

REGULAR COUNCIL MEETING

APRIL 6, 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

Tonight's meeting was held in person at the Community Center. Covid-19 guidelines were practiced. Mayor Gilkey also signed onto ZOOM.

Mayor KayDee Gilkey called the April 6, 2021 regular council meeting to order at 6:01. Town Council members present were Jamie Paden, Steven Walk and Emily Thomas. Valerie Rogers is out of town and David Watling is ill.

Others present were Dennis Fuller, Devin Billington, and Cheryl Loeffler. Gregg Wernz was on ZOOM.

Approval of the Minutes

ACTION

Steven Walk moved to approve the minutes from the March 16, 2021 council meeting, seconded by Jamie Paden. The motion carried 3-0.

Approval of Claims

ACTION

Jamie Paden moved to approve the April 6, 2021 claims with EFTs for \$15,423.39 and checks #20446-20466 for \$16,522.25; second made by Steven Walk. The carried 3-0.

	04-06-2021
Claims	\$14,729.25
Payroll	17,216.39
Total Paid	\$31,945.64

Signed by Steve Walk, Jamie Paden and Emily Thomas.

Guest

Gregg Wernz

Gregg has some concerns with the design of the Skyview Reservoir project and where the overflow will run if there is a reservoir failure. His concern is of the possible erosion of the ditch bank that is in front of his property, along Prairie View. Dennis Fuller from Century West explained that with the installation of the upgraded telemetry system, public works will be given sufficient warning staff of a potential overflow of the reservoir, providing time to correct the situation before the tank would overflow. The current telemetry system has not been working properly for a few years and has had to be ran manually.

Engineer's Report

Dennis Fuller of Century West is filling in for Bryan Hicks. Dennis presented the applications for pavement preservation projects through Spokane Regional Transportation Council (SRTC). The proposed projects include:

Chip sealing Railroad, Ticknor to Main; Carlton, West City Limits to Prairie Ave; Hamilton, West End to SR-27; 2nd, Carlton to Hamilton and Ticknor, SR-27.

Bradshaw Road, West City limits to SR-27 and Brewster Road, Johnson to Fairweather for pavement grinding and inlay. We will ask for 100% funding.

ACTION

Emily moved to approve the prepared SRTC grant applications for citywide chip sealing and pavement grinding and inlay, seconded by Steve. The motion was approved 3-0.

Old Business

Community Center Kitchen

We will begin getting estimates for upgrading the electrical and plumbing. Cheryl will start contacting these contractors.

Service Agreement For Furnaces, Heat Pump and Unit Heaters

We received the proposal from Barton Boys today for \$948. Divco came in at \$957. Each one includes one servicing a year on all the town-owned furnaces and coil cleaning at the museum. The council reviewed both proposals and Divco's offers more services.

ACTION

Jamie moved to select Divco's annual service agreement for \$957/year to take care of all the town-owned furnaces, heat pump and unit heaters; seconded by Emily. The motion was approved 3-0.

Flag Day

Cheryl has checked with RMSA for event insurance that would cover most of the events of Flag Day except for the serving of alcohol. The insurance is through Philadelphia Insurance and the one-day event would be \$176. The service club will be responsible for other insurance coverage.

There were other discussions about not allowing candy to be thrown during the parade and the locations for the vendors and beer garden. KayDee will be attending the service club meeting on Thursday, April 15th.

ACTION

Jamie moved to approve securing event insurance at \$176 for Flag Day, excluding the events where alcohol is served, seconded by Steve. The motion was approved 3-0.

Permits

108 S McNeil Pellet Stove Permit

The permit for a pellet stove was discussed and the council felt that since Falco's, the installer, already does the applying for the permit that this is not a necessary step for the homeowner to go through. Over the years, there have been other inserts and woodstoves put in and the permits did not go through the town.

NEW BUSINESS

Mass Vaccination Site

KayDee and Cheryl met with some of the staff from WSU Medical this week. They would be interested in providing a mobile clinic in Fairfield. They will also be talking with the administration at Palouse Country Assisted Living about providing them medical services as well.

As an introduction into the community, they will be providing vaccinations for COVID-19 at the community center in May. The specific date has not been set but please watch for updates. Cheryl will be taking names to set up appointments so you can call town hall to get your name on the list. We need to prove that Fairfield will support their services.

Cemetery Maintenance contract

The Cemetery Board has asked if John Thomas will continue to do the mowing and maintenance at the cemetery. He was unable to be present tonight so this will be moved to the next meeting.

Public Works Report

Sewer:

- Wastewater samples will go in next week.
- Flow meter replacement. Public Works will be attempting to install this inhouse to save on cost. Estimation in parts 7,500.00.

Streets:

- Posts installed: Stop sign SR 27/ Ticknor; Radar Speed sign SR 27 S.; Radar Speed sign Prairie View.

- Road grading is nearly complete for this spring, dead ends, alleys, and touchup work left to do. Wernz Addition we are trying to stay out of the way of the current construction and will be grading there as that wraps up.

Parks:

- “Clean Green” Yard Waste is accepted at the Bullpen. The Bullpen can be opened by appointment. Please call 2 days in advance if possible. Gates will not be opened on weekends unless pre-arranged with Public Works.
- Please help us keep our parks clean, a large portion of Monday was spent picking up trash at the parks.

Water:

- Water Meter Replacement Project Engineer
- Routine Bacteria sample to go in next week.
- Testing, flushing, and painting fire hydrants will be continuing.
- Water Meters to discuss: 306 S. 1st, 406 E. Brewster, 305 S. 2ND

General:

- Devin will be on vacation May 21st.

ACTION

Emily moved to approve the expense up to \$7,500 to purchase parts for the flowmeters; seconded by Steve. The motion was approved 3-0.

An Example of a Regular Task:

Bacteria Samples (15 Min.)

Once a month a routine compliance bacteria sample is taken from a tap in our water system. This sample is taken to help insure there are no harmful bacteria in our water system, helping in ensuring drinking water safety. This sample is reported to DOH and kept on record at Fairfield Town Hall and in the Public Works Department, you can see the results hanging on the wall in Town Hall. If we were to ever find any concerning results from one of these samples anyone who may be affected would be notified of the finding. This is another way The Town of Fairfield works to maintains safe drinking water.

Other

Compliments/Complaints

Public works has received several compliments regarding the grading of the streets.

Dust Control

We are taking names of residents that would like to have dust control put down on the street. Call town hall if you are interested.

Credit card

Cheryl has questioned annual fee charges on the credit cards through First Interstate Bank. They have the town signed up for Rewards Cards, which has a \$50 annual fee. Cheryl asked and received council approval to switch to business card.

ADJOURN

With no further business, the council meeting adjourned at 7:17 pm.


 KayDee Gilkey, Mayor


 Cheryl Loeffler, Clerk/Treasurer