

**REGULAR COUNCIL MEETING**  
**MAY 5, 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.

Mayor KayDee Gilkey called the May 5, 2020 regular council meeting to order at 6:03 pm.

Town Council members present on ZOOM were Steve Walk, Jamie Paden, and Valerie Rogers. Dave Watling came on about 6:30. Mayor KayDee Gilkey and Emily Thomas were present physically and appropriately distanced at the council table.

Others present were Devin Billington and Lindsey Soffes on ZOOM and Cheryl Loeffler was in the office.

**Approval of the Minutes**

**ACTION**

Jamie Paden moved to approve the regular council meeting minutes from April 21, 2020, as presented, seconded by Steve Walk. The motion carried 4-0.

**Approval of Claims May 5, 2020**

Steven Walk moved to approve the claims for May 5, 2020 with EFT's #827-831 for \$5,620.44 and checks and 20017-20121 for \$15,133.56; seconded by Emily Thomas. The motion carried 4-0.

5-05-2020	
Claims	\$13,771.46
Payroll	6,982.54
Total Paid	\$20,754.00

Signed by Jamie Paden, Steve Walk and Emily Thomas.

**GUEST**

**Lindsey Soffes SCRAPS contract**

Lindsey Soffes, SCRAPS director was online to answer questions the council had regarding the dramatic increase to the contract for animal control. She will be asking Spokane County's Budget Office to further review their method for the revision, where the population growth number came from and what happens if there is a decrease in calls. The County has offered to allow the town to pay a 20% increase each year until we reach the \$3079 level. The town does not have to make the decision about accepting this contract immediately.

**ACTION**

Steve moved to excuse Dave Watling from the April 21 meeting due to illness; seconded by Jamie. Motion approved 4-0 with Dave abstaining.

**Old Business**

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

**ACTION**

Emily moved to accept the Construction Management Contract from Century West at \$72,420, for the 1<sup>st</sup> Street Sidewalk Project Phase 2, seconded by Jamie. Motion carried 4-0.

**Blood drive**

A blood drive is scheduled for Saturday, June 13<sup>th</sup> from 11:30-2:30. They require at least 30 committed donors to be signed up. Please call town hall and get on the list.

## **NEW BUSINESS**

### **Utility bill 105 S McNeil.**

The last time the location of the water meter at 105 S McNeil was known was October of 2016, which is also the last documented reading. Devin and Jason have recently located and read the meter. The family has lived at this address since 2015 and has been asked multiple times to locate their meter on their property, with no results. With such a large overage, Cheryl wanted to have it reviewed and verified as a legitimate charge and sent the history and current bill to councilmember Emily to review. Her recommendation to the council is with the same family living at the address, the usage is definitely theirs and cannot be forgiven. She recommends we work with the property owner, asking how much additional monthly payment they could afford to get this paid. The town's payment plan states that the balance must be paid in 12 months. With the COVID pandemic emergency, we could extend the payback time up to 24 months with no late fees occurring on this bill.

### **ACTION**

Dave moved to approve offering the property owners at 105 S McNeil a payment plan, extended out to 18 months due to the COVID pandemic emergency, to pay the 2020 March/April utility bill with no late fees charged and must still keep their utility bills current, seconded by Steve. The motion was approved 5-0.

### **Mosquito fogging**

Rex McMullin of R.A.M. Services was contacted but declined being the applicator for the mosquito fogging for the town this year. Kevin Turnbough from Tekoa has his license and has offered to provide service to Fairfield for \$50/hour plus the town will pay City of Tekoa for product.

### **ACTION**

Jamie moved to approve Kevin Turnbough to provide mosquito fogging for this mosquito season at \$50/hour. Seconded by Dave. The motion was approved 5-0.

Cheryl will contact Kevin, set up the schedule and notify the residents.

### **First Interstate Bank Foundation**

Town Hall was contacted by First Interstate Bank that they have grant funds up to \$2,500 for community programs. Cheryl will get the application completed using Youth Activities as the recipient such as TNT and the Summer Lunch program.

### **Public Works Report**

#### **Sewer:**

- Wastewater and water samples will be taken in this week.
- WW Pond mixers, Should we surplus additional mixers at a fair value?
  - Council suggested to make sure they work first before selling and to keep one for parts.

#### **Streets:**

#### **Parks:**

- The creek running through the park has been cleared of non-native grass
- We are continuing edging the walkway running through the park.  
Dept of Ecology will be contacted to find out what is next with the creek clean-up.

#### **Water:**

- General Pacific AMA VS Consolidated AMR
  - Pros and cons of the cloud-based meter and radio-controlled meters. A decision of this magnitude cannot be made while the Governor's proclamation is enforced.
- Water meters are being read again for the year. Please remember to keep meters clear so we can access them.

**General:**

An Example of a Regular Task: Free Chlorine (15 Min.)

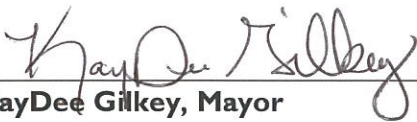
Fairfield Public Works measures the Free Chlorine in our water system each day to insure safe drinking water. Washington DOH recommends 0.2 PPM and no more than 4.0 PPM (Mg/L) we comply with these expectations and work with DOH to accomplish this. The Free Chlorine is the amount of chlorine residual that is still active in our system and the part that can still neutralize any harmful bacteria that could possibly be in our water system. We are required by DOH, ODW and the EPA to keep a chlorine residual in the water system to maintain safe drinking water.

**Compliments /Complaints**

Jamie complimented Devin and Jason for taking advantage of the closure of Thiel Park to work so hard cleaning up the grounds and equipment.

**ADJOURN**

With no further business, the council meeting adjourned at 7:05 pm.

  
\_\_\_\_\_  
KayDee Gilkey, Mayor

  
\_\_\_\_\_  
Cheryl Loeffler, Clerk/Treasurer