

REGULAR COUNCIL MEETING
SEPTEMBER 15, 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. The meeting was recorded.

Mayor KayDee Gilkey called the September 15, 2020 regular council meeting to order at 6:01 pm.

Town Council members present on ZOOM were KayDee Gilkey, David Watling, Steve Walk, Jamie Paden, Valerie Rogers and Emily Thomas.

Others present by ZOOM were Bryan Hicks, Scott Lewis, Terry Ottosen, Mark and Alene Felgenhauer, Perry Paden, Devin Billington and Cheryl Loeffler.

Approval of the Minutes

Steven Walk moved to approve the minutes from the September 01, 2020 council meeting as read, seconded by Jamie Paden. The motion carried 4-0 with Emily Thomas abstaining.

Excuse Emily Thomas

ACTION

Valerie Rogers moved to excuse Emily Thomas from the September 1st regular council meeting; seconded by Jamie Paden. The motion carried 4-0 with Emily abstaining.

Approval of Claims

Jamie Paden moved to approve the September 15, 2020 claims with EFT's for \$12,150.39 and checks and 20248-20259 for \$9,449.92; contingent on the claims being reviewed and signed by the third council member, seconded by Steven Walk. The motion carried 5-0.

9-15-2020	
Claims	\$6,444.99
Payroll	\$15,155.32
Total Paid	\$21,600.31

Signed by Jamie Paden, Steve Walk and Emily Thomas

Jamie came into the office following the meeting and signed the register.

Guest

Scott Lewis from Apollo Solutions

Mr. Lewis reported that the solar project at the wastewater treatment plant is complete and came in under budget approximately \$31,000. We are still waiting to finalize with the state Department of Commerce. The last few electric bills for the treatment plant have been \$27.35 each compared to \$1,694 and \$1,498 for the same months a year ago.

**PUBLIC HEARING to consider adoption of the updated Fairfield Comprehensive Plan
Resolution # 2020-07**

Mayor Gilkey opened the public hearing at 6:10 pm. Fairfield Planner,

The 2017-2037 Comprehensive Plan has been completed by Terry Ottosen, Fairfield Planner. The Plan was submitted to the State for review and returned with one comment directing change in the Critical Areas Ordinance (CAO) regarding wetlands. The CAO is a separate ordinance and will finalized soon. Terry has provided an electronic copy of the Plan,

which will be placed on the town's web page. There will be a hard, color copy available in the office as a reference book. The Planning Commission (PCIB) has review each section and provided input to Terry. Perry Paden representing the PCIB thanked Terry for the great job she did putting this together.

With no further comments from the public, Mayor closed the public hearing at 6:15.

ACTION

Emily moved to approve Resolution 2020-07 to adopt the 2017-2037 Fairfield Comprehensive Plan; seconded by Jamie. The motion was approved 5-0.

Terry will continue to work on the CAO.

308 W Carlton

KayDee invited Mark and Alene Felgenhauer to attend the meeting tonight to discuss repairing the road that was torn up when the waterline was repaired in front of their house. The waterline work was done in December. Devin researched and determined to repave the road would be approximately \$6 reimbursement of the costs of business interruption caused by their required closure, 900 but would be a permanent fix and applying cold patch, which would be a temporary fix, would run around \$1700. There is a possibility of tying this area into the next resurfacing project with Spokane County.

ACTION

Jamie moved to approve applying cold patch as a stop gap measure at 308 W Carlton until the town can tie-in to the next resurfacing project with Spokane County is approved; seconded by Steve. The motion carried 5-0.

Mark and Alene were agreeable to this solution and asked for a letter documenting this decision along with a timeframe of completing the cold-patch job before the end of September 2020.

Engineer's Report

2020 Water Reservoir Project – Community Development Block Grant (CDBG)

Bryan Hicks reported that Century West has started the design for the Reservoir Improvements Project. The last of the field work should be done this week.

Main Street Resurfacing Project - FEMA funded

Cascade was back a couple weeks ago to repair the sidewalk resurfacing at Johnson and Main St that was missed during their first visit. Bryan will come to Fairfield to inspect the warranty work

1st Street Sidewalk Project -Department of Transportation (DOT)

The construction of the project is completed. Final inspection and closeout should be completed soon.

Rattlers' Run Creek

Earlier this year, KayDee and Bryan met with Dept of Ecology to discuss the creek cleaning for flood control. At that time, Ecology's staff recommended pursuing funding during their fall application cycle, which is now open. Bryan is verifying that the Town is still interested in pursuing funding through Dept of Ecology for creek cleaning planning and construction. Planning is funded at 50% loan/50% forgivable principal. Construction funding is mostly loans, but some grant funding is available depending on financial hardship. Applications are due online Oct. 13.

KayDee asked Bryan to also contact Walt Edelen of the Conservation District and Amanda Parish from the Land's Council about the possibility of partnering with their agencies for this type of project.

Old Business

Recycling bin abuse

Eric Hanson, town attorney has informed the town that an ordinance must be in place that deals with dumping trash in the recycle bin before any action can take place if someone abuses the recycle bin subsequent to the passage of the ordinance, we send him a letter citing the ordinance.

Park Landscaping

Devin will be meeting with Garth Davis from Spokane Conservation District on Thursday to discuss different landscaping ideas for the strip in front of Thiel Park.

CARES Act Small Business Grant

As of August 31st, the Department of Commerce has increased the CARES Act funding by \$5,000 to \$30,000. Three local businesses submitted applications for reimbursement of the costs of business interruption caused by their required closure. Each grant is for \$5,000. There was discussion about having a third-party review and score the applications but with only three applications and excess funding, the council decided that was not necessary. The three businesses are Fitness with Friends, Top Options and the Fairfield Country Store.

ACTION

Emily moved to approve to use CARES Act funds and pay \$5,000 to each of the three grant applicants to reimburse them their costs of business interruption caused by their required closure with COVID-19; seconded by Steve. The motion carried 4-0 with Jamie abstaining.

With the remaining \$15,000, the town will open the grant application cycle to businesses and non-profit organizations.

Cheryl will verify the procedure for reimbursement.

Renewal of Memorandum of Understanding (MOU) Between Spokane County and Fairfield for recycling

The MOU between Fairfield and the County is so the County can pay 75% of the costs of recycling drop off services. This is an ongoing agreement, but a few changes were made:

- Changed the formatting and took out some redundant language.
- Added an approximate amount to be refunded
- Removed the mailing address for Solid Waste since our correspondence is through email anyway
- Took out an expiration date, so we don't have to renew this MOU every 2 years. Now this MOU expires only when one of us no longer wants to be party to the agreement.

ACTION

Jamie moved to approve the renewal of the Memorandum of Understanding (MOU) between Spokane County and Fairfield for the County to pay 75% of Fairfield's recycling costs; seconded by Dave. The motion was approved 5-0.

NEW BUSINESS

Open Public Meeting Video

Moved to next council meeting.

Basketball Court Upgrade

Last June, Hoopfest received a very generous gift from MultiCare to go towards the new Hooptown initiative. Part of that initiative is to upgrade Hoopfest's network of basketball courts throughout the area to include the MultiCare logo (blue circle at center court with MultiCare's logo inside), new nets, logos to include new Hoopfest logo and a Hooptown logo and general maintenance where needed. Connor Walsh, Program and Events Manager of Hoopfest is asking permission to come in at an agreed upon time with Hoopfest's contractors to paint the logo, change the nets out and update the logos on the backboards. If granted, he will reach out to their contractor, Arrow Concrete, to get a timeline to complete this project.

ACTION

Steve moved to allow the Hoopfest Organization to upgrade the basketball court in Hart Park to include the MultiCare logo (blue circle at center court with MultiCare's logo inside), new nets, logos to include new Hoopfest logo and a Hooptown logo and general maintenance, if needed, seconded by Valerie. The motion carried 5-0.

Public Works Report

Sewer:

- Influent wastewater samples will be taken in this week.

Streets:

- Driveway asphalt repair – Proceeding?
- We are cleaning ditches out throughout town to allow better drainage.

Parks:

- Landscaping on hill by park. Garth Conservation District will be out Thursday to go over possible options and cost. Garth will also be looking at the grass and weeds growing in the creek and provide suggestions for possible removal.

General: An Example of a Regular Task: Fire Hydrant Testing (HRS)

The Town of Fairfield and Spokane County Fire District 2 work together in the process of blowing out and testing fire hydrants within the Fairfield water system. This is done twice a year, once in the fall and once in the spring. We do this for multiple reasons. The most obvious reason is that we need to ensure that all fire hydrants are in working order in the case of an emergency where the fire department may need to use them. This process of flushing hydrants does also benefit the water system though by flushing out the sediment that may accumulate in our water system. By flushing this out twice a year Fairfield is left with a higher quality product when the water reaches your faucet. This is a reminder that with Fall coming up fire hydrants will be getting flushed again soon.

Other

None.

ADJOURN

With no further business, the council meeting adjourned at 7:09 pm.

KayDee Gilkey, Mayor

Cheryl Loeffler, Clerk/Treasurer