

REGULAR COUNCIL MEETING
NOVEMBER 16, 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 16, 2021 regular council meeting to order at 6:01.

Town Council members present were Steven Walk, Valerie Rogers and Emily Thomas. Jamie Paden had an EMS call and came in later. David Watling was ill.

Others present were David DeGon, Steve Braun Commissioners from Fire District #2; Gregg Wernz; Brent & Connie Barratt; Justin Gust; Perry Paden; Alisha Anderson; Angela Walk and Cheryl Loeffler. Jacob Warren was signed onto ZOOM. Devin Billington was on the EMS call.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the November 2, 2021 regular council minutes as read, seconded by Steven Walk. 3-0.

Approval of the Claims

Emily Thomas moved to approve the November 16, 2021 claims with EFTs for \$6,034.86 and checks 20679-20689 for \$31,737.47 seconded Steven Walk. The motion was approved 4-0.

	11/16/21
Claims	\$29,805.09
Payroll	7,967.24
Total Paid	\$37,772.33

Signed by Steven Walk, Emily Thomas and Valerie Rogers.

Guests

The fire commissioners from SE Spokane County Fire District #2, Steve Braun and David DeGon came to discuss the contract that the town has with the fire district. Currently, the contract increases every other year by 2%. There is a large discrepancy between what the county residents in Fire District #2 pay and what the Town of Fairfield pays for the fire protection contract.

Steve Braun has been working with the county assessor to get the current Spokane County Fire District #2 and the Town of Fairfield's Tax Value for 2022 and what the rate is that county residents pay. The county's value is \$84,231,545 while Fairfield's is \$48,251,896. The county residents are taxed 1.204/1000 for Fire/EMS protection which equals approximately \$101,616 in revenue. Fairfield's contract is '24,441. The statistics show that the majority of the EMS calls are in Fairfield and yet we contribute the least amount. The commissioners said that the county is basically "carrying" Fairfield. The commissioners would like to see things become more evenly distributed and do so by increasing Fairfield's contract from \$24,441 up to \$59,000 but doing so in yearly increments, not all at once. The town is not set up to run its own fire department if the contract with district #2 were to ever be lost. For the 2022 budget, the commissioners are asking for an additional \$7,000 or approximately a \$34,000 contract for 2022. Both the town and the fire department will be looking for other solutions but for now, the new contract will be presented with a possible \$7,000 increase.

Deb Geiger. Spokane County Solid Waste

Deb did not attend tonight's meeting.

PUBLIC HEARING FOR #RESOLUTION 2021-07 PROPERTY TAX LEVY

Mayor Gilkey opened the public hearing at 6:52.

Mayor Gilkey explained that each year the town has authority to increase the actual levy amount from the previous year by 1%. Last year, the levy amount was \$96,614.57 and with the increase, an added \$966.15 can be added. She also explained that the property taxes the town collects is split between the general fund receiving 65% of the collected tax and the street fund receiving the remaining 35% of collected tax. Out of the general fund, the tax helps to pay for Fire/EMS contract, liability insurance, and a part of the sheriff's contract.

With no public comments, the mayor closed the meeting at 6:57.

ACTION

Valerie moved to approve the 1% increase on the 2022 property taxes; seconded by Steve. The motion was approved 4-0.

Budget

The council will have a budget workshop next Tuesday, Nov 23rd at 6:00.

NEW BUSINESS 2021-2022 Local Agency Procurement Review

The Summer Lunch Program that Fairfield runs each year is funded by USDA and therefore, we must meet their guidelines for procurement. The Results and Findings report show that the Procurement Procedures were missing policies about purchasing thresholds, suspension and debarment, performing a cost of price analysis and a policy regarding taking steps to assure that small, minority and women's businesses are used when possible. Resolution 2010-4 Code of Conduct did not meet all federal procurement regulations. It is missing language about officers, employees and agents not accepting gratuities, favors, etc. from contractors and language regarding disciplinary actions if the Code of Conduct is violated. Cheryl has been working with Barb Krogstad from the Office of the Superintendent getting these updated.

ACTION

Emily moved to approve the action plan for the local agency procurement review; seconded by Jamie. The motion was approved 4-0.

Spokane County Fiscal Desk Monitoring

Cheryl is also working with Leslie Simpson from Spokane Community Services, Housing and Community Development (CDBG grant) on the policy for Financial Fraud & Abuse, which is similar to the local agency procurement policy said above.

Public Works Report

Sewer:

- WW samples going in this week.
- Northridge sewer main replacement.

Streets:

- Hydrant flags going up.
- Please remember to keep trees clear of the road for snow removal equipment.

Parks:

- Trees have been removed.
- Arbor Day Tree planted.

Water:

- AMI water meters are being installed. The system is expected to be operational in December.
- Bacteria sample going in this week.
- Nitrate sample scheduled this month.

General:

- Chipping Day recap
- Surplus items accepting bids/ advertisement.

The items Devin wants to surplus soon are the 1964 green Chevy pickup which was listed as surplus in June of 2019 and the white Ford pickup, which has not been officially listed as surplus.

An Example of a Regular Task:

EPA Compliance Advisor Technical Assistance Program (5HRS)

Eastern Research Group (ERG) is helping the EPA and DOH in providing no cost assistance to water and wastewater facilities. We will be having a meeting on Thursday that is scheduled to take 5 hours to go over documentation and operations of Fairfield's Water System. As we go through both aspects of the water system the ERG will provide recommendations to implement as well as take notes on aspects that they can provide assistance in. This will provide benefit to Fairfield's Water System in keeping us up to date on our paperwork and further ensuring we stay in compliance with state agencies. It is important to note that Fairfield is not receiving this assistance as any kind of disciplinary or corrective action, and it is being provided solely as another opportunity to further develop and benefit the water system and community.

Other

Dave Watling

The mayor visited with David Watling today. He has been having so much difficulty with his new medication, causing him to miss so many meetings that he does not believe he is contributing to his council position. He therefore submitted his resignation. Alisha Anderson, who won the election for this position will be sworn in at the next meeting and take over a month early.

Community Center roof

Emily reported that John was able to examine the area in the community center that is having leaking issues and he believes that the chimney is causing the issues. We will have to research some more before deciding what to do.

Compliments/Complaints

Dates to Remember

Nov 24 afternoon-26

Thanksgiving -Office closed

Nov 29-Dec 7

Cheryl gone Heidi Turnbough will be in the office 3 days while Cheryl is gone.

Dec 7

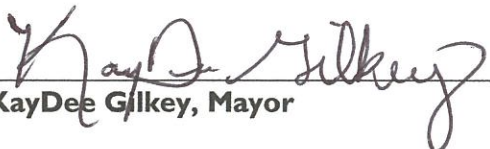
Public hearing for Preliminary budget

Dec 21

Public Hearing for budget and budget amendments

Adjourn

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



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer