

**REGULAR COUNCIL MEETING
DECEMBER 21, 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, guests and council members followed COVID-19 guidelines.

Mayor KayDee Gilkey called the December 21, 2021 regular council meeting to order at 6:00.

Town Council members present were Jamie Paden, Alisha Anderson, Steven Walk, Valerie Rogers and Emily Thomas.

Others present: Perry Paden; William Vasta, Devin Billington and Cheryl Loeffler.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the December 7, 2021 regular council minutes as read, seconded by Steven Walk. The motion was approved 5-0.

Approval of the Claims

Jamie Paden moved to approve the December 21, 2021 claims with EFTs for \$12,619.79 and checks 20712-20729 for \$45,161.52, seconded by Valerie Rogers. The motion was approved 5-0.

	12-21-21
Claims	\$43,795.45
Payroll	13,985.86
Total Paid	\$57,781.31

Signed by Steven Walk, Emily Thomas and Jamie Paden.

PUBLIC HEARING FOR Ordinance #398 - 2021 Budget Amendment

Mayor Gilkey opened the public hearing at 6:06

The council reviewed the budget amendments and noted the typo under the post office repairs and contracts. It will be corrected to read \$1,900.

With no public comments, the mayor closed the public hearing at 6:09.

ACTION

Steven motioned to approve Ordinance 398 - 2021 Budget Amendment; seconded by Jamie. The motion was approved 5-0.

PUBLIC HEARING FOR Ordinance #399 - 2022 Final Budget

Mayor Gilkey opened the public hearing at 6:10.

The council reviewed the prepared document. There were no significant changes from the preliminary budget. The funds for the solar loan payment will not be transferred from the sewer fund but will use the funds that are remaining in the Fund 301.

The funds for the Community Center Renovation were placed in Fund 302 and Fund 303 was created for Equipment Replacement with \$2000 taken from water, sewer and streets.

There were no public comments made and Mayor Gilkey closed the public hearing at 6:19.

ACTION

Steve motioned to approve Ordinance #399 - 2022 Final Budget; seconded by Jamie. The motion was approved 5-0.

Old Business

COVID-19 utility hardship grant and payment plan applications

Emily prepared the letters that were sent to the two applicants awarded the hardship grants at the last meeting. The letters were very explicit stating that the monthly payments must be made on time and the current bills must be kept current. A third application was submitted for the hardship grant tonight. The council reviewed the application and awarded the \$500 to be applied directly to this account. A payment plan agreement will be sent to them.

ACTION

Jamie moved to approve the hardship application for \$500; seconded by Val. The motion was approved 4-0 with one abstention.

NEW BUSINESS

Verification of Measurement

Cheryl met with Scott Lewis from Apollo Solutions and Chris McCarthy from Dept of Commerce last week and went over the Verification of Measurement report that Apollo Solutions prepared. This report shows the performance of the solar project and how much the town has saved over the last year. It was originally projected that approximately \$12,000 would be saved and the result showed that over \$14,000 was saved. We will have one more of these reports prepared for next year and then decide if the report is beneficial enough to continue paying for.

Open House-Swearing in Mayor Paden

There will be an open house at the community center on December 30th from 5-6 pm to thank Mayor Gilkey as she steps down as mayor and to swear in Mayor-elect Jamie Paden. Snacks will be available.

Fee Schedule for 2022

The council was given the fee schedule with the next year's utility rates in place. The council will place a moratorium on the annual increase to the water rate and assess the impact the new and more accurate water meters have with consumption. This moratorium will be reviewed at the end of 2022.

Currently, there is no local fee assessed when someone submits a building permit to the PCIB. The other fees associated with planning and zoning will be reviewed also to verify that they are up to date. Cheryl will contact some other communities about their fees for these services.

Public Works Report

Sewer:

Samples going in this week.

Northridge sewer main replacement making slow progress.

Streets:

Northridge, Industrial Way, Eastview will be graded after completion of sewer project.

Water:

AMI Water Meter System. Collector received will be installed first part of 2022

Bacteria sample going in this week.

EPA Advisory and Assistance meeting has sent letter with recommendations.

General:

Rear passenger side suspension on dump truck has failed and is not drivable. We will be repairing it ourselves.

An Example of a Regular Task:

Snow Removal (HRS)

Snow removal takes varying amounts of time depending on how much snow we get. In general, we start plowing Main St., and Hilltop at 2" and the rest of town at 3" per our Snow Removal Policy. When we plow, we start with arterials and access areas to town, then bus routes, and then our lesser traveled roads, alleys, and dead ends per quadrants. The town was separated into quadrants to allow for a better understanding of order of plowing for both our plow operators and the citizens. The quadrants we start to plow in are based on the week of the month and then move chronologically from there. When snow comes The Town's priority is to ensure safe travel on the roadways through methods of plowing and deicing. We are limited with budget, materials, equipment, and our operators can only safely work for so long and are required to take breaks. We understand that snow can be frustrating, but I ensure you we are going to do our best to keep the town roads opened and safe for travel while minimizing

impact on everyone. We do our best to not plow in any driveways, ultimately the snow must go somewhere, and we cannot completely prevent all berms. We ask that you assist in snow removal by taking care of sidewalks and fire hydrants out along your property lines. If there are any concerns with snow removal to properly address these concerns, please call or email Devin (509) 995-4059 Publicworks@FairfieldWA.com

Other

Performance Reviews

KayDee will do the performance reviews next week for Devin and Cheryl.

Sound Ordinance

Over the past weekend, an alarm was continually blowing which brought on concerns about the amount of sound decibels produced in town. The explanation was given that the grains that are in the elevators must be circulated every day and some of that equipment is noisy. The alarm that was sounding was out of the ordinary and the discussion to contact PNW to have emergency numbers posted would be very helpful. There is no ordinance for

Compliments/Complaints

None.

Dates to Remember

Dec 23	Cheryl gone
Dec 24	Office close
Dec 30	Open House for KayDee and Jamie
Dec 31	Office closed

Adjourn

With no further business, the council meeting adjourned at 7:03 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer

JAMIE PADEN