

**REGULAR COUNCIL MEETING**  
**AUGUST 18, 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 August 18, 2020 regular council meeting to order at 6:00 pm.

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

Others present were Sheila Dyer, Barb Roecks, Bryan Hicks, Kayla Billington. and Devin Billington on ZOOM and Heidi Turnbough was in the office.

**Approval of the Minutes**

**ACTION**

Jamie Paden moved to approve the regular council meeting minutes from August 04, 2020 as read, seconded by Emily Thomas. The motion carried 4-0

**Approval of Claims July 7, 2020**

Jamie Paden moved to approve the claims for August 18, 2020 with EFT's for \$4,058.59 and checks and 20216-20231 for \$10,540.68; seconded by Steve Walk. The motion carried 4-0.

8-18-2020	
Claims	\$7,573.37
Payroll	\$7,025.90
Total Paid	\$14,599.27

Signed by Jamie Paden, Steve Walk and Emily Thomas.

**Engineers Report**

Bryan Hicks was present to report on the completion of the sidewalk project. He reported that the contractor would return to repair a crack and reseal the surface and that the project ended under budget. **Steve Walk made a motion to approve the July invoice to Century West in the amount of \$21,743.05, seconded by Valerie Rogers. The motion carried 4-0.**

**Old Business** none to report

**PCIB**

A building permit for 305 E. Ticker was presented to council. 4 of the 5 members of the PCIB approved the application. **Emily Thomas made a motion to approve the application as presented, seconded by Steve Walk. The motion passed 4-0.**

**NEW BUSINESS**

**Food Bank** Sheila Dyer and Barb Roecks were present to request permission to alter the city building that the food bank occupies to install their walk-in cooler to replace three old refrigerators. They also offered to pay \$100.00 per month to help with the cost of the use of the building. The clerk would invoice the food bank each month. Mayor Gilkey requested that the food bank presents a contract agreement stating that the building would be returned to current condition, should they vacate the building in the future. Steve Walk made a motion to allow the walk-in cooler to be installed with said signed agreement from the food bank, seconded by Jamie Paden. The motion carried 4-0.

Mayor Gilkey thanked Barb and Sheila to their service to the community and the food bank.

**Resolution 2020-6 for Washington State Recreation and Conservation** Pit Irrigation Project- The City applied for a grant to add irrigation to the Pit. Emily Thomas made a motion to accept Resolution 2020-6 as authorization to seek such grant funds, seconded by Steve Walk. The council discussed forming a committee if grant funds be awarded to make a plan for how to improve this park.

**Post Office intent to renew lease** JLL presented a contract with an increase in the monthly lease rate. In the contract, the one time maintenance fee was \$2,700.00. Jamie Paden made a motion to accept the contract as presented, seconded by Emily Thomas. The motion carried 4-0

**Technology Consultation and Support Service Agreement** Kayla Billington was on the zoom call to answer questions regarding her service and to suggest an audit on the operating systems. Jamie Paden made a motion to accept the annual contract with Kayla, seconded by Emily Thomas. The motion carried 4-0

### **Public Works Report**

**Sewer:** Influent wastewater samples will be taken in this week.

**Streets:** Once weather starts cooling and we get moisture roads will be graded for Fall.

Spokane County is working on estimates to help with both the TIB funded project around the park, and the asphalt patching we have been looking into throughout town.

**Parks:** Fencing around Theil Park. Need to use loss control grant money this month. The clerk was asked to request an extension and possible reallocation for security cameras.

The river rock has been removed from the sidewalk buffer on the hill for new landscaping to take place.

**Water:** Water meters will be read this week. THM and HAA5 samples will be taken in this week

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

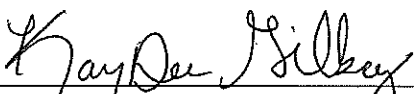
THM HAA5 Testing (IHR) We take these tests within the distribution system regularly as required per Washington State DOH. THM (Trihalomethanes) and HAA5 (Haloacetic acids) are types of chemicals that can be produced as a byproduct of chlorine. We use Chlorine to disinfect our drinking water in the case of any bacteria being in the water, similar to many water systems. The purpose of these tests are to ensure that we are not producing any harmful chemicals within the water system. Once we have collected the samples, we take them to a state certified lab to run the testing. Results will be sent to both The Town of Fairfield and WA DOH ODW. In the event one of these samples were to ever come back with anything detected Fairfield's water department would be working closely with DOH to correct the issues. Any consumers that may be affected in this event or any other event that could potentially be unsuitable for human health would be notified promptly to insure everyone's safety and wellbeing.

### **Other**

### **Compliments/Complaints**

### **ADJOURN**

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

  
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KayDee Gilkey, Mayor

  
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Heidi Turnbough for Cheryl Loeffler, Clerk/Treasurer