

REGULAR COUNCIL MEETING
FEBRUARY 2, 2021
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 February 2, 2021 regular council meeting to order at 6:00. Town Council members present on ZOOM were David Watling, Jamie Paden, Steven Walk, Valerie Rogers and Emily Thomas.

Others present by ZOOM were Bryan Hick, Terry Ottosen, Devin Billington and Cheryl Loeffler.

Approval of the Minutes

It was brought to the council's attention that the motion and approval that all items on the recorded order for the title on 306 S 1st Street had been met and that the title shall be cleared was omitted from the minutes.

ACTION

Emily Thomas moved to approve the minutes with the addition of the said amendment from the January 19, 2021 council meeting, seconded by Steven Walk. The motion carried 4-0.

ACTION

Valerie Rogers moved to excuse David Watling from the January 19, 2021 council meeting due to family illness; seconded by Jamie. The motion carried 4-0 with Dave abstaining,

Approval of Claims

ACTION

Jamie Paden moved to approve the February 2, 2021 claims with EFTs for \$6,220.89 and checks #-20392-20411 for \$24,712.24; seconded by Steven Walk. The motion carried 5-0.

	02-02-2021
Claims	\$24,712.24
Payroll	6,220.89
Total Paid	\$30,933.13

Signed by Steve Walk, Jamie Paden and Emily Thomas

Engineer's Report

Water Reservoir Project

Bryan Hicks reported that this project has gone out for bid and will bid opening will be Feb 18th. Construction to begin either April or May depending on weather.

Good News

Fairfield has received notice of preliminary funding approval for the CDBG sewer project that would replace two blocks of sewer line from Seward to Portland. We were the only entity that applied for an infrastructure grant this time.

Upcoming funding cycles

Spokane Regional Transportation Council (SRTC)

Call for Pavement Preservation Projects will open in March.

Washington State Dept of Health (DOH)

Low interest loans (2-3%) for preconstruction capital projects. A water quality project would be a good fit for this. Bryan and Devin will get together and discuss possible projects.

Main Street Resurfacing

Cheryl noticed that the sidewalk close to the dentist office is beginning to spawl again.

Bryan will be down on the 18th and will take pictures of the sidewalk and contact Cascade.

Critical Area Ordinance 16.08

Terry Ottosen presented the updated Critical Area Ordinance to the council. She is asking the council to approve Resolution 2021-03, adopting the Critical Area Ordinance. This is the final step in the Comprehensive Plan. The section 16.08.08 "Wetlands" is new with the main focus to recognize and protect the beneficial functions performed by wetlands which include, but are not limited to, providing food, breeding, nesting and/or rearing habitat for fish and wildlife; recharging and discharging groundwater; contributing to stream flow during low flow periods; stabilizing stream banks and shorelines; storing storm and flood waters to reduce flooding and erosion; and improving water quality through biofiltration, absorption, and retention and transformation of sediments, nutrients, and toxicants.

ACTION

Emily moved to approve Resolution 2021-03 adopting the Critical Area Ordinance; seconded by Jamie. The motion was approved 5-0.

Terry and Cheryl will get together and transfer the documents to the state within the ten-day timeframe.

Old Business

Personnel Handbook

This was moved to the first meeting in March.

Community Center Kitchen Update

Steve and Emily met with Eric Keys from Bargreen Ellingson at the community center to look at what is there and what improvements can be done to update the kitchen. The plan is to turn it into a commercial kitchen. By doing so, it could then become a revenue source by renting the kitchen to businesses that need a commercial kitchen for producing their products to sell. Erik will put together a proposal and a rough estimate for a best practice layout. KayDee has completed and sent in a grant application to Innovia for \$15,000 for the purchase of updated appliances. We have close to \$20,000 already set aside for this project.

NEW BUSINESS

There was no new business tonight.

Public Works Report

Sewer:

- WW sample, both influent and effluent will go in this week. Effluent has started 02/01/2021 for this year. Routine sampling will be done to ensure quality disinfection of wastewater.
- Flow meter replacement, Bids returned recommended option. Wastewater Treatment I and II Review Class put on by IRWA January 27th and 28th was informative and useful.
- Biosolids Annual Report will be submitted for Fairfield shortly.

Streets:

- Nothing to report.

Parks:

- Nothing to report.

Water:

- Water bacteria sample will go in this week.
- 2/11/2021- DOH is putting on a free webinar covering WFI reports Devin will be attending.

General:

- Routine servicing and maintenance of equipment is wrapping up.
- Public Works Department Annual Customer Satisfaction Survey is ready to be sent out with the next water bill. Attached are the overall results from last year. We appreciate everyone's participation to further develop and improve Fairfield and the Public Works Department.

An Example of a Regular Task:

Bio Solids Report (2 HRS.)

This is an annual report done by all Wastewater Plants and facilities in Washington whether they have biosolids or not. This report is sent to DOE and the local health jurisdiction after completion. This report serves as documentation for the state and to ensure bio-solids, or sludge is being handled and dealt with safely and properly.

Devin was asked about putting cones along Highway 27 in front of Fusion Seed where the shoulder is sloughing off. He stated that DOT has advised them to not place anything on the highway. Dave will contact DOT for further clarification.

**Other
HCDAC**

Jamie's appointment to the HCDAC Board ended Jan 23rd. She would like to offer it to anyone that would be interested in participating. A brief description of what this entails will be posted along with contacting some possible applicants.

Blood drive

No word on how the blood drive went this time.

Compliments/Complaints

Dates to Remember

Doctor's appointments

Feb 4

Liberty School Levy

Return ballots by Feb 9th

Mobile Food Pantry

Feb 18 in Fairfield. Council agreed to allow them to use the parking area at the community center.

ADJOURN

With no further business, the council meeting adjourned at 6:37 pm.

KayDee Gilkey, Mayor

Cheryl Loeffler, Clerk/Treasurer