

**REGULAR COUNCIL MEETING**  
**MARCH 15, 2022**  
**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**

Mayor Jamie Paden called the March 15, 2022 regular council meeting to order at 6:02.

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

Others present were Bryan Hicks, Chris St.Germaine of Ziplly; Rick Hurd and Greg Conley from Home Center and PMC Companies; Teresa Holm, Dawn Hillsbery, Amanda Blood, Bill Enzler, Debbie Cato, George Quiggle, Steve Braun, Advisor; Ava Budde; Shayley Tiegs; Brock Braun; Angela Widman; Kinsey Barta; Dillon Goodwin and Anika Tee of the Liberty FFA, Rachel Tiegs, Perry Paden, Angela Walk, Devin Billington and Cheryl Loeffler.

The meeting opened with the Pledge of Allegiance.

**ACTION**

Emily Thomas moved to excuse Jacob Warren from the February 1<sup>st</sup> and 15<sup>th</sup>, 2022 regular council meetings; seconded by Valerie Rogers. The motion was approved 4-0 with Jacob abstaining.

**Guests**

**Christine St Germaine of Ziplly Fiber**

Ms. St Germaine represents Ziplly Fiber and came tonight to discuss how Ziplly is identifying communities within their service area that meet the eligibility requirements of the federal and state grant programs for developing a fiber optic network. Ziplly would like to be a possible partner with the towns of Latah, Fairfield and Rockford for the grant application to bring fiber into the town limits of each community and to provide internet service to the residents of those towns.

**Rick Hurd of Home Center and PMC**

Mr. Hurd's company has recently purchased the property at 16212 E Prairie View Road. This parcel is 7.5 acres and is located on the west side of Jackson Road. The property is technically in the county but is in our Urban Growth Area. He came to ask the town council if they would consider annexing this property into the town which would then allow the property to be developed into possibly eight separate parcels, depending on what type of housing is needed in our area. He expressed that his company does not overbuild and will work with the town's needs. If the town is not interested in annexing, the house that is currently on the property will be brought back to life and the property stays as one parcel. The property is connected to the water and is on Devin's schedule to be connected to the town's sewer. The council was very receptive to the idea.

**ACTION**

Alisha Anderson moved to allow Rick Hurd to begin exploring the possibility of giving parcel # 42242.9016 urban zoning to allow smaller parcels by annexation; seconded by Steven Walk. The motion was passed 5-0.

Mr. Hurd will have his engineer put together a preliminary plan to present to the neighboring property owners and council.

**Liberty FFA Ag Issues presentation**

Mr. Steve Braun introduced the FFA team that is headed to state competition with their Ag Issues Forum. The team consists of Ava Budde, Shaley Tieg, Brock Braun, Angela Widman, Kinsey Barta, Dillon Goodwin and Anika Tee. The team's debate was on animal cloning and was very impressive.

## **Engineer's report**

### **SRTC Grants**

Bryan Hicks discussed the three pre-application documents he had prepared for SRTC Grant Eligibility. They include the following projects. Only one will be submitted as the final application.

- Railroad Ave Rehabilitation Project: Grind and overlay pavement on Railroad Avenue from Ticknor to Main Street
- Prairie View Road Sidewalk Project: Installing sidewalk along Prairie View from 3d to 5<sup>th</sup> Streets.
- Main Street Improvement Project: Improving the sidewalks from McNeil to Fairweather beside Hart Park.

The council discussed and prioritized each project.

### **ACTION**

Emily moved to allow engineer Bryan Hicks to complete the grant application seeking SRTC funding to grind and overlay pavement on Railroad Avenue from Ticknor to Main Street; seconded by Alisha. The motion passed 5-0.

### **CDBG Sewer Project**

Bryan was notified by the funding agency that they are modifying the forms to implement the new HUD requirements. This has stalled the sewer project by a few weeks. There will not be an issue if the project needs to be extended past the July 1<sup>st</sup> deadline.

### **Old Business**

#### **Resolution 2022-03 DIRECTING FUNDS TO SPECIFIC EXPENDITURE CATEGORIES AS REQUIRED BY THE FINAL RULES OF THE AMERICAN RESCUE PLAN**

Along with the \$50,000 allocated to the community center improvements and the \$2,000 that has already been given out as hardship grants to four utility accounts, the Northridge Sewer Project will have \$28,000 instead of \$20,000 allocated from ARPA funds and \$5,000 will be put into a Project Share line item to help with residents that have difficulty paying a utility bill. Cheryl is still looking into the guidelines from MRSC for this.

### **ACTION**

Steve moved to approve Resolution 2022-03 DIRECTING FUNDS TO SPECIFIC EXPENDITURE CATEGORIES AS REQUIRED BY THE FINAL RULES OF THE AMERICAN RESCUE PLAN ACT allocating \$50,000 to Community Center Improvements; \$28,000 to Northridge Way Sewer Replacement; \$2,000 for Utility COVID-related Hardship Grants; \$7,458 Revenue Replacement, seconded by Alisha. Motion passed 5-0.

### **Review of Leases**

The council has reviewed the leases provided at last meeting. The museum has a 99-year lease, post office is a five-year lease. The Service Club lease information was found by going through the archived minutes but no actual lease was found. The 1997 minutes stated that they were to pay \$20 a month. There is no lease at all for the Food Bank. Jamie will work at preparing leases for them.

### **Planning Commission Recommendation**

Building permit #2022-01 for an above-ground swimming pool at 612 W Marll Crt was submitted. After researching the project, since the pool is technically above ground, no permit needs to be approved but the county was requesting to have a signed document from Fairfield. The Improvement Board recommended the council approve the project.

### **ACTION**

Alisha moved that the mayor sign the signature form for the Building Permit #2022-01; seconded by Jacob. Motion was approved 5-0.

## **NEW BUSINESS**

### **2022 Forestry Grant Applied for \$5000 with \$5000 match**

Cheryl and Devin worked on a 2022 Forestry Grant for \$5,000 for pruning the street trees and the trees at the cemetery. There is a match of \$5,000, which can be in-kind. We will request some help from the cemetery board for their trees.

## **Department report Emily Thomas -Water report**

Emily's report included the remote-read meters and adding \$5,000 to develop the Project Share fund. She also reported on some training that she has done on broadband and will be taking a workshop on civic pride. She has also prepared a survey to go out in the next newsletter asking the community for their priorities for the town. She suggested that this should be done annually, similar to the public works annual survey.

## **Public Works Report**

### **Sewer**

- WW Samples going in this week.

### **Streets**

- Road grading soon.

### **Water**

- AMI Water Meter System. Continuing to install meters. 50 more meters were ordered and delivered.
- Water Samples this month, VOC's and Iron to be taken in.
- The well meter on well #2 is going out and needs to be replaced. Devin has received five bids so far and is asking the council for \$10,000 to replace the well meter.

### **General**

- Annual Customer Satisfaction Survey is out, please fill out this is important to the improvement of the Public Works Department and your opinion matters to us.

## **An Example of a Regular Task**

### **Grading Roads (HRS.)**

Fairfield Public Works grades roads once in the spring and once in the fall. This year we are also adding gravel to areas in need. When we grade in the spring, we focus on reshaping the roads that need it. After a year's worth of driving on these roads, snow removal equipment working on the roads and other factors, the roads can be in poor shape come spring. When the roads are in very poor shape, they may not have proper crowning leading to poor water drainage causing potholes, washboards, and become muddy or otherwise dangerous. The spring moisture allows for ideal conditions for grading and reshaping roads. As the town starts grading roads, please be sure your vehicles, trashcans, or other obstacles are off the road so our crew can work as efficiently as possible without the need to work around various items.

### **ACTION**

Emily moved to allow the purchase of a well meter for well #2, not to exceed \$10,000; seconded by Steve. The motion was approved 5-0.

## **Approval of the Minutes**

### **ACTION**

Steve moved to approve the minutes from March 1, 2022 regular council meeting as read, seconded by Alisha. Motion was approved 4-1 with Jacob abstaining.

## **Approval of the March 15, 2022 Claims**

### **ACTION**

Steve moved and Jacob seconded to authorize paying the claims of March 15, 2022 with EFTs for \$15,312.47 and checks #20814 and #20818-20826 for \$18,199.64 The motion was approved 5-0. Check #20815 was voided due to misprint and 20816-20817 were printed out of line.

	3-15-2022
Claims	\$19,118.92
Payroll	14,393.19
Total Paid	\$33,512.11

Signed by Steven Walk, Emily Thomas and Valerie Rogers.

**Other**

**Road condition to PCAL**

Teresa Holm from Palouse Country Assisted Living brought the condition of Hilltop Lane to the council's attention. She stated that the road is disintegrating and would like to have some repairs done to it. Devin said he will check it out for potential cold patch repairs.

**Military Wall of Honor**

In addition to the approved closure of Main Street on Memorial Day, Perry Paden is asking the council's permission to have Main Street closed from Railroad Avenue to Highway 27 from 12:30 to 12:45.

**ACTION**

Steve moved to approve the additional street closure of Main Street from Railroad to Highway 27 from 12:30-12:45 on May 30<sup>th</sup> for the Military Wall of Honor; seconded by Val. The motion was approved 5-0.

**Flag Day**

Bill Enzler stated that the Service Club received a request from a Civil War Reenactment that want to come to Flag Day and set up an encampment in Hart Park. The council requested more information on their plans before they can approve this activity. Bill Enzler will also verify that the group has their own liability insurance.

**Next Meeting**

The budget position will be provided to the council at the next meeting along with information about publication of notices.

**Dates to Remember**

**March 24**

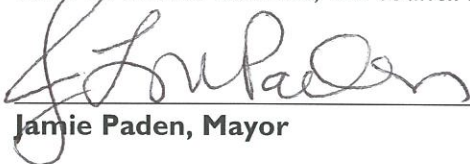
Range Mobile Clinic several different vaccines provided

**April 3-13**

Cheryl gone and back to work on 14th. Heidi Turnbough will fill in a few days

**Adjourn**

With no further business, the council meeting adjourned at 8:32 pm.



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Jamie Paden, Mayor



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Cheryl Loeffler, Clerk/Treasurer