

**REGULAR COUNCIL MEETING**  
**NOVEMBER 19, 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 November 19, 2019 regular council meeting to order at 6:00 pm.

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

Others present were Perry Paden, Cindy Davidson, Justin & Heather Gust, Steve and Angie Walk, Ashley Lightfoot, Devin Billington and Cheryl Loeffler.

**ACTION**

Jamie Paden moved to approve the November 5, 2019 regular council meeting and November 12, 2019 Budget Workshop minutes as presented, seconded by Valerie Rogers. Motion carried 5-0.

**Approval of Claims**

**ACTION**

Jamie Paden moved to approve the claims for November 19, 2019 with EFTs #761-767 totaling \$8,633.05 and checks #19924-19932 totaling \$48,655.78; seconded by George Davidson. The motion carried 5-0.

11/5/2019	
Claims	\$46,332.41
Payroll	10,956.42
Total Paid	\$57,288.83

Signed by Melissa Lunsford, George Davidson and Jamie Paden

**PUBLIC HEARING FOR RESOLUTION 2019-05 2020 PROPERTY TAX LEVY**

Mayor Gilkey opened the public hearing at 6:01 for the property tax levy. She explained what the purpose of the levy is. The 1% increase will provide an additional \$931.17 the town will collect in property taxes.

There was no public comment, so the hearing was closed at 6:03.

**ACTION**

Jamie moved to pass Resolution 2019-05, 2020 Property Tax; seconded by Emily. Motion passed 4-0 with George voting against.

**PUBLIC HEARING FOR 2020 PRELIMINARY BUDGET**

Mayor Gilkey opened the public hearing for the preliminary budget at 6:04. Cheryl explained that the grant applications for 2020 have not been added into the budget.

Ashley Lightfoot suggested that a fence around Thiel Park would be an excellent idea, especially for safety of the children. She said that not only herself, but other families currently are not using the park because of the lack of safety from the traffic and the creek. A fence would also help keep vehicles from driving into the park. This project would be a good use of the Loss Control Grant of \$5000.

The Cemetery Advisory Board wants the mowing amount changed to no more than \$2000 a year.

The budget requests for public works include items such as new backhoe, SCADA system, which could be funded through a grant; doors for the screen room, tires for backhoe if not replaced by new equipment

**Utility tax use:**

Fencing for park            \$5000

Loan for solar panel	\$8,000
Street improvement	\$6,500
Recycle	\$4500
Tree Removal -Park	\$2500
Dust Control -	\$3500
Park equipment	\$10,000 play equipment & paint gazebo
Economic Development	
Community Center	New furnace \$9000 Replace flooring in basement

*Water*

Includes \$50,000 transfer to capital for meters  
\$77,000 for SCADA  
\$ 7000 For hydrants

With no further public comments, Mayor Gilkey closed the public hearing 6:50.

**ACTION**

Emily moved to approve the 2020 preliminary budget as presented, seconded by Jamie. Approved 5-0.

**Old Business**

**Health insurance provider**

Cheryl has checked with Willamette Dental and they are accepting new patients.

**ACTION**

Jamie moved to approve moving the health insurance from Kaiser Permanente to Regence HealthFirst 250 and dental to Willamette Dental \$10 copay plan beginning 1-1-2020; seconded by Valerie. 5-0

**Cemetery**

KayDee contacted Cheryl Fulton-Fischer and invited her to come and talk to the council about the history of the cemetery, which she agreed to. Dr. Fischer explained to the mayor that the board wants to make sure that there will be money for the future care of the cemetery, which is why they want to limit the amount spent on mowing to \$2,000 and currently do not see the necessity to eradicate the gophers. They would look at bids next spring if there is a different technique available that would not be a potential liability.

Cheryl would like the council to discuss having one of them be a member of the cemetery board. This will be put on the agenda after the first of the year.

We will look into the possibility of the application of a growth inhibitor for the grass.

**Red Spectrum**

Red-Spectrum has had equipment on the water tower in Hart Park for a long time and they have a great history of no issues with the town. Cheryl will contact them and have them re-issue the contract with the suggestions from the attorney. This will allow them to provide internet service to the town hall, Hart Park and eventually the shop, after the Frontier contract runs out.

**PCIB**

**Resignation**

Melissa Lunsford submitted her resignation from the PCIB due to an ongoing illness. Mayor Gilkey accepted her resignation and thanked her for her service to the PCIB.

The position will be opened to the public.

## **Function & expectations**

This was moved to next meeting.

## **NEW BUSINESS**

### **Credit card for public works**

Jason Pestana, public works II needs a credit card issued to him. The limit will be \$2,500, same as previous employees in the same position.

#### **ACTION**

Jamie moved to have a Mastercard with a \$2,500 limit issued to Jason Pestana; seconded by Valerie. The motion carried 5-0.

### **BIAS service agreement**

The annual support subscription for the software for 2020 is \$3,994.90.

Jamie moved to approve the 2020 support subscription to BIAS; seconded by Emily. Motion carried 5-0.

With some of the concerns that Cheryl has brought out, she will be meeting with Vision, another software provider, Wednesday morning to see what they have to offer.

### **Washington State Dept of Transportation (WSDOT Construction agreement**

WSDOT requires a construction agreement allowing the placement, operation and maintenance of the Radar Speed Signs at specific locations. All maintenance and installation will be at the town's expense. be signed before the radar sign can be placed on the state highway.

#### **ACTION**

Melissa moved to approve signing of the Construction Agreement with WSDOT for the placement of the Speed Radar Signs on Highway 27; seconded by Valerie. The motion carries 5-0.

### **Century west**

Progress payment #5 in the amount of \$3,704.25 for the 1<sup>st</sup> Street Sidewalk Project, Phase 2 was submitted for approval.

#### **ACTION**

Melissa moved to approve Progress Payment #5 in the amount of \$3,704.25 for the 1<sup>st</sup> Street Sidewalk Project, Phase 2; seconded by George. The motion carried 5-0.

### **Christmas open hours**

George motioned to provide the employees both Christmas Eve and Christmas Day off as paid holidays; seconded by Melissa. The motion carries 5-0.

### **Public works report**

**Sewer:** Samples will be going in this week

Sandbags are in the EQ basin. EQ basin is being filled.

DOE survey to determine adequate sampling completed, will inform of any information I receive.

Sewer Plug 2<sup>nd</sup> and Seward, Roots growing into clay line, caused a break in one area.

**Streets:** Kevin Howard is willing and available for part-time help for the road grading in the spring.

Meeting TIB on pavement project. Monday or Tuesday

Snow Fence is up on Hilltop Ln.

612 W. Tempest road easement in progress

Ditch Project will continue.

Rattlers Run, Jackson

Graveling roads as time allows, Marl Ct. completed

Tempest, Jackson, Industrial Way

Winter Prep, snowplow maintenance etc.

Chevy at Sehorn's for plow

**Parks:** The ground is currently too wet for leaf pickup. If it dries out a bit, we'll attempt to get them picked up but if not, the leaves will be picked up in the spring with the bagger and the rake.

**Water:** Carefree SCADA questions, Update.

**General:** Solar panel project is started.

**An Example of a Regular Task:** Reporting Sewer and Water Emergencies (-- Hrs.)

With the cold temperatures sewer and water lines are more likely to plug or break. If anyone has an emergency and need help, they can call or text Devin at (509) 995-4059 during or before/after business hours. Public Works will respond if necessary, to help alleviate the issue.

**Other**

The link at fairfieldwa.com is live. Residents are now able to go there to make a credit card payment.

A letter was sent to Mr. Sandaine addressing his water concerns at 201 N 1<sup>st</sup> Street.

Cheryl informed the council that Harry Gibbons has passed away. Funeral service will be on November 30<sup>th</sup> at 11:00 at Immaculate Heart Retreat Center.

**Compliments/Complaints**

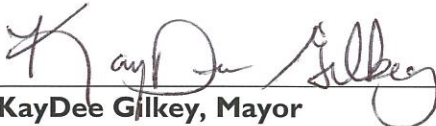
None tonight.

**Dates to remember**

November 24	Community Thanksgiving Dinner
November 26	PCIB
November 28-29	Office closed for Thanksgiving
December 7	Old Fashioned Christmas

**ADJOURN**

With no further business, the council meeting adjourned at 7:30pm.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer