

**REGULAR COUNCIL MEETING**  
**AUGUST 20, 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 August 20, 2019 regular council meeting to order at 6:00 pm.

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

Others present were Jeff Totty, Shawn Currie, Perry Paden, Justin Gust; Kevin Finley, Dave Watling, Jon & Heidi Westrum, Devin Billington and Cheryl Loeffler.

**Approval of Minutes**

Devin Billington asked to amend the minutes with the proper protocol reminding council and the public of the proper protocol for reporting water issues. This had been omitted from the minutes.

**Protocol**

A town council member came to Devin stating that they know of some unnamed residents of Fairfield that have water concerns and are privately testing their water. None of these complaints have been reported to the town through the proper channels. Devin reminded everyone of the proper protocol to follow when there are concerns or complaints regarding the water. Devin is ultimately responsible for the water for the town of Fairfield. That is why the first phone call from the resident should immediately be made to Devin or Emily. If Devin or Emily cannot be reached, then the mayor should be contacted.

In the event that the residents are not aware of proper steps or do not feel comfortable calling public works, the town council member or staff member of the town should take the resident's name, address and phone number and tell the resident that they will contact Devin and he will be following up.

**ACTION**

Emily Thomas moved to approve the August 6, 2019 as with the protocol amendment, seconded by Jamie Paden. The motion carried 4-1 with George abstaining.

**Approval of Claims**

**ACTION**

Valerie Rogers moved to approve the claims for August 20, 2019 with EFTs #719-724 totaling \$6,228.04 and checks #19812-19822 totaling \$16,170.47; seconded by George Davidson. The motion carried 5-0.

08/20/2019	
Claims	\$16,292.99
Payroll	6,105.52
Total Paid	\$22,398.51

Signed by Jamie Paden, Valerie Rogers and Emily Thomas

**ACTION**

Jamie moved to excuse the absences of George Davidson from the 7-16-19 and 8-6-19 council meetings due to being ill; seconded Valerie. Motion approved 4-0 with George abstaining.

## **Old Business**

### **Family Movie Night**

Final movie night for the summer is August 22. Discussion about providing root beer floats was held but the decision to not have that extra expense was made. We will have to re-evaluate continuing the movie nights next year.

### **USPS Rental Agreement**

Council advised Cheryl to send the rental agreement to Bishop Law Services to look over the contract, particularly the addition of the rental broker and to find out what services the town will receive for the \$2,271 fee.

### **Meter boxes for office**

There are two electrical meters located on this building, one for town hall and a separate service for the service club rooms. Brian Bothman of Avista was contacted to evaluate them and he suggested that we contact an electrician and get a quote to change the two separate services into only one. Currently, the second electrical service runs between \$34 to \$44 a month.

The post office has its own electrical meter and is responsible for its own electrical service.

### **PCIB review**

#### **205 W Spokane Street**

An action agreement with three specific areas of concern and timeline for completion has been agreed upon by both parties. The Westrums, which live to the east of the Wheeler's were concerned that they had not been contacted by the PCIB, which was previously stated would be done by members of the PCIB, wanted it to be noted that they have no complaint about this property. Justin Gust reported that they had stopped by the Westrum's home but the person who answered the door did not speak fluent English and they were unable to obtain a comment.

#### **201 N 1<sup>st</sup> Street**

This property was recently sold without prior owner doing the building repairs and the PCIB had directed Cheryl to send the new owner the ten-day notice, which was returned marked Undeliverable. An email was sent to him with delivered and read notification requested. Only the delivered receipt was received.

## **ACTION**

Emily moved to ask the Mr. Pederson from Spokane County Building and Planning to come to Fairfield and inspect 201 N 1<sup>st</sup> Street for the safety and soundness of the building if Mr. Sandaine, the current owner, does not respond in the next 10 days with appropriate measures surrounding the safety and soundness of the building; seconded by Valerie. Motion was approved 5-0.

### **Setback concerns**

KayDee informed the council that she sent a response to Steve Clemens.

## **NEW BUSINESS**

### **Internet supplier**

Devin has been having a lot of issues with the internet connection at the shop and Frontier has not been very responsive to get it working. We have contacted Red Spectrum from Plummer, Idaho who has been updating their equipment that is located on the water reservoir in Hart Park. They can provide internet service to the shop, the office and make Hart Park a hot spot all at no cost to the town. Currently, the office, community center and Thiel Park receive internet from Cougar Wireless that has equipment on the same reservoir. for free and the shop has Frontier for internet and phone for approximately \$85 a month. We would like to keep Cougar for the community center and Thiel Park hot spot and switch to Red Spectrum for the town hall, shop and Hart Park hot spot. The council is in agreement. Cheryl will get this set up

### **3-month anniversary**

Jason Pestana has hit the three-month mark and will start on all benefits.

**Public works report**

Sewer: Meeting with Century West and DOE today.  
Samples will be going in this week.  
UV Disinfection monitoring Don Adams Appx. \$12,000

Streets: Jackson ditch work options #2, #3  
Backhoe is at county pit to haul gravel  
Case Backhoe 580 Demo this week  
Cat Backhoe 420 Demo next week  
After ditch work is done on Jackson Fairfield will start bringing in gravel.

Parks: Garth Davis - Friday look over trees

Water: Sampling THM  
HAA5  
Radium #5  
Specialty Pump looked into well #5  
SCADA- Carefree SCADA cloud based

General:  
Shop Doors repair  
Devin Gone Aug 28, 2019  
Devin WW Group I Exam 9-3-19

An Example of a Regular Task: Testing (--)  
To become certified in anything related to Water or Wastewater there is testing requirements. Some of our time is spent studying for these tests. Devin will be trying for his WW operator Group I. This will allow him to oversee Fairfield's sewer system if he passes his exam.

**Compliments/Complaints**

A complaint marked urgent about the garbage in front yard of 305 S 2nd. The owner was present at the meeting and expressed that they have been working to get it cleaned up quickly. They have had some issues with a freezer, which was probably the biggest issue.

This complaint would have normally gone through PCIB first but it was marked Urgent and with council being held tonight and the PCIB meeting not until next week, Cheryl contacted the chairman of PCIB asking his approval to have it addressed tonight instead of waiting, which he gave. The complaint will be sent back to the PCIB and they will review the progress next week at their meeting.

**Dates to remember**

**Cheryl gone** August 21 afternoon to dentist  
**Cheryl gone** August 23  
**Devin gone** August 28

**ADJOURN**

With no further business, the council meeting adjourned at 7:03 pm.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer