

**REGULAR COUNCIL MEETING**  
**JULY 16, 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 July 16, 2019 regular council meeting to order at 6:00 pm.

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

Others present were Bryan Hicks, Perry Paden, Cindy Ulrey, Christi Bateman, Eileen Moffitt; Justin and Heather Gust; Mr. & Mrs. George Quiggle; Amy Wheeler; Tony & Mary Sparks; Steve Clemens, Kevin Finley, Dave Watling, Gregg Wernz; Devin Billington and Cheryl Loeffler.

**Approval of the Minutes**

Melissa Lunsford corrected the minutes to read that the \$250 is per fine under 205 W Spokane Street.

**ACTION**

Jamie moved to approve the July 2, 2019 as corrected, and the July 5, 2019 special meeting minutes as read; seconded by Valerie Rogers. The motion carried 4-0.

**Approval of Claims**

**ACTION**

Jamie Paden moved to approve the claims for July 16, 2019 with EFTs #706-707 totaling \$2,623.70 and checks #19778-19789 totaling \$22,276.40; seconded by Valerie Rogers. The motion carried 4-0.

07/16/2019	
Claims	\$20,385.37
Payroll	4,514.73
Total Paid	\$24,900.10

Signed by Jamie Paden, Valerie Rogers and Melissa Lunsford

**Guest**

Cindy Ulrey and Christie Bateman from Spokane County Library District presented the overall picture of the library district along with the individual statistics of the Fairfield Branch. They also described some of the free classes that are available such as continuing education credits for early learning teachers and writing resumes. They also stressed that each library has a meeting room available to the public for any type of event and at no cost.

Based on a facilities needs assessment and financial forecast, the District is asking people to consider voting on August 6<sup>th</sup> for a restoration levy measure that would restore the property tax levy rate that funds daily operations and maintenance of its 11 libraries, to keep library services at existing levels throughout Spokane County, increase digital materials, and replace outdated building heating and cooling systems. This measure would restore the property tax levy rate 50 cents per \$1,000 assessed property value. Currently, the levy rate is at 43 cents per \$1,000 assessed property value.

**Engineer Report**

**1<sup>st</sup> Street Sidewalk Phase 2**

Since the Town of Fairfield is receiving federal assistance for the 1<sup>st</sup> Street Sidewalk Phase 2 project, we are required to comply with various nondiscrimination laws and regulations, including Title VI of the Civil Rights Act of 1964. Federal regulations require WSDOT to obtain assurances from LPA/MPO/RTPOs including an agreement to maintain records and submit reports on programs and activities. Bryan Hicks has prepared the annual report and the Nondiscrimination Agreement to be in compliance.

## **ACTION**

Melissa moved to approve the prepared annual report and to have the mayor sign the Nondiscrimination Agreement for compliance with Title VI of the Civil Rights Act of 1964; seconded by Jamie. Motion carries 4-0.

### **Progress payment #1 for Agreement # LA9541**

## **ACTION**

Melissa moved to approve Progress Payment #1 in the amount of \$1,619.00 for design engineering, seconded by Valerie. Motion carries 4-0.

### **Sidewalk resurfacing project**

The project has been going well. The crew had to pull out of town for about a week to complete another project elsewhere but will be back next week and should be wrapped up in Fairfield by Thursday, July 25.

### **Transportation Improvement Board**

Bryan began the discussion about Complete Streets, a new funding program through TIB with fewer restrictions than their usual programs. He will be providing more information in the near future.

### **Old Business**

#### **Welcome BBQ**

The invitations were sent out last week to the newer residents of Fairfield. Cheryl discussed inviting the different organizations and businesses to introduce themselves and what they have to offer. The Daisy Lady will make 15 small floral arrangements for decorations and door prizes. Bill Enzler will be asked to bring his big bbq. The council agreed to dedicate \$70 for decorations. The food starts at 6:00 and asking residents with last names beginning with A-M to bring a side dish and N-Z to bring a dessert. The movie "INCREDIBLES 2" will be shown following dinner, about 8:30.

Rex McMullin will be notified of the event so he won't fog for mosquitoes while everyone is in the park. The popcorn popper will be set up in the park.

#### **Gregg Wernz Jackson Road**

Gregg brought in a photo of the damage that was done when the reservoir drained. He is looking for a specific timeframe from the town for the repairs that are needed, specifically replacing the gravel that washed away and fixing the ditch. He has graded the area in front of his shop but is down to base rock. After discussion, it was determined that the town will wait until Gregg has harvested the field next to his lot before beginning our repairs. This should be around mid-August. Our work is to be completed before the end of September.

#### **Solar Panel Amortization**

This solar project was approved by the council almost two years ago. With the town's bank changing from INB to First Interstate, the loan process has had to start over. We are still waiting for confirmation on the second grant. The council was presented with an amortization schedule for a possible loan for the project. One is a 15-year loan with a yearly payment of \$15,076.71 and the other is a 10-year loan with an annual payment of \$20,337.79. There is no penalty for paying it off early. The ten-year loan would save about \$22,773 in interest. For budget purposes, the utility tax we collect each year could be used for this payment. The council will evaluate the loan payment each year to determine if any additional amount could be paid.

## **ACTION**

Jamie moved to go with the 10-year amortized loan through FIB to replace the now defunct INB application, seconded by Emily. Motion carries 4-0.

### **Resolution 2019-05 Resolution Authorizing Investment of Town of Fairfield Monies in the Local Government Investment Pool**

The Certificates of Deposit are ready for renewal. One will be moved over to the Local Government Investment Pool (LGIP) on a trial basis. The resolution is the beginning step. Jamie Paden will be an additional signer.

## **ACTION**

Melissa moved to approve Resolution 2019-05 Resolution Authorizing Investment of Town of Fairfield Monies in the Local Government Investment Pool, seconded by Valerie. Motion carries 4-0.

## **ACTION**

Jamie moved to move one of the expiring \$30k CDs to the LGIP; seconded by Melissa. Motion carries 4-0.

## **PCIB**

### **Variance for 612 Marll Court**

The property owner of 612 Marll Court did not get a certified survey before building began on the property. Subsequently, after concerns from the neighboring homeowner, Mr. Quiggle did obtain a certified survey. This proved that the building is too close to the property line on the northeast corner of the home by 7.31 feet. He has asked the PCIB for a variance to change the front property setback for permanent structures from 15' to 7.31' for their new home. Making them relocate the building would cause a financial burden to them.

The PCIB recommended approval of the variance to the council.

## **ACTION**

Emily moved to approve the PCIB's recommendation for approval of the variance to change the front setback from 15' to 7.31' for the permanent structure at 612 W Marll Court; seconded by Jamie. Motion was approved 4-0.

The PCIB wrote a letter to Steve Clemens addressing his concerns about the setbacks.

## **NEW BUSINESS**

None tonight.

### **Public works report**

**Sewer:** Andy O'Neal from DOE provided study material for WW Group 1.  
Meeting with Dennis Fuller of Century West Wed. July 17  
Done discharging, Influent samples went to the lab.

**Streets:** Grading roads Wed. July 17  
Bull pin area is being cleared out for gravel yard

**Parks:** Tree removal 2 pine trees in park:

- Quote All American Tree Co. 1,200.00 + TAX.
- Others possibly interested.

Clutch replaced on Grasshopper 721D it is functioning again.

**Water:** Well #5— air in system, looking into resolving issue.  
Water leak at Wilbur-Ellis  
Samples sent to Anatek

- System: Lead and Copper, thank you to everyone who assisted with these samples.
- System: Coliform and Bacteria Sample Taken on Ticknor St.
- Well #1 Iron
- Well #1 Herbicide and Pesticide
- Well #2 Herbicide and Pesticide- RESULTS-- ND (non detected)
- Well #5 VOC
- Well #5 Herbicide and Pesticide
- Well #5 Nitrate

General:

Pickup Purchase on order  
Backhoe Demo Caterpillar Equipment.  
Mower sale – person would like the sickle that is only usable with the JD tractor

**An Example of a Regular Task:**

**Park Checks (15MIN - 1 HR)**

Park checks are done daily taking approximately an hour to check on Mondays and Fridays to clean bathrooms, check trash, and clean up anything out of place at the parks. Throughout the week we check parks daily and as long as there is no mess this only will take about 15 minutes.

**ACTION**

Emily moved to make the sickle surplus and provide to the person who purchased the tractor as it can only be used with that tractor; seconded by Jamie. Motion carries 4-0.

It was asked of Public Works about when people can start taking yard debris to the bull pen area. Devin will get together with John Thomas and figure out the best way to set it up and what fee to charge.

**Other**

**Error on Cheryl's timecard**

Cheryl had an entry error on her paycheck. She will decrease her next paycheck by \$96.75 or three hours of overtime to compensate for this error.

**Compliments/Complaints**


None.

**Dates to remember**

Cheryl gone July 22 & 25

**ADJOURN**

With no further business, the council meeting adjourned at 7:28 pm.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer