

REGULAR COUNCIL MEETING
JUNE 18, 2019
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 June 18, 2019 regular council meeting to order at 6:01 pm.

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

Others present were Cyndi Davidson; Perry Paden; Justin Gust; David Watling, Kevin Finley; Tim Murphy; sheriff Lon & Terry Ottosen; Devin Billington and Cheryl Loeffler.

Approval of the Minutes

ACTION

Jamie Paden moved to approve the minutes with the correction to Tracey Smith from the regular council meeting of June 4, 2019; seconded by Valerie Rogers. The motion carried 5-0.

Approval of Claims

ACTION

Jamie Paden moved to approve the claims for June 18, 2019 with EFTs #693-696 totaling \$5,278.70 and checks #19744-19754 totaling \$5,875.45; seconded by Emily Thomas. The motion carried 5-0.

06/18/2019	
Claims	\$4,605.14
Payroll	6,549.01
Total Paid	\$11,154.15

Signed by Jamie Paden, Valerie Rogers and Emily Thomas

Engineer's Report

The contractor for the Sidewalk Resurfacing Project plans to begin on July 10th. Bryan sent the flyer that will go out to the businesses affected by the project. The project should last about three weeks, depending on the weather.

Old Business

Flag Day Review

There were no Service Club members present tonight so the council reported on the events they were involved with and what they observed. The council had a great time riding through the parade. A meeting later in September or October will be scheduled to discuss forming a partnership with the club and maybe form a steering committee made up of council, service club members and citizens.

The movie was well-attended with maybe 25 kids there. Someone brought in soda which ended up getting spilt. Some adults would come down to check on their children, which was fine, but it was noticed at least once that someone came down with an alcoholic beverage, which triggered that doing better control of outside beverages should be discussed. The music for the dance was great but it was mentioned that there were children present there and some of the members were outside of the building with an open container. At some of the different area events, wrist bands were placed on those over 21 to identify those not of age.

Park

The chain link gate was locked on Saturday morning but there were at least three service club member's vehicles that had driven the length of the park for the beer garden set-up and tear down. Extension cords were seen thrown over the creek, even though the council asked the club not to do that. Jim Adams had installed a spider with multiple outlets. The service club should arrange with the electrician their needs, so it fits their needs better.

but they can park their campers on the other side of the creek for the night. The council would like to have a general idea of how many campers to expect and that the campsite will be a carry-in, carry-out setting.

Public works report

Sewer: Sewer Ordinance- plan
Fairweather house hooked up.

Streets: Dump Truck is in Fairfield. Bud's Auto will finish the brakes, which the town already has in possession.
Water repair on Main is finished and needs excess dirt hauled away and waiting on asphalt/concrete.
Spokane County, Andy Schenk Jackson Rd. Update.

Parks: Kayla will work on the security cameras in the park.

Water: Well #5—Halme Electric and Pump, KME, and H2O were contacted. The bids came in with only \$148 difference. Devin felt that since Halme is already familiar with the well, he would prefer working with them to finish the project.

General:

The John Deere 420 tractor brought in \$2000 with the silent auction. The green pick-up did not meet the minimum bid. Devin would like to place the pickup on Craig's list.

Equipment Improvement Plan. Pickup (5% per budget item + equipment sales. Surplus items). The white Ford would be replaced with a newer pick-up utilizing 5% from the general fund, street, water and sewer funds plus the funds from the sales of the surplus items.

Public Works First Responder Policy.

Devin Jury Duty June 17-28, 2019

An Example of a Regular Task: Equipment Maintenance (10 HRS/Week)

This includes daily checkups, servicing, and breakdown repairs. This is needed to ensure our equipment stays functional and will last for as long as possible. Fairfield Public Works does most of the maintenance and contract out only what we do not have experience, tools, or other resources to accomplish ourselves. Maintenance plays a part in maintaining and improving the Town of Fairfield although we are not directly benefiting the town when we are working on machines this allows us to have the necessary tools, functioning properly when we need them to directly benefit the town.

ACTION

Emily moved to accept higher bid of \$15,900 plus sales tax from Halme for the repairs to well #5; seconded by Jamie. The motion carried 5-0.

ACTION

Jamie moved to approve expenditures of up to \$30,000 for a newer truck for public works, replacing the white Ford, utilizing 5% from the general, streets, water and sewer funds; Emily seconded.

Amended motion

Melissa amended Jamie's motion and moved to redirect \$10,000 of the monies that have been set aside for the street repairs in 2019 and use them as the street fund's portion of the pick-up purchase, which is more than the original 5%; Jamie seconded the amended motion. The amended motion was approved 4-0 with George voting No.

ACTION

Jamie moved to approve the expenditure of up to \$30,000 total cost for purchase of a newer truck for public works, replacing the white Ford, utilizing 5% from the general, water and sewer funds and striking the street fund's 5%, utilizing \$10,000 of the funds set aside for street repairs, Emily seconded. The motion was approved 4-0 with George voting No.

The petting zoo was in Hart Park, away from most of the traffic and very little signage to bring attention to it. There was no water provided in the park for the animals so the owners had to knock on doors to get the animals water. There should be better communication between the club and the town.

The car show was small but was a good learning experience. The cars were all lined up on Main Street, which worked well.

Vandalism

The security cameras were tampered with Saturday of Flag Day by kids that had climbed up on the roof of the bathrooms. When looking through the videos, it was noticed that there were adults sitting in the gazebo while the kids were on the roof. We all need to pay better attention to our surroundings and what is going on. If we can all take a minute and if we see something, call Crime Check and report it. It could be a long summer if we don't get it stopped now.

Community BBQ

Cheryl prepared a list of new residents and a couple new businesses that have moved into Fairfield since 2017 for the council to review. If anyone has a new neighbor that hasn't contacted Cheryl at town hall, please let her know so they can be personally invited to the Community BBQ.

Fairfield's Existing Conditions & GIS Mapping

Terry Ottosen is working on the state-mandated update of the comprehensive plan. Tonight, she presented a slide show that demonstrates the differences in the existing conditions such as population, businesses, rents, incomes as examples from 1996 to 2019. This is one of the bigger elements of the comprehensive plan. She will continue to work on the various remaining elements.

Mapping is a large part of the Comprehensive Plan and Lon Ottosen has been working alongside Terry, mapping the town's infrastructure, zoning, and the existing and future land use with a community Geographic Information System (GIS). He demonstrated the benefits of using GIS with the town's water and sewer lines.

Lon is proposing to create an in-depth GIS application for the town with accurate infrastructure, parcel and other data that we would request and then maintaining and updating that information as needed. Online services would give the town staff and committee members access to data wherever they are located, which would make all of us be more efficient with both time and money and be able to provide the residents with better service.

Planning Commission/Improvement Board (PCIB)

Building permit #2019-04 612 W Tempest Street

The PCIB recommends the council approve Building Permit 2019-04 for a new home to be built at 612 W Tempest.

ACTION

Emily moved to accept the PCIB's recommendation to approve Building Permit 2019-04 for a new home to be built at 612 W Tempest; seconded by Jamie. Motion carries 5-0.

NEW BUSINESS

Equipment/operator fees

Devin is proposing an addition to the Fee Schedule of "Equipment/Operator Rental Fees". This would only be used on town property and never on private property. Devin did do some research on equipment rental fees and has a proposed list of those charges.

ACTION

Jamie moved to approve the addition of the Equipment/Operator Rental Fee to the Fee Schedule using the amounts listed by Devin; seconded Emily. The motion carries 5-0.

Camping in Thiel Park

The first Gazebo Rental form has been sent out and the family is asking permission to park their campers and/or tents somewhere around the park. After discussion, the council noted that the family cannot be in the park after it is closed

Emily brought up the items in the community center that could possibly be declared surplus and sold during the Harvest Festival this fall and the funds used towards the purchase of the vehicle. This will be discussed further but the date for the Harvest Festival will be set next meeting.

ACTION

Emily moved to approve the Public Works' 1st responder policy as presented by public works; seconded by Jamie. The motion carries 5-0.

Other

Cheryl contacted the resident regarding the watering of their garden that is on town property. She was told that their intention is to donate about 80% of the crop. To set a precedent for the future if anyone would want to use the ground, the council thought a flat rate of \$10 for the summer would be sufficient for them to pay for their water usage. Cheryl will inform them of this.

Dates to remember

June 22 Household Hazardous Waste Collection
June 24 Summer Lunch Program begins.

ADJOURN

With no further business, the council meeting adjourned at 7:57 pm.


KayDee Gilkey, Mayor


Cheryl Loeffler, Clerk/Treasurer