

REGULAR COUNCIL MEETING
FEBRUARY 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 February 15, 2022 regular council meeting to order at 6:00.

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

Others present were Teresa Holm, Dawn Hillsbery, Amanda Blood, Bill Enzler and Terry Phillips all from the Fairfield Service Club; Donald Harris, Heather and Justin Gust, Tim Murphy, Perry Paden, Angela Walk, Devin Billington and Cheryl Loeffler.

The meeting opened with the Pledge of Allegiance.

Old Business

Event Committee

Perry Paden has approached the Service Club about the formation of an Events Committee and asked the Service Club to come to tonight's council meeting.

Bill Enzler spoke on behalf of the Fairfield Service Club. At this point, he explained that the club is doing just fine, and does not see any benefit to the club or really Fairfield to have a "formally organized" committee to run all of the events. Council members spoke about the benefit of being able to utilize different people with different skillsets and interests that currently are not involved, the ability to do constant marketing and the opportunity to coordinate and not have to reinvent the wheel every time something comes around and just having new ideas to take good things and make them great.

There were a few residents here and the feedback from them was in favor of an events / steering committee for many reasons some being marketing, a better ability to be involved and to prevent a feeling of disorganization.

BAATA was unable to attend tonight's meeting, but they have shown interest in participating with the events committee.

COVID-19 utility hardship grant and payment plan applications

Account #1127: All paperwork was included with the grant application. Council approved to award the COVID hardship grant of \$500 to be applied directly to the utility bill. The signed payment plan will have a monthly payment of at least \$132.00 plus keeping the current bill up to date.

Planning Commission

Resolution 2022-02 Reaffirming Town's Improvement Board as Advisory Committee

Ordinance #386 was written to appoint the Planning Commission to also serve on the Improvement Board in 2017. There is some confusion about this and the town attorney was asked to write this resolution to clarify that the Town Improvement Board is an Advisory Committee when the members of the Planning Commission meet in their capacity as members of the Town Improvement Board.

ACTION

Steve moved to approve Resolution 2022-02- Reaffirming Town's Improvement Board as Advisory Committee; seconded by Valerie. The motion was approved 3-0.

No decisions are made by this board. They have and will continue to only give their recommendations to the council regarding any ordinances, permits, complaints or growth management issues. The word planning will need to be removed from the name. They will now become the Town Improvement Board.

An ordinance will be presented that solidifies that they are only an advisory committee.

WATV Ordinance #2022-396 USE OF WHEELED ALL-TERRAINE VEHICLES WITHIN THE TOWN OF FAIRFIELD

The edits suggested for this ordinance are to keep the minimum age at 16 but no driver's license is required, either helmet or seatbelts must be worn when riding and adding that anyone riding in dune buggies must wear a seatbelt and a helmet. All other rules of the road must be followed. This update to the ordinance will allow law enforcement to enforce the law if someone is riding illegally.

ACTION

Steve moved to approve Ordinance #2022-396 USE OF WHEELED ALL-TERRAINE VEHICLES WITHIN THE TOWN OF FAIRFIELD on the condition that the above-mentioned edits are added and has attorney approval; seconded by Emily. The motion passed 3-0.

NEW BUSINESS

Letter to Fire Commissioners

Cheryl drafted a letter to the commissioners of Fire District #2 inviting them to begin conversation regarding the Town of Fairfield annexing into Fire District #2.

Public Works Report

Sewer:

- WW Samples going in this week.
- Northridge sewer main replacement project completed. Smoothing road and final cleanup.
- Emergency was declared due to the town's dump truck breaking down numerous times and work on the project being delayed with no truck. North Street Excavation was hired to expedite the project.
- Effluent building ceiling replacement completed.
- Manhole #33 backup noticed and addressed.

Streets:

- Northridge, more gravel needs to be added in areas. to be smoothed, cleanup is being finished this week
- Settling will occur and we will do our best to maintain a quality road as this occurs. Questions and concerns may be brought to Devin.

Water:

- AMI water meter system. We are waiting on software and licensing then we will be able to remotely read water meters.
- Meter replacement timeframe (Pricing Sheet as requested)
 - Provided council with estimated and approximate costs based on our original plan of a 3-4-year implementation process. Where we currently sit, we will need approximately \$20,000 + tax and shipping to finish the meter swap out project. Discussion about using some of the ARPA funds to finish the meter swap this year versus swapping the meters out over time and finishing in 2024.
- ERG Assistance Water Meter Replacement Information, Valve Exercise and Maintenance Plan, Hydrant Flushing and Inspection Plan. All provided to the town to assist in operations.

General:

- Annual Customer Satisfaction Survey is scheduled to go out with our next water bills.

An Example of a Regular Task:

Public Works Survey (10 Min.)

This survey was developed to help our public works staff improve overall, and to allow us to see the areas of concern the public may have. The intent of this survey is for the citizens, business owners, and people who pass through Fairfield to rate on a scale of 1-10 what they feel the quality of work is in specified areas that the public works department works on throughout Fairfield. There is also room for comments on each sheet to ensure your thoughts can be heard. This can be filled out anonymously if desired. We look over everyone’s input and comments, and average the scores submitted by everyone to find the areas that the public feels we need to improve. All comments are read and taken into consideration. This is a survey that our public works staff enjoys seeing the results come back. We like to hear when people are happy with our work and appreciate the constructive criticism just as much to allow us to improve. We would appreciate everyone’s participation in this as it does help our department improve and influences decisions on where money and time is spent to best benefit Fairfield based on what the community would like to see.

ACTION

Emily moved to declare an emergency and the necessity to hire North Street Excavation to finish the project due to the town’s dump truck continually breaking down during the Northridge sewer main project, bringing the project to a complete standstill; seconded by Steve. The motion was approved 3-0.

ACTION

Emily moved to approve the use of approximately \$20,000 plus the sales tax and shipping of the ARPA funds to purchase the remaining meters to complete the meter swap out project this year; seconded by Val. The motion passed 3-0.

Approval of the Minutes from February 1, 2022 regular council meeting

ACTION

Emily moved to approve the minutes from the February 1, 2022 council meeting as presented, seconded by Val. The motion passed 3-0.

Approval of the February 15, 2022 Claims

ACTION

Steven moved and Valerie seconded to authorize paying the claims of February 15, 2022 with EFTs for \$9,417.17 and checks #20787-20793 for \$7,952.81. The motion was approved 3-0.

	2-15-2022
Claims	\$6,258.78
Payroll	11,111.20
Total Paid	\$17,369.98

Signed by Steven Walk, Emily Thomas and Valerie Rogers.

Other

There are a few residents that make payments on their utility bills but have repeatedly had checks returned for non-sufficient funds. Cheryl asked the council permission to amend the current fee schedule and add that checks will not be an acceptable mode of payment after repeated NSF.

Cheryl also brought attention to the charges that the town pays to the prosecuting attorney and/or public defender if someone is incarcerated because of criminal activity or traffic tickets issued inside Fairfield’s town limits. There are repeat offenders every year and asked if someone would research if there were any possibility of recouping those costs from the offenders. In 2021, we paid \$2925. This is in addition to the amount we pay for the law enforcement contract that we have with Spokane County Sheriff’s Department.

The comment was made from someone that there was an additional fee for the sheriff if they respond to a call so to clarify: When the sheriff does come out and arrests someone or gives a traffic ticket, we are NOT charged any additional fee from the county. Those actions are covered under our contract.

Council was given the Budget Position dated 2-15-22.

Compliments/Complaints

Val commented that Portland is much better to drive on.

Dates to Remember

ARPA Funds	Meeting 2-17-21 6:15-8:30
Cathy McMorris Rogers	Town hall meeting 2-18-21 10:30-11:30 am
Town Hall closed	Monday, Feb 21 for President's Day

Adjourn

With no further business, the council meeting adjourned at 7:16 pm.



Jamie Paden, Mayor



Cheryl Loeffler, Clerk/Treasurer