

## REGULAR COUNCIL MEETING

JULY 21, 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 July 21, 2020 regular council meeting to order at 6:00 pm.

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

Others present were Brian H. and Devin Billington on ZOOM and Heidi Turnbough was in the office.

### Approval of the Minutes

#### ACTION

Emily Thomas moved to approve the regular council meeting minutes from July 7, 2020 and special meeting on July 9, 2020 as presented, seconded by Jamie Paden. The motion carried 4 yes- Dave Watling abstained.

Emily Thomas moved to excuse Dave Watling for the previous meeting and special meeting. Steve Walk seconded. The motion carried 4 yes- Dave Watling abstained.

### Approval of Claims July 7, 2020

Jamie Paden moved to approve the claims for June 21, 2020 with EFT's #859-#861 for \$3,525.04 and checks and 20178-20189 for \$5,363.68; seconded by Steve Walk. The motion carried 5-0.

7-21-2020	
Claims	\$3,467.00
Payroll	\$5,421.72
Total Paid	\$8,888.72

Signed by Jamie Paden, Steve Walk and Emily Thomas.

### Engineers Report

Ahead of schedule and within budget. Project complete in two weeks.

### Old Business

#### Post office contract

Tabled until next meeting

#### Picnic and Movie

Valerie Rogers moved to regretfully cancel the event that had been scheduled since August 20th because of Covid-19. Dave Watling seconded. The motion was carried 5-0.

#### Security Cameras

The cameras at town hall and at the recycle bin are now operating.

### CARES Act

KayDee will continue to work on the grant format and Cheryl will contact the North Palouse Chamber of Commerce to see if any of their members would sit on this committee. KayDee will also check with the Liberty School's administration. We would like to have an August 1<sup>st</sup> start date.

### **ATV's**

There have been some calls to town hall regarding young children on four-wheelers on town streets, mostly by younger children. As a reminder, the rules and regulations of the highway are to be followed when riding all-terrain vehicles.

### **PCIB**

Building permit 2020-05 Manufactured home 609 W Marll Court.

The council tabled the permit based on no recommendation from the PCIB.

### **NEW BUSINESS**

#### **Ordinance #395      2020 Budget amendment #2**

The budget amendment will have some additional items and be presented again next meeting.

Cheryl will contact Scott Lewis from Apollo Solutions and Chris McCarthy from Dept of Enterprise to have them come and go over the entire solar project. According to the most recent Avista bill, the treatment plant was charged \$27.24 compared to \$1,106.59 from the previous month.

### **Public Works Report**

#### **Sewer:**

- Wastewater Samples will be taken in this week
- New Wastewater Doors on Screen Building have been installed.
- Weeds are being sprayed at WWTF

#### **Streets**

- 1<sup>st</sup> St. Sidewalk project is starting tomorrow

#### **Parks:**

- Sprinklers will be adjusted next week

#### **Water:**

- Nitrate Sample from SO#5 came back satisfactory
- SO#5 will have a VOC sample taken this month.
- Water bacteria sample going in this week.

#### **General:**

- Kayla Billington will be here on the 18<sup>th</sup> to work on the surveillance cameras.

### **An Example of a Regular Task:**

#### **CCR (5 HRS)**

The Consumer Confidence Report (CCR) is a report that is required by DOH for every public water system to present to their consumers by July 1<sup>st</sup> of each year. Ours went out this year again with the newsletter. This report is also sent to DOH. This report is a very short summary of what went on over the previous year in our water system. This report shows all the samples we have taken for the water system and the results we received on those samples. If there were any violations throughout the year those would appear on the CCR. If there are any questions about this report or about the water system at anytime, feel free to contact your water operator, Devin Billington (509) 995-4059 [Publicworks@FairfieldWA.com](mailto:Publicworks@FairfieldWA.com).

### **Other**

#### **Fairfield Cemetery Budget**

Cheryl Fulton Fischer, Secretary of the Fairfield Cemetery board, presented a brief history of the Fairfield Cemetery. She then presented their 2020 budget to the council. The board decided that road improvements will take place in the spring of 2021.

### **ACTION**

Jamie moved to approve the 2020 Cemetery Budget as presented, seconded by Steve. Motion carries 4-0.



KayDee will continue to work with the suggestions given to her from the council. Jamie and Emily will help KayDee establish a scoring system and the finished application will be provided to council by next week for their review ahead of the next council meeting.

**Ordinance #395      2020 Budget amendment #2**

Tabled until next meeting.

**Mosquito Fogging**

Steve Walk moved to discontinue for the year. Valerie Rogers seconded. The motion was carried 5-0. A sign will be made to post on the door and Jamie Paden will put the announcement on the reader board.

KayDee Gilkey announced the hiring of Heidi Turnbough to work for Cheryl Loeffler while she recovers from an injury. Heidi was hired to work 15 hours per week at \$20.00/ hour.

**Exit Review**

A good review from the State Auditor.

**NEW BUSINESS**

**Water Bill for 407 S 1<sup>st</sup> Street**

Emily Thomas moved to allow an 18 month payment plan with a signed agreement from the resident. Jamie Paden seconded. The motion passed 5-0

**RFQ for engineer**

The advertisement was published and no applications were received to date. Heidi will talk to Cheryl regarding deadlines and report.

**Public Works Report**

**Sewer**

- Wastewater Samples will be taken in this week.
- Weeds are being sprayed at WWTF.

**Streets**

- 1<sup>st</sup> St. Sidewalk project has started.
- Cascade has been out to repair the damaged sidewalks on Main under warranty and should be out again soon.
- The Town will be purchasing and hauling in gravel from the county the last week of July to use on road projects.

**Water**

- SO#5 VOC sample has been sent to the lab.
- Water meter on 1<sup>st</sup> st. was located.
- An order of road grade water meter lids have been ordered to replace broken lids.

**General**

- The cameras in Town Hall are now functioning again to monitor both in and around town hall, this includes the recycling bin.

**Other**

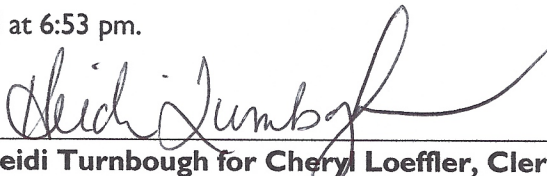
GSI contacted the council regarding a message on a billboard in city limits. A general message was discussed and KayDee Gilkey would email them the decision.

**Compliments/Complaints**

**ADJOURN**

With no further business, the council meeting adjourned at 6:53 pm.

  
KayDee Gilkey, Mayor

  
Heidi Turnbough for Cheryl Loeffler, Clerk/Treasurer