

## REGULAR COUNCIL MEETING

OCTOBER 6, 2020

16:00

**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 with 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 October 6, 2020 regular council meeting to order at 6:00 pm.

Town Council members present on ZOOM were KayDee Gilkey, David Watling, Jamie Paden, Valerie Rogers and Emily Thomas. Steve Walk arrived at town hall after the claims had been approved.

Others present by ZOOM were Bryan Hicks, Brett Baum of Liberty School, Perry Paden, Devin Billington and Cheryl Loeffler.

### Approval of the Minutes

Jamie Paden moved to approve the minutes from the September 15, 2020 council meeting, seconded by David Watling. The motion carried 4-0.

### Approval of Claims

Emily Thomas moved to approve the October 6, 2020 claims of EFT's for \$21,329.07 and checks and #20260-20283 for \$49,433.92; contingent on the claims being reviewed and signed by the third council member, seconded by Valerie Rogers. The motion carried 4-0.

10-6-2020	
Claims	\$50,382.03
Payroll	20,380.96
Total Paid	\$70,762.99

Signed by Jamie Paden, Steve Walk and Emily Thomas.

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

### Guest

#### Brett Baum, Superintendent of LHS

Mr. Baum talked about what is happening at the Liberty schools. There are several new teachers and administration for the elementary/jr. high grades. Completed the upgrades to the junior high bathrooms and the greenhouse was completed. The pea gravel on the playground had to be switched out and replaced with manufactured material for playground safety. Liberty enrollment is around 550 students, which is down ten students from the projected growth. They are planning to bring the quarterly newsletter back and there is now a Facebook page. With the modified school schedule, grab and go meals are being delivered to the Community Center as well as other areas, following the regular school day schedule. Some areas in the district have very limited internet access which makes it difficult for those students to do their online classes. Those families should contact the school to get signed up with the school's internet contract. Two school board members recently resigned their positions. District #1 includes Fairfield and District #4 is on the other side of the district and runs along highway 195. There will be replacement levies on the ballot.

### Engineer Report

#### 1<sup>st</sup> Street Sidewalk Project

We are still waiting for the final inspection of the 1<sup>st</sup> Street Sidewalk Project.

## **Water Reservoir Project**

The project is moving along. The preliminary plans should be presented soon. Will be able to go out to bid in about a month. The overflow line plans need to be approved by the Dept of Health.

## **2021 CDBG funding cycle**

Applications are due early November for the next funding cycle. The application for the sewer line between Spokane and Portland Avenues that was not funded last year, will be updated and resubmitted. Devin will meet with Bryan and look for other possible infrastructure projects.

## **Old Business**

### **Park landscaping-Loss Control Grant**

Devin met with Garth Davis from the Spokane Conservation District (SCD) and discussed landscaping ideas for the swale area at Thiel Park. The river rock that was placed there in 2013 was recently removed. The rock would slide off the sloped area, was difficult to keep weed free and was very difficult to walk through. Garth provided a list of plants, trees and shrubs that would work well in that area. Some of these will produce berries or peas. The highlighted ones are available through the district at no charge.

Butterfly Bush

Pea Shrub Weeping – produces peas

Pea Shrub Siberian – produces peas

Ocean Spray

Service Berry – Produces Berries

Golden Current – Produces Berries

Kinnikinnick – Produces Berries

Russet Buffaloberry – Produces Berries

Rocky Mountain Juniper

Wichita Blue Juniper

Mallow Ninebark

Red Japanese Maple – 15-25' Tall

Cold Hardy Mimosa – 25-30' Tall

At a previous council meeting, there was discussion about placing boulders in the swale area. Devin met Garth at SCD's office to pick through their inventory of boulders, which they will donate to this project. Garth and Devin discussed placing approximate 10-12 plants across the space with a few boulders interspersed. He would like to help us with this project and use it to meet the Tree City Arbor Day requirements. With the generosity of the SCD, our cost should be minimal, most likely only having to purchase gravel and filter fabric. The remaining grant money could potentially be used to purchase some nice park benches. The other option would be we accept the full cost of this project and devote the loss control grant money to something else, such as security cameras.

### **Small business grants CARES ACT**

Checks were written to the three businesses that submitted applications for the COVID-19 eligibility grant funded by the Dept of Commerce (DOC). Those businesses were Top Options, Fitness with Friends and the Fairfield Country Store and each received \$5000. There are still funds available for expenses related to the pandemic. Cheryl proposed utilizing some of the funds to replace the laptop computer in the office. With the pandemic, she has been working from home more than usual and the wear and tear on the laptop is showing. She will provide the council with prices at the next council meeting.

### **US Post Office rental contract**

The town has received the official rental agreement, which runs for five years.

### **Recycling Ordinance**

Perry Paden drafted a document addressing the recycling ordinance. The mayor asked council to review it and then have attorney make it an ordinance.

## **NEW BUSINESS**

### **Veterans Day**

To keep the tradition going and to honor our veterans, Perry recommended having a very small virtual ceremony for Veteran's Day. We will hopefully be able to have a Memorial Day ceremony and will place the name plaques when the veterans and their families can participate. The council agreed.

### **Parking Stripes**

The parking stripes in front of the businesses on Main Street should be repainted. Devin will review the guidelines and get stripes painted.

### **Open public meeting video**

The mayor and council members watched the required training video for the Open Public Meeting Act.

### **Public Works Report**

#### **Sewer**

- Influent wastewater samples will be taken in this week.

#### **Streets**

- Driveway cold patch repair – Completed 9-22.
- We are cleaning ditches out throughout town to allow better drainage.
- Spokane County Overlay Project waiting on paint. Extra material from overlay project- utilized on Main St.

#### **Parks**

- Landscaping on hill by park. Garth Conservation District.
- Garth suggestions for bushes and shrubs in area between park and road emailed to council. Fall Project.
- Garth suggestion of trees and shrubs for along the creek. McKenzie Willow, Coyote Willow, Red Dogwood. Spring Project

#### **Water**

- Jason and Devin attended an online Cyber security class geared towards water systems.
- Fire hydrant replacement being scheduled for Skyview and Jackson.

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

### **Trimming Trees (HRS)**

The Town of Fairfield is in the process of trimming tree limbs back from the roads and fire hydrants. We need to ensure that the roads are clear for traffic especially with winter coming allowing our plow trucks proper access and ability to plow efficiently. Hydrants also need to stay clear for the fire department. We always appreciate your assistance with maintaining the trees around your property.

### **Other**

Valerie asked if Main Street could be closed between Johnson and Railroad Avenues on 10-31 so a Trunk or Treat event could be set up. This area would allow enough space for proper social distancing. This is not be a town-sponsored event.

Christmas bazaar is still up in the area.

Public Hearing for new water meters on October 20. Large endeavor for new water meters. Overview of what the project will entail.

Budget time is here. Council was given the current budget position to review and look for any line items that need attention. Cheryl asked everyone to submit budget requests for the 2021 budget before next meeting. Budget workshop on the 27<sup>th</sup> at the community center. Public is invited to attend via ZOOM.

### **Compliments/Complaints**

I so enjoy getting the minutes of the council meetings, you and the council take such good care of Fairfield and I am amazed at the wide variety of projects and problems that surface and are dealt with on a never ending cycle! The town holds such a special place in my heart - as it does with many others - so we appreciate your ongoing efforts. I also want to thank you for all the support you gave the family and friends of John Timpany during his recent service and interment at the Fairfield Cemetery. We received several very positive comments on the condition of the Cemetery and how beautiful it was there along with great appreciation for Cheryl's help finding a post service gathering space with all the COVID protections in place. This was particularly important as all of those that attended were either from out of town or out of state. I shared with them that the Town hires our "ace" grounds keeper for the Cemetery Association and that Cheryl Loeffler goes out of her way, from the kindness of her heart, to assist in helping families through difficult times as needed - and, with the additional COVID concerns, this time definitely qualifies as a "difficult time". On behalf of the Board of the Cemetery Association, I want to thank you for your help and support with the Cemetery. Please pass our appreciation on to John for his excellent care of the grounds. Take care, Cheryl Fischer

### **ADJOURN**

With no further business, the council meeting adjourned at 7:42 pm.

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**KayDee Gilkey, Mayor**

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**Cheryl Loeffler, Clerk/Treasurer**