

REGULAR COUNCIL MEETING
AUGUST 3, 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 6:00.

Town Council members present were Jamie Paden, Steven Walk, and Emily Thomas. David Watling was present on ZOOM. Valerie Rogers arrived after the minutes and claims had been approved.

Others present were Bryan Hicks, Perry Paden, Angela Walk, Teresa Holm, Dawn Hillsbery, Devin Billington, and Cheryl Loeffler.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the July 20, 2021 as presented; seconded by Steven Walk. The motion was approved 4-0.

Approval of Claims

ACTION

Approval of Claims August 3, 2021

Jamie Paden moved to approve the August 3, 2021 claims with EFTs for \$14,945.20 and checks 20571-20592 for \$144,397.84 seconded by Steven Walk. The motion was approved 4-0. Check #20524 had a stop payment applied.

	08/03/2021
Claims	\$141,432.57
Payroll	17,910.47
Total Paid	\$159,343.04

Signed by Jamie Paden, Emily Thomas, Steven Walk.

ACTION

Jamie moved to excuse Valerie Rogers from the July 20, 2021 council meeting due to work; seconded by Steve. The motion passed 4-0 with Val abstaining.

Engineer's report-Bryan Hicks

There is one small item on the punch list that needs to be finished before the Skyview Reservoir Project is completed. The contractor is waiting for the parts. Everything is working great. Budget wise, the project came in about \$1,500 under budget. The Pay Estimate #4 was presented for approval. Bryan will recommend acceptance of the project at the next council meeting, providing that the parts come in and the punch list is cleared.

ACTION

Emily moved to approve Pay Estimate #4 of \$5,814.70 to JR Massie. Seconded by Jamie. The motion was approved 5-0.

The council thanked Bryan for putting this project together. Operating the water system without the telemetry system has been very stressful for Devin and Jason.

Transportation Improvement Board (TIB)

The new funding cycle for TIB is open and Bryan has been working with Devin to determine the overall needs of our street system. Previously one TIB application would cover both the maintenance and chip sealing with the first year the maintenance (repairing cracks and potholes) and the second year was for chip sealing. It is now in two separate applications either maintenance or chip sealing. The maintenance has a limit of \$100,000. Based on priorities, Bryan has prepared two applications. The council reviewed and agreed with the prioritization so he will finalize the application and send it to Cheryl so she can have it sent to TIB before next Friday, August 14th. They announce the grant recipients in November.

Misc. street concerns

David Watling brought up the condition of First Street. The repairs of the state highway are the responsibility of WSDOT. Bryan will check into what their plans are for the needed repairs.

Brewster has about one block left that needs work. Bryan's response was that section of Brewster needs more than just a simple chip seal. It has severe alligating, similar to West Bradshaw, which is very bad also. He said that both of those streets have been included on the SRTC applications, but the projects don't score high enough to get funding. We will keep trying to get those projects funded.

Old Business

Community Picnic

The community picnic went very well with an estimated attendance of 100 people eating and about 75 watching the movie. We asked for comments and/or suggestions and the most response was to hold it on a Friday or Saturday so that more of the people that work out of town could attend.

There were several people that asked when the next movie was going to be. It was a good idea to let the public select the movie.

Discussion about the auction was that as much as the fireman are respected around town, fundraising for them should be held at a separate event. The idea behind the community picnic is to bring people together to have nice visits, meet their neighbors and welcome the new residents in town and nothing else. One suggestion was to have maybe a few door prizes before the movie starts as a way to bridge between the picnic and the movie.

There is an offer from Richie Brower of UCA to use their sound equipment for showings. Just to show the movie is \$1,450 which is \$1000 for the screen and \$450 for the license to show the movie. After discussing this expense and different ways to show movies without the large expense, purchasing our own inflatable screen was researched.

ACTION

To continue to provide movies to the community, Steve moved to approve the purchase of at least a 25' inflatable screen, up to \$500; seconded by Jamie. The motion was approved 5-0.

The council chose September 17 to have another movie night. We will provide ice cream sandwiches for everyone. The ice cream will be donated by the summer lunch program.

The possibility of using some COVID-19 funds was discussed. Providing the community gatherings can potentially help improve the well-being and mental health of all of us after being locked up for the past year and a half, which fits into the prescribed categories of use.

Off-road vehicle ordinance

This item was on the agenda due to an old email resurfacing. No discussion was held tonight other than comments made by a concerned citizen bringing his suggestions to the council. The item will be back on the agenda after the PCIB reviews the ordinance.

Local Fiscal Recovery Funds

The town received their first installment of \$87,000 from the local fiscal recovery fund. Some of the categories that these funds can be used are public health, supporting small businesses and families, investing in infrastructure.

Cooling Station: With the extreme heat that we have endured this summer and with the realization that Fairfield does not have a location accessible 24/7 that is designated as a cooling station. The community center has been designated as the emergency shelter for Palouse Country Assisted Living plus it holds the summer lunch program and other events throughout the year, the community center would be an appropriate site for a cooling station. It just needs an air conditioning system.

Emergency Generator: Another thought would be an emergency generator to run the air conditioner in emergency situation.

ACTION

Emily moved to seek out bids for the installation of an air conditioning system for the community center; seconded by Steve. There were questions raised about the actual condition of the building and if the funds should go towards the structure first. The motion was approved 5-0.

Community Center Kitchen

We have received word from Ellen Ramus, LaDonna Kelley's former supervisor at Freeman and now a supervisor of the Spokane School District that there are a few Spokane schools being torn down and there is a possibility that Fairfield could receive a donation of some of the kitchen equipment. She provided a list of items and Steve has been communicating with her with his kitchen wish list.

NEW BUSINESS

Childhood Cancer Awareness Month Proclamation

The town has been asked to proclaim September as "Childhood Cancer Awareness Month."

ACTION

Jamie moved to proclaim the month of September 2021 as "Childhood Cancer Awareness Month"; seconded by Emily. The motion was approved 5-0.

Public Works

Sewer

- WW Samples will go in this week.
- Lots of weed whacking and mowing taken 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. Invitation to quote sent out to Small Works Roster.
- 404 N. 1st St water meter repair – Re-applying for permit.
- Hilltop hydrant #41 repair in progress due to not draining.

General:

- Approaches to town roads. Suggestion to add a check box on building permits for driveway construction

An Example of a Regular Task:

Cleaning UV room, and discharge area (5 Hrs.)

Fairfield Public Works cleans the UV disinfection lighting system regularly. This is the final form of disinfection for our wastewater before being delivered back into the creek. This is an important area to keep clean to ensure adequate disinfection important to the environmental safety, this also serves a major part in insuring that the town meets our wastewater permit levels of disinfection and in final water quality. In both the summer when we stop discharging and again in the fall when we start discharging, we do a major cleaning of the entire room and all equipment to insure a safe and sanitary environment for taking samples and working in. This also ensures we are meeting expectations for the water to be returned into the creek.

Other

The owner of the property at 519 W Portland is asking permission to live in an RV on this property while their home is being built. The ordinance states 14 days limit.

The requirements that must be met will be:

1. Active building permit on file with Spokane County for the property
2. Must show council progress of build every quarter
3. Has one year to complete the project
4. Fees for RV permit, water 100% and sewer 50% of regular charges.

ACTION

Steve moved to allow the owners of 519 W Portland to live in an RV on said property while their home is built with the above-mentioned provisions; seconded by Valerie. The motion was approved 5-0.

KBITS-Kayla Billington

We have not used all of the time allotted for IT support during July so Kayla would like to work with staff and council to implement account security measures, which are recommended by Cisa, a federal agency under the Department of Homeland Security that provides guidance on cybersecurity. She is also recommending a round of password changes for all of the Microsoft Office 365 @FairfieldWa.com accounts. Cheryl will work with Kayla to get this all scheduled.

Dates to Remember

August 18, 2021

Range Mobile Clinic in Fairfield

ADJOURN

With no further business, the council meeting adjourned at 7:34 pm.


KayDee Gilkey, Mayor


Cheryl Loeffler, Clerk/Treasurer