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**REGULAR COUNCIL MEETING  
NOVEMBER 17, 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 with the Governor’s proclamation to not hold an in-person meeting, this council meeting was held via ZOOM.

Mayor KayDee Gilkey called the November 17, 2020 regular council meeting to order at 6:05 pm.

Town Council members present on ZOOM were Jamie Paden, Steve Walk, Valerie Rogers and Emily Thomas. David Watling came online after approval of the claims and minutes.

Others present by ZOOM were Devin Billington and Cheryl Loeffler.

**Approval of the Minutes**

**ACTION**

Steven Walk moved to approve the minutes from the November 3, 2020 council meeting, seconded by Emily Thomas. The motion carried 4-0.

**Approval of Claims**

**ACTION**

Jamie Paden moved to approve the November 17, 2020 claims with EFT’s for \$3,403.32 and checks #2031 through 20324 for \$14,745.10, seconded by Steven Walk. The motion carried 4-0.

11-17-2020		
Claims		\$13,438.52
Payroll		4,709.90
Total Paid		\$18,148.42

Signed by Jamie Paden, Steven Walk and Emily Thomas.

**PUBLIC HEARING FOR RESOLUTION 2020-08 Property Tax Levy for 2021**

Mayor Gilkey opened the public hearing at 6:06. The 1% increase that is proposed would increase the total property tax collected in 2021 by \$942, which is divided among all property taxpayers in town. The total property tax for 2021 will be approximately \$97,500. The property taxes are a major revenue source for the General and Street Funds.

There was no public online so no comments. Mayor Gilkey closed the public hearing at 6:09.

**ACTION**

Steve moved to approve Resolution 2020-08, accepting the 1% property tax levy increase for 2021, seconded by Jamie. The motion was approved 5-0.

**PUBLIC HEARING FOR THE 2021 PRELIMINARY BUDGET**

Mayor Gilkey opened the public hearing for the 2021 preliminary budget at 6:10.

Cheryl went over the preliminary budget.

There was discussion on how the property taxes should be split between the General Fund and the Street Fund. Currently the taxes are allocated 65% to the General and 35% to the Street Fund. It was proposed to change the allocation to 75% General Fund and 25% to streets.

The Utility Tax: Avista charges 6% on every electric bill then Avista will then send the amount collected to the town on a quarterly basis. This generates approximately \$40,000. The ordinance states that each year the council must allocate

these funds. This year the council proposes to use the utility taxes to pay a portion of the law enforcement contract, town planner/code enforcement, chipping of yard debris, improvements to the Pit and economic development. With no public comments, the mayor closed the public hearing at 6:45.

#### **404 N Northridge Way**

The Nov. 3<sup>rd</sup> meeting, Max Sharp who lives at 404 N Northridge Way was present to discuss his options for installing a bathroom in the new shop being built at this address. Steve Walk walked the property to get a better idea of the layout of the sewer lines. With the location of the new building, if Max were to tap into the connection at his house, he would need to pump up hill. The other option would be to tap into the main connection, but he would have to angle through the property and under the driveway that is actually owned by the neighbor. The amount of asphalt for repairing the driveway could be doubled. Max had expressed that the new building would only be used as a shop and that there would be no living quarters, just a bathroom for convenience.

#### **ACTION**

Steve proposed that due to the unique circumstances of this property's layout, the town would allow Max Sharp to pay for a complete new sewer connection for the new shop on this property but the monthly utility charge would be waived as long as the building is not used as additional living quarters; seconded by Jamie. The motion was approved 5-0.

There was discussion that this is a unique situation and only pertains to this property. The sewer ordinance should be adjusted to address the per dwelling unit. Cheryl will have Terry Ottosen, town planner review the current ordinance and present any changes to the language.

#### **Old Business**

##### **Small business grants**

The date was misread so the applications for the small business grants or town expenses must be turned into Dept of Commerce on November 30<sup>th</sup>. The council reviewed the one grant application turned for this round and the requirement to show loss of revenue had not been included. The businesses that received funds from the first round can apply again if they can show additional loss of revenue.

#### **ACTION**

Emily moved to approve the grant application from Adams Electric once they provide the additional documentation for the loss of revenue; seconded by Jamie. The motion was approved 5-0.

#### **Public Works Report**

##### **Streets**

- Roads are being graded as time allows, and gravel will be added where needed as time allows.

##### **Parks**

- Landscaping on hill by park. Completed.
- We are cleaning up leaves in the parks as weather allows.

##### **Water**

- Compliance Nitrate Sample well #2 is scheduled to go in this week.

##### **General**

- We are servicing town equipment

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

Cleaning UV room, and discharge area (5 Hrs.)

Fairfield Public Works cleans the UV disinfection lighting system regularly. This is the final form of disinfection for our wastewater before being delivered back into the creek. This is an important area to keep clean in order to ensure adequate disinfection important to the environmental safety, this also serves a major part in insuring that the town meets their wastewater permit levels as previously specified. In the fall we do a major cleaning of the entire room to insure a safe and sanitary environment for taking samples and working in.

**DATES TO REMEMBER**

11-26-27                    Thanksgiving Office is closed  
12-1                         Public Hearing for 2021 Budget  
12-23-28                  Cheryl gone

**ADJOURN**

With no further business, the council meeting adjourned at 7:15 pm.

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**KayDee Gilkey, Mayor**

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**Cheryl Loeffler, Clerk/Treasurer**