

REGULAR COUNCIL MEETING

JUNE 16, 2020

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.

To be in accordance to the Governor's proclamation to not hold an in-person meeting, this council meeting was held via ZOOM. It was recorded

Mayor KayDee Gilkey called the June 16, 2020 regular council meeting to order at 6:00 pm.

Town Council members present on ZOOM were Dave Watling, Steve Walk, Jamie Paden, and Valerie Rogers. Mayor KayDee Gilkey and Emily Thomas were present physically and appropriately distanced at the council table.

Others present were and Bryan Hicks, Perry Paden and Devin Billington on ZOOM and Cheryl Loeffler was in the office.

Approval of the Minutes

ACTION

David Watling moved to approve the regular council meeting minutes from June 2, 2020 as presented, seconded by Steven Walk. The motion carried 5-0.

Approval of Claims June 2, 2020

Steven Walk moved to approve the claims for June 16, 2020 with EFT's #844-850 for \$8,308.65 and checks and 20145-20157 for \$50,015.70; seconded by Jamie Paden. The motion carried 5-0.

6-16-2020	
Claims	\$50,543.62
Payroll	9,780.73
Total Paid	\$60,324.35

Signed by Jamie Paden, Steve Walk and Emily Thomas.

Check #20158 was voided due to a misprint.

Engineer's Report

2020 Patching and Crack Sealing Project

Bryan has been talking with Jason Phelps from Transportation Improvement Board (TIB) and Becca McConaughy from Spokane County regarding a solution to this project since the bids came in double the engineer's estimate. TIB (the funding agency) recommends that the town rejects all bids and TIB will integrate this project into the city-wide pilot project. There is \$82,101 remaining of the grant.

1st Street Sidewalk Project Phase 2

Bryan said that Red Diamond is finishing up a project in Spokane and should be able to start work on this project in the next week or two.

Main Street Sidewalks

Cascade has been notified of the condition of the sidewalks on Main Street. They are scheduled to be down to do warranty work in July.

Old Business

Resolution 2020-05 Ratifying policies related to COVID-19

The Governor Proclamation 20.23.4 extends prohibition of utility disconnections and charging late fees on past due accounts until July 28th. Resolution 2020-05 will ratify the policies that are a result from the pandemic emergency proclamations.

ACTION

Jamie moved to approve Resolution 2020-05 Ratifying policies related to COVID-19, seconded by Emily. The motion carries 5-0.

Solar Array Project

Apollo Solutions sent a design for the sign that will be placed at the project site for council review. The council all approved of the design but want to find out if it will be a banner or sign and the placement.

CARES Act funds

Cheryl sat in a webinar put on by the Dept of Commerce. Fairfield will receive \$25,000 that can be used to cover any expenses related to COVID-19. It can also be used as grants to help those small businesses that were deemed non-essential but still endured expenses. We are designing a worksheet to use for determining eligibility. The funds were originally to be reimbursable, but the information was just received that Commerce will allow grants to eligible small businesses without a reimbursement request being submitted.

Planning Commission/Improvement Board (PCIB)

The PCIB reviewed the following building permits and recommends that the council approve both of them.

- Building permit 2020-03 Framed carport at 201 N 3rd
- Building permit 2020-04 24x36x14 Shop 404 N Northridge Way

ACTION

Jamie moved to approve Building permits 2020-03 and 2020-04, seconded by Dave. The motion was approved 5-0.

NEW BUSINESS

Rehabilitation Rate Application

The Fairfield Country Store is renovating the former grocery store, which currently is inhabitable. The water is off and as of January 1, 2020, all bathroom fixtures and hot water tank have all been removed. The owner of Fairfield Country Store is asking to have the sewer fees reduced from 1-1-2020 until 6-7-2020 when the water was turned back on. They have not been charged for water since it was shut off by the previous occupants.

ACTION

Emily moved to approve the request from Fairfield Country Store to reduce the sewer charges from 1-1-2020 to 6-7-2020 by 50%, seconded by Valerie. The motion carried 4-0 with Jamie abstaining.

Public Works Report

Sewer

- Wastewater Samples will be taken in this week.

Streets

- New tires have been installed on rear of backhoe. New tires installed on rear of grasshopper.
- TIB Crack Seal Project completed.
- There will be a tractor with an auger to help get the radar signs up next week.

Devin was asked about grading the roads and gravel. Gravel has not been purchased yet.

Parks:

- Parks are open again!
- Edging on pathway is continuing
- Merry-Go-Round has been re-installed

Water:

- A Nitrate Water Sample has been taken in from well house #5.
- The WUE (Water Use Efficiency Report) has been submitted to DOH. – Attached
- Our Consumer Confidence Report (CCR) has been completed and will go out in water bills this month.

General:

An Example of a Regular Task: Water Use Efficiency Report (WUE) (3 HRS)

The WUE is a report that each water system fills out every year by July first. This report allows water systems and DOH to see how much water is being produced, sold, and approximate water loss. This helps the town to determine how to possibly alleviate some water loss issues. The town also can plan in this report how consumers can conserve some water. This report once completed is then submitted to DOH.

Flag Day

The caravan was a ton of fun and well received from everyone. The mayor and council want to express to the Service Club how much they appreciated them working hard in getting the flags out around town and making sure that Flag Day continued despite the pandemic and the weather!

Vitalant Blood was very happy with the blood drive. They were able to collect 18 products from 16 donors and would love to come back to Fairfield again.

Compliments/Complaints

The upper park looks fantastic!

Other

Cheryl will be gone June 18, 19 and 22.

The office space next to Fitness with Friends is vacant. The question out there is if anyone would be interested in a location that you could go to “rent” a timeslot for good internet connection, similar to an internet café or business center type facility.

ADJOURN

With no further business, the council meeting adjourned at 6:44 pm.

KayDee Gilkey, Mayor

Cheryl Loeffler, Clerk/Treasurer