUSINESS

Mosquito fogging

The mosquito fogging will be done one more week (weather permitting) for this year.

Summer Lunch Program

Emily reported that attendance was lower than last year but the program ran well. La Donna Kelley did a great job and is already making plans for next year. The final figures have not been calculated yet.

101 W Hamilton

The renter contacted the office on July 27 stating that he will have both the rent and utilities caught up in three weeks. He was advised that if not, he will be sent to collections.

John Wayne Trail

Some of the council will add their names to the letter that requests Representatives Dye and Schmick and Senator Schoesler to appear at a public meeting to discuss the progress of the John Wayne Trail.

Budget workshop

No one will be able to go to the Budget Workshop in Leavenworth.

New Business

Planning Commission recommendation

The Planning Commission met last week to review Building Permit #2016-01. Their recommendation was for the council to approve the building of the shop at 309 W Lincoln.

ACTION

George motioned to approve Building Permit #2016-01 for a shop at 309 W Lincoln, seconded by Harry. The motion was approved 5-0.

KayDee will check in with the member of the planning commission that has not been participating for quite some time.

Liquor license renewals

ACTION

Harry motioned to approve the liquor license renewals for Zythum Brewing, LLC and The Market; seconded by George seconded; approved 5-0

Code enforcement

When code enforcement was needed in the past, Terry Ottosen was brought in as a consultant. For better economic benefits for both the town and herself, she presented a proposal to provide code enforcement services as a part-time associate of the Town of Fairfield. The Town of Fairfield will call on Ms. Ottosen only when needed, but the structure will be in place for Ms. Ottosen to work as an employee of the Town. She would be covered under the Town's liability insurance which covers errors and omissions. No benefits, retirement, or other benefits the employees generally receive will be paid. With this proposal, the hourly payment will be \$24/hour and for actual hours worked and the Town will call on Ms. Ottosen only when she is needed. As a consultant, the hourly rate was \$40.

ACTION

Darcie motioned to hire Terry Ottosen as a part-time employee to perform as needed code enforcement services at \$24/hour with no benefits other than liability insurance; Valerie seconded. The motion was approved 5-0.

Future cemetery maintenance funding proposal

The interest that the town receives to maintain the cemetery is very little at Inland Northwest Bank but substantial at Inland Northwest Community Foundation (INWCF). The cemetery board proposed to the council that all the interest that would come from the foundation remain in the foundation to grow that corpus and withdraw funds from the CD at Inland Northwest Bank every year until the cemetery board recommends the process be altered or the fund is exhausted. The withdrawal should not exceed \$4000 each year and used primarily for lawn maintenance, tree and road maintenance.

ACTION

Valerie motioned that INWCF be notified that the interest payment from the Fairfield Cemetery Account at the INWCF that was to be mailed in Sept. be reinvested in the INWCF account and that INWCF be notified that future annual interest checks be retained and added to the corpus until notified to do otherwise. In addition, the income for the Cemetery budget beginning in 2017 be paid from the CD account at INB Bank, not to exceed \$4000 in any year for maintenance expenses only (mowing, tree and road maintenance, etc.) until the Cemetery Board recommends the process be altered or the fund is exhausted. At such time, the funds needed to maintain the Cemetery will be drawn from the annual interest earned on the INWCF Cemetery account., seconded by Darcie. The motioned was approved 5-0.

Public Works Report

Water

Chlorine is staying a constant .2 p.p.m.
Sprinklers at C. Center will be repaired this month and adjusted.
Looking to boosting Reservoir signal to fix Communication problems.
Exercising/Flushing dead end Hydrants this month.

WWTF

Still working on grass along edge or fence and bottom of dike hills.
Grading and road work will be complete this month.
Bottom two wetlands are drying up and can possibly be dredged by the end of the month.
Still at a "NO" discharge.
Rodents on the hillsides are being dealt with.
Working on liner pump and bubble issue.

PARKS

Trash is being collected daily.

Hedge trimming and weed eating will be picking up in needed areas this month.

Lights are being replaced by Avista with new L.E.D. light as they go out in the Parks.

Playground equipment checks have been completed for the month to include one swing repair.

ROADS

Sign repair and replace is continuing this month to include the West end "Green River Ordinance" sign.

Oiling could use a recoat in areas.

Ditch cleaning has started this month and will continue through August.

Road Repair project went out for bid and now awaiting pre-con.

Select power poles are being replaced and or straightened by Avista and contractors this month.

OTHER: A citizen with woodworking skills has offered to make Welcome to Fairfield signs to place at each end of town, to replace the ones that were recently taken down. Library landscaping will be done this month.

Compliments/Complaints

None tonight.

Other:

Radar speed sign

The council reviewed the additional information on the radar speed sign from ElanCity. Cheryl was asked to apply for a Loss Control Grant to fund this.

ACTION

Darcie motioned to purchase the solar \$2500 radar speed sign, contingent on receiving a loss control grant funding; otherwise budget for it in 2017; seconded by George. The motion was approved 5-0.

Mayor's schedule

KayDee will be out of town, but reachable by phone in August. Harry Gibbons is the Mayor Pro-Tem.

Outdoor Movie Night

The council is looking at "G" rated movies for the Outdoor Movie Night, which will be September 17th.

Dates to remember:

Community Garage Sale

August 6th

August 10

Meeting here with clerks and SRTC

Cheryl gone

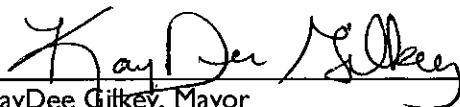
August 19-28

Derek & Adrian gone

Road & Street Maintenance conference Sept 26-28

ADJOURN

With no further business, the council meeting adjourned at 7:44 pm.


KayDee Gilkey, Mayor


Cheryl Lbeffler, Clerk/Treasurer