

REGULAR COUNCIL MEETING

AUGUST 17, 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 Gilkey also signed onto ZOOM and guests and council members followed COVID-19 guidelines.

Mayor KayDee Gilkey called August 3, 2021 regular council meeting to order at 6:04.

Town Council members present were David Watling, Steven Walk, Valerie Rogers and Emily Thomas. Jamie Paden was present on ZOOM.

Others present were Perry Paden, Angela Walk, Bill Vasta, Justin Gust, Teresa Ottosen, Mary Sparks, Devin Billington, and Cheryl Loeffler.

Approval of the Minutes

ACTION

Jamie Paden moved to approve the August 3, 2021 as presented; seconded by Steven Walk. The motion was approved 5-0.

Approval of Claims

ACTION

David Watling moved to approve the August 17, 2021 claims with EFTs for \$6,652.14 and checks 20593-20606 for \$31,357.10 seconded by Steven Walk. The motion was approved 4-0 with Jamie Paden abstaining.

	08/17/2021
Claims	\$3,252.87
Payroll	7,756.37
Total Paid	\$38,009.24

Signed by Steven Walk, David Watling and Valerie Rogers

Engineer's report

Century West has completed their review and final inspection of the Skyview Reservoir Improvement Project and found the work, including the punch list items, complete and acceptable as of August 17, 2021. Based on their review, Century West recommends that the Town accepts the project.

ACTION

Emily Thomas moved to accept Century West's recommendation to accept the Skyview Reservoir Improvement Project as complete, seconded by Steve Walk. The motion was approved 5-0.

Old Business

Movie Night

There were requests for another family movie in the park and with the last one being so successful, how could the council refuse? They looked at the school's activity calendars and the college calendars and selected Friday, September 17th. We are asking the public to vote for their favorite movie. The town has purchased their own inflatable screen but still waiting to hear if the sound system is available. The movie will be shown in the Upper Park this time. The movie choices are Luca, Princess Bride or Rudy.

Volunteering ideas

There are several events and committees that need volunteers to help organize. A list of the different organizations and events can be presented at the Movie Night to see if there would be any residents interested in stepping in to help.

An organizational meeting might be in order as well to form a core group for an "Events Committee" that would be available to help every segment of Fairfield.

Emily has begun working on the Fall Festival and set the date of October 23rd.

Summer lunch program

LaDonna Kelley from Rockford ran the Summer Lunch Program and once again, it ran very smoothly. Freeman School District donated a large portion of food items and approximately 900 meals were served from June 28 through August 13. It was suggested to have her check into the possibility of grab and go lunches for next year. Attendance was better last year and that may have been the difference.

Museum contract

Council had questions regarding who has what responsibility between the SE Spokane County Historical Society (Fairfield Museum) and the Town. According to the original lease agreement that was signed in 1985, the town is responsible for maintaining the grounds including mowing and watering the lawns and the Society has the responsibility of maintaining and preserving the interior and exterior of the building.

The pillars at the front of the museum are in bad condition. They are non-weightbearing so the repairs should be easier and less expensive than if they were weightbearing. Barbara Neal and Jamie have done some research on wraps and PVC pipe. Since the museum runs on donations, their revenue was significantly reduced when the pandemic hit, which makes the repairs to the pillars financially difficult. The council discussed a possible fundraiser and/or using the funds raised at the Fall Festival to help defray the cost of repairs. The museum has been an active part in previous festivals with their haunted museum activities. "Save our pillar" with a set goal with a visual may generate more interest.

PCIB recommendations

The PCIB met on August 10th and reviewed two permits. Building permit 2021-10 is for converting interior spaces at 101 N Railroad, no setbacks are involved. 2021-11 is to pour a slab and place a modular home at 505 S 1st Street, the site where the previous home burned. Everything is within the guidelines of the ordinance. The PCIB recommends to the council that they approve building permits 2021-10 and 2021-11.

ACTION

Emily moved to accept the PCIB recommendations and approve both 2021-10 and 2021-11 building permits, seconded by Dave. The motion was approved 5-0.

Garbage ordinance

Perry Paden of the PCIB, has been putting together an ordinance that would mandate garbage service to all residents of Fairfield. This stemmed from the number of complaints that the PCIB had received, and the council asked them to research an ordinance. Terry Ottosen will take the work that Perry has done and put an ordinance together that can be presented to the council. Public hearings will be a major part of this topic.

Ordinances

The town's code book needs to be reviewed and updated but the PCIB is not responsible to do this project. They are involved with land development and zoning areas and also the ordinances that deal with nuisances. The PCIB will be happy to review these areas, assess what needs to be changed and then pass to the planner for updating.

The planner is also responsible for writing new ordinances and the mayor asked that the ordinance regarding the use of all-terrain vehicles in Fairfield be turned over to Terry.

Appointment of new member

Two letters of intent were submitted for the vacant seat on the PCIB. After reviewing each one, the mayor appointed Mark Starr to fill the position.

NEW BUSINESS

None tonight.

Public Works Report

Sewer

- WW Samples went in today.
- Lots of weed whacking and mowing taking place to better maintain area and control weeds.

Streets

- Sidewalks are being swept and weeds removed.

Parks

- We are looking for quotes on removing pine trees again.

Water

- Water Meter Replacement Project.
- 404 N. 1st St water meter repair – Re-applying for permit.
- Hilltop Hydrant #41, Main line repair, and service stub repair scheduled for Wednesday evening.
- RV dump frost free repair scheduled for later this week.
- Water meters will be read next week.

General

An Example of a Regular Task:

Tree and Shrub Maintenance (HRS)

The Town of Fairfield must maintain the trees and shrubs within certain guidelines to ensure that fire hydrant locations are easily identified by firefighters and accessible for the firefighters to operate. Fairfield also maintains trees over sidewalks and roadways to ensure traffic may safely move through. Fairfield will be working on maintaining any trees that do not comply with these standards starting again this fall. We ask that if you have trees or shrubs on your property not in compliance that you address them before we do. This will help us out a lot. Thank you for your help in advance. Guidelines below.

- All branches overhanging roads should be no lower than 14 FEET.
- All street signs must be visible from the roadway.
- All branches overhanging sidewalks should be no lower than 7 FEET 6 INCHES
- There should be no obstructions within 5 FEET of any direction of a fire hydrant.
- All water meter boxes should be reasonably accessible without obstruction

Other

Past Due Accounts

The list of past due accounts from the June 30, 2021 billing cycle was presented to the council. The total amount past due is \$13,138.21.

Compliments/Complaints

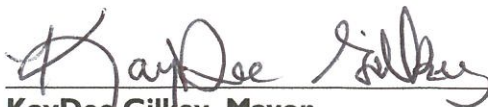
Ed Huber complimented public works about how nice the treatment plant is looking.

Dates to Remember

August 18, 2021	Range Clinic here
August 18, 2021	Cheryl meeting with Solid Waste here
August 26, 2021	Cheryl out

ADJOURN

With no further business, the council meeting adjourned at 7:43 pm.



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk/Treasurer