

**REGULAR COUNCIL MEETING**  
**NOVEMBER 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**

The meeting was held in person at the Community Center. Mayor KayDee Gilkey also signed onto ZOOM and guests and council members followed COVID-19 guidelines.

Mayor KayDee Gilkey called the November 2, 2021 regular council meeting to order at 6:01.

Town Council members present were Jamie Paden, Valerie Rogers and Emily Thomas. Steven Walk came in a few minutes late and David Watling was ill.

Others present were Bryan Hicks, Jerrad Jeske from Liberty School District, Gary Ballew from Greater Spokane, Inc, Perry Paden; Taylor Merrion; Don Harris; David Rafferty; Kay & Kal Kjack; Teresa Holm; Amanda & Brian Blood; Alisha Anderson; Jacob & Erica Warren; Melissa Lunsford; John & Carol Cory; Dawn & Keith Hillsbery; Angela Walk; Devin Billington, and Cheryl Loeffler. Megan Hyde was signed onto ZOOM.

**Approval of the Minutes**

Emily Thomas asked to have the number of tires corrected to 1034 in the minutes.

**ACTION**

Emily moved to approve the October 19, 2021 minutes with above mentioned correction, seconded by Jamie. The motion was approved 3-0.

**Approval of the Claims**

Jamie Paden moved to approve the November 2, 2021 claims with EFTs for \$10,468.27 and checks 20662-20678 for \$8,886.67 seconded Steve Walk. The motion was approved 4-0. Payroll check #20663 was voided.

	11/02/21
Claims	\$16,733.33
Payroll	12,621.80
Total Paid	\$29,355.16

Signed by Steven Walk, Emily Thomas, Jamie Paden and Valerie Rogers.

**Guests**

**Gary Ballew -Greater Spokane Inc.**

Mr. Ballew introduced himself as the vice president of Economic Development with Greater Spokane, Inc (GSI). GSI is the result of the regional chamber of commerce and economic development council merging. They are updating their comprehensive plan and are interested in getting input from SE Spokane County residents. He asked council to promote a survey that can be found at ThriveSpokane.org.

**Jerrad Jeske- Liberty School Superintendent**

Jerrad Jeske is the new superintendent for the Liberty School District. He graduated from Liberty and is excited to come home. He talked about their policy for COVID testing and have not shut down once so far this year. He thanked the community for sponsoring the kids for the Sport-a-thon. The Booster Club raised over \$15,000 with this one event. The FFA just got back from the National Convention, the High School volleyball team won the State Academic Champions plus on their way to the State volleyball tournament. Two cross-country athletes made it to state, and the High School football team had a great year. They have staff shortages in all areas and are looking for great people to hire.

## **Engineer's report**

### **Sewer Improvement Project – Spokane to Seward**

Bryan Hicks presented the Consultant agreement for the upcoming CDBG Sewer Improvement project for review. Spokane County does not have a standard agreement, so he used the state CDBG program standard consultant agreement to make sure all the appropriate federal clauses were included.

#### **ACTION**

Emily moved to approve the Consultant Agreement for CDBG contract number CDBG 21-24933, between Century West and the Town of Fairfield in the amount of \$24,600; seconded by Steve. The motion passed 4-0.

### **CDBG Funding Cycle**

Devin and Bryan have been going over areas for a potential project for the next round of CDBG funding. In previous funding cycles, projects around \$250,000 have received the best scores.

They determined to replace 730 linear feet of 8" diameter sewer collection pipeline in the alleyway between Main Street and Brewster. This line runs from Railroad Avenue to McNeil Avenue. It has been observed to be in very poor condition and a possible source of I&I. Additional work includes replacement of adjacent manholes, reconnecting side service connections, surface restoration and related work. The grant amount is \$256,617. If the project is not fully funded, it would be possible to do a scaled down version of the sewer project and replace one block of sewer line in the alleyway from Railroad to Johnson Avenue for \$177,724.

#### **ACTION**

Jamie moved to apply for CDBG funding to replace 730 linear feet of 8" diameter sewer collection pipe in the alleyway between Main Street and Brewster with additional work to include replacement of adjacent manholes, reconnecting side service connections, surface restoration and related work for the amount of \$256,617. If the project is not fully funded, a scaled down version of the sewer project replacing one block of sewer line in the alleyway from Railroad to Johnson Avenue for \$177,545 would be acceptable; seconded by Emily. The motion passed 4-0.

### **Northridge Avenue Sewer Line**

Public works will be replacing sewer line on Northridge Way and has asked Century West to provide engineering plans for them. This will provide a crew to come and perform a survey of the project and save time and money by doing it ourselves. The project needs to be completed soon and could not wait for grant funding.

#### **ACTION**

Emily moved to have Century West prepare the engineering plans for the Northridge Way sewer line replacement, allowing the town's public works to perform the labor; seconded by Steve. Motion was approved 4-0.

## **PUBLIC HEARING FOR ORDINANCE #397 - IMPOSING AN EXCISE TAX ON SALE OF REAL ESTATE**

Mayor Gilkey explained that council held a public hearing on October 5, 2021 to hear from the public about imposing real estate excise tax (REET) and Ordinance #397 was adopted at that meeting. However, it was brought to the council's attention by a citizen afterwards that the public hearing had not been posted appropriately and therefore the adoption of the ordinance was not valid. This concern by the citizen has brought about this second public hearing. REET is one-quarter of one percent that is collected when real estate sells. That is the only time it is collected. The seller usually pays this at closing. The funds collected from REET are to be used only for capital or infrastructure projects. Fairfield is one of seven Washington communities that do not collect REET.

The town has applied for a grant to bring broadband into the town and one of the requirements of the grant is that the town have REET in place. The grant is \$2 million dollars, and the town would not have to provide matching funds if awarded.

Mayor Gilkey opened the public hearing at 6:43.

There were several people asking that if the town did not get the grant, can the tax be repealed.

- We will look into that. It can.

Q: What is cap of this tax?

- The town can collect .25 of 1%.

Q: Are exemptions allowed?

- There are some exemptions. They are listed on the Dept of Revenue's website.

Q: Whose responsibility is it to look for grants?

- The engineers look for the grants that fund infrastructure projects. Any other project is a joint effort. Information comes all the time via email about different grant opportunities. Mayor gave the example of finding the grant information from Recreation and Conservation Office (RCO) for the improvements to the Pit. Cheryl does research and sends out different ones to the council members.

Q: Does any of the town staff get any percentage of the grant?

- No. No staff gets any compensation for working on grants.

Q: Since the internet is already here in Fairfield, why do we need this broadband?

- This is so much faster than any internet service we have now. During the pandemic, it was brought to the forefront how many families are unable to have access to good internet. Some families have had to find other locations around town so their children can do their schoolwork. Broadband is also a good selling point for businesses that would be looking to relocate here.

Q: What happens to the internet providers that are here already?

- Mayor explained that each provider was sent a letter notifying them of our grant application and invited each one to partner with the town. There were three providers that showed interest in doing that. We would then be able to generate some income from "renting" the broadband to these companies.

Q: A few residents asked if there was an estimate on how much the town would receive?

- If a home sold for \$200,000, the town would collect \$500.

Q: Is there someone that can spend the time looking for grants?

- The PCIB will split responsibilities and will some of the members will be looking for grants.

### Comments

\*\*The people just want to be able to have their voice heard by the council and to not have decisions made without being able to voice their opinions.

\*\*Several comments were made about the advantage of implementing the tax, how no one is affected by the tax unless they sell their property and how small amount would actually be collected.

\*\*The town would not be able to operate if it weren't for grants.

\*\*One opposed the tax when they walked into the meeting but changed their mind after listening to the council tonight. Appreciated allowing them to come to the meeting and to voice their opinion.

\*\*Some of the residents voiced their objection to imposing the REET.

With no further comments from the public, the mayor closed the public hearing at 7:37.

### **ACTION**

Emily moved to vacate ordinance #397 - Imposing REET and approving Ordinance #398-Imposing the REET, seconded by Jamie. The motion was approved 4-0.

### **Old Business**

None.

### **PCIB Recommendations**

No activity tonight,

### **Budget**

Water & Sewer budget sheets given to council for review. The next budget workshop will be November 9 at 6:00.

### **NEW BUSINESS**

#### **Outdoor Youth Summer Enrichment Program**

Cheryl gave the council some information about a grant opportunity for the Outdoor Youth Summer Enrichment Program. It had been sent to Val prior to tonight's meeting as her area is parks. It was determined to be an advanced application to complete with not much time to get it completed. This was the first time this program has been offered. It would be beneficial to have a strong outside interest to get the program to be effective. We will do more research into this program before next year's funding cycle.

## Public Works Report

### Sewer

- WW samples going in this week.
- Sewer services and town's responsibility
- Northridge sewer main repair/replacement

### Streets

- Snow removal equipment – Plow truck ready to go, other equipment is prepped.

### Parks

- Removal of pine trees Wed November 10<sup>th</sup>.

### Water

- AMI water meters are being installed. System expected in December to be operational.
- Bacteria sample going in this week.

### General

- McNeil tree – Based on the town's approximate measurements, the tree appears to be on the homeowner's property. If the homeowner has to provide a survey showing that the tree is on town property before the town would take responsibility for the tree removal.
- Chipping Day November 7, 2021, 8:00AM -3:00PM.

### An Example of a Regular Task:

Chipping Day Sunday, November 7<sup>th</sup>, 2021 (8:00AM-3:00PM)

The Town of Fairfield will hold a chipping and yard cleanup day Sunday November 7<sup>th</sup> from 8:00AM until 3:00 PM open to everyone at The Bull Pen, located at the end of Industrial Way in Fairfield. You may pay \$10.00/YD (1 Pickup Load) or \$30.00 for a day pass. Please see Cheryl in Town Hall ahead of time for a day pass. We will accept "clean greens" please keep them separate for us, or we may not be able to accept your load. You may bring leaves, grass clippings, or any other natural yard waste to be put into our compost area. We will accept tree branches up to 4 inches to be chipped, we will also accept branches above 4" for firewood. We will not accept trash, dirty or contaminated loads, mixed clean greens, or tree stumps. Mulch/ Chips will be sold for \$25.00/YD (1 Pickup Load) we may be able to assist in loading if time allows with keeping up on chipping. If you have questions on what will be accepted contact Devin. For payment information contact Cheryl.

The Town encourages your help in keeping trees trimmed up above sidewalks and roadways to allow access for everyone, and to be sure our snow removal crew may be as effective as possible. Spokane County Fire District #2 encourages maintaining your yard and property to prevent fire hazards, keep fire hydrants accessible and to be sure we can locate you in a timely manner in the case of emergency.

### Other


### Compliments/Complaints

### Dates to Remember

<b>November 9</b>	Budget workshop
<b>November 1</b>	Veteran's Day Military Wall of Honor & office closed
<b>November 16</b>	Public hearing for tax levy & possible preliminary budget
<b>Nov 23-26</b>	Thanksgiving -Office closed
<b>Nov 29-Dec 7</b>	Cheryl gone
<b>Dec 7</b>	Public hearing for Preliminary budget
<b>Dec 21</b>	Public Hearing for budget and budget amendments

### ADJOURN

With no further business, the council meeting adjourned at 7:50 pm.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer